



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

SARASWATA SNATAKA MAHAVIDYALAYA

- Name of the Head of the institution **SUBAL DAS**
- Designation **Principal (in-charge)**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **06795273345**
- Mobile No: **9938626567**
- Registered e-mail **ssmvkuamara@gmail.com**
- Alternate e-mail **subaldas66@gmail.com**
- Address **AT/PO - KUAMARA, DIST - MAYURBHANJ, ODISHA, PIN - 757027**
- City/Town **KUAMARA**
- State/UT **ODISHA**
- Pin Code **757027**

2.Institutional status

- Type of Institution **Co-education**
- Location **Rural**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **MAHARAJA SRIRAM CHANDRA BHANJA DEO UNIVERSITY, BARIPADA, MAYURBHANJ, ODISHA**
- Name of the IQAC Coordinator **Mr. PRAVAT KUMAR SENAPATI**
- Phone No. **06795273345**
- Alternate phone No.
- Mobile **9438057046**
- IQAC e-mail address **pksenapati14@gmail.com**
- Alternate e-mail address **ssmvkuamara@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) <https://ssmvkuamara.org/naac>

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <https://ssmvkuamara.org/naac>

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.89	2016	16/12/2016	15/12/2021

6.Date of Establishment of IQAC **09/02/2012**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	NIL	0

8.Whether composition of IQAC as per latest NAAC guidelines **No**

- Upload latest notification of formation of IQAC **No File Uploaded**

9.No. of IQAC meetings held during the year **2**

- Were the minutes of IQAC meeting(s) and **No**
compliance to the decisions have been
uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

1. Workshops on good health and mental well being of the students to tackle the on going pandemic situation.
2. Workshops for Staff Members for the improvement of Technical knowledge for taking on line classes and organisation of Seminars
3. Timely submission of AQAR Reports.
4. Student progression related activities.
5. Conduct of Career Counselling Meeting.

12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Enhancement of Digital Resources of the Institution.	Enhancement is on process
Upgradation of Infrastructure of the college and taking of necessary actions in order to maintain cleanliness in campus.	The Campus is sanitised on regular basis and on necessary measures are taken.
Regular training to both teachers and students to improve the distant learning environment in the college	All teachers and students are given special training to equip with themselves with virtual mode of teaching and learning process.
More programmes to support mental well being of all stake holder of the college keeping their future in mind.	Several workshops and seminars have been conducted on mental well being not only the students but also the teachers.
Necessary preparation for the NAAC assessment.	The process is in full swing.

13. Whether the AQAR was placed before statutory body? Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	07/03/2022

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	SARASWATA SNATAKA MAHAVIDYALAYA
• Name of the Head of the institution	SUBAL DAS
• Designation	Principal (in-charge)
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• Location	Rural
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• Name of the IQAC Coordinator	Mr. PRAVAT KUMAR SENAPATI

• Phone No.	06795273345				
• Alternate phone No.					
• Mobile	9438057046				
• IQAC e-mail address	pksenapati14@gmail.com				
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4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://ssmvkuamara.org/naac				
5.Accreditation Details					
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Cycle 1	C	1.89	2016	16/12/2016	15/12/2021
6.Date of Establishment of IQAC			09/02/2012		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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8.Whether composition of IQAC as per latest NAAC guidelines			No		
• Upload latest notification of formation of IQAC			No File Uploaded		
9.No. of IQAC meetings held during the year			2		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?			No		

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
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11. Significant contributions made by IQAC during the current year (maximum five bullets)		
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<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	07/03/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	28/01/2022
15.Multidisciplinary / interdisciplinary	
16.Academic bank of credits (ABC):	
17.Skill development:	

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1

2

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1

633

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

119

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	No File Uploaded

2.3

135

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	18
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	14
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1	26
Total number of Classrooms and Seminar halls	

4.2	1925644
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	7
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Saraswata Snataka Mahavidyalaya, Kuamara, Mayurbhanj, Odisha is currently having the following mechanisms for effective delivery of curriculum - I. At the beginning of an academic session, Departmental Meetings are held in every Department in which the topics of the syllabus are distributed to the teachers after

discussion with them. II. Number of classes for each topic is decided according to the syllabus. III. College administration provides a well prepared Time Table to the students each year for smooth running of classes. IV. The routine after being approved by the Principal is generally distributed to the students. V. Classes are held according to the schedule under the supervision of College Administration. VI. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as- a) Chalk and Blackboard method. b) Distribution of class notes by teachers. c) Group discussion amongst the students during the class. d) Seminars by students related to curriculum. e) Paper presentation by the students. f) Proper and adequate instrumentation facility is given to the students for their practical classes, Mid-term examinations, regular assessment in practical classes are done online mode to keep track on the improvement of the students. College administration also keeps a vigilant eye on the results and needs of the students time to time.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As an affiliated college of the University called MSCBD University, Baripada, the evaluation norms of the University are strictly followed. The college has adopted the method of accessing the academic performance of the students on the continuous basis. Continuous assessment in the theory subjects as per University norms includes 20 marks for an Inter assessment. Within the frame work, the college constructs the Internal Assessment department wise according to a proper schedule and under strict invigilation. The marks obtained by the students are uploaded in the University website at the appropriate time. The syllabus and timing of these assessment are communicated to these students well in advance. The examination pattern follows the norms made by the University. Besides these formal assessments, revision work, class tests, assignments and student presentations are integral to the teaching-learning process. During the pandemic sessions, a continuous system of online evaluation was put in place. Besides evaluation, the Institution strictly adheres to the semester-wise academic

calendar as set by the University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment**1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum**

The Institution Saraswata Snataka Mahavidyalaya, Kuamara, Mayurbhanj is an affiliating college that through its co-curricular activities tries to inculcate values and ethics among its students. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education to the students that goes beyond the curriculum through various activities. Through these programmes students imbibe universal, moral and social values, sensitivity towards gender issues and environmental consciousness. 1. Gender sensitization programmes conducted through workshop and lectures. 2. Observance of Women's Day. 3. Environmental education to the students through plantation and its caring and the conduct of various awareness programmes

related to the environment etc. 4. Human values promoted through the activities of the NSS, and YRC are for the enhancement and illumination of young minds. 5. Community outreach and various other social welfare programmes. 6. Moral education of mental health.

7. Observance of Earth Day, World Environment Day, Forest Week

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows

D. Feedback collected

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

272

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

167

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution assesses the learning levels of the students and organises special programmes for advanced learners and slow learners. For advanced learners the approaches adopted are as follows:-

- More challenging work in the form of projects and home assignments
- Incentives in the form of merit scholarships and prizes
- Encouragement for participation in various inter-college competitions.
- Special lectures by eminent speakers from various fields.
- Free internet access
- Coaching classes for both the slow and advanced learners.
- Counselling by faculty members to appear for competitive examinations
- Conduct of Career fairs, seminars and workshops.
- Touching to their weaker areas & providing solution.
- Conduct of remedial classes for their developments.
- Teachers counselling to the weaker students.
- Evaluated of answer scripts of college examinations and discussing madewith students to identify and address their problems & difficulties.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
Nil	Nil

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Learning is made more student-centric through a combination of old and new methods of teaching. In order to motivate the students beyond the scope of theoretical knowledge various student-centric learning methods like workshops, seminars, group discussions, field trips, institutional visit, have been adopted. Student-centric methods are an integral part of the pedagogy adopted by the faculty for which the college provides all possible support such as:

- Smart classrooms though profusely provided due to scarcity of funds this students are final semester are required to complete a dissertation project work so that they can gain more experience and knowledge. They are also motivated to take up social projects to develop a sense of responsibility and empathy towards the community.
- Fully Wi-Fi campus
- Facility to download e-resources
- Fund allocation for institutional visits and excursions
- Fund for purchase of laboratory instruments, equipments and materials
- Fund for organization workshops, seminars and conferences.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

No

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

7

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	No File Uploaded
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc.

/ D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	No File Uploaded

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

195

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Examination Committee coordinated all the internal examinations (mid-term & selection test) of the college before the commencement of the CBCS. The examination process included setting up of question papers, evaluation of answer scripts within a stipulated period of time, and submission of marks. Evaluated scripts of the mid-term examinations are shown to the students. Following permission from the Principal, marks of the selection test are communicated to the students. Tutorials are also held on a regular basis. After commencement of the CBCS, some departments conduct the internal examination through google form, while other departments set question papers. But as the internal examination is a component of the university examination, the marks are not

communicated to the students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

Mechanism to deal with internal/external examination related grievances is transparent, time-bound and efficient not only for the students but also for the teachers and the institute as a whole. The mechanisms for redressal of grievances with reference to evaluation are as follows: For university examinations: • Review of answer scripts are done as per university norms • RTI provision is also available. The students forward their applications to the college Authority, where from the issues are forwarded to the affiliating university.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution follows the syllabi laid down by the affiliating university for all its subjects. It ensures the completion of the mentioned syllabi through a teaching plan that is also provided to the students at the beginning of the academic session. The Principal in coordination with the Heads of the Department monitor the execution of the assigned syllabus and its timely completion. The final outcome of the course is evaluated through the performance of the students that is analysed at the end of each semester examination.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

115

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://ssmvkuamara.org/naac>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year**

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	No File Uploaded

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has some committees to engage students in such activities. The college has two NSS units of both male and female which perform a lot of social activities like upliftment of the

nearby locality cleaning of road and wells spreading of bleaching powder and watering the plants through poster and leaflet on ways. Volunteers try to prevent Dengue and Chikungunia and creation of awareness on conservation of water are regularly done by the volunteers. The volunteers go for weekly visits to help the caregivers in whichever ways possible, dusting, filing papers, combing hair of the inmates etc. We also celebrate with the inmates, their monthly birthday parties as per possibilities. NSS Volunteers put up a programme, cut cakes, prepare birthday cards for them. Our college also gives new dresses to the orphans as per possibilities. The college is also associated with an NGOs that helps in many ways.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The Institution has always worked for the mission of providing the best possible infrastructure for the creation of effective teaching-learning environment. Over the years the infrastructure of the institution has been upgraded keeping in mind the development and demands in the educational sector.

Classrooms- All the classrooms have been renovated with comfortable and space saving furniture and Wi-Fi.

Seminar hall- A dedicated seminar hall with audio-visual facilities for regular use along with the same two numbers of classrooms are fitted with projectors and other audio-visual facilities.

Tutorial spaces- Classrooms are used for tutorials and remedial coaching after regular classes for weaker students

Laboratories- There are science laboratories in the departments of Botany, Zoology, Chemistry and Physics. Computer labs are basically used for practical subject.

Specialised facilities- Provisions of ramps are made available for physically challenged students in the college.

Equipment for teaching- Learning facilities are made in two

numbers of class rooms with fixed Porjectors. Excluding the same, there are also the introductin of chalk, duster and board system of traditional teaching method still going on the the classrooms. The collage library has been semi-automated. There has been the provision of Megazines and News papers in both English and Oida.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution has adequate physical facilities which are augmented from time to time for conducting curricular, co-curricular and extracurricularactivities efficiently.

To the StudentsCultural programmes, sports, indoor and outdoor games, NSS,cultural activities, public speaking, communication skills development programme, yoga, health and hygiene etc. are provided with.

Cultural - A stage in the common ground is also used for cultural activities and functions like celebration of Independence day, Republic day etc..

Sports - The ground of the Institution adjacent to the campus is used for the AnnualSports Meet and various other Atheletic Meet of the Institution like Cricket, Football etc

A quadrangle is used for sporting activities like throwball, badminton, basketball and volley ball etc.

Games(Indoor)- Boys Common Room is equipped with Carrom board and Chess board for the students.

Classrooms are available for students' society meetings and the main Seminar Hall of the College is used for various meetings, functions and celebrations like Welcome and Farewell meetings etc.

NSS:Camps and other activities are carried out regularly. The college provides infrastructure and funds for all NSS activities in times of necessity as a supplement to the assistance provided

by the University and Govt. etc.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)****No**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**E. None of the above**

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****123000**

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

0

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

No

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

7

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)**

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)**57000**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution has a Building Committee and in this connection physical Academic and support facilities of this institution is taken care of by the Committee. Yearly review is done of all the facilities available both in-campus and off-campus and initiatives are taken for general maintenance as well as upgradation in order to upkeep and improve the facilities. Advanced facilities are introduced as and when required in order to serve the stakeholders in a better way and to ensure the fulfilment of its stated vision and mission.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****0**

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

D. Any 1 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression**5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education**

0

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	No File Uploaded

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Students' Council members are elected by the students through selection process not through election with an objective to maintain good relation among the students. Under the vigilance of Student Council. Teachers' Day, Fresher's Welcome, Students Farewell and College Annual Fest- etc are organized exclusively in the college. Departmental programmes like Seminars and Webinars are organized by the Students' Council with the guidance of the teachers. Council acts as a liaison between teachers and students as well as between college administration, various committees and students to facilitate easy flow of information. The Students representation is also there in various committees like Library Advisory Committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The Institution does not have a registered Alumni Association

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The governance of the institution is in accordance with the vision and mission statement reflecting the goals and objectives of the institution. The institution strives to impart a holistic education that will enable the students to face the challenges of a rapidly changing society and groom them into empowered, environmentally conscious and socially responsible members of the

community. Towards this objective, self-financing +3 Science degree courses and add-on certificate course on Spoken English have been introduced to improve the employability of students by making them skilled, self-reliant and globally competent. A host of co-curricular activities are conducted during the year like celebration of important days, events and cultural programmes to enhance the cultural development of the students. Moral values of responsibility, leadership and social empathy are inculcated among the students through various social outreach programmes conducted by the NSS and YRC etc. Students from different cultural, religious and linguistic groups work together on the same platform to promote bonds of friendship, understanding and cooperation. Awareness of environmental and ecological issues and understanding the need for sustainable development is generated through a variety of measures like tree planting ceremonies, installation of solar panel and LED lights etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Management of the institution in consultation with the Principal provides leadership in all academic and institutional practices. The Principal co-ordinates on all academic matters through the Heads of Departments. In this way, all faculties of the departments get to play a role in decision-making and participative management of their respective departments. The inclusion of teachers' representatives in the Governing Body of the College also on a rotational basis that enables the faculty members to participate in different academic deliberations and often play a role in decision-making. University examinations are conducted in the institution through committees set up for the purpose and here too responsibility and leadership is delegated to the faculty members, e.g., officers-in-charge are now appointed on a rotational basis, and they are responsible for the smooth conduct of each set of examinations. The entire process of participation and organisation etc are co-ordinated by the Principal of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college has been quick enough in adopting online teaching method during the pandemic and subsequent lockdown. Online training programmes for both teachers and students were organised with LCC representatives and trainers to familiarise them with the virtual platform for live classroom teaching. Several options available in LCC are: 1. Whiteboard that can be used both by students and teachers 2. Easy scheduling of classes by teachers and prompt notification to students. 3. Easy uploading of study material for smooth access by students. 4. Screen sharing facility for quick sharing of PPTs, audio/video clip/Word/PDF, etcetera

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The institution has various bodies for smooth execution of work in all departments and of the college as a whole.

GOVERNING BODY The Governing Body as per the Constitution of the college has 15 members in all. It comprises of the President, Principal-cum-Secretary, M.C. Nominee, D.H.E.Nominee, M.P. & M.L.A. Nominees, Block Chairman, etc while there are two Teacher Representatives and 1 Non-Teaching Staff Representative. But now the G.B. of the college is not formed and it has been disolved by govt. as per letter no -3783/HE/dtated - 24.01.2020.

ADMINISTRATIVE SET UP The principal cum- Secretary is the final authoriyin all financial matters. The Principal along with the

IQAC Coordinator & Departmental Heads, the Teachers' Council Secretary, the Librarian as well as various Committees heads coordinates and mobilizes the entire work process, simply with an objective to provide a flowless ambians to the college. THE FUNCTIONS OF VARIOUS BODIES There is the Teachers' Council headed by Teachers' Council Secretary and the Principal and the Students' Council where a teacher Convenor is the head of the council. Different Committees are set up with teacher Convenors as head who are responsible to carry out the functions of their respective committees.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

D. Any 1 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The College undertakes various welfare activities for both the teaching as well as non-teaching staff members. All the statutory leaves are granted to the faculty members and 'On duty leaves' are given to the teaching staff for attending Orientation Programme and Refresher Course. The College encourages the faculty members to

attend Seminars and Conferences at various levels. The College often funds the registration fee for the faculties who present papers in seminars and conferences. The college supports the endeavour of the teaching faculties for applying for Major and Minor Research Projects. At the time of superannuation, the financial matters of the teaching as well as non teaching staff are settled by the College in a prompt manner. Free tea and coffee are available for all the employees throughout the day. The Grievance redressal mechanism is there for all the staff members.

The College arranges free medical check-up facility annually for all staff members of the college basically during the beginning of the Academic Session,

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	No File Uploaded

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	No File Uploaded

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

There is an Internal Performance Appraisal system for all its staff members headed by the Principal of the Institution. The Principal monitors and evaluates the performance of all its staff and communicates the areas of improvement or the overall

performance annually or as per requirement. The students at the end of their course give an online feedback about all the teachers subject wise. There are Grievance Redressal and Suggestion box placed at strategic locations of the college where the students can express their query or concern about teachers which is also considered by the Principal. All these are scrutinized and assessed by him confidentially.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Institution conducts internal Audit on a continuous basis. The Internal Audit assistants are stationed in the college office. Statutory Audit is conducted by Auditors appointed by the Department of Higher Education, Bhubaneswar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The institution is administered by the Governing Body following the best possible practices in the given working scenario.

The institution always ensures that the funds/resources are collected on timely basis and are utilized in the best possible way by ensuring judicious investments and restricting to budgeted expenditure.

The main sources of receipts are fees collected from students, grants from the State Government and interest on fixed deposits.

Fee collection is done in a systematic way within a time frame. Students are informed about the time schedule through notifications on college notice boards,

A budget is prepared in the month of February for the following financial year and every possible effort is made to adhere to the budget. All purchases are made after inviting requisite number of quotations and their proper scrutiny.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The vision of the Institution is to impact, promote and spread Holistic Education among the students to make themselves reliant and responsible members of the community. Keeping all these things in mind, the IQAC has made some significant contributions not only for the students, Teachers but also the Institution as a whole.

For students Induction Programme at the time of admission, conduct of Career Counselling Programme, assistance for slow runners inculcating spirit of nationalism, respect for Constitutional obligations, rights and duties for the nation, increase in communication skills etc are given attention to. For the Faculty members organization of Faculty Development Programmes are done. Inspirational Programmes for the conduct of Departmental Seminar etc and for the Institute Training Programmes for teaching Staff Members regarding how to take online classes through various easy modes and initiatives taken for the purchase of Library Books and Laboratory Equipments.

Such programmes are initiated by the IQAC at regular intervals and have become an essential part of the college calendar. Even during the period of Pandemic and ensuing lock-down such things were thought of to take care of the students and the college as a whole.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The regular meeting of the IQAC with the Principal and different committees are conducted to sum up and to over view on the steps taken for the around improvement of the college in all possible spheres. Regular Feedback obtained from different stakeholders help in proper identification of the target area.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Programmes on gender equity have been conducted by the college for all students of the college throughout the year:-

Not only the same, Institutional initiative for promotion of gender equity is also cared for in case of academic, hostel accommodation, scholarships, sports and games etc. In spite of the same, the college has Sexual Harassment Cell, Equal opportunity Cell and various others that care a lot in regards to gender equity.

All employees and students are guaranteed a safe and secure

environment.

Surveillance Cameras are there at various locations for safety and to prevent unforeseen incidents.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution takes initiative for the management of waste which is generated within the campus.

- Our college promotes with the system of segregation, collection, storage and eco-friendly disposal of waste, with its well-defined policy. Different coloured bins have been placed for biodegradable and non-biodegradable wastes in different strategic places of college.
- Cleanliness drives are undertaken as part of Swachh Bharat Abhiyan to create awareness and consciousness amongst students. The campus is declared plastic-free. Burning of leaves, vegetable wastes and general wastes are totally banned within the campus.

- All electrical and electronic waste of tube lights, bulbs, switches, computer monitors, keyboards, printers, cartridges, scanners, UPS, batteries, cables and laboratory equipment are segregated periodically, for effective disposal, through local scrap dealers.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The vision and mission of the College has been holistic development of the students of the college. With this objective, there is a merit-based selection of students from all communities with different socio-economic backgrounds. Seats are reserved following the reservation rules. Free ship is given to eligible students in need.

Cultural programmes on the Annual Day Celebration and College Foundation Day are organized as joint effort that lays much emphasis on social harmony and awareness of the rich heritage of our institute. Celebration in the form of various competitions are done for the benefit of the students.

Students are encouraged to join the different Social outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and make a better tomorrow.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligation. During the commencement of each session, the Principal of the College delivers an Orientation Lecture to the new batch of students to make them aware of the core values and ethos of the Institution. The address highlights the need of maintaining harmony amongst all diversities, in developing scientific temper, humanism and spirit of enquiry. The young minds who are going to be the responsible citizens of tomorrow learn the lesson of exercising their rights and performing their duties. In the different programmes celebrated by the Institution like Independence Day and Republic Day, the students and employees of the Institution are addressed by the President of the College with

the message from the Constitution of India. The significance of the Day is illustrated to all with the words from the Preamble, Fundamental Rights and Duties enshrined in the Constitution of the country. The students are taught to obey the supreme law of the land and respect the symbols of national unity like National Flag and National Anthem.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website. There is a committee to monitor adherence to the Code of Conduct. Institution organizes professional ethics programmes for students, teachers, administrators and other staff. 4. Annual awareness programmes on Code of Conduct are organized.

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our college observes most of the commemoratives days of national and international repute. The basic objective to observe these days is to create awareness amongst students and employees about

the importance of these days in our civic life. In this Academic Session, the following events were organized:

- Independence Day: 15th August 2020
- Constitution Day: 26th November 2020
- 125th Birth Anniversary of Netaji Subhas Chandra Bose: 23rd January 2021
- Republic Day: 26th January 2021
- International Women's Day: 8th March 2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

The institution adopts a number of good practices among which the two best practices are given here under :- Best Practice No - 1- Social Out reach activities have been a priority for the institution since its inception as it was built on the values of Mahatma Gandhi. The NSS & YRC of the college play an important role on reaching the Basti Basinda of the college region. The volunteers tried to educate them with the creation of awareness and providing study materials and mental encouragement with slogan "????? ?????, ????? ??????" . Best Practice No- 2 Awareness against witch craft was created among these tribal belt people through poster, Placards and various slogan etc.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

The Institution strives to empower today's women and uphold universal moral and social values along with a number of other visions. This year too, the Institution has worked and achieved some milestones as a part of their social outreach activities. Even during the hard times of the pandemic when the institution became inaccessible and physical meetings were not possible our college adapted to the need of the hour and continued its services towards the society in all possible ways. Contributions and donations were forwarded to various social welfare organizations. Student members were also encouraged to participate in various activities and webinars that included relevant topics like yoga, mental wellbeing, health awareness, legal issues, social causes, gender stereotypes, waste management, career opportunities and such others. Volunteers are taking online classes, many of them have used the college NSS platform to help people in pandemic times by posting information about availability of blood, oxygen supply, hospital beds etc. They have also collected money and other useable articles from doorsteps of donors to help people affected by the pandemic.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Preparation for the Second Cycle of NAAC Accreditation.
2. Timely Audit works of the college by Govt. of Odisha.
3. Attempt for opening of Distance Education for both UG and PG.
4. Conduct of various Awareness Programmes.
5. Completion of various repairing works of the college.