THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC

PRANANATH COLLEGE (AUTONOMOUS), KHORDHA (ODISHA)

Part – A

AQAR for the year

2015-16

1. Details of the Institution

1.1   Name of the Institution

> **PRANANATH COLLEGE (AUTONOMOUS), KHORDHA**

1.2   Address Line 1

> **AT-MUKUNDAPRASAD**

       Address Line 2

> **PO- P. N. COLLEGE**

       City/Town

> **KHORDHA**

       State

> **ODISHA**

       Pin Code

> **752057**

       Institution e-mail address

> prananath_college@rediffmail.com

       Contact Nos.

> **06755-220264**

       Name of the Head of the Institution:

> **Dr. Ch. Pratap Kumar Das**

       Tel. No. with STD Code:

> **06755-220264**

       Mobile:

> **+91 9437051019**

       Name of the IQAC Co-ordinator

> **Debashis Panda**

       Mobile:

> **+91 9437268370**

       IQAC e-mail address:

> prananath_college@rediffmail.com

1.3   **NAAC Track ID**

> **ORCOGN12642**

1.4   **NAAC Executive Committee No. & Date:**

> **EC/38/130, dated 02.02.2006**

1.5   Website address: | www.pnautonomouscollege.in |

Web-link of the AQAR: | www.pnautonomouscollege.in/ AQAR 2015-16 |

1.6   Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	85.25	2006	Feb., 2011
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7   Date of Establishment of IQAC : | 07.07.2007 |

1.8   Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

   i.   AQAR 2007-08 submitted to NAAC on 17.03.2015

   ii.   AQAR 2008-09 submitted to NAAC on 17.03.2015

   iii. AQAR 2009-10 submitted to NAAC on 17.03.2015

   iv.   AQAR 2010-11 submitted to NAAC on 17.03.2015

   v.   AQAR 2011-12 submitted to NAAC on 17.03.2015

   vi.   AQAR 2012-13 submitted to NAAC on 18.03.2015

   vii. AQAR 2013-14 submitted to NAAC on 02.11.2015

   viii. AQAR 2014-15 submitted to NAAC on 04.11.2015

1.9   Institutional Status

University   State [ ] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [ ]   No [ ]

Constituent College   Yes [ ]   No [ ]

Autonomous college of UGC   Yes [✓]   No [ ]

Regulatory Agency approved Institution   Yes [ ]   No [✓]
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education [✓]   Men [ ]   Women [ ]

                     Urban [✓]   Rural [ ]   Tribal [ ]

Financial Status   Grant-in-aid [✓]   UGC 2(f) [✓] UGC 12B [✓]

                     Grant-in-aid + Self Financing [✓]   Totally Self-financing [ ]

1.10 Type of Faculty/Programme

        Arts [✓]   Science [✓] Commerce [✓] Law [ ]   PEI (Phys Edu) [ ]

   TEI (Edu) [ ] Engineering [ ]   Health Science [ ]   Management [ ]

   Others   (Specify) | Self Financing
                         | (a) B.Sc. in Comp. Sc. (Hons)
                         | (b) BBA
                         | (b) M.Sc. Comp. Sc.
                         | (c) M.A. in PM & IR

1.11 Name of the Affiliating University *(for the Colleges)*   Utkal University, Odisha

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

   Autonomy by State/Central Govt. / University   STATE GOVT.

   University with Potential for Excellence [ ]   UGC-CPE [✓]

   DST Star Scheme [ ]   UGC-CE [ ]

   UGC-Special Assistance Programme [ ]   DST-FIST [ ]

   UGC-Innovative PG programmes [ ]   Any other (*Specify*) [ ]

   UGC-COP Programmes [ ]

2. IQAC Composition and Activities

2.1   No. of Teachers   08

2.2   No. of Administrative/Technical staff   01

2.3   No. of students   01

2.4   No. of Management representatives   01

2.5   No. of Alumni   01

2. 6   No. of any other stakeholder and
       community representatives

2.7   No. of Employers/ Industrialists   01

2.8   No. of other External Experts   01

2.9   Total No. of members   14

2.10   No. of IQAC meetings held   04

2.11   No. of meetings with various stakeholders: No. 05   Faculty 02

       Non-Teaching Staff /Students   01   Alumni 01   Others 01

2.12   Has IQAC received any funding from UGC during the year?   Yes [ ]   **No** [✓]

       If yes, mention the amount

2.13   Seminars and Conferences (only quality related)

       (i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

       Total Nos. 3   International [ ]   National [ ]   State 1   Institution Level 2

       (ii) Themes

       | 1. Preparing IEQA. |
       | 2. Quality Parameters |

2.14   Significant Activities and contributions made by IQAC

       1. Computer Literacy classes among staff members
       2. Facilitation of CBCS.
       3. Extension of Library Space.
       4. Creation of a team of Quality Volunteers (QV).
       5. 'Swachha Bharat' & 'Anti-Ragging' Awareness Programme.
       6. Plantation Programme through Eco-Club.
       7. Social Media used for feedback.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year.

Plan of Action	Achievements
• Collection of reports & publications in Humanities in the Resource Centre. • Members of IQAC to create teams for activities. • CBCS pattern would be fine tuned in consultation with Utkal University. • Digitization of the institution envisaged. • Departments asked to organise national seminars. • Accounting system shall be software based.	• Research reports & Publications were collected in the Resource centre. • Six members given specific areas of activities. • Controllers of Examination of Autonomous Colleges met in a workshop to discuss about CBCS. • EOI's were invited for campus digitization. • National Seminars organised by department of Botany, Odia, Commerce Physics. • Accounting Software AIDNI installed. • CAPA Training done (College Accounting Process Automation) by Govt. of Odisha.

2.16 Whether the AQAR was placed in statutory body   Yes ✓   No ☐

Management ☑✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

> • Placed in the meeting of the G.B. & approval received.
>
> • The Governing Body (Management) was involved as one member of the GB is also in IQAC.
>
> • Details of PoA was vetted by the Governing Body.
>
> • Action in terms of grant of funds, recruitment of staff and other suggestion of the IQAC were approved by the G.B.
>
> • Library upgradation approved and done.
>
> • IQAC Team extended counselling to 19 colleges for IEQA.
>
> • IQAC suggested introduction of students' Insurance.
>
> • Odisha State Open University was appealed to open study centre.
>
> • Certificate and Diploma courses done as add-on .

Part – B

Criterion – I

1. Curricular Aspects

1.1   Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	NA			
PG			02	
UG	21	01	02	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				12 programmes with OSOU
Total	21	01	04	12

Interdisciplinary				
Innovative		02		

1.2   (i) Flexibility of the Curriculum : CBCS/Core/Open options : Generic Elective, Ability Enhancement Course.
       (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	23
Trimester	-
Annual	-

1.3   Feedback from stakeholders*   Alumni ✓ Parents ✓ Employers ✓ Students ✓
       (On all aspects)

       Mode of feedback   :   Online ✓ Manual ✓ Co-operating schools (for PEI) ☐

1.4   Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

> Yes.
> • Through Boards of Studies.
> • Through student Feedback.
> • Through corporate feedback.

1.5   Any new Department/Centre introduced during the year. If yes, give details.

> MBA (Finance) & B.Sc.(Microbiology) are in pipeline.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors/ Lecturer	Associate Professors/ Reader	Professors	Others
128	49	45	Nil	34

2.2 No. of permanent faculty with Ph.D.

48

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
03	-	-	-	-	-	03	-	06	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	37	18
Presented papers	-	04	-
Resource Persons	01	03	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Content development for ICT classes by teachers
- Mentors facilitated additional input to slow learners.

2.7 Total No. of actual teaching days during this academic year

210 days

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- Photocopies of answer scripts for students allowed.
- Central valuation of Internal Scripts.
- Double valuation introduced
- Question bank

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

25	45	11

2.10 Average percentage of attendance of students

| 79 |

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG in Arts	350	41.14	72	18.57	.85	92
UG in Science	289	69.5	87.5	.04	.003	92
UG in Commerce	365	71.8	47.4	45.8	.024	96
B.Sc. Comp. Sc.	29	89.7	34.48	-		89
PG PMIR	09		09			100
M.Sc. Comp. Sc.	09		09			`100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

 (i) Student enrolment in to Honours subjects is done strictly on the basis of (a) Merit (b) Choice (c) availability of seats.

(ii) Use of ICT in Labs and smart classrooms.

(iii) Teaching-Learning is strengthened through Department Seminars/Workshops/Invitee Interaction/Movie Shows.

(iv) A Computer Laboratory provides a learning platform.

(v) Improvement of teacher quality through latest Journals, e-resources, seminars and conferences.

 (vi) Evaluation of UG End-term scripts is done in a double examiner process.

(vii) Provision of giving photocopy of answer scripts to students has been made.

(viii) Performance of students is followed up through Placement, Alumni Association and verification of qualification by employees.

(ix) Evaluation of Teaching process is done through feedback and the IQAC gives inputs in teaching methods.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	01
HRD programmes	02
Orientation programmes	02
Faculty exchange programme	-
Staff training conducted by the university	02
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	-
Others	02

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	19	-	-	-
Technical Staff	01	-	-	01

Criterion – III

3. Research, Consultancy and Extension

3.1   Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> 1. Members of IQAC interacted with colleagues to take up research activities.
> 2. 01 teacher has availed MRP.
> 3. The IQAC suggested innovative topics for students seminars and projects.
> 4. 02 Departments (Chemistry & Physics) did innovative Lab. Practices.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-		
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01	01	
Outlay in Rs. Lakhs			1.8 lakh	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	05	21	-
Non-Peer Review Journals	-	-	15
e-Journals	-	-	-
Conference proceedings	-	09	-

3.5   Details on Impact factor of publications:

Range [   ]   Average [   ]   h-index [   ]   Nos. in SCOPUS [   ]

3.6   Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2 Yrs	UGC(ERO)	1.8 Lakh	
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				

Any other(Specify)				
Total				

Rs. 1.8 Lakh

3.7 No. of books published   i) With ISBN No. `04`   Chapters in Edited Books `08`

ii) Without ISBN No. `07`

3.8 No. of University Departments receiving funds from   NA

UGC-SAP `-`   CAS `-`   DST-FIST `-`

DPE `-`   DBT Scheme/funds `-`

3.9 For colleges   Autonomy `√`   CPE `√`   DBT Star Scheme `-`

INSPIRE `-`   CE `-`   Any Other (specify) `-`

3.10 Revenue generated through consultancy   `N.A.`

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number		3			18
Sponsoring agencies		College			College

3.12 No. of faculty served as experts, chairpersons or resource persons `05`

3.13 No. of collaborations   International `-`   National `-`   Any other `03`

3.14 No. of linkages created during this year `02`

3.15 Total budget for research for current year in lakhs : 1.05

From Funding agency [ ]   From Management of University/College `Rs.1.05`

Total `Rs.1,05,000/-`

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions   received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
		01	01	02		

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

08

17

3.19 No. of Ph.D. awarded by faculty from the Institution

NA

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF 01   SRF   Project Fellows   Any other 01

3.21 No. of students Participated in NSS events:

University level   State level 90

National level -   International level -

3.22 No. of students participated in NCC events:

University level   State level 50

National level 08   International level -

3.23 No. of Awards won in NSS:

University level -   State level -

National level -   International level -

3.24 No. of Awards won in NCC:

University level -   State level 01

National level 02   International level -

3.25 No. of Extension activities organized

University forum   College forum 28

NCC 08   NSS 06   Any other 16

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- 02 by NSS, 02 by Quality Volunteers, 08 by NCC cadets, 04 by Youth Red Cross, 03 by Rangers and Rovers

- 04 Blood Donation, 02 Health Camp, 01 Eye-Check-up and distribution of spectacles .

- NCC, NSS, YRC and Rangers and Rovers volunteers on law and order duty assisting police during Ratha Yatra and Bali Yatra

- 250 saplings planted.

- QVs spread the message of welfare schemes of the govt.

- Rangers and Rovers won 04 State level awards.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	74.428 Acre	-		74.428 Acre
Class rooms	3129.48 Sq. Mtrs	-		3129.48 Sq. Mtrs
Laboratories	1340.22 sq. Mtrs	139.3 sq.mts	College funds	1480 sq. Mtrs
Seminar Halls	263 Sq. Mtrs.	-		263 Sq. Mtrs.
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		-		
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs.			
Others Library, Hostel, canteen, Administrative Block, Principals Office, Stock Room, Sports Room, Union Office, Examination Section, Common Rooms etc.	8499 sq. mtrs	1382 sq. Mtrs (Ladies Hostel)	College	9881 sq. Mtrs

4.2 Computerization of administration and library

- Administration Section Computerised (Letter Management System)
- Online submission of Annual Performance Appraisal Reports

- Library Issue-Return Pass Book

- Bar Coding of books

- CAPA Compliance (College Accounting Process Automation)

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books	42072	29,33,931	311	1,16,312	42383	30,50,243
Reference Books	2145	6,15,158	03	1384	2148	6,16,542

e-Books						
Journals	43	1,21,283				1,12,512
e-Journals						
Digital Database						
CD & Video	350	11000	150	5000		16000
Others (specify)	INFLI BNET	5650				5650

4.4 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	90	02	01	02	02	12	70	10
Added	08	01	01		01	04		03
Total	98	03	02	02	03	16	70	13

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

> i. Wi-Fi strengthened with JIO 4G Network.
>
> ii. Fibre optics backbone by ORTEL installed.
>
> iii. LAN done in Lab.
>
> iv. Continuous training to technical and academic staff in Internet based admission process.
>
> v. HR Management through Odisha Human Resource management System (HRMS), Accounting through College Accounting Process Automation (CAPA) and Integrated Odisha Treasury Management System.
>
> vi. All notices to students and staff sent through SMS and website.

4.6 Amount spent on maintenance in lakhs :

i) ICT

6.55

ii) Campus Infrastructure and facilities

2.00

iii) Equipments

1.23

iv) Others

1.5

Total :

11.28

Criterion – V

5. Student Support and Progression

5.1   Contribution of IQAC in enhancing awareness about Student Support Services

> 1. Quality Volunteers' awareness Campaign on Youth Policies of Govt. of India and Govt of Odisha.
>
> 2. Counselling on scholarships from various organisations.
>
> 3. 24 x 7 helpline to applicants and parents during admission process.
>
> 4. Gender sensitization done through debates and panel discussion.

5.2   Efforts made by the institution for tracking progression

> 1. Feedback from parents, teachers and students.
>
> 2. In touch with recruiting agencies and employment verifying agencies.
>
> 3. Social media used for tracking of alumni .
>
> 4. Official facebook page and Whats App groups created.

5.3   (a) Total Number of students

UG	PG	Ph. D.	Others
3811	18	-	-

(b) No. of students outside the state

05

(c) No. of international students

Nil

Men	No	%		Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC/ Minority	Physically Challenged	Total
1814	347	163	1125	07	3456	1077	481	170	168	21	4299

Demand ratio - **1:6**   Dropout % - **4%**

5.4   Details of student support mechanism for coaching for competitive examinations (If any)

> 1. Career Counselling Cell
>
> 2. Language Lab (Communication Skill)
>
> 3. Placement Training programme
>
> 4. Campus Placement organised by placement cell.

No. of students beneficiaries   750

5.5   No. of students qualified in these examinations

NET   -   SET/SLET   10   GATE   02   CAT

IAS/IPS etc   State PSC   UPSC   Others   192

5.6   Details of student counselling and career guidance

> 1. Career Guidance and counselling done by various professional bodies.
>
> 2. Continuous Counselling on prospects and placement done by T & P Cell.
>
> 3. In-class counselling done by faculty.

No. of students benefitted   350

5.7   Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
ICICI Prudential	216	15	105
HDFC Life	184	21	
TCS	340	19	
Shopper Stop	289	47	
Entrust Infotech	69	06	
Wipro	57	06	
ICICI Bank			

5.8   Details of gender sensitization programmes

> •   Members of faculty do counselling soon after admission.
>
> •   Proctors do gender sensitization programmes with mentees.
>
> •   Preventive and redressal mechanism are in place

5.9   Students Activities

5.9.1   No. of students participated in Sports, Games and other events

State/ University level   84   National level   08   International level   -

No. of students participated in cultural events

State/ University level   28   National level   -   International level   -

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level | 03 | National level | - | International level | - |

Cultural : State/ University level | 12 | National level | | International level | |

5.10   Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	205	60,000
Financial support from government	1418	
Financial support from other sources	20	
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level | | National level | | International level | |

Exhibition: State/ University level | 01 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students | 02 |

5.13   Major grievances of students (if any) redressed:
   i   New Girls Hostel added
   ii.   Adequate drinking water facility created in response to students grievance
   iii. 09 washrooms added
   iv. Electrification refurbished
   v.   ICT classroom added
   vi. Notices through SMS

Criterion – VI

6. Governance, Leadership and Management

6.1   State the Vision and Mission of the institution

The Vision of the college :

Intellectual, spiritual and physical growth of all stakeholders through pursuit of excellence in learning and research.

Mission :

The Mission statement of the college aims at translating its vision into reality and spell out its goals and objectives.

☞ *To provide* access *to Higher Education to the youth.*

☞ *To provide scientific, literary, professional, social and spiritual up-bringing to enable the learner meet individual and societal needs.*

☞ *To promote professional excellence through the implementation of need based programmes in addition to the traditional ones, to face emerging challenges in the changing global scenario.*

☞ *To adopt a holistic approach through physical and moral training and upscale learners to a wholesome entity and prepare them as effective instrument for social justice without any discrimination.*

Our Motto is encapsulated in the college Emblem; which epitomises a glorious past, dynamic present and a promising future. The *Sword* with the *Shield* is redolent of a great tradition and heroic past of Orissa. The *Hill* symbolizes the strength and stability. The open *Book* beside the *Lamp* signifies the dissemination of knowledge. The *Atom* stands for scientific and technological advancement. The Vedic maxim. "*UTTISTHATA! YAAGRATA! PRAAPYA VARAAN NIBODYATE!*" ("Arise! Awake! And stop not, till the Goal is achieved." is an inspirational call to the youth.

6.2   Does the Institution have a Management Information System

- Admission through SAMS
- Admin – HRMS
- Accounts - CAPA

6.3   Quality improvement strategies adopted by the institution for each of the following:

6.3.1   Curriculum Development

(i)   02 CBCS meetings – i.Utkal Univerity sponsored

ii. College Faculty

(ii)   Boards of Studies - All Subjects revised curricula

6.3.2 Teaching and Learning

- Use of ICT
- Training of teachers in methods

6.3.3 Examination and Evaluation

- Double examinership introduced
- CBCS pattern introduced and meetings held for implementation.
- Utkal University Counselled members of faculty in implementation of CBCS.

6.3.4 Research and Development

- Subscribed to International Journals.
- Student-centric manufacturing in Chemistry and Physics

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Library building extension undertaken.
- Access system IT enabled.
- New Science Block added.
- New computer systems added

6.3.6 Human Resource Management

- Annual Performance Appraisal Report submitted online through HRMS.
- Establishment officer nominated for training to optimize H.R.

6.3.7 Faculty and Staff recruitment process

Recruitment of faculty is done through 3 processes:

i. By State Selection Board

ii. By the Director, Higher Education

iii. By the Governing Body

T he process of selection is initiated with an open advertisement followed by a written test and an interview.

While the Selection Board selects candidates for permanent posts, the other two agencies recruit on ad-hoc.

6.3.8 Industry Interaction / Collaboration

- MoU with Shrusti Academy of Management
- MoU with Dev. Organisation.
- MoU with Bhubaneswar Stock Exchange.

6.3.9 Admission of Students

Admission through Students Academic Management System done in 3 Phases based on choice and availability.

6.4 Welfare schemes for

Teaching	• Group Insurance
Non teaching	• Personal Loan facility • Co-operative Society • Rehabilitation Schemes • Grievance Redressal Mechanism • Management Salary enhanced
Students	• Free studentship • Concessional admission for Girls, SC/ST & BPL card holders • Scholarships • Laptop to meritorious students under "Biju Yuva Sashaktikaran Yojana" • Group Insurance • Doubt Clearing classes • Co-Certification with OSOU • Online Fees deposit

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes ✓   No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DLC/ Academic Council	Yes	Governing Body/ Academic Bursar
Administrative	Yes	DLC/RD/ DHE	Yes	Principal/ Administrative Bursar

6.8   Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes ✓   No ☐

For PG Programmes   Yes ✓   No ☐

6.9   What efforts are made by the University/ Autonomous College for Examination Reforms?

- Questions for End-term test procured from both External and Internal sources.
- A moderation Board finalizes the Question.
- Double Examinership introduced

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

NA

6.11 Activities and support from the Alumni Association

- Eminent Alumni were felicitated by the institution.
- Alumni created social network platforms to suggest improvement strategies.
- Resolved to support students in training and placement .
- Created Alumni website and linked it to the college wesite

6.12

- All departments have a mechanism of parents teachers meetings.
- Physical facilities like drinking water and washrooms increased

6.13 Development programmes for support staff

- Accounts staff trained in state-wide network IOTMS and CAPA.
- Administrative support staff trained in HRMS application.

6.14 Initiatives taken by the institution to make the campus eco-friendly

(i)   Waste Management and garbage disposal outsourced.

(ii)   A Vermiculture pit is placed for organic waste.

(iii)   Environment audit done and plantation taken up.

(iv)   No-horn zone in campus

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- Installation of JIO net in Campus.
- A Study Centre of Odisha State Open University (OSOU) has been opened to provide add-on courses to students.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Add-on courses introduced in different subjects
- Washrooms added
- Students given hand-outs for CBCS syllabi
- Additional ladies hostel constructed.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)##*

- Creation of a group of Quality Volunteers to look after the Quality Revolution. Creation of a group of Quality Volunteers to look after the Quality Revolution.
- Assembly of LED bulbs and manufacturing of sanitary products

7.4 Contribution to environmental awareness / protection

- Extension activities of units like NCC, NSS, YRC, Rovers & Rangers took up awareness campaigns
- The departments of Botany and Chemistry have been mandated to take environmental audit.
- The Eco-Club is working for environment awareness.

7.5 Whether environmental audit was conducted?   Yes ✓   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTH

1. Vast campus and adequate physical infrastructure

2. Connectivity

3. Qualified and experienced faculty

4. Autonomous Status

5. College with Potential for Excellence (CPE)

6. Highly disciplined students

WEAKNESS

1. Low development fees.

2. Teacher training

3. Infrastructure

   a) Upgradation of IT

   b) Hostel for boys.

4. Restricted autonomy in developing need based curriculum.

   5. Low placement of students.

   6. Frequent Teacher transfer.

   7. High cost of maintenance of facilities

OPPORTUNITY

1. Possibility of infrastructure optimization
2. Establishing chairs (honorary experts)
3. Small group activities under mentorship
4. Surrounded by technical and professional colleges.(Institutional linkages)
5. Situated amid an industrial cluster.(Industrial linkages)
6. Large and well placed alumni pool.

CHALLENGES

1 Large classes (128 to 140 per section) – loss of individual attention.

2 Lack of teacher training in methods.

   3. Teacher transfers.

   4. Impediments in opening new subjects/getting permission and affiliation.

   5. Constraint in funding.

8. **Plans of the Institution for next year**

It can be surmised from the SWOT analysis enclosed that the college has to deal with its weaknesses and threats with vigour and dedication in order to achieve its institutional aspirations. Thus the IQAC plans to take up the following during next year:

1. Complete Digitization of campus.
2. Introduction of Bio-diversity consciousness activities.
3. Completion of Indoor-Stadium.
4. Initiative for a new boys hostel.

Name _____   *Name _____*

   _____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

BEST PRACTICES

1. Installation of Jionet Wi-fi on Campus

Context: The college had broadband connection back in 2010 as a part of student Academic Management System. Two lines were provided by BSNL. In 2011 we got 10 connections from BSNL under NMEICT. The service however, was indifferent. This prompted us to go in for a local Internet Service Provider ORTEL. This time the connection was on fibre optic lines with 1 mbps bandwidth. Since most of the communication was internet based, distribution of lines to different sections affected bandwidth and there were plans to add capacity with a completely wireless platform for internet access.

Practice: The college was negotiating with different ISPs for wi-fi installation when Reliance Telecom gave an offer under their corporate social responsibility to the educational institution of the state. The college showed keen interest in getting the network installed on campus. After due diligence the organization completed installation in record time of 02 weeks.

Evidence of Success: Access to internet on wi-fi was an instant hit both with the students and the employees of the college. Any one with a smart access device could log in without hitch. Social media has become quite popular among the students resulting in Whats App groups and facebook pages. Academic information is scaled up with the installations of Joinet wi-fi.

Problem encountered :

 i. A few of the computers in the college are of an earlier generation hence do not have built-in wireless modems.

 ii. The college is planning to add 4G access devices and to update the older generation computers to solve the problem encountered.

2. Study Centre of Odisha State Open University

Objective : It has been a usual experience that need based subjects or courses to be opened in the college have encountered many hurdles. Application from the college, recommendation of the High Power Committee of the Department of Higher Education, Permission for recognition from the Government and affiliation from the University are a long drawn process. Hence, the students can be provided with a viable alternative with the open university mode.

Context: In the above scenario and with the recommendations of the NAAC Peer team for cycle-I and the Autonomy Extension Expert Committee, the College negotiated with the Odisha State Open University (OSOU) for a Study centre. The university offered to open a study centre subject to availability of staff and office accommodation. The college provided the necessary services and the study centre for the programmes were inaugurated. Classes of 2 hours each additing up to 32 credits for Diploma and 16 credits for certificate courses are taken on Sundays and holidays. Semester system and Home assignments are built-in features of the course. Online feed back is regular and effective.

Practice: Out of 13 options in Certificate and Diploma course there are students in 12. The option available for UG students as skill-based add-on courses are as follows :

S.N.	Programmes offered	Course Code
1	Diploma in Management	DIM
2	Diploma in Computer Application	DCA
3	Diploma in Cyber Security	DCS
4	Diploma in Rural Development	DRD
5	Diploma in Journalism and Mass Communication	DJMC
6	Diploma in Disaster Management	DDM
7	Diploma in Accounting	DIA
8	Diploma in Functional Hindi and Translation	DFHT
9	Diploma in Odia Language and Communication	DOLC
10	Certificate in Communication Skill	CCS
11	Certificate in Translation (English-Odia)	CIT
12	Certificate in Geriatric Care	CGC

Evidence of Success:

For a start, there are 42 students in various courses in this session. 10 members of faculty are engaged in taking classes. This practice gives a different perspectives to the teachers. Teachers training and orientation classes for the teachers are offered by OSOU.

Problems

There has to be grater advertisement of the value addition for our students with these courses. This can be solved during the initial counseling of UG/PG students. The model of training programmes and earning additional credit should be replicated in other HEIs for the benefit of students.