

The Annual Quality Assurance Report (AQAR) of the IQAC

Part - A

1. Details of the Institution

1.1 Name of the Institution

Panchayat Degree College,

1.2 Address Line 1

AT- KANTAMAL

Address Line 2

PO-KANTAMAL

City/Town

DIST-BOUDH

State

ODISHA

Pin Code

762017

Institution e-mail address

Pdckantamal1991@gmail.com

Contact Nos.

9438605530

Name of the Head of the Institution:

Mr. Sagar Bagarti

Tel. No. with STD Code:

06844-277281

Mobile:

7749924460

Name of the IQAC Co-ordinator:

Rabindra Kumar
Pradhan

Mobile:

9438606730

IQAC e-mail address:

pdcollegeiqac16@gmail.com

1.3 NAAC Track ID

ORCOGN26142

1.4 NAAC Executive Committee No. & Date:

EC(SC) / 20/ A & A / 21

1.5 Website address:

www.pdCollege.Org

Web-link of the AQAR:

www.pdcollege.org/NAAC/AQAR

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	1.75	16.12.2016	15.12.2021
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY

07.05.2014

1.8 AQAR for the year

2016-2017

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR _____ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edn)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Sambalpur University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="03"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	04

2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="10"/>	Faculty	<input type="text" value="4"/>	
Non-Teaching Staff	<input type="text" value="2"/>	Alumni	<input type="text" value="1"/>	Others	<input type="text" value="3"/>



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. International National State Institution Level

(ii) Themes

- 1. Application of ICT IN Teaching & Learning Process.**
- 2. Eco-friendly environment of the college**

2.14 Significant Activities and contributions made by IQAC

- Overall infrastructure development of the college.
- Promotion and facilitation of improved teaching-learning practices.
- Implementation of Community Linked Programmes.
- Organize and proper functioning of cells activities
- Celebrated important events

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
<ul style="list-style-type: none"> • To invite more and more external funds for overall infrastructure development from private, UGC and different Government organizations. • Students are advised for maximum utilization of library, computer lab. with internet. • Faculties are advised to conduct some classes with power point by utilizing LCD projector. • Conduct Environmental Awareness, health awareness and cleanliness Programmes through NSS in the nearby villages. (Extension Activity) • To establish different cells and committees for smooth functioning of the Institution. 	<ul style="list-style-type: none"> • World Bank has approved to sanction funds for overall development of the College. • Library is enriched with verities of text, reference and other books along with different national and international journals, magazines and encyclopaedia. • Some faculties are conducting the classes with power point by utilizing LCD projector. • NSS unit of the College conducts different activities and programmes in the adopted and nearby villages. • Different cells and committees are formed and function properly. Conduct the meeting as and when it is required.

** Attach the Academic Calendar of the year as Annexure*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR 2017-18 was placed before the college governing body. It recommended that the same be sent to the NAAC office. The governing body further directed the Principal to execute all the plan of action proposed by the IQAC and the Governing body will extend all possible support to execute the plan of action proposed by IQAC.

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				
PG				
UG	01		01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	01		01	
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options (CBCS 🌐)
 (ii) Pattern of programmes:

Pattern	Number of programmes	
Semester 🌐	02	
Trimester		
Annual		

1.3 Feedback from stakeholders*

Alumni



Parents



Employers



Students



(On all aspects) Online

Manual



Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure*

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

It is under the purview of affiliated University .

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

Applied to get permission for opening of English, Sanskrit, Sociology (Hon's) in Arts Stream, Computer Science (Science Stream)

Criterion - II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	13			

2.2 No. of permanent faculty with Ph.D.

01

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
	01								01

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended			02
Presented papers			
Resource Persons			

2.6 Inn

- 1) Remedial Classes for slow learners.
- 2) Enrichment classes for additional information
- 3) Field Study.
- 4) Power Point Presentation on important topics.
- 5) Class Room Seminars for students with paper presentation.
- 6) Syllabus based internal examination.
- 7) Syllabus based general knowledge and Quiz competition.

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

175

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

Examination or Evaluation is under the purview of Sambalpur University.

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

No

2.10 Average percentage of attendance of students

75 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	132		03	?	?	?

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

- The IQAC conducts a meeting with faculty members in the beginning of the academic year to chalk out the strategy for enhancing quality in teaching learning process.
- 'Teaching Plan' is prepared by faculty members for timely completion of Syllabus.
- All the faculty members are advised to adopt modern teaching methods.
- Course progress Diaries of the faculties was checked every week to monitor the covering of syllabus according to the teaching plan.
- Every department conducts Internal Assessment Tests to monitor students' performance.
- Feedback is taken from the students on teachers' performance and necessary advice was given to faculties for further improvement.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	

UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	02
Staff training conducted by the university	03
Staff training conducted by other institutions	03
Summer / Winter schools, Workshops, etc.	
Others	

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	07			
Technical Staff	02			

Criterion - III

3. Research, Consultancy and Extension

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

- The college 'Research committee inculcate research culture among the staff and students.
- Meetings are also held to sensitize faculty and students on research and its effects on career development & advancement.
- Encouraging teaching staff to participate in State, National and International Seminars, Symposium and Workshops.
- Teaching Staff members are motivated to publish research articles.
- Staff members are motivated to participate in research methodology workshops. Faculties are encouraged to apply Major, Minor research projects and organize Seminars/workshops in state/national level on research and its benefits.

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				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

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				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.11 No. of conferences

organized by the
Institution

Level	International	National	State	University	College
Number					04
Sponsoring agencies					

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

3.13 No. of collaborations

International National Any other 3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College Total

3.16 No. of patents received this year

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

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

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

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

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

JRF

SRF

Project Fellows

Any other

3.21 No. of students Participated in NSS events:

University level

State level

National level International level

3.22 No. of students participated in NCC events:

University level

State level

National level 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

National level International level

3.25 No. of Extension activities organized

University forum

College forum

NCC

NSS

Any other

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

- Blood donation camps were organized in the campus.
- Health awareness programmes organized in the nearby villages and also adopted village.
- Environmental awareness, pollution awareness programme organized in college campus as well as out of the campus also.
- Seedling and sapling inside and outside the campus
- Cleanliness programme conducted inside and outside the College campus.

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	10.34 AC			10.34 AC
Class rooms	12	01	WODC	13
Laboratories	00	04	College .Fund	04
Seminar Halls	01			01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	30	01	C.F	31
Value of the equipment purchased during the year (Rs. in Lakhs)	56,000	82,500	UGC	140500
Others				

Annexure

4.2 Computerization of administration and library

CAPA process adopted, Library is partly automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1648	216597	402	70967	2050	287564
Reference Books	3295	433194	-	-	3295	433194
e-Books						
Journals	571	30659	152	6840	723	37499
e-Journals						
Digital Database						
CD & Video	-	-	05	2580	05	2580
Others (specify)	109	33790	06	980	115	34770

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	30	01	04	04	02	02	0	Lib-01
Added	02	01			01			IQAC-01
Total	32	02	04	04	03	02	0	02

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

Computer internet access and networking training to teachers and students is given by one of the faculty of our College.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.9975 lakhs
ii) Campus Infrastructure and facilities	1.8538
iii) Equipments	1.886 Lakhs
iv) Others	0.1242
Total :	4,86150

Criterion - V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Student orientation programme is conducted at the beginning of every academic year; the programme disseminates information on the various student Support Services available in the college.
- IQAC also instruct support services and other cells of the College to conduct different programmes involving the students to make them aware about the function of cells and

5.2 Efforts made by the institution for tracking the progression

- The institution and individual teachers always assess the progress of every student from the semester marks they secured and improvement in comparison to their previous semester marks.
- By the help of individual teachers' experience in class room behaviour and performance of every individual student, advance learner and slow learner are differentiated. Advance learners are exposed to current scenario in subjects and the slow learners are cared to overcome the difficulty.
- Individual talents such as sports, art and cultural activities are encouraged by conducting competitions.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
752			

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
498	66

Women

No	%
254	34

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
82	129	81	334	0	626	130	157	117	348	0	752

Demand ratio (1:18) Dropout 02 %

5.

- College conduct an orientation programme for new comer students, in which all the students become knowledgeable about the different entrance examinations for higher study and competitive examinations for job.
- Every year the career counselling cell asses the performances of the students and as per their standard guide them to go for higher study and competitive examination for job.
- College provide computer lab. with internet facility for all the students.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Organised counselling classes
- Organised a career awareness programme.
- The final year students are given career counselling by college Career Guidance and Counselling Cell.
- College career guidance and counselling cell has outsourced an organization to conduct personality development training programme for the students.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
			07

5.8 Details of gender sensitization programmes

- College has informed all the staffs and students that there is no discrimination among the boys and girls as well as men and women inside the college campus.
- Sexual harassment cell of the college is functional and active.
- College has decided to conduct gender sensitization programme among all the staffs and students by inviting specialized person on

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	192	6,52,800.00
Financial support from other sources	158	1,10,600.00
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 National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Parking facilities have been improved and systematized
- Pure RO drinking water provided to the students
- Girls common room with attached toilet constructed
- Rest rooms/Toilets have been renovated
- Reading room provided in the renovated library

Criterion - VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- Imparts value based education to young students and empower them as full-fledged future citizens.
- Empower Women in various fields by enhancing power within them.

Mission

- To provide globally relevant quality education to students irrespective of caste, creed and gender with all possible modernized equipment.
- Improve and enrich the employability standard of the girls' students of the college.

6.2 Does the Institution has a management Information System

The College has no management information system.

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

6.3.1 Curriculum Development

- Since our College is affiliated to Sambalpur University so as per norms, College cannot adopt any strategy or modification out of his own.
- Monitoring and conducting periodical review on syllabus, and necessary modifications are suggested to the University through principal.
- Feedback from all the stakeholders obtained and after scrutiny by IQAC, the rational suggestions for necessary modifications

6.3.2 Teaching and Learning

- Followed student-centric teaching
- Emphasized using ICT and power point teaching by using LCD projector.
- Advised to take up job-oriented and skill-developing courses
- Remedial Classes for weak students
- Encourage the habit of book reading in Library

6.3.

- As the college is affiliated to the university, Examinations are conducted by the University in semester wise.
- College conduct internal assessment to evaluate the improvement.
- Continuous Assessment consists of attendance, seminars and other extra and co-curricular activities of students.

6.3.4 Research and Development

- The College Research committee inculcate research culture among the teachers and students.
- The College Research committee also intimate and encourage all the faculties to acquire Ph.D. and apply for minor and major research projects.
- The faculties are encouraged to participate in seminar and present papers.
- To explore the research mentality among the faculties and students, Seminars and Conferences were organized. The faculties were also

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library: College library is enriched with good numbers of text books, reference books, national and international journals, magazines, periodicals etc. Reading room facility, reprography facility, computer with free internet facility for students and staffs are provided by the College. Library is partly automated and very soon it will be fully automated.

ICT: Well-equipped computer lab. with internet facility available for staffs and students. All the teaching and non-teaching staffs are advised to acquire basic computer knowledge.

Physical Infrastructure: An auditorium, library with reading room for staffs and students, sports center, DTP center, cafeteria, adequate vehicle parking space for students and staff are major aspects of our infrastructure.

6.3.6 Human Resource Management

6.3.7 Faculties are encouraged to participate in orientation and refresher courses conducted by various universities for improving the quality of teaching-learning process. Teaching faculty is motivated to attend various training programmes and workshops to keep up to-date with academic developments. Teachers undertake additional charge of extra and co-curricular activities and they get an opportunity to develop leadership qualities. Employee profiles are updated regularly. All the employees can avail various leaves. Study

Faculty and staff recruitment is under the purview of management and Department of Higher Education government of Odisha, however Principal has got the power to appoint guest or temporary faculty as and when it is required. At present there is no vacancy of faculty and any other staff.

6.3.8 Industry Interaction / Collaboration

Location of our College is in rural area in a backward district, where there is no such industry. Very recently we have discussed with an industrialist (who is a native of this locality having his industry in other district) to proceed further.

College is planning to have MoU with the neighboring colleges for collaboration to carry out programmes jointly.

6.3.9 Admission of Students

It is not under the purview of College. The student's admission is conducted by SAMS process (e-admission) for all the Colleges as per rule of Higher Education, Government of Odisha. As per the allocation of the students College will admit

6.4 Welfare schemes for

Teaching	EPF, STUDY LEAVE
Non teaching	EPF
Students	Free ship pms (Govt)

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	Yes	Self
Administrative	YES	DLC	Yes	Self

6.8 Does the University/ Autonomous College declare 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?

The University instructed all the Colleges to conduct the examination in semester system instead of annual system.

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

N.A.

6.11 Activities and support from the Alumni Association

- The annual Alumni meet has been conducted and their suggestions are considered for the development of the institution.
- The Alumni association also cooperate for smooth management of annual sports and annual function

6.12 Activities and support from the Parent – Teacher Association

- Suggestions are collected from the parents to improve the academic climate of the college.
- College comes to know reason of absenteeism of those students who are remain absent regularly without informing their parents and teachers are counseled.
- Parents and local guardians are invited to the college to discuss the necessary action to be implemented for the progress of the student.

6.13 Development programmes for support staff

6.14 Training for data entry and internet uses is given to support staffs.

- College campus is polythene and plastic free zone.
- To increase the level of ground water table, rain water harvesting pit has been constructed.
- Plantation along with seedling and sapling activities is conducted regularly to increase the greenery of the College.

Criterion – VII

7. Innovations and Best Practices

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

- LCD Projector enabled class rooms help the teachers to supplement their teaching with PPT.
- Felicitation to the students who secured high marks in examinations by the concerned departments.
- Introduce of B.Sc. course.
- Renovation of library along with reading room, internet and reprography facility.

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

- B.Sc. course introduce.
- Applied for World Bank funding for infrastructure and academic development and also get it approved by World Bank.
- Opening of renovated library with reading room for students and teachers.
- Computer with internet installed in the library.
- Basic computer knowledge training for staffs and students has started.
- Some faculty has started power point teaching by using LCD projector.

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

- Value added course for students.
- Mentor mentees practise.

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

- Adopted rain water harvesting system.
- Seedling and sapling during rainy season with proper maintenance.
- Use of minimum electric power as per the requirement.
- NSS unit conducts awareness programmes for cleanliness (swachata), plantation and its importance and rain water harvesting pit and its use in the nearby villages.

7.5 Whether environmental audit was conducted?

Yes

No



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

Strength:

- The atmosphere of the College is free from the dust, pollution and the sophistication of the city.
- The college possess a dedicated team of faculty supported by an equally dedicated team of office staff.
- Lunching of B.Sc. course which caters the need of the students of this locality.
- Prevalence of student friendly academic environment in the campus.
- Mentoring students at various levels.
- Computer lab with internet facility.

Weakness:

- Most of the students are from financially and educationally backward families.
- The learning atmosphere and competence of the schools from which the students are hailing are affected by this backwardness.
- Lack of research activities.
- Lack of publication of books and in referred journals.
- High dropout rate due to the weak financial family back ground of the students.

Opportunity:

- Improvement of communication and computer skills through value added course and personality development programme.
- Research committee of the College conducts seminars with peer researcher to inculcate research mentality among the faculty and students.
- Students are facilitate to avail scholarships and free ships provided by Government and College.

Challenges:

- Fluency in the use of English language.
- The bad family financial conditions urge the male students to quit college and seek job out the state as a labourer even at an early stage in their lives.
- To check the dropout rate is a great challenge of the College.

8.F

- To conduct more state and national seminars on different topics of different subjects.
- Increase the number of library books.
- Conducting study tours.
- More extensions activities by college NSS unit to strengthen institutional social responsibility.
- Making opportunities for girl students to participate in more cultural and sports activities.

Name :- Mr. Rabindra Kumar Pradhan

Name :- Mr. Sagar Bagarti

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure no. I

Academic calendar for the year 2016-17

Refer the Attachment.....

Annexure no. II

Analysis of feedback

Verbal & Written feedback in prescribe format were collected from the stakeholders. Out of those feedback the most reasonable feedback were discussed in the IQAC meeting and necessary actions were taken against it for the quality improvement of the college in various aspect. Those feedback were to setup a college canteen , construct Girls hostel, Const. of Science and Computer Lab, Appointment of Gardener and sweeper, suggestion and request letter to University for timely conduct of CBCS examination and providing Courses studies for different semester, to establish a Language Lab. and enhance the seat and opening of different Honourees

Annexure no. III

Best practise--I

Title of the practise: Value added course

Objective of the practise: To develop inter-disciplinary knowledge of students and improve students' employability standard.

The context: Value added course adopted by the College to improve the English fluency, personality and computer knowledge among the students of this rural area and elevate their standard at par with national and international standard.

The practise: the classes are conducted after the regular working hours of the college. Syllabus is prepared by the outsourced Institution and their experts. Job oriented courses are conducted and focus is on developing the skill and employability standard of the Students. The students are evaluated by Theory and Practical examination at the end of the program. Certificates are given on successful completion of the course.

Evidence of success: Since the College has introduce this value added course first time this year, so there is no such report about the success, however the students after successful completion of the course are seems to be very confident to built-up their future and also develop their personality..

Problems Encountered and Resources Required:The main problem encountered is financial constraint of the College.

The exclusive study materials prepared by the experts of the value added course conducting Institution. Students also gain knowledge through practical classes and personality development classes.

Best practise--II

Title of the practise: Mentor Mentees practise.

Objective of the practise: To make the students more acquainted, free and frank with the

faculty. It helps the faculty to understand every problem of the students become easy to council them for their improvement.

The context: Mentor Mentees format is prepared by the College where all the data and information regarding the students are to be noted down. All the faculty members are mentor and the students are mentees. All the students are equally divided by numbers of faculty and each faculty is the mentor of a group of students (mentees).

The practise: Mentor Mentees forms are distributed among all the students to fill-up all the required data and information, and then they return the same to their respective mentor. Mentor collects other information regarding any problem, development, result and other activities of the mentees under him. Mentor tries to resolve the problem of mentees and take care of the improvement of the mentees in each and every aspect.

Evidence of success: Shyness nature of students has reduced and they are becoming more free and frank with their mentor. Students are becoming more enthusiastic to participate in different co-curricular and extracurricular activities. It is expected that the dropout rate will reduce.

Problems Encountered and Resources Required: To carry out the mentor mentees activities perfectly time factor is a major problem. TO check the dropout rate the sometime the mentor has to visit the residence of concerned mentees to interact with their parent and council them.
