

The Annual Quality Assurance Report (AQAR) of the IQAC

Submitted to

***National Assessment and Accreditation
Council (NAAC)***

by



***KENDRAPARA AUTONOMOUS COLLEGE,
KENDRAPARA - 754211, ODISHA***

*(Accredited by NAAC with 'A' Grade with a CGPA of 85.60)
(Recognized as 'College with Potential for Excellence' by UGC)
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YEAR OF REPORT: 2013-14

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

I. Details of the Institution

1.1 Name of the Institution

Kendrapara Autonomous College

1.2 Address Line 1

At/Po- Kendrapara

Address Line 2

Dist- Kendrapara

City/Town

Kendrapara

State

Odisha

Pin Code

754211

Institution e-mail address

kendraparacollege@yahoo.co.in

Contact Nos.

06727-220215

Name of the Head of the Institution:

Prof. Kailash Chandra Baral

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|-------|-----------------------|-----------------|
| 1 | 1 st Cycle | A | 85.60 | 2006 | 2011 |
| 2 | 2 nd Cycle | | | | |
| 3 | 3 rd Cycle | | | | |
| 4 | 4 th Cycle | | | | |

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

20.09.2007

1.8 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 2009-2010 20/06/2012 (DD/MM/YYYY)
ii. AQAR 2010-2011 20/06/2012 (DD/MM/YYYY)
iii. AQAR 2011-2012 20/06/2012 (DD/MM/YYYY)
iv. AQAR 2012-2013 11/05/2013 (DD/MM/YYYY)

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)

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

Utkal University

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

Autonomy by State/Central Govt. / University

✓

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*)

1. IGNOU
(Central)
2. Centre for Self
Defence for Girls
(State)

UGC-COP Programmes

✓

2. IQAC Composition and Activities

2.1 No. of Teachers

8

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

2.4 No. of Management representatives

1

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

1

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

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

Non-Teaching Staff /Students Alumni Others

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

2.14 Significant Activities and contributions made by IQAC

The significant activities & contributions made by IQAC are as follows:

- Developing a Quality system for conscious, consistent & catalytic programmed action to improve the academic & administrative performance of the College.
- Promoting measures for institutional functioning towards quality enhancement through internalization of quality culture & institutionalization of best practices.
- Publishing Campus Bulletin ‘Communiqué’ for dissemination of information among the stakeholders.
- Organising meetings with stakeholders to create awareness about the suggestions given by the Peer Team for Autonomy Extension and readiness for ensuing visit of the NAAC Peer Team for Re-accreditation Cycle II.
- Organising IQAC Seminars to enhance awareness on HIV (AIDS), & Ecology & Environment.
- Organising Orientation programmes for Fresher (Teaching & Non- Teaching) to sustain the Quality work culture of the Institution.
- Conducting review on Academic Audit on the functioning of all the Depts.
- Conducting review on the Co-curricular & Extra-curricular Activities of all Committees related to Administration, Accounts, Infrastructure, Exams. Reforms, Student Support Activities, Faculty Development, Support Staff Welfare & Best Practices, etc. of the Institution.
- Conducting Student Feedback on: i) Performance of Individual Teachers, ii) Course Curriculum & Campus Experience & iii) Syllabus, Teaching & Evaluation.
- Preparing Annual Quality Assurance Report (AQAR) at the end of every Academic year to be submission to NAAC.

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

- Starting of UGC Merged Programmes (Remedial Coaching & Entry in Services) for SC/ST/OBC (NC) & Minorities & Career Counselling Cell.
- Organizing Autonomy Seminars by all Hons. Teaching Depts. under UGC Autonomy Grant 2013-14.
- Organising the meeting of Statutory Bodies (Board of Studies, Academic Council & Finance Committee) related to Academic matters and Budget of UGC Grants.
- Organisation of National Seminars & IQAC Seminars.
- Starting of COP, Value Added Programmes, & Certificate Course in Communicative English & Personality Development under Self Financing Scheme.
- Submission of proposals for MRPs/ Teacher Fellowships under Faculty Development Programmes for approval by the UGC.
- Submission of AQAR & LOI to NAAC for Re-accreditation (Cycle-II) in 2013-14.
- Publication of College Research Journal 'Quintessence, the Journal of Humanities & Science' (QJHS) under CPE Grant.
- Organising Convocation Ceremony for award of Certificates & Medals.
- Opening of P.G Courses from 2014-15 Academic Session.

Achievements

- 38 nos. of Autonomy Seminars in all Depts. organised under Autonomy Grant.
- National Seminar in Economics on "Inclusive Growth & Human Development" under UGC grant.
- 2 nos. Awareness programmes on HIV(AIDS) & Ecology & Environment organised under CPE grant.
- Publication of Peer Reviewed Research Journal 'Quintessence, the Journal of Humanities & Science' (QJHS) with ISSN Number assigned by National Institute of Science Communication & Information Resources (NISCAIR), New Delhi under CPE grant.
- Renovation of Conference Hall under Autonomy Grant.
- Renovation of Convocation Podium under Autonomy Grant.
- Engagement of Guest Faculties in Depts. of Physics, Biotechnology, Odia, Zoology, History, Chemistry, Commerce and Hindi under Autonomy Grant.
- PTAC: 03 nos. of teachers (Dr. G. Dash, Dr. B. Beura & Dr. P. K. Pradhan) participated in Academic Conferences.
- Refresher Courses: 03 nos. teachers (Dr. A. K. Lenka, Smt. N. Patra & Dr. (Mrs.) P. Panda) attended Refresher Courses under Faculty Development /Recharge Programme.
- 07 nos. of proposals for MRP have been submitted to UGC during 2013-14.
- 01 no. of Faculty (Sri P. K. Dash, Chemistry) was awarded Teachers Fellow by UGC under Faculty Dev. Programme during 2013-14.
- A good number of Faculties of the College participated in outstation Colleges and also many outside Faculty were invited to participate in the Remedial Coaching & Entry in Service Programmes of the College under Faculty Exchange Programmes during 2013-14.
- Statutory Committees such as Board of Studies, Academic Council & Finance Committee met during 2013-14 to review and recommend the Quality Enhancement of

the Finance & Academics of the College.

- Feedback (Manual) of Final Year UG Students of all Depts., were collected in the prescribed format during the year 2013-14.
- Multiple Choice Questions (Manual) was introduced in the Internal Assessment Exams. as Exam. Reforms during 2013-14.
- Nodal Centre has been set up in the College for Self- Defence Training for Girls under Odisha State Youth Policy by the Govt. of Odisha to Co-ordinate the district.
- Nodal Centre has been set up in the College for RUSA by the Govt. of Odisha to Co-ordinate the district.
- 05 nos. of members of Faculty were awarded Ph.D. and felicitated on the College Foundation Day during 2013-14 (Dr. G. Dash-Economics, Dr. B. K. Rout-Commerce, Dr. Sambit Mishra-Commerce, Dr. Sridhar Samal- Geography & Dr. R. P. Tripathy-Sociology).
- Blood Donation Camp, National & State Important Days & Campus Cleaning were organised and observed by the YRS, NCC & NSS with Students & Staff.
- Organisation of Refresher Course under CPE Grant on “Environmental Studies” in collaboration with Academic Staff College of Utkal University.
- Organisation of 2 day Programmes on Promotion of Local Culture & Heritage under CPE Grant.
- Construction of Research Centre for Social Sciences, Language Centre and Centre for Development of Language Skills under CPE Grant.
- Renovation of Audio-visual Centre under CPE Grant.

* Attach the Academic Calendar of the year as Annexure.

Annexure-II attached

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

1. Academic Council
2. IQAC

Provide the details of the action taken

- 38 nos. Autonomy Seminars have been organised in different Depts. with expenditure amounting to Rs.1, 61,000/- under Autonomy Grant. 76 nos. of Resource Persons from different Universities & Institutes were invited to deliver talk on relevant topics related to the syllabus.
- National Seminar on “Inclusive Growth & Human Development” was organised on 08.12.13 & 09.12.13 under UGC grant amounting to Rs.1, 50,000/- about 150 nos. of delegates attended the seminar. In different sessions Dr.Rasananda Panda, Asso. Prof., Deen Dayal Petroleum University, Gujrat, Dr. P. Panda, Deen Dayal Petroleum Institute, Dr. Gayadhar Giri, Principal, Nelagiri College & Dr. K. P. Jena, Reader in Economics, BJB College, Bhubaneswar delivered key-note address & 15 nos. of paper presenters focused on different dimensions of the theme paper.
- One Seminar on ‘HIV (AIDS): Zero Aids’ as awareness programme on HIV (AIDS) was organised on 08.03.14 & another on ‘ Biodiversity Conservation for Sustainable Ecosystem’ was organised on 07.03.14 under CPE grant. Dr. Neelam Somalkar, Scientist, RMRS, Bhubaneswar & Dr. Jayakrushna Panigrahi, Indian Science Congress Association, Bhubaneswar Chapter delivered talks as Resource Persons respectively in Seminars. About a good no. of Students & Staff participated in the Seminars. The expenditure was about Rs.15, 000/-.
- The Research Journal ‘*Quintessence*, The Journal of Humanities & Science’ (QJHS) was published & released in Dec’2013 with expenditure amounting to Rs.25,000/- under CPE

Grant. 14 nos. of articles on different issues of importance without political/social/religious ideological controversies in MLA/APA/CSE formats with abstract of 200 words and five key-words after being scrutinized by different peer-reviewers were selected for publication. Articles by both inside & outside contributors were given place to maintain the quality and the balance of the journal. It was also assigned with ISSN number by National Institute of Science Communication & Information Resource (NISCAIR), New Delhi.

- Conference Hall to hold different high-profile Conferencing & Group Discussion, etc., was renovated with an expenditure of Rs.2 lac under Autonomy Grant.
- Convocation Podium was renovated with expenditure of 1 lac 40 thousand under Autonomy Grant 2013-14.
- 09 nos. of Guest Faculties were engaged in Depts of Physics, Biotechnology, Odia, Zoology, History, Chemistry, and Commerce & Hindi.
- Members on Faculty were oriented to attend Academic Conferences for their Academic Development & exposure under PTAC Scheme. In 2013-14, i) Dr. G. Dash, Economics participated in 98th Annual Conference of Indian Economic Association at Mohanlal Sukhadia University, Udaipur from 27th to 29th December 2014 on the topic 'Poverty & Employment' & Annual Conference of Odisha Economic Association at Rimuli College, Keonjhar on 15-16 Feb. 2014. ii), and Dr. P. K. Pradhan participated in short term course on Disaster Management from 23.09.13 to 27.09.13 in the University of Kerala.
- Under Faculty Development/ Refresher Programmes 03 nos. of Lecturers attended Refresher Courses in 2013-14. Dr. A. K. Lenka, attended the Course in Political Science from 18.09.13 to 08.10.13 in ASC Sambalpur University, Smt. N. Patra, Botany from 21.02.14 to 14.03.14 on Life Science in ASC, Utkal University & Dr. (Smt.) P. Panda, Statistics from 19.02.14 to 11.03.14 on 'Mathematical Science: Statistics & Applications' in ASC, Utkal University, Bhubaneswar.
- 07 nos. of proposals for MRP applied by Mrs. A. Suar (Economics), Dr. R. P. Tripathy (Sociology), Dr. (Mrs.) P. Panda, (Statistics) , Prof. B. K. Das (Math), Dr. S. Mishra (Commerce), Prof. J. K. Rout (English), Dr. P. Mohanty (Commerce) & 13 nos. of proposals for National Conference applied by Dr. A. K. Das, (Psychology), Dr. P. K. Pradhan (Botany), Dr. S. Samal (Geography), Dr. R. K. Kamilla (Math), Dr. M. M Beura (English), Dr. (Mrs) P. Panda (Statistics), Dr. (Mrs.) S. Das (Sociology), Dr. G. K. Patra (Commerce), Dr. B. N. Sahoo (Odia), Dr. B. Nayak (Sanskrit), Prof. M. K. Mishra (Physics), Prof. A. K. Routray (Education) & Dr. A. U. Khan (Hindi) were submitted to the UGC for approval & financial assistance in 2013-14 for promotion of Research Activities.
- Under Faculty Development Programme during 2013-14, Sri P. K. Das, Lecturer in Chemistry was awarded Teacher Fellowship by the UGC under XII plan period to do Ph. D programme at Berhampur University. Follow-up actions by the College under DHE, Odisha were taken up to enable him to proceed on Study Leave with effect from 2014-15.
- Statutory Committees as per the UGC Autonomy Guidelines such as Board of Studies, Academic Council & Finance Committee met during 2013-14 to review & recommend the Academic & Financial matters of the College i) Board of Studies of all Honours Teaching Depts. met on 28.11.13. About 70 Members of Faculty and 78 outside members of different categories participated in curriculum design and the selection of Examiners, Paper Setters & Moderators for the Academic Session. ii) Academic Council met on 27.12.13 to approve the Syllabi, Result of previous session, Academic Calendar, Opening of PG & New Subjects and other Academic matters. 26 different categories like; Faculty, VC nominees, GB representatives & Members from areas of Law, Medicine, and Industry & Education attended the meeting. iii) The Finance Committee met on 02.04.14 to approve the Budget of IQAC & Final Instalment of CPE Budget (2014-16), Plan Block Grant (PBG) Budget under XII plan & Autonomy Grant (2014-15).
- Feedbacks (Manual) were collected from Final year UG Students of all Depts. in the prescribed format on Performance of individual Teachers, Course Curriculum & Campus experience, & Syllabus, Teaching & Evaluation in the month of March for the Academic Session 2013-14. A team comprising senior Teachers, Adm. Bursars & one member of IQAC under the chairmanship of the Principal conducted the work.
- Under Examination Reforms, initiative was taken up to introduce MCQ pattern (manual) in the Internal Assessment Exams. from 2013-14 in addition to the existing reforms like Seminar

presentation & Project submission, Group Discussion & Viva-voce etc.

- Under Extension Activities Refresher Course on *Environmental Studies* was organised from 21.06.13 to 11.07.13 at the College in collaboration with ASC, Utkal University under CPE grant. 35 participants selected from various Colleges of the State from among online applications & approved by the DHE, Odisha attended the Refresher Course Several Professors of repute from different Universities & Institutes were invited as Resource persons to take classes.
- A Seminar & Presentation of Local Cultural Activities was organised on 15.07.13 & 16.07.13 under CPE grant. Prof. Gourang Das, Syd. M.A Quasmi & Prof. K. C. Pradhan delivered talks on Puppet Show, Muslim Culture, & Folk Play & Folk culture respectively. In presentation show reputed & skilled Institutes & Centres performed on “Kendara Badya”, ‘Palla’, ‘Sakhi Kandhei Nachha’, ‘Laudi’, ‘Ghoda Nachha’ etc. representing different segments of Local Cultural Activities.
- Applications in prescribed format along with necessary documents and required deposit for opening of PG Courses in English, Education, Odia, Pol. Sc., Sociology, Economics, Hindi, Physics & Commerce from Academic Session 2014-15 were submitted to the Regional Director on 30.11.13. The matter was placed in HPC and is under active consideration of the Govt.
- Construction of Research Centre for Social Science, Language Centre & Centre for Development of Language Skills was started with expenditure amounting to Rs.6,30,000/-
- The Audio-visual Centre was renovated with Luxury Chairs, Sound System, and Mechanism for Power Point presentation and Glass Doors & Windows to give a better look with an expenditure of Rs. 8, 45,000/- under CPE grant.
- LOI with AQAR (2012-13) was submitted to NAAC on 11.05.13 for 2nd cycle of Re-accreditation. Deputy Advisor, NAAC, in his letter dt.20.05.13, intimated the College the acceptance of LOI along with the assignment of Track ID No.ORCOGN12704 and advised for the submission of SSR within 6 months. For reason of the transfer of the erstwhile Principal, suffering of the new Principal from cancer & the possession of the College by the Administration of the District & the State for the conduct of General Election up to the 3rd week of May 2013, the next stages of the process for Re-accreditation could not take a satisfactory progress & scheduled period timed out.

Part – B

Criterion – I

I. 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 | Nil | Nil | Nil | Nil |
| PG | Nil | 01 | 01 | Nil |
| UG | 03 | Nil | Nil | Nil |
| PG Diploma | Nil | Nil | Nil | Nil |
| Advanced Diploma | 02 | Nil | Nil | 02 |
| Diploma | 01 | Nil | Nil | 01 |
| Certificate | Nil | 01 | 01 | Nil |
| Others | | | | |
| Total | 06 | 02 | 02 | 03 |
| Interdisciplinary | 03 | Nil | Nil | 03 |
| Innovative | Nil | Nil | Nil | Nil |

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 08 |
| Trimester | |
| Annual | |

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

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

*Please provide an analysis of the feedback in the Annexure

Annexure-III attached.

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

The College follows the syllabi and regulations of Utkal University to which it is affiliated and revises the Course Design and Examination Regulations for change up to permissible extent of 20%. It adopts as well as develops a number of New programmes and programme combinations to meet the local needs. In the Modular & Unitised Course Design the College has introduced Seminar & Project Activities mandatory for all students in the 6th Semester.

1. Communicative English (CE), Environmental Science (ES), Computer Application (CA), Indian Society & Culture (ISC) for B.Com. (Honours) 2. Environmental Science (ES), Information Technology (IT), Indian Society & Culture (ISC), for B.Sc. (Honours.) 3. Math & Statistics for Life Science group, Biology for Physic Science group, Indian Society & Culture (ISC), Environmental Studies (ES) & Population Studies (PS) for B.A. Honours are introduced as Programme Combinations.

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

Certificate Course in Communicative English & Personal Development (CCE & PD)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 73 | 31 | 37 | Nil | 05 |

2.2 No. of permanent faculty with Ph.D.

34

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 |
| 18 | 01 | Nil | 02 | Nil | Nil | Nil | Nil | 18 | 03 |

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

Nil

08

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | | 02 | 01 |
| Presented papers | | | |
| Resource Persons | | | |

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

- Modifying the Lecture Method of Teaching & Learning, innovative steps were taken to make the class learner-centric through Interactive sessions like; Group Discussion, Seminars, Workshop, Project Writings and Survey Reports related to the Academic Programmes.
- Implementation of one Power-point presentation class for each Depts. in a week in the Audio-visual Centre, and the same has been reflected in the Time-table.
- Use of advanced Internet procured materials & the Question Bank in the class.
- While Board, Overhead Projectors (OHP), LCD, Computers & Educational CDs, etc., were supplied to all Honours Teaching Depts. For exposure & orientation towards Smart Classes.
- Provision of Study Tour and Field Study to enhance learning experience beyond the classroom.
- Organisation of Remedial Coaching & Entry-in – Services classes for SC/ST/OBC (NC) & Minorities for improvement of the disadvantaged learners to perform well in Exams. & Competitive tests.
- Developing the knowledge-base of the teachers by encouraging them for Research Projects, PTAC & Consultancy, etc. with Seed Money funded by the UGC & the College.
- Equipping all Depts. with Seminar Libraries as additional facility.

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

| |
|-----|
| 180 |
|-----|

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

- In addition to the existing Examination & Evaluation Reforms, initiatives were taken for showing the Internal Assessment Answer Scripts & adoption of Manual Multiple Choice Questions (MCQs) in some Internal Assessment Exams.

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

| | | |
|----|----|----|
| 20 | 70 | 05 |
|----|----|----|

2.10 Average percentage of attendance of students

| |
|----|
| 78 |
|----|

2.11 Course/Programme wise
distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------------------|--------------------------------|---------------|-------|-------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| +3 Arts | 245 | 71.3% | 80% | 17.7% | 2% | 97% |
| +3 Commerce | 246 | 81.8% | 89.7% | 10% | Nil | 99% |
| +3 Science | 240 | 78% | 90% | 8.5% | 1.2% | 98% |
| Advanced Diploma in Biotechnology. | 19 | | | | | 57.8% |
| Advanced Diploma in Retailing. | 09 | | | | | 88% |
| Advanced Diploma Tourism | 08 | | | | | 100% |
| MFC | 16 | | 75% | | | 75% |

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

IQAC Contributes, Monitors and Evaluates the Teaching and Learning process according to the UGC guidelines of IQAC as far as possible towards the quality enhancement, quality assurance and quality innovations of Teaching & Learning process of the Institute as follows:

- Conducts Open Forum Meeting with students & teachers about the mission and vision of the College and the targets recommended by the UGC, the NAAC and the Govt. related to Teaching & Learning process.
- Initiation of Departmental Seminars, Research Activities, Projects, Extra-Mural Lectures and the involvement as well as participation of the Students and Faculty of the Departments.
- Encouraging National Seminars and Conferences of the College.
- Conducts IQAC Seminars to create awareness and knowledge- base of the stakeholders related to Higher Education and the burning issues of the changing scenario of the County and the Globe.
- Monitoring the Plan and Progress of the Academic Programmes through routine check-up.
- Revamping the Career Counselling and Placement Cell for giving scopes of employability to the students after Academic Programmes.
- Co-ordinating all Committees/ Bodies/ Councils for reviewing the performance of the students as well as the teachers, and for recommending improvement measures.
- Encouraging the Faculty for developing their knowledge-range by prosecuting more number Major/Minor Research Projects, attending the UGC sponsored Orientation/ Refresher Courses under Faculty Development Programme and attending short-term Academic Programmes, like, National Seminars, Conferences and Workshops, etc., under PTAC Scheme.
- Evaluates the Teaching & Learning process by Academic Audit and Feedbacks in the month of March every year.
- Encouraging the Faculty &, Students who are poor in Computer knowledge to be Computer Literate with assistance of the Dept. of IT & Computer Science of the College.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | 03 |
| UGC – Faculty Improvement Programme | 01 |
| HRD programmes | NIL |
| Orientation programmes | |
| Faculty exchange programme | 30 |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer / Winter schools, Workshops, etc. | 01 |
| 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 | 11 | | | 05 |
| Technical Staff | | | | 10 |

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC initiates in sensitizing & promoting Research climate in the institution in accordance with the mission and the vision of the College to make it a Centre of Research Activities. The significant innovative steps taken are as follows:

- Introducing Seminar papers & Project/ Survey Reports for all Students in 6th Semester under the supervision of the Faculty to inculcate Research pursuit in the Students & Teachers.
- Involving some Depts., like, Economics, History, Sociology, Psychology, Education, Commerce, Botany, Zoology, etc., to conduct Community Development Projects and Survey Reports on Agriculture & Wild Life, Dissertation papers on Buddhism , and Local Culture & Heritage of the locality.
- Motivating the Faculty to contribute Research Articles in the College Research Journal “*Quintessence*, the Journal of Humanities & Science” (QJHS), other National and International Journals.
- Allowing Study Leave and Short Leave to Faculty to go for Ph. D/ M. Phil. programmes under Faculty Development Programme and participation in different Academic programmes under PTAC.
- Upgrading the Library and ICT facilities to promote the Research Activity.
- Encouraging Faculty, especially the Fresher, to go for Minor/ Major Research Projects to be funded by the UGC and other agencies.
- Establishing linkage and collaboration with other Institutes/ Universities/ Research Centres for availing facilities for Research and Guidance.

3.2 Details regarding Major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | Nil | 01 | 01 | Nil |
| Outlay in Rs. Lakhs | Nil | 3,62,700 | 5,46,200 | Nil |

3.3 Details regarding Minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---------------------|-----------|----------|------------|-----------|
| Number | 06 | 12 | Nil | 07 |
| Outlay in Rs. Lakhs | 4,53,000 | 7,50,000 | Nil | Nil |

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | Nil | 01 | Nil |
| Non-Peer Review Journals | | | 01 |
| 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 | Nil | Nil | Nil | Nil | Nil |
| 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 | 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 |
|-------|---------------|----------|-------|------------|------|---------|
| NIL | | | | | | |

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 | <input type="text" value="01"/> | State level | <input type="text" value="24"/> |
| National level | <input type="text" value="11"/> | International level | <input type="text"/> |

3.23 No. of Awards won in NSS:

| | | | |
|------------------|----------------------|---------------------|----------------------|
| University level | <input type="text"/> | State level | <input type="text"/> |
| National level | <input type="text"/> | International level | <input type="text"/> |

3.24 No. of Awards won in NCC:

| | | | |
|------------------|---------------------------------|---------------------|---------------------------------|
| University level | <input type="text" value="01"/> | State level | <input type="text" value="01"/> |
| National level | <input type="text" value="01"/> | International level | <input type="text"/> |

3.25 No. of Extension activities organized

| | | | |
|------------------|---------------------------------|---------------|---------------------------------|
| University forum | <input type="text"/> | College forum | <input type="text" value="5"/> |
| NCC | <input type="text" value="01"/> | NSS | <input type="text" value="02"/> |

Any other

- | |
|--|
| <ol style="list-style-type: none">1. Co-ordinate the District for Self –Defence Programmes for Girls2. Co-ordinating the District for RUSA Programmes |
|--|

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

- An Awareness Programme on Environment was undertaken in the adopted villages of Gualsingh & Kajala by NSS in August 2013.
- Cleaning & Plantation Activities taken up by NSS in adopted villages in October 2013.
- An Awareness Programme on ‘Child & Maternity Health Care’ organised in the adopted villages by the Girls’ Unit of NSS in August 2013.
- A Cycle Expedition for Awareness of Social Responsibilities was made by the Cadets of NCC in November 2013.
- Blood Donation Camp was organised by YRC and donated 150 units of Blood towards “ Donate Blood & Save Life” drive of the State.
- Co-ordinating all Colleges of the district as Nodal Agency towards Self -Defence Programme for Girls.
- Monitoring as Nodal Agency to all Colleges of the district for RUSA Programme.
- Sheltering the affected people of the surrounding villages in College premises and distribution of Relief materials during Flood, Cyclone & other Natural Calamities.

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 | 66.67 Acres | - | - | 66.67 Acres |
| Class rooms | 28 | - | - | 28 |
| Laboratories | 16 | - | - | 16 |
| Seminar Halls | 19 | - | - | 19 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 05 | NIL | UGC | 05 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | NIL | 9,80,000 | UGC | 9,80,000 |
| Others | NIL | <ul style="list-style-type: none"> • Conference Hall • New Autonomous Exam Cell • Hub Centre • Convocation Podium • Biotech. Lab • Language Centre | <p>In process</p> <p>In process</p> <p>In process</p> | |

4.2

Computerization of administration and library

- Internet Broadband facility is available in College Office/ Accts. Section/ SAMS Lab. / IT Lab./ UGC/ IQAC/Autonomous Exams. Cell/ IGNOU/ Career Counselling & Placement Cell.
- The Library with installation of Computers and CCTV cameras with Internet are in progress towards Open Access System.
- A Network Resource Centre (NRC) and Reading Room with Computerization and Internet facility for the better usage of the Students and Faculty are under the jurisdiction of the library.
- Through NMEP Programme Broadband connection is planned to be extended to all Teaching Depts.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|-------------|-------------|----------|-------|-------------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 23272 | 45,00,000 | NIL | NIL | 23272 | 45,00,000 |
| Reference Books | 28337 | 1,42,00,000 | 271 | 1,52,517 | 28608 | 1,43,52,517 |
| e-Books | | | | | | |
| Journals | 67 | 24,689 | 60 | 22,330 | 127 | 47,019 |
| e-Journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | 29 | 9,982 | | | 29 | 9,982 |
| Others (specify) | | | | | | |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|--------------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | PC-78 LAPTOP-04 | 01 | 11 | 05 | 01 | 07 | 18 | 21 |
| Added | | | | | | 01 | | |
| Total | 82 | 01 | 11 | 05 | 01 | 08 | 18 | 21 |

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

- 78 nos. of Computers and 4 nos. of Laptops are provisioned for computerization facility in College Office/ Accts. Section/ SAMS Lab./ IT Lab./ College Library, etc.
- 11 nos. of Internet Access are available for use.
- Computer Literacy Training is organised for the benefit of staff & students.
- For ICT up gradation the Network Resource Centre is functioning with browsing & visiting website for Access & Dissemination of Information.
- Networking system also facilitates through LAN in Principal's Chamber/Establishment Section/Accounts Section/Admission Section/ IT Lab. /Autonomous Exams. Section, etc.
- e-Governance is launched through SAMS for important aspects of the functioning of the College in e-Admission, e-Despatch & e-HRMS.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|------------------|
| i) ICT | 2,00,000 |
| ii) Campus Infrastructure and facilities | 20,00,000 |
| iii) Equipments | 5,00,000 |
| iv) Others | 3,00,000 |
| Total : | 30,00,000 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC contributes its efforts and Co-ordination in enhancing awareness about Student Support Services as detailed below:

- The smooth and transparent Admission process (online through SAMS) under the supervision of an Admission Committee and Help Desk.
- Counselling at the time of Honours selection and before the beginning of the Academic Programmes.
- Dissemination and Awareness of information through College Calendar, Information Brochure, Quarterly News Bulletin, Communique and College Magazines.
- Involving the Students in all Academic, Co-curricular and Extra- curricular Activities for personality Development & Campus Experience.
- Co-ordinating and observing the Support & Progression of Student Activities in NSS, NCC, YRC, Nature club, Debate Club, Cultural Societies, Grievance Redressal Cell, Women Harassment Redressal Cell, Athletic Council, etc. towards Development of talent, community service & social responsibilities.
- Variety of Financial Aid like Merit Scholarships, SAF, Frees Studentship are made available to eligible and deserving students.
- Awarding prizes (Cash & Medals) to Toppers, Best Gradnates and others having outstanding performance under CD and Endowment sources on the College Foundation Day.
- About 1000 students in 2013-14 were assisted to various Merit-cum-Need Scholarship of the central govt., State Govt., and the College.

5.2 Efforts made by the institution for tracking the progression

The College has a fairly decentralised management structure, Efficient Co-ordination and Monitoring Mechanism. Teacher & Employees have been involved in about 70 Committees, Cells, Associations, Councils, Statutory Bodies and IQAC, etc.

- In areas of Admission, Examination, Purchase & Construction, Library, Research, Extension, Women Development, career Counselling, Value based Education, Campus Beautification, & Plantation, Budget, UGC & Autonomy Affairs, Scholarship & Student Aid, Magazine, Vocational and COP courses, Calendar and Time-Table, Administration, Finance, Automation & Computerization, Planning Forum, Canteen, Health Centre, Co-operative Store, Hostels, etc.
- In the beginning of the session a Committee comprising the Principal, IQAC Member, Administrative Bursar, Accounts Bursar & Some Senior Faculty meet with all Sub-Committees, approves the Action plan and advises for progress of all Co-curricular and Extra-curricular assignments with the available funds allocated in the budget.
- The above Committee tracks the Progression and the functioning of all the Sub-Committees through regular review Meetings.
- When Need arises the matter is placed in staff council, IQAC & the Governing Body for Suggestion and remedies.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|------|----|--------|--------|
| 2400 | 16 | --- | Nil |

(b) No. of students outside the state

Nil

(c) No. of international students

NIL

| | | | | | |
|-----|------|-----|-------|------|-----|
| Men | No | % | Women | No | % |
| | 1256 | 52% | | 1160 | 48% |

| Last Year | | | | | | This Year | | | | | |
|-----------|-----|----|-----|-----------------------|-------|-----------|-----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 2058 | 305 | 05 | - | 30 | 2398 | 2070 | 302 | 15 | - | 29 | 2416 |

Demand ratio 4:1

Dropout %- 4%

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

The Student Support mechanism for coaching for competitive Exams. has been active through Entry in Services Programmes under Merged Scheme to orient on English Language Proficiency, General Awareness & different Subjects in order to improve awareness, choice & preparedness for employability. The Students for Examination conducted by UPSC State Public Services/ Bank/ Railways & Corporate Sectors in addition some teachers who have been trained through project Genesis programme conducted by Infosys, Bangalore in collaboration with the Govt. of Odisha take coaching classes on communicative English & Soft Skill Development, Reasoning & Numerical Ability, etc.

No. of students beneficiaries

85

5.5 No. of students qualified in these examinations

| | | | | | | | |
|-------------|--|-----------|----|------|------|--------|----|
| NET | | SET/SLET | | GATE | ---- | CAT | 02 |
| IAS/IPS etc | | State PSC | 20 | UPSC | 05 | Others | 65 |

5.6 Details of student counselling and career guidance

- For Student Counselling and Career guidance, the career Counselling and placement Cell/ of the College has been functioning under the Co-ordination of three Senior Faculty.
- The Cell equipped with computer with internet & Books for competitive exams.,

journals for employment awareness organised seminars, workshops and interface discussion between the students & the Resource persons from different employing organisations.

- In 2013-14 among others Sri Rajram Satpathy, Almuns & Seniro Editor, The Times of India and Sri Suresh Kumar Mantri, Retd. IAS & presently the Executive Editor of the Samaj oriented the Students toward career guidance in Journalism & Civil Services.

No. of students benefitted

200

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 |
| Nil | | | 05 |

5.8 Details of gender sensitization programmes

The demographic statistics of female student & staff strength of the College is 1154. Accordingly, the College has promoted its commitment towards the freedom safety & security of the girls and women in particular towards their equity & dignity about their study, duty and life on the diverse College campus.

- Various schemes for addressing the equality and justice through Gender sensitisation programme have been introduced & implemented.
- For zero tolerance regarding the harassment of any kind are redressed by Women Harassment Redressal Cell.
- For conducive for Girls and Women, separate washrooms and sitting rooms have been provisioned.
- For participation & success in community Services & Social Responsibilities, separate wings of NCC & NSS are being operated.
- Nodal Centre for Training the Girls for Self Defence has been instituted to make the campus friendly to Study and live without fear and harassment.

5.9 Students Activities

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

State/ University level

64

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 | 25 | 30,000/- |
| Financial support from government | 411 | 16,57,000/- |
| Financial support from other sources | 102 | 61,200/- |
| 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: _____ Nil _____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission

- To Move Darkness to Light

Vision

- Upholding and Preserving the Cultural Heritage.
- Developing total Personality through a holistic approach.
- Inculcating the sense of Civic responsibility, Social Commitment and Patriotism.
- Fostering creativity, scientific temper, leadership and sportsmanship.
- Transforming the institution into a Centre of Academic Excellence through Need-based Education & Skill-based Training.

6.2 Does the Institution has a management Information System

The institution has a well-maintained Management Information System(MIS) in the following places:

- Administrative procedure including Finance.
- Student Admission.
- Student Records.
- Evaluation & Examination procedures
- UGC & Autonomy Affairs.

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

6.3.1 Curriculum Development

- Introduction of Add-on, Value-based, Career Oriented Courses.
- MFC, Industrial Sociology, Retailing for Corporate & Industrial Knowledge, Environmental Science, Bio-technology, Computer Science & IT, Communicative English & Personality Development Tourism, etc. for employability at National & International sphere.
- Enrichment Courses like Yoga and Indian culture for growth of Spiritual health & mind.

6.3.2 Teaching and Learning

- Student-Centric classes with ICT facilities.
- Interactive sessions with support of advanced study materials.
- Focus on Question Bank & Model Answers.
- Allotment of grouping of students to be supervised by proctors and guides.
- Regular Seminars/ workshops.
- Study Tours/ Project Surveys for expansion of knowledge base.

6.3.3 Examination and Evaluation

- Semester pattern adopted as per Autonomy Rules.
- Conduct of two Internal Assessment Exams. for each Semester.
- Introduction of Seminar/ Project in the 6th Semester.

- Evaluation of Semester Answer Scripts & Setting of Questions for Semester Exams. & External Faculty.
- Answer Scripts are coded.
- Double Valuation System & MCQ are adopted.

6.3.4 Research and Development

- Autonomy Seminars, National Seminars & Conferences organised to inculcate Research Spirit.
- Linkage & Collaboration with Institutes/ Universities, etc. established for Research Activity.
- MRP/ TF/PTAC, etc funded by UGC for exposure & experience of Research Activity.
- Seed Money provided for Community based projects & Survey.
- Organisation of Refresher course in Collaboration with the Affiliating University with UGC fund.
- Publication of “Quintessence”, the Research Journal of the College with ISSN Number.
- Establishment of Centres for Local Culture, Language & Refresher Course.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library

- e-Granthlay Software installed in the College Library.
- Audio-Visual Facility- LCD Projector with Screen.
- Educational CDs on different subjects.
- Internet Connectivity and CCTV Camera.
- Well equipped Student Reading Room with sitting capacity of 70.
- Availability of Magazines & periodicals.
- Availability of Reprography Facility.
- Upkeep of Archives Section/ Bank/ Reference Section/ Text Section.

ICT

- 78 nos. Computers & 4 Laptops available for usage of Teachers & Students.
- Computer Science & IT Lab. well maintained for ICT facilities.
- NRC for browsing and dissemination of information.
- SAMS for e-Governance.
- LAN facility for Office, Accounts Section/ UGC/ Autonomous Exams Cell.
- Internet Broadband facility and NMEP.

Physical Infrastructure

- Addition & Expansion of Infrastructure facility of Conference Hall & Convocation Podium
- Construction in Process: Centres for Research on Communicative Skill & Faculty Development Programme.

Instrumentation

- Addition of Equipment & Instruments to develop the Labs. of Chemistry, Physics, Botany, Zoology, Mathematics, Education & Psychology.

6.3.6 Human Resource Management

- In addition to Academics, it is mandated for all students to choose at least one or many areas of Extra-curricular options like, Games & Sports, NCC, NSS, YRC, Debate, Nature Club, Cultural Club, Literacy Activities to diversify and grow the Human Resource of the College.
- The High Power Committee of the Administration headed by the Principal assigns different Co-curricular & Extra-curricular activities to the Faculty & Staff of the College to manage the Human Resource of the Staff.
- A mechanism of tracking mobilises the Human Resource efficiently and properly and also adopts the strategy of appreciation incentives, etc. as well as penalty and remedial measure as per the law of the Govt. & the College.

6.3.7 Faculty and Staff recruitment

- Faculty and staff are recruited(posted and transferred) by the Govt. in the Dept. of Higher Education.
- Since the Autonomy is limited in Academic matters only, Faculty and Staff can't be recruited except, engagement of Guest Faculties & Contractual employees.
 - The College, however has engaged 08 nos. of Guest Faculties under Autonomy Grant and 36 contractual Non-Teaching Staff under CD fund.

6.3.8 Industry Interaction / Collaboration

For Academic programmes, the Students and the Faculty of the Dept. of Industrial Sociology, Commerce & Management Studies & Economics mainly go on Study Tour & On site Survey to Industries located in the nearby places like, Paradeep, Kalinga Nagar & Jagatpur Industrial Estate for interaction.

- These Depts. in their Seminar/ Workshop invite Resource Persons from these Industrial Sectors & also organise National Seminars & conference with their collaboration.

6.3.9 Admission of Students

- Admission procedure of students is centrally conducted by the Dept. of Higher Education by online application & selection etc. through Student Academic Management System (SAMS) as per rules.
- In 2013-14, College was allotted 20 extra intake over and above the sanctioned strength as per Govt. decision in favour of district HQs College.

6.4 Welfare schemes for

| | |
|--------------|---|
| Teaching | Staff Welfare Fund, Thrift Society, Quarters Facility |
| Non teaching | Staff Welfare Fund, Thrift Society, EPF, Quarters Facility |
| Students | SSG, SAF, Student Insurance, Hostel Accommodation, YRC Welfare Scheme, Scholarship & Endowment Prizes, etc. |

6.5 Total corpus fund generated

Nil

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 | District Level Co-ordinator (DLC) appointed by Dept. of Higher Education, Odisha, Regional Director, Higher Education, High Power Committee of the Affiliating Universities, Peer Team for Extension of Autonomy (UGC) | Yes | Principal, Academic Bursar, Academic Council, Staff Council, IQAC |
| Administrative | Yes | Director, Higher Education, Additional Director, Higher Education, Director, CDC | Yes | Principal, Administrative Bursar, President, G.B, IQAC |

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?

- Semesters System introduced with curriculum design modified up to 20%.
- Introduction of Seminar and Projects for Final year Students.
- Introduction of Objective Type Questions & MCQ in Internal Assessment Examinations.

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

- The Affiliating University has granted Autonomy (limited to Academic matters) for promotion of the Autonomous status in the College as detailed below:
- To allow to constitute Board of Studies & Academic Council of the college for Syllabus & Academic matters respectively.
 - To nominate VC nominees to the above Statutory Bodies.
 - To allow to constitute Conducting Board to pass the results.
 - To allow 20% modification to the College Curriculum Design to accommodate local needs.
 - To approve the results and countersign the certificates.

6.11 Activities and support from the Alumni Association

- Alumni Association meet annually at Depts. and College levels for activities and support in the following manner:
- Contributing Feedbacks and support to develop Books and Equipments of the Depts.
 - Supporting the Counselling Cell for career choice & methodical preparation for employment success.
 - Suggesting for development of Centres for Research Activities.
 - Observing the Utkal Divas, the Day when Odisha become a Separate State, Every year on 1st April with Meetings and Community Lunch Erecting Statues on pedestals of the College of Swami Vivekananda, Utkal Gurav Madhusudan Das and Utkalmani Gopabandhu Dash, the Great sons of the Country and of Dinabandhu Sahu, Nimain charan Das, the founders of the College as mark of honour to their glorious contributions.

6.12 Activities and support from the Parent – Teacher Association

The Parents & Teachers meet once annually at Depts. & College levels with activities & supports as follows:

- Committed to the unity of their parental support to maintenance of Academic & Extra-Curricular activities of their children.
- Extending support for Administration and Infrastructure of the College by the parents those who are in high rank and file.
- Suggesting for opening of Master Degree Courses, Vocational subjects and Placement drives for employability.
- Expecting expansion of hostel infrastructure to accommodate more number of students.

6.13 Development programmes for support staff

- Opening of EPF Account for each Non-Teaching Staff.
- Provision of Quarters on the Campus.
- Orientation Training at College at initial stage of induction.
- Accounts Training in service at Govt. Institutes.

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

- The Nature Club constituted by the Students & Staff volunteering services for Plantation & Hazardous Waste Management, etc. under the leadership and monitor-ship of Botany Dept. of the College to make the campus eco-friendly.
- Initiative taken at regular internals to take the expertise and service of the Horticulture Dept. of the district to grow the environment & ecology of the campus.

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.

- Innovation introduced during Academic year 2013-14 are list below which creates a positive impact on the functioning of the college.
- Organisation of UGC Refresher course on ‘Environmental Studies’ an innovative step taken at the Autonomous College level and a rare opportunity in the whole state.
- Establishment of a Centre for Refresher Course (UGC funded) to develop the faculty of the district and the state.
- Submission of proposals for opening of PGC courses in nine depts. To facilitate higher studies.
- Establishment of a Centre for Research Activities non local culture and Buddhism.

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

- The Refresher course was organised in collaboration with ASC, Utkal University from 21.6.13 to 11.7.13 with 35 nos. of participants selected and approved by the DHE and Resource persons of repute from different university and institutes.
- Centre for Refresher Course and Centre for Research Activities started in 2013-14 and are in progress with CPE grant.
- Submission of proposals for PG Course with relevant documents and Treasury challan was done in Dec.2013 and the matter is under active consideration of the Govt.

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

I. College Foundation Day Celebration

Kendrapara Autonomous College commemorates its Foundation Day on the 12th February every year since its inception in 1959 in the midst of it students, teachers, employees and invitees from different fields of the society. The celebration focuses on the history, goal and the mission of the college with recollection of the founders and the subsequent eminent persons connected with the gradual growth and glorification of the institution.

On this day the institution has been awarding Dinabandhu Sahu Smruti Sanman with a cash award of Rs.5,000/- subsequently enhanced to Rs.10,000/- and a citation since 2002-03 to an eminent personality of the state belonging to any discipline, Academic or social services. The college also on this occasion

honours the teachers and employees retiring from this institution and also to those who began their career here and retired from other institutions to honour and acknowledge their significant contributions and services to this college.

The college also awards the Toppers, Best Graduates and the Best Performers of different literary and cultural activities with medals, cash prizes and certificates from sources of college fund and different endowments instituted by the disqualified Donors.

In 2013-14, freedom fighter and social activist, S.J. Padma Charan Nayak was awarded the Dinabandhu Smruti Sanman. 12 nos. of staff and 25 nos. students were felicitated and awarded respectively.

The objective behind such celebration is to make awareness and to imbibe the best practice and the continuance of such tradition among all for sustenance of the quality thought and activities towards the potentiality of excellence of the college by everyone's contribution to a unified and holistic growth.

II. Indian Culture Class

- The Indian Culture class is the most important distinctive feature of this College. Every week, on Thursday at 12.30PM, this class is engaged by one of the teachers of the college. He speaks on some aspect of the glorious Indian Culture. The purpose of the class is twofold in the first place. It brings home to our students and teachers alike the significance of the Indian culture, particularly in the present context when the western culture, particularly in the present context when the western culture has become so much attractive to the present generation of young men and women. In the second place, it widens the horizon of knowledge of our students and teachers, with these two purposes in view, the Indian Culture class is engaged every week unfailingly.
- To exert a sobering influence on the young minds of our students, the Geeta Gyan Jagnya is celebrated every year. Under the auspices of Geeta Gyan Jagnya, a series of lectures on the Bhagabat Geeta are delivered by eminent Geeta Scholars invited from outside the college for the benefit of our students and teachers. No doubt, it has achieved its purpose to a very great extent.
- Swami Pragyanandaji and Baba Balia famous preachers on Hinduism have visited the college.

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

7.4 Contribution to environmental awareness / protection

- Introduction of Environmental Science as a core subject for all students contributes a lot for Environmental Awareness and Protection among the students.
- IQAC Seminars with eminent speakers on Environmental & Ecology add to the knowledge base of all the students and staff of the college regarding their duties & responsibilities for protecting environment from delay & pollution.

7.5 Whether environmental audit was conducted? Yes No

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

- The college was granted Autonomy from 15.2.2006 and was accredited with 'A' Grade by NAAC from 21.5.2006.
- The college has been awarded with CPE status on 16.9.11 for one year and later extended to 2015-16.
- The college has also been granted extension of Autonomous status on 22.5.13 upto 2018-19 including ex post-facto approval for periods of 2011-12 and 2012-13.
- The college has become Nodal Centre by the Govt. for co-ordinating the district in Training of Self-Defence of Girls from 2013.
- The college is also Nodal Hub Centre of Examination purposes.
- Adequate Infrastructure
- Quality Support from university
- Dedicated and Committed Manpower
- Excellent work culture
- Supportive IT Application & Infrastructure
- Workable Autonomy
- Low Dropout Rate
- Curriculum Up gradation
- Quality Leadership
- Multi-dimensional activities in collaboration with the UGC.

Threats/ Challenges

- Maintaining Quality Credibility
- Maintaining Financial Stability and viability.
- Maintaining the moral of Non-teaching staff waiting for their long due promotions.
- Maintaining the moral of contractual and temporary employees.
- Limited Autonomy.

8. Plans of institution for next year

- To organise Autonomy Seminars in all Honours Teaching Depts. Out of UGC Autonomy Grant.

- To organise student seminars/ projects for 6th Semester students in all Honours Teaching dept.
- To conduct and continue Remedial Coaching class for SC/ST/OBC(NC)/ Minority students out of UGC Merged Scheme Grant.
- To conduct & continue entry in services programme for SC/ST/OBC(NC)/ Minority students out of UGC Merged Scheme Grant.
- To organise the meetings of Statutory Bodies.
- To take up more numbers of Community Development Programmes.
- To organise Blood Donation Camps by YRC.
- To prepare for NAAC Re-accreditation.
- To set up Smart Classes in all Honours Teaching Depts.
- Wi-Fi facility on the campus.
- Up gradation of the Health Centre/ GYM/Canteen/Co-operative Store.
- To publish further Question Bank.
- Up gradation of campus facilities like lighting, water supply, electrification, toilets and parking places.
- Completion of the UGC projects i.e. 2nd phase of Women's Hostel and Indoor & Outdoor Stadia with installation of Sports equipment under sanctioned UGC grants.

Name Prof. Saroj Kumar Mohanty

Name Prof. Kailash Chandra Baral

Saroj K. Mohanty

Kailash Ch Baral

Signature of the Coordinator, IQAC
Dt.28.10.2014

Signature of the Chairperson, IQAC
Dt.28.10.2014

NATIONAL SEMINAR 2013-14

| DEPARTMENTS | TOPIC | RESOURCE PERSON | DATE |
|--------------|--------------------------------------|-----------------|---------------------|
| 1. Economics | Inclusive Growth & Human Development | | 08.12.13 & 09.12.13 |

AUTONOMY SEMINAR 2013-14

| DEPARTMENTS | TOPIC | RESOURCE PERSON | DATE |
|----------------|---|---|----------|
| 1. English | Robert Frost | Smt. Bisnupriya Das, A.S. College, Tirtol | 12.03.14 |
| | Romanticism | Smt. Sarala Kumari Dhal, Paradeep College, Paradeep | 13.03.14 |
| 2. Economics | Volatility of Indian Rupee | Prof. Sudhakar Panda, Former Chairman, State Finance Commission | 07.09.13 |
| | Role of Foreign Direct Investment | Dr. Pabitra Jena, Mata Baisnodevi University, Jammu | 07.09.13 |
| 3. Mathematics | Number Theory & Cryptography | Dr. Prafulla Kr. Sahoo, Christ College, Cuttack | 09.12.13 |
| | Mathematics: An Attitude of Enquiry of a Frame of Mind | Dr. Prasanna Kr. Satapathy, Prof. of Math., SOA, University, ITER, Bhubaneswar | 08.11.13 |
| 4. Philosophy | The Moral & Legal Rights of the Accused under Indian Constitution | Ms. Sushree Sangita Patra, DJM, Berhampur | 01.12.14 |

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| | Sila & Shikshya in Buddhism | Prof. Gourahari Sahoo, Former Principal, Anchalik Mohavidyalaya, Sujanpur | 04.12.14 |
| 5. Statistics | Study of Comparison of Binominal Distribution with Poisson Distribution | Prof.Smt. Pramoda Mohapatra, Former Reader, Kendrapara Auto. College | 12.03.14 |
| | Time Series Analysis | Dr. Sitakanta Samal | 13.03.14 |
| 6. History | Harekrushna Mohatab and Prajamandal Movement | Dr. Soma Chand, Reader in History, SB, Women's College, Cuttack | 08.11.13 |
| | Role of Kendrapara in the Indian Freedom Struggle | Prof. Nanda Kishore Parida, Former Principal, Kendrapara Auto. College | 21.02.14 |
| 7. Sanskrit | Creation of Vedic Awareness in Modern Society | Prof. Braja Kishore Swain, Prof. of Dharmashashtra, SJSU, Puri | 25.03.14 |
| | The Flora & Founa in Abhijnanshakuntalam | Prof. Pritamber Mishra, Former Principal | 26.03.14 |
| 8. Psychology | Introducing Educational Psychology for Motivation & Development | Dr. Hareh Chandra Mishra, Reader in Psychology, Rajsunakhala College, Rajsunakhala, Nayagarh | 21.02.14 |
| | Psychological Effects of Stress on Human Health | Dr. Banamodi Mohanty, Former Professor & Head CAS in Psychology, Utkal University, Bhubaneswar | 22.03.14 |
| 9. Education | Effective Classroom Transaction through System Approach | Dr. Sasanka Sekhar Satpathy, Former Reader in Education, Kendrapara Autonomous College | 27.11.13 |

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|--------------------------|---|---|-----------|
| | Quality Research: A Potent Key to Information Technology in Education | Dr. Rama Chandra Dhir, Reader in Education D.R.M. College, Bhubaneswar | 29.11.13 |
| 10. Computer Science | Lean Software Modelling | Prof. Manas Prasad Rout, Lect. in ITM, Revenshaw University, Cuttack | 13.11.13 |
| | Role of Network Security in Cyber Crime | Prof. Himansu Sekhar Acharya, Asst. Prof. of Comp. Sc., KIIMS, Cuttack | 27.11.13 |
| 11. Physics | About Samanta Chandra Sekhar for Measuring the Distant Objects | Dr. Birendra Kr. Panda, Reader in Physics, Revenshaw University, Cuttack | 31.01.14 |
| | Journey from Universe to Quark | Dr. Shaikh Naimuddin | 13.03.14 |
| 12. Odia | Anubada Sahitya | Dr. Babaji Charan Pattanaik | 26.03.14 |
| | Odia Samalochana Sahitya | Dr. Natabar Satapathy | 27.03.14 |
| 13. Hindi | Chhayavad Aur Mahadevi Verma | Dr. Anjuman Ara, Reader & HOD, Hindi Dept., Revenshaw Univerisity, Cuttack | 19.03.14 |
| | Hindi Sahitya main Ritikal | Dr. Laxmipriya Pradhan, Dept. of Hindi, DKN College, Eranch, Cuttack | 21.03.14. |
| 14. Sociology | Girl Child: Social Change Agent | Prof. Braja Prasad Pati | 13.02.14 |
| | Emerging Paradigms in Development | Prof. Umakanta Mohapatra | 21.02.14 |
| 15. Industrial Sociology | Corporate Social Responsibility and Its Future Trend | Prof. Subhranta Sekhar Singh | 13.12.13 |

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| | Conflict Management | Prof. Bidyut Kumar Mohapatra | 14.12.13 |
| 16. Zoology | Transgenic Technology & Its Application | Dr. Ranjan Padhi, College of Pharmaceutical Science, Mohuda, Berhampur | 25.02.14 |
| | Food-borne Parasite Disease | Dr. Mitra Ranjan Panda, HOD, Parasitology, College of Veterinary Science, OUAT, Bhubaneswar | 11.03.14 |
| 17. Political Science | Politicization of the Award of Bharat Ratna | Prof. Nanda Kishore Parida, Retd. Principal, Kendrapara Auto. College | 04.12.13 |
| | Globalization, State and Security | Prof. (Dr.) Narottam Gaan, Prof. & Head, P. G Dept. of Political Science, Utkal University | 05.12.13 |
| 18. Botany | Molecular Breeding for Developing High-yielding Varieties of Crop Plant | Dr. Sarat Kumar Pradhan, Principal Scientist, Plant Breeding & Genetics Division, CRRI, Cuttack | 22.02.14 |
| | Breeding ill-seedling in Rice by Different Approaches | Sr. Scientist, Plant Breeding & Genetics Division, CRRI, Cuttack | 03.03.14 |
| 19. Chemistry | Organic Reaction Mechanism & Green Chemistry | Prof. (Dr.) S. Jena | 29.11.13 |
| | Organic Photo-chemistry | Prof. (Dr.) S. Panda | 09.11.13 |

AWARENESS SEMINAR 2013-14

| DEPARTMENTS | TOPIC | RESOURCE PERSON | DATE |
|--------------------|--|--|-------------|
| 1. | HIV (AIDS): Zero Aids | Dr. Neelam Samalkar, Scientist, RMRS, Bhubaneswar | 08.03.14 |
| 2. | Bio-diversity Conservation for sustainable Ecosystem | Dr. Jayakrushna Panigrahi, Indian Science Congress Association, Bhubaneswar | 07.03.14 |

Principal
Kendrapara Autonomous College
Kendrapara

**KENDRAPARA AUTONOMOUS COLLEGE, KENDRAPARA
ACADEMIC CALENDAR
2013-14 SESSION**

MONSOON TERM

1. Reopening of the College after Summer Vacation : 19th June 2013
2. Beginning of Classes for 3rd & 5th Semester : 4th July 2013
3. Readmission : 2nd week of July 2013
4. Admission for 1st Semester
(+3 Arts, Science & Commerce) through e-Admission : As per Govt. Notification
5. Beginning of Classes for 1st Semester : As per Govt. Notification
6. Counselling for Honours (1st Semester) : Within 7 days of last admission.
7. Beginning of Coaching Classes for Entry in Services
(SC/ST/OBC(Non-Creamy layer)/Minorities) : July 15th 2013
8. Beginning of Remedial Coaching
(SC/ST/OBC(Non-Creamy layer)/Minorities) : 2nd Aug. 2013
9. Assignment of Student Projects for 6th Semester : 2nd week Aug. 2013
10. Internal Examination (1st, 3rd & 5th Semester) : 1st week of September 2013
11. Election to Students' Union : As per Govt. Notification
12. Internal Examination(1st, 3rd & 5th Semester) : 2nd week of November 2013
13. Semester Examination (1st, 3rd & 5th Semester) : 1st week of December 2013
14. Study tour --cum--excursion : 3rd week of December 2013

SPRING TERM

15. Beginning of classes for 2nd, 4th & 6th Semester : 2nd January 2014
16. Assignment of Seminar topics to Students of 6th Semester : 2nd week of January 2014
17. Sports , Cultural, Students' Union Function : 3rd week of January 2014
18. Feedback on Course Content and Teachers' Performance
by 6th Semester Students : 3rd week of January 2014
19. Publication of results of 1st, 3rd & 5th Semester : 11th February 2014
20. College Foundation & Convocation Day : 12th February 2014
21. Internal Examination for 2nd, 4th & 6th Semester : 1st week of February 2014
22. Semester Examination (2nd & 4th Semester Back) : 1st week of March 2014
23. Last date of Submission of Student Projects for Final year : 31st March 2014
24. Semester Examination (6th Semester) : 2nd week of April 2014
25. Internal Examination of 2nd & 4th Semester : 1st week of March 2014
26. Semester Examination (2nd & 4th Semester) : 1st week of May 2014
27. Summer Vacation : May 15th - June 17th 2014
28. Publication of Final year Results : Last week of May 2014
29. Publication of Results of 2nd & 4th Semester : 1st week of July 2014


Principal (S. S. S. S.)

Analysis of the Feedback from Stakeholders in 2013-14.

Feedbacks given by Students, Parents, Alumni & Employees on different aspects of the institution were analysed by a Committee comprising the Principal as Chairman, Admn. Bursar, Academic Bursar, IQAC Member & some senior Faculties as members in the month of May of the Academic Session. As analysed the Feedbacks were broadly divided into two categories, such as, Satisfaction & expectation.

Students

Satisfied with the Academic content, Teaching Materials, support of the Faculty & their knowledge base, Exams. & Evaluation, Library facilities including book- bank & reprography, Campus facilities like, Hostel, Canteen, Health Centre, Co-operative Store, Gardens, Playground, Bank, Post-Office, Practising School, IGNOU & Temple.

But, they expect that the Career Counselling and placement Cell, Opening of PG Course and more hostel accommodations should be geared up to make the College better.

Parents

Satisfied with the present functioning of the College as a model premier Institute of the District as well as the state & they expect that opportunity for higher studies like Master Degree Vocational Subject for employability and expansion of hostel Infrastructure to accommodate the Students coming from the district & neighbouring places of the district.

Alumni

Satisfied with the improving status of the institution from Kendrapara College to Kendrapara Autonomous College with CPE Status & different centres like Centre for Refresher Course, Centre for Research on Local Culture & Heritage, Centre for Self-defence for Girls, & Centre for IGNOU.

And, they expect that the College should be a University having facilities of many PG courses & Centre for Research of Biodiversity & Conservation, Buddhism Local Culture & Heritage & Industrialization as the College is surrounded by Bhitarkanika Sanctuary, Paradeep, Ratnagiri, Udayagiri, Lalitgiri & Kalinga Nagar.

Employer

Satisfied with the Academic Co- curricular & Extra-curricular activities of the College, but they expect that the College should open PG, B. Voc., B. Prof. Programmes and go for NAAC Re-accreditation and retain the previous “A” Grade to be University as per the parameters of RUSA & Govt.

Principal
Kendrapara Autonomous College