



YEARLY STATUS REPORT - 2022-2023

Part A

Data of the Institution

1.Name of the Institution

Kendrapara Autonomous College

• Name of the Head of the institution **Prof.Gopal Chandra Behera**

• Designation **Principal**

• Does the institution function from its own campus? **Yes**

• Phone No. of the Principal **06727220215**

• Alternate phone No. **9937193325**

• Mobile No. (Principal) **9937193325**

• Registered e-mail ID (Principal) **kendraparacollege@yahoo.co.in**

• Address **Kendrapara Autonomous College**

• City/Town **Kendrapara**

• State/UT **Odisha**

• Pin Code **754211**

2.Institutional status

• Autonomous Status (Provide the date of conferment of Autonomy) **24/02/2005**

• Type of Institution **Co-education**

• Location **Rural**

- Financial Status **Grants-in aid**
- Name of the IQAC Co-ordinator/Director **Dr Gyanidra Dash**
- Phone No. **8637288352**
- Mobile No: **9437497035**
- IQAC e-mail ID **iqackac@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

http://www.kac.edu.in/UserImg/7_1_0_16_41_AOAR%202021-22.pdf

4. Was the Academic Calendar prepared for that year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://www.kac.edu.in/Academic%20Calendar.aspx>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85.60	2006	21/05/2006	20/05/2011
Cycle 2	A	3.10	2016	05/11/2016	04/11/2021

6. Date of Establishment of IQAC

20/09/2007

7. Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
KENDRAPARA AUTONOMOUS COLLEGE	CPE	UGC	30/09/2011	5000000
KENDRAPARA AUTONOMOUS COLLEGE	OHEPEE	World Bank	06/12/2017	105000000
KENDRAPARA AUTONOMOUS COLLEGE	RUSA	STATE GOVERNMENT	31/12/2018	10000000

8. Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9. No. of IQAC meetings held during the year 3

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report No File Uploaded

10. Did IQAC receive funding from any funding agency to support its activities during the year? No

- If yes, mention the amount

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

• The IQAC conducted a capacity-building programme for the teachers in collaboration with the institute having credentials during the academic session 2022-23. • During the session 2022-23 the IQAC organized five national-level seminars and 43nos of extramural seminars on different themes in collaboration with different departments to enhance the learning process of the faculties. • A preparatory seminar was organized on 16.2.2023 by inviting eminent speakers from the Odisha Higher Education Council apart other activities were carried out to include all stakeholders like students, teachers, parents and Alumni in the preparatory exercise. • Participated in the NIRF ranking as well as preparation and submission of AQAR. Under the initiative of IQAC nine (9) Postgraduate courses in different subjects were opened by the institution during the session 22-23. Academic and administrative audits were carried out during the academic session 2022-23 • MOU has been signed with skill labs, an institution dedicated to the cause skilling youth for jobs, community engagement as well as entrepreneurship. Career counselling programme, Extension activities, Area study programme and student exchange programme were carried out during the session to enhance students' employability skills.

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
<ul style="list-style-type: none"> Opening of New Subjects like Home Science, Anthropology, Journalism & Mass communication, Library science and BCA. 	<p>7. PG Courses in 9 subjects i.e Commerce, Chemistry, Economics, Education, Odia Political Science, Physics, , Psychology and Zoology have already been opened for the session 2022-23.</p> <p>6. Steps are now being taken to open the add on courses in subjects like Tailoring, Retailing, Tourism, Remote sensing & Industrial Chemistry for the session 2022-23.</p>
<ul style="list-style-type: none"> To provide Laptop with Projector/Smart board to each dept to make class rooms ICT enabled. 	<p>Laptop and Projector have been supplied to departments</p>
<ul style="list-style-type: none"> To provide training to teachers for capacity building and to Non-teaching staff for skill enhancement. 	<ul style="list-style-type: none"> The IQAC conducted capacity building programme for the teachers in collaboration with institute having credential during the academic session 2022-23.
<ul style="list-style-type: none"> To make financial provision for undertaking extension activities by each department of the college. 	<p>Extension activities and Area Study programmes have been conducted by the departments and NSS/NCC and YRC units of the College</p>
<ul style="list-style-type: none"> To make collaboration with different institutions for teacher exchange programme, Student exchange programme, Project work, field work and publication work). 	<ul style="list-style-type: none"> MOU has been signed with skill labs, an institution dedicated to the cause skilling youth for jobs, community engagement as well as entrepreneurship. Career counseling programme, Extension activities, Area study programme and student exchange programme were carried out during the session for enhancing student's employability skills.

<ul style="list-style-type: none"> To conduct seminar on intellectual property right/entrepreneurship. 	Workshop on ICT use and Entrepreneurship development have been conducted on 22.10.2022.
<ul style="list-style-type: none"> To make necessary steps for E-content development such as o setting of a media centre o Audio-Visual centre o Lecture capturing system o Mixing equipment o Software for editing. 	Laptops have been provided to the faculty members, free softwares have been advised to be used and training programmes have been conducted to develop e content
<ul style="list-style-type: none"> Maintenance of data base of all physical facilities available in the college. 	Initiatives are being taken to establish data base of the college
<ul style="list-style-type: none"> To organise alumni, talk series. 	Five numbers of Alumni Talk series have been conducted
<ul style="list-style-type: none"> To provide financial assistance to poor and needy students out of SSG/SAF etc 	75 number of students have been provided out of SSG/SAF
<ul style="list-style-type: none"> To provide Training programme to staff members for accession of E-library. 	Training programme on E library use have been conducted .

13. Was the AQAR placed before the statutory body? **Yes**

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Internal Quality Assurance Cell	30/09/2022

14. Was the institutional data submitted to AISHE ? **Yes**

- Year

Part A**Data of the Institution**

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Name of the statutory body	Date of meeting(s)
Internal Quality Assurance Cell	30/09/2022
14.Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2020-2021	01/04/2022

15. Multidisciplinary / interdisciplinary

From very beginning, Kendrapara Autonomous College has been striving for excellence in academics and holistic development of the students that includes intellectual, scientific, emotional, social, and cultural growth. According to National Education Policy (NEP) 2020, it has been offering courses in undergraduate and post graduate programmes. The programmes include diverse disciplines such as Science, Humanities and Social Sciences, Language, Commerce and management. Some of the programmes like common compulsory subjects like Skill Enhancement courses, Ability Enhancement Courses on Environmental Science, English Communication and MIL communication and General Elective are multidisciplinary /interdisciplinary in nature. The course on environmental science a compulsory component of our course structure in particular aims to sensitize the students about various threats to our environment and it's consequences and thus motivates them for building a self-sustainable eco system. Apart from this the Commerce programme has courses on Commerce, Management and Economics, the Computer Science programme includes courses on both Computer Science and Information Technology. Moreover, all the programmes follow CBCS pattern since 2016-17 which itself reflects the multidisciplinary nature of the programmes. The institute also promotes multidisciplinary approach through conduct of seminars and workshops on common themes as a good practice. Students gain exposure to environmental, social, health, disaster management issues through social service projects organised by the college's NSS, NCC, YRC clubs and through career counselling. The institute also promotes multidisciplinary approach through conduct of seminar, conferences and workshops on common themes as a good practice.

16. Academic bank of credits (ABC):

The college is affiliated to Utkal University and has been following the Choice Based Credit System as directed by the University. Each programme is having core and elective courses providing flexible opportunity for the students to choose them. However, the college is yet to implement the ABC as per the NEP 2020 as the University or the Department of Higher Education is yet to conduct workshops and circulate detail guidelines for the implementation of Academic Credit Bank.

17. Skill development:

Education blended with skill development is the need of the hour. Along with subject competency, skill development is highly

essential as it enhances the entrepreneurship skill of the students and promotes their self-employability. The programmes offered by the college have blended theoretical and practical components to enhance knowledge as well as skill of the students. Project/dissertations and study tour are mandatory components in each programme to improve the skill of students. Under the direction of the Placement and Career Counselling Cell, the institution also offers capacity development programmes and skill inculcation training programmes to all final year undergraduate and postgraduate students. The institute also conducts skill development workshops in collaboration with various collaborating institution. a, different Universities and institutions to promote skill development of the students. The students of department of Computer science gained knowledge on cyber security and advance technology related to it. The students of department of Zoology are also participating various animal census programs. The students of Commerce and Management also participate in industrial visit to develop management skills. The institute has also a language laboratory which provides opportunities for the students to develop their language and communication skills. The institute has signed MoUs with various universities and institutions to conduct skill development programmes for the students

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

The institution always takes initiative for respecting and preserving the rich cultural heritage of our nation. In this line, the programmes are delivered in bilingual mode using the Odia (Mother tongue) and English Language. Odia and English are taught as compulsory courses across all the programmes. The college offers four UG programmes in Languages such as Odia, English, Hindi and Sanskrit. Besides, the departments namely History, Political Science, Philosophy and Sociology include courses on ancient history and Culture, Indian Polity, Ethics and Values, Bhagabad Gita, Society and Culture etc. In addition to this the college conducts Indian Culture classes, seminars and talks on Language, Literature, Indian Culture and Value system on regular basis in which the students and faculty members actively participate. Ganesh Puja, Saraswati Puja and Teacher's day in individual department was celebrated as a representation of Indian culture. We also observe important days relating to our language and culture such as Women's Day, Hindi Diwas, International Day of Yoga etc. Amhisa Ratha, Har Ghar Triranga Programme, Azadi Ka Amruta Mahostav were also observed as our

proclivity towards patriotism.

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

The institute follows Choice Based Credit System (CBCS) pattern programmes which focuses on Outcome based education. Outcome based education is an educational model that forms the base of a quality education system. The benefits of OBE is clarity on curriculum, flexibility in structuring lesson, comparison purpose and it enables student to learn individually by own learning method. The institute is committed for making the education outcome based. Hence all courses were designed under OBE standard with Program Outcomes (PO), Program Specific Outcomes (PSO) and Course Outcomes (CO) specified. At the commencement of every academic session, the departments conduct Induction programmes and convey the students regarding the programme/course specific outcome and objectives.

20.Distance education/online education:

Being an affiliated institute, the college has no provision of providing the regular programmes in Distance Mode. However, the institute plays an active role in providing education to the needy students in distance mode by functioning as a Study Centre of IGNOU and Odisha State Open University. This centre for Odisha State Open University provides PG programmes in Odia, English, Hindi, Sanskrit, Rural development and UG programmes in English, Odia & other certificate courses. The college is a recognised study centre for IGNOU which provides various programmes like CIT, BCA, PGDRD, DNHE, BAG, BCOMG, BSCG etc. Students were well adapted to online educations like SWAYAM, egyankosh, epathshala etc to learn and explore. Most classes were held online throughout the epidemic.

Extended Profile

1.Programme

1.1 32

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 3356

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 **1061**

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 **1012**

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 **942**

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 **102**

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	32
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	3356
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	1061
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	1012
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	942
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	102
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	110
Number of sanctioned posts for the year:	
4.Institution	
4.1	523
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	52
Total number of Classrooms and Seminar halls	
4.3	104
Total number of computers on campus for academic purposes	
4.4	35459511
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Since its establishment, Kendrapara Autonomous College remains committed to its quest for academic excellence, holistic development and nation-building through curricula development relevant to the local, national, regional and global demand, and cater to the needs of changing times.

The curriculum is developed to meet the needs of local,

regional, national, and global developmental trends. This is reflected in the Programme Outcomes (POs) and Course Outcomes (COs) for all courses offered by the institution.

- Programme Outcomes and Course Outcomes are clearly articulated for all courses.
- Current offerings include 50 local, 150 regional, 250 national, and 300 global courses.

Courses Addressing Global Trends

- Botany courses like Plant Ecology & Phytogeography and Natural Resource Management address global sustainability.
- Computer Science, Physics, Chemistry, Geology, Psychology, and Commerce courses bridge industry and society at an international level.
- English language courses support global communication skills.

Courses on National/Regional Needs

- Business Management, Accounting, Corporate Governance, and Banking courses cater to national business needs.
- Social Work Practices, Fieldwork, and Language & Communication courses address regional needs.

Courses on Local Needs

- Student projects document ethnomedicinal plants for medicine and research.
- Biochemical tests, Blood typing, and horticulture courses create employability skills.
- Discipline Specific Elective-IV (Project/Dissertation) for each programme focuses on local issues through project-based learning.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	http://www.kac.edu.in/Courseoutcome22_23.aspx

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

22

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

250

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility**1.2.1 - Number of new courses introduced across all programmes offered during the year**

6

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Kendrapara Autonomous College is an epitome for the transfiguration of youth towards an all-round enlightened society including physical, moral, psychological, cultural, economical, political and individual perspective. This institute makes conscious and consistent efforts to decode various significant social conflicts relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. Different courses in the curriculum straightforwardly focus on: Gender, Environment, and Sustainable Development, Human Values, Leadership, Professional Ethics, Decision Making and the like into the curriculum. Some of the components are

1. Social Work and Social Service.
2. Critical Thinking and Logical Analysis
3. Gender sensitization and discrimination
4. Common courses in Languages, Gender Studies, and Voices of Women are some which have thrust area on gender sensitization.
5. Topics related to environment studies, Ecology, Environmental Ethics, Human-Nature Relationship, Animal Ethics, Animal Rights and mandatory audit courses on Environment Studies and Disaster Management.
6. Focusing on Ethical and Moral Leadership
7. Bio-medical Ethics, Abortion, Euthanasia, Human Cloning, Surrogacy etc.
8. Focusing to enrich the Scientific Temperament and Logical Reasoning with the students
9. Audit course for UG programmes on Gender studies with four credits is mandatory.

Post Graduate programmes have compulsory audit course on Professional Competency. Plagiarism Report is mandated for PG Project Reports.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	No File Uploaded
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	No File Uploaded
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1036

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.kac.edu.in/#
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	http://www.kac.edu.in/Polices.aspx#
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1212

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

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

199

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses students' learning levels and offers tailored programs to meet diverse learning needs. It provides an induction programme each academic year, mentoring, continuous assessments, and interactive teaching methods. Workshops, seminars, and industrial visits enhance practical knowledge, while alumni lectures keep students updated on current trends.

For advanced learners, departments encourage participation in competitions, offer additional resources like web links and reference books, and promote leadership through presentations and mentoring of weaker students. Faculty support extends to research projects and advanced readings, utilizing the college library's resources.

Slow learners receive remedial lectures, tutorials, and intensive coaching, along with regular evaluations and encouragement to ask questions. They are provided with simplified reading material, bilingual explanations, and counseling support for academic and career guidance. Parent-teacher meetings and inter-departmental lectures further facilitate their progress.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2023	1212	102

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institute employs student-centric teaching methods alongside traditional lectures to enhance learning outcomes. Experiential learning techniques like research projects and field visits develop students' research aptitude and practical understanding. Participative methods include group discussions, student seminars, and workshops, fostering interactive learning and communication skills. Problem-solving techniques, such as case studies and assignments, cultivate logical reasoning.

Teachers utilize ICT tools for effective teaching, with a Wi-Fi-enabled campus, smart boards, and computer labs ensuring access to updated information. The partially automated library offers e-resources and digital access, facilitating easy retrieval of information. Practical classes in computer labs and online lectures on platforms like Google Meet enhance learning experiences. Faculty development programs familiarize teachers with online platforms, while sharing resources via email and messaging apps ensures accessibility to reading materials and e-books.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Our mentoring scheme aims to provide students with support on academic and personal issues, guiding them towards setting and achieving personal and professional goals. Guidelines for the scheme include assigning groups of 10 to 15 mentees to a faculty mentor, who collects information about them and conducts bi-monthly meetings to counsel them on academic and personal matters. Faculty mentors submit activity reports, which are analyzed to plan interventions for mentees.

The role of a faculty member in the scheme involves offering one-to-one support, serving as a positive role model, identifying talents and interests, and guiding mentees on training programs and examinations. They may also contact parents or guardians if needed. The institute coordinator is responsible for allocating mentors to undergraduate students, supporting effective implementation of the system, and submitting annual reports.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.kac.edu.in/EContent.aspx
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

101

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation of Academic Calendar

The institution's Calendar Committee collaborates with various stakeholders to prepare the academic calendar for the upcoming year. Key steps include:

- **Consultation and Planning:** The committee, in coordination with the Principal, IQAC, Controller of Examinations, and department heads, finalizes the calendar.
- **Gathering Information:** Department Heads provide Plans of Action considering working days required, holidays, and departmental activities.
- **Incorporating Events:** The calendar includes common programs, examination schedules, departmental activities, proposed events from student organizations, and annual sports and cultural activities.
- **Detailed Specifications:** The calendar specifies working days, holidays, examination dates, and major co-curricular activities. It's distributed to all staff and available on the college website.

Teaching Plans

Teaching plans are meticulously designed to ensure effective delivery of curriculum objectives:

- **Allocation of Teaching Hours:** Syllabi indicate the total teaching hours required for each program.
- **Faculty Coordination:** Course allotment is decided at department meetings, and faculty members develop teaching plans aligned with Outcome Based Education objectives.
- **Timetabling:** A general timetable is issued, and departmental timetables are prepared accordingly.
- **Monitoring Progress:** Faculty maintain Lesson Plan cum Progress Registers to track day-to-day progress, reviewed periodically by department heads.

Adherence to Plans

Efforts are made to ensure strict adherence to academic and teaching plans:

- **Monitoring Mechanisms:** Academic Bursars and IQAC monitor adherence to the academic calendar.
- **Departmental Oversight:** Department heads regularly review faculty adherence to teaching plans.
- **Principal's Supervision:** The Principal oversees adherence during departmental visits, ensuring compliance with the academic calendar and teaching objectives.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

102

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

27

File Description	Documents
List of number of full-time teachers with PhD. / D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

599

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms**2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year**

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

07

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination Procedures

Kendrapara Autonomous College has undergone significant changes

in its examination system, particularly with the adoption of CBCS pattern syllabus and automation since 2006. Key features of the examination procedures include:

- **Automation Initiative:** The institution recognized the need for automation and signed an MOU with Freelancers Pvt. Ltd., Bhubaneswar, for examination services.
- **Process Automation:** Various steps such as coding of answer scripts, generation of mark foils, tabulation registers, result publication, and semester mark sheets have been automated.
- **Admit Card Production:** Admit cards are computer-generated for students, reducing manual efforts and ensuring accuracy.
- **Memo Forms:** Software is utilized to create memo forms containing details of papers, absentees, and other relevant information, contributing to an error-free process.
- **Confidential Coding:** Answer sheets are coded with unique 6-digit numbers for confidentiality, which are decoded after evaluation.

Processes Integrating IT

Integration of IT has revolutionized the examination management system:

- **Efficiency Enhancement:** IT integration has streamlined processes, reducing errors and time consumption.
- **Generation of Mark Foil:** Software accurately generates mark foils reflecting unique codes of answer scripts, simplifying further processing.
- **Tabulation Registers:** A tabulation register summarizing student performance across assessments is generated electronically, improving data management.
- **Result Publication:** Results are published on both the college website and physical notice boards, ensuring accessibility and transparency.

Continuous Internal Assessment System

The institution emphasizes continuous internal assessment for comprehensive evaluation

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Our institute has clearly stated its competency-based learning outcomes in the curriculum of each Programme. The expected outcomes are communicated to all the students in the beginning of the academic year by the respective departments. Information regarding the competency-based learning outcomes of each department and the programme are given to students at the beginning of each semester and also available in the institutional web site. The teaching-learning strategies for each subject is prepared, discussed, and approved by the Board of studies (BOS) prior of onset of the academic year. The learning outcomes are made clear to both the students and the faculty.

A well-structured timetable is prepared based on the curriculum and core objectives of the subject. The balance between theory and practical's is maintained. Skill development is given weightage Programme Outcomes, Programme Specific Outcomes and Course Outcomes (Competency based learning outcomes from 2017-2022) for all programmes offered by the institution are stated and displayed on website as well as in syllabus to communicate teachers and students.

The institute follows a standard procedure at the beginning of each semester to intimate students pertain to broad objectives, learning outcomes, pedagogical practices, and modes of evaluation for the overall programme as well as each course offered in the respective semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

KAC Graduate Attributes are the qualities and the skills. The institute values and endeavours to nourish for the inclusive development of the students. The same has been articulated through the institute's objectives and goals. These qualities and skills facilitate our students to gain strategic edge globally. Our college conceive that the students are pride of the institution. So, all round development of student by imparting quality education is prime goal of our institution. The overwhelming response of the students during and after course/Programme and on other occasions reflects the Graduate attributes and their compliance. To measure course outcomes and attainment level of each student, the department conducts continuous assessment tests for each subject. On the basis of marks obtained in these tests the concerned department finds the attainment level of each student. The University also uses various other attainment test methodologies such as: Assignments, Small projects, Seminar, Class tests, Practical knowledge, Project work /field visits, Participation in Social service & Ethics. The Institute intrusted department head for practical implementation of POs, PSOs and COs. From time to time, the Institute take stock of the attainment of programme and course outcomes and suggest corrective measures, which are then implemented by the departments

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by

Institution

1012

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://www.kac.edu.in/Student-Staff-Survey.aspx>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Kendrapara Autonomous college is taking various initiatives to promote its research activities. These includes

- A Research Advisory Committee is set up by the college to look after the promotion of research. The committee is headed by a research coordinator and some senior faculty members having PhD degree/research experience.
- A research policy is formulated and uploaded in the website of the college which spells the guidelines and provisions for conducting research of each department including the students project and research by faculty members.
- There is the provision of financial incentive to the faculty members and departments to undertake minor research projects or to finance a part of the research projects.
- The faculty members are also motivated to take up research projects from different funding agencies such UGC, CSIR,

ICSSR, DST, DBT, ICMR etc.

- Each undergraduate programme offered by the college has a compulsory course of project/ dissertation to inculcate the research skill among the students.
- The committee frequently monitor the promotion and progress of research at different levels of the institution.
- There is a provision of seed money facility to finance a part of the research and publication in UGC care listed journal, book and presenting papers in national/ international conferences.

Peer reviewed research journal "Quintessence" is published for promoting research publications.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	http://www.kac.edu.in/29-04-24/Policies%20and%20Circulars/Research%20Promotion%20Policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has a distinct system for innovation. The infrastructure of innovation consists of

- An enriched library system for research and academic discussions.

- A dedicated research advisory committee to look after promotion of research and publication.
- Research committee and ethical committee is there for conducting research with specific guideline.
- The institute regularly holds training programmes, workshops and seminars.
- Collaboration has been done for technology transfer and publication of paper.
- The college faculty members encourage to inculcate innovation skills among students which is reflected in terms of development of low-cost technology like invention of drones by students of department of Physics and economical sanitizers by department of Chemistry.
- Faculty member of department of Zoology transfers knowledge on identification of various local and migratory birds and the students of the department participated in bird and crocodile census programs.
- Faculty members of department of Botany transfers knowledge on medicinal plants to the students of other departments.
- Ministry of Micro, Small & Medium Enterprises, Govt. of India conducted a workshop on 'Build the Enterprise of your Dreams' to develop entrepreneurship skills among students.
- Indian Council of Social Science Research(ICSSR) and IQAC jointly organised workshop for 'Teachers Training and Capacity building' for progress of skills among teachers.
- Student are encouraged to do projects on health and nutritional assessment of children and students in local area, socio-economic status of specific local community and environmental sample analysis of local area.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

B. Any 3 of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

1

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

3

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

8

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

2

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institute always strive for the all-round development of the students. For this different units/ committees have been constituted such as NCC, NSS, YRC, Nature Club, literacy club/committee, different academic departments etc. These units/ committees conduct different extension activities to sensitize the students on social issues for their holistic development. The college has conducted 69 extension programmes during the last five years in the neighbouring communities on various social issues such as gender issues, child labour, environment issues, road safety, sanitisation, Consumer awareness, Youth Day, Women's Day, Yoga Day, Swachh Bharat programme, Road safety, Hand washing and Mask wearing awareness, Health awareness, COVID-19 and similar others relating to COVID -19 awareness.

Mode of Extension Programmes

- Seminars, Webinars, Rallies
- Observation of days of importance
- Activities through various schemes or mission like Swatchha Bharat Mission, Awareness Programmes etc.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

27

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1420

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

3

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Physical Infrastructure: The college spreads over a pollution free green campus of about 66.67 acres of land having a total built of area 153746.945 sq. feet comprising of Administrative and Academic blocks , separate buildings for Library, Laboratories, Science Block, Arts Block, Commerce Block, Vocational Block, Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Academic Block, New Academic Block(Gandhi Bhawan), Bhasa Bhawan, Language Lab, Smart Class Room, Principal's Residence, Staff Quarters, Teachers Barrack, Guest House, NCC Building, War Memorial Tank, Canteen, Hostels for Boys and Girls students, Boys Hostel for SC/ST students, Staff Common Room, GYM, Reading room, Museum, Audio-visual Centre, Health Centre, Conference Halls, Mini Conference Hall, Centralised Computer Accession Centre, Boys/Girls Common Room, IGNOU Study Centre, Odisha State Open University study centre, Bank, Post office, Cycle & Two wheeler stand, a pond, a Basket Ball court, a playground, Indoor Stadium, Cultural pandal and a temple.

Physical Facilities for Teaching-Learning: The College has adequate number of classrooms, seminar halls and laboratories. There is around 35 numbers of classrooms, seminar hall for each department and 13 well-furnished laboratories for physical science, life science, mathematical sciences and social science subjects available in college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.kac.edu.in/Hostel.aspx

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

The institution is providing all sorts of Sports, Cultural and Fitness facilities for all round development of a student.

Facilities for Sports: There is adequate space provided for outdoor and indoor games in the college premises. There are indoor and outdoor stadiums and big playground facilities available. The institution has the facilities for outdoor sports like, Cricket, Basket Ball, Foot Ball, Volley Ball, Kabbadi, KhoKho, and Indoor Sports like Chess, Badminton. The institution has also an athletic club to promote the athletic game among the students.

Facilities for Cultural Activities: The institution has facilities for cultural activities like Well Equipped Cultural Pandal, Convocation Pandal. Besides all these, the institution has cultural club to promote and conduct the cultural activities time to time.

Facilities for Fitness & Yoga: The institution has a state of the art gymnasium. In the gymnasium various equipments like trade mill, fit massage, trade cycle, five multi stations training machine, adjustable crossover, chest press veridical, lifting bars, dumbbells, bar lifting bench are available. In addition to this, the institution has also a yoga & Aerobic centre and regularly yoga is being practiced. The institution also celebrates the International Yoga Day and conducts the seminars on Yoga and Indian Culture.

Facilities of Auditorium: The institution has a state of the art and well-equipped auditorium with a seating capacity of 300 persons.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

25

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

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

1,63,70,247

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has a reader friendly library named after Late Dinabandhu Sahoo and known as Dinabandhu Sahoo Memorial Library. This is one of the largest library of the district. The total numbers of books available in the library are about 59490 and number of visitors per day is 80-100. The library has browsing centre, Xerox facility, Faculty Corner and two reading rooms for users.

- Name of the ILMS software: ES Campus
- Nature of automation (full or partial): Partial
- Version: 2.0
- Year of automation: 2022-23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.kac.edu.in/Library.aspx

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources **B. Any 3 of the above**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

3,17,416

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

150

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT policy of Kendrapara Autonomous College is aimed to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure in the campus. This policy applies to all of institution's students, faculties, administrative staff, other employees, contractors, volunteers, vendors, collaborators and anyone else who may have any type of access to institution's systems, software and hardware.

The Institution has an website under Starsoft technology with campus wifi of 100 MBPS and a centralised computer centre (Network resource centre) with LAN throughout the administrative building. With its appropriate budgetary provision upgrades its IT facilities in terms of e-learning, e-knowledge, facilities for e-content development. E-learning centre are operating through Inflibnet, Microdata census of Government of India under centralised computer centre. Google classroom, Skype, Meet and WhatsApp were also used in teaching learning process.

IT training and guidance is provided to all new employees about using and maintaining their Personal Computer (PC), peripheral devices and equipment in the organization, accessing the organization network and using application software. Inappropriate use of equipment and software by an employee will be subjected to disciplinary action as deemed fit by the Management Committee of the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3381	104

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus **A. 250 Mbps**

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: **C. Any two of the above**
Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

76,74,800

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. The Principal-Cum-secretary of the GB takes care of all the assets of the college. He coordinates through different Committees and Heads of Departments, Administrative staffs, Laboratory attendants, Librarians and Library Assistants.

There is a repair committee for maintenance of assets. The routine activities of the library are managed by the librarian with the help of library assistants.

The college has a vast playground for sports facility. The playground, gymnasium, sports infrastructure is monitored by coaches of the physical education department and some staffs.

The staffs of the computer science department are in charge of maintaining the IT facilities. The computer laboratories and Networking Resource Centre (NRC) are also available to staffs and students for their benefits. The repair/up-gradation and purchase hardware and software are also taken care of by the management system and administrative team.

As per the needs of the department purchase of chemicals and instruments is done with approval of purchase committee and Principal. For overall monitoring these activities a core committee also present which consists of senior faculty members.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2074

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

75

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology A. All of the above

File Description	Documents
Link to Institutional website	http://www.kac.edu.in/pdf/Report%20on%20Skill%20And%20Enterprise%20Development%20(1).pdf
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

249

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

21

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

5.2.2 - Number of outgoing students progressing to higher education

285

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

42

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

07

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

One of the unique characteristics of Kendrapara Autonomous College is giving significant emphasis to holistic development of students and this is manifested in the abundant opportunities' students have to express their opinions, ideas,

and skills and receive recognition. Students are an integral part of Kendrapara Autonomous College; hence, their academic, personality and social development is an objective of utmost importance. The college has initiated measures to involve students in Institutional development and enhance students' welfare. Six students are nominated in Academic Council under the provision of 'Statute governing nomination of 6 students to the academic council of Kendrapara Autonomous College' providing students representation in Academic Council. Nominated students hold membership for two years term. Students' representation comprises one student from constituent and affiliated colleges, one student from PG Department, one student from professional courses, one student from with NCC, one student from PG Department, constituent and affiliated colleges with NSS, and one student from Physical Education. The composition provides representation for girl students also. Kendrapara Autonomous College has established Office of the Directorate of Students Welfare to look after welfare issues like the disbursement of scholarships and free-ships to support student life. DSW acts as liaison office between students and college, specifically on issues of government scholarships and other issues. Representations in Academic & Administrative bodies/Committees of the institution is ensured. Important Committees are

1. Internal Complaints Committee
2. Grievance Redressal Committee
3. Anti-Ragging Cell
4. Anti-Narcotic Cell
5. IQAC
6. Career Guidance and Placement Cell
7. Fine Arts Committee
8. Admission Committee

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

09

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

- The college has a strong and supportive alumni association, which was registered on the 29th of December 2015 under the Society Registration Act of XXI, 1860 bearing no. KNP/3601/58, 2015-16.
- The association is functioning with an executive committee consisting of President, Secretary, Vice-President, Joint Secretary, Treasurer and executive members (9) composed of alumni from diverse years, gender, locality etc.
- Periodic meetings are conducted by the office bearers online & offline to foresee the developmental activities. Every year Annual Alumni meetings were organized in the to create opportunity and affinity towards the alma mater. Such annual mega events were hosted online during pandemic, to connect the Alumnus.
- Moreover, the department chapters of Alumni also organize off-line lectures in their subject, general and career aspects to motivate students in right path. Apart from this, alumnus have also extended their support to place students. Alumnus working in reputed organizations such as have played a pivotal role in this regard.
- The members of the Alumni are also part of the Board of Studies composed to give some meaningful and rational insights into the Curriculum of their respective departments. The Alumni have also been involved in several activities of the campus including Swachha Bharat Abhiyan, the fight against Drug Abuse, Gender Inequality, Education for all etc.
- Apart from the main Alumni Association, each department

has its own Alumni Association as well who meet in between and keep inspiring their juniors in the direction of their personal development in both academic and social respects.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Kendrapara Autonomous College, Kendrapara, is a leading higher educational institute of the state and driven by its vision and mission.

Vision: Transforming the institute into a Centre of Excellence through need-based education, skill-based training, research, and extension activities.

Mission

To provide high-quality education that combines theoretical knowledge with practical skills to prepare students for both national and global challenges. To promote inclusive education by providing access to higher education for all members of society. To enhance students' employability, entrepreneurship, and leadership skills.

The institute makes every possible effort to accomplish its vision and mission. The College endeavours to impart value-based quality education, making the students academically sound, morally upright, spiritually strong, socially sensitive and globally aware. The College Governing Body, the Academic

Council, HODs, and faculty members put constant effort to devise new and innovative teaching-learning methods to promote and sustain quality education.

The effective leadership is exercised through delegation of authority by the management to the principal who in turn vests operational freedom in the functioning of various committees. The administration is smoothly achieved by the responsibilities shared by IQAC Coordinators, Administrative bursars, Academic bursars HODs and Coordinators of different committees.

The HODs in coordination with faculty members, non-teaching staff contribute to the functioning of the academic system. The Committees, statutory and non-statutory ensure effective implementation of student support facilities, courses, schemes, projects enabling the horizontal and vertical progression of students. The highlight of the governance is appropriate inclusion of all stakeholders.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institute is managed by the governing body (GB). The GB and administration continually give emphasis on decentralization and participative management of administrative, academic, co-curricular and extracurricular activities.

Involvement of leadership in management system development: For the effective management various policies are formulated by the appropriate statutory bodies (Governing Body, Academic Council Board of Studies, Academic Council, Finance Committee, Examination Committee) as per statute and ensure its implementation.

Admission and Examination: The institute follow admission policy framed by the Dept, of Higher Education, Govt. of Odisha and the examination committee ensures its execution. BOS modify the curriculum and finalised the question Setters and external Examiners. The Academic Council finally approved recommendations

of BoS.

Internal Quality Assurance Cell (IQAC): IQAC Coordinator/Cell ensure to maintain quality standards in teaching, learning, evaluation and research.

Administration: Academic and administrative functions of the college are managed by the office of the principal. Principal nominates administrative bursars and academic bursars for smooth functioning of different activities.

Purchase committee: The purchase committee manages the procurement college and has internal auditors.

Two seniors most faculty members nominated as staff representative to the governing body for representing staff opinions.

Participation of teaching faculty in academic and administration is ensured by their representation in different committees.

Non-teaching staff are assigned different activities for smooth functioning of the institution.

Through the Students selected Council, students are participating in college governance

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institute has well framed Strategic Plan in compliance with vision and mission. The Strategic Plan is inclusive and cover all development aspects relating to teaching/ learning: research/ development; human resource planning and development; infrastructure and community engagement, etc. With regards to

Strengths, Weaknesses, Opportunities, and Challenges following key performance indicators have been identified. These are as follows:

- Design of Curriculum with respect to employability and entrepreneurship requirements.
- Opening of new Undergraduate and postgraduate programs.
- Faculty training in use of ICT and upgradation of skill.
- Conducted student and faculty exchange programmes
- Research and Development with focus on Industry-academia collaboration
- Building of new infrastructure and maintenance of existing.
- Certificate courses for the students.
- Conduct of Seminars and workshops.

Strategy plan deployment

Curriculum Development: Being an autonomous institute, curriculum is framed considering necessity of the students to towards employability, entrepreneurship, global and national competency.

Teaching and Learning: More emphasis have given on use of ICT in teaching and learning, Remedial classes, industrial visits, field trips, group discussions, seminars etc have been adopted.

Examination and Evaluation: Examinations, publication and analysis of result carried out strategically in time.

Research and Development: The institute encouraged faculty members to undertake research activities.

Publications: The college published interdisciplinary multilingual research journal "Quintessence" and campus bulletin Communique.

Construction: A new hostel capacity of 50 beds for boys was constructed to facilitate boarding.

Playground and indoor stadium have been reset.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.kac.edu.in/29-04-24/Annual%20Report%202022-23.pdf
Upload any additional information	View File

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

The institute has well framed statutory and non-statutory bodies, they work in harmony with the vision, mission, regulations, policies, and statutes stipulated by the government, UGC, affiliating university and the organisation. The hierarchy comprises of Governing Body, Advisory committee, Academic Council and Boards of Studies, and Staff Council, Principal, IQAC, Department Council and various committees.

Governing Body:

Management Governing Body is the apex statutory bodies which approves all the decisions made at the administrative level.

Administrative Set Up:

President GB, Principal, Administrative bursars form the centre of the administration. Principal is responsible for the College functioning and growth including administrative, academic, co-curricular, extra-curricular and extension programme. Controller of Examinations, IQAC Co-Ordinator, coordinators of different committees provide assistance in all work.

Service Rules, Procedures, Recruitment:

The recruitment rules and the promotional policy for the teaching staff are as per the norms framed by the Government of Odisha.

Policies: The institute has framed policy on human resources, research, student support and welfare measures, IT, infrastructure, and other issues, as well as a clearly stated

code of conduct, are all displayed on the college website

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.kac.edu.in/pdf/17-01/KAC%20OrganonNew1.0.png
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2.3 - Implementation of e-governance in areas of operation: Administration Finance and Accounts Student Admission and Support Examination A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institute follows an inclusive performance Based Appraisal System to assess the performance of the staff on an annual basis.

The teachers are assessed on the basis of academic performance, contributions to research activities, administrative engagements, personal development and participation in co-curricular and extracurricular activities.

The College has various welfare schemes for its teaching and nonteaching staff as follows:

- Provident fund facility, Paid Maternity leave, Earned

leave, Casual leave, Annual increment.

- The institute provides residency to the employee with convenient price.
- Well-equipped staff common room.
- Sanctioned duty leaves to attend workshops/seminars/conferences.
- One day's salary of each staff is paid to the family member in case of any deceased employee.
- Privilege to use institutional facilities for professional and personal development such as computers/printers/internet/multigym and college grounds.
- Permission to leave campus for emergency/department/institutional work, Drinking water and refreshment facility.
- Workshop and seminars on information and Communication Technology (ICT) tools for effective teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

6

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Kendrapara Autonomous College annually performs internal and external audits for funds from the public and private sectors.

The Internal Audit

Internal Audit is carried out annually by the Account Bursars and other senior members appointed by the GB to ascertain whether the management policies and guidelines for accounting are properly implemented.

Utilization Certificates (UC) are prepared by the CA for the grants received from the UGC. The Utilization Grant Certificates are annually submitted to UGC.

The External Audit

The external audit takes place annually for every financial year. Statutory audits are conducted annually by the Chartered

accountants duly appointed by the Department of Higher Education. External audits are conducted periodically by Accountant General (AG) periodically. Audits are also conducted on the funds received from the Central and State government agencies like UGC, RUSA, CPE, Autonomy Grant, Higher Education Department, government of Odisha. They scrutinize and verify Cash Books, Stock Registers, Acquaintance of teaching and non-teaching staff, grant accounts. External Audits for UGC Funds are conducted at regular intervals. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified along with utilization certificate.

Audit Objections and Rectifications

The audit objections are rectified by the Accounts Department and a report with explanation is submitted to the Finance Committee and Account Bursar. The Action Taken Report is also sent to the Auditor for final approval.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

22400

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Mobilization of Funds:

The Governing Body and Finance Committee are the central bodies

responsible for planning, budgeting, allocation and disbursement of funds. The institution mobilizes received Government and Non-Government Grants for the various developmental aspects of the institution.

Resource mobilization is achieved through:

1. Earned Income: Fees collected from students

2. Central Government Funds: UGC, RUSA and World Bank.

3. State Government Funds: Grant-in-aid for salary,
State government fund for infrastructure and renovation

4. Non-Government Funds and Government Funds: Alumni
Contribution

Optimal Utilization of Funds:

Finance budget of the college is prepared to address the developmental needs of every section of the institution. The Budget is planned and prepared by a team of experts under direct supervision of Finance Committee.

Significant fraction of the funds is allocated for the Infrastructural development and maintenance, effective and innovative teaching-learning practices, Conducting Seminars/ Workshops, Extension Activities, Library Expenses, Examination Expenses. Training Programs, Sports Promotion. In addition, emphasis is given towards expenses pertaining to Student financial support, Electricity Bills, Water bills, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Internal Quality Assurance Cell (IQAC) of college has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of incremental improvements since the last NAAC accreditation.

Recommendations of Cycle-II Accreditation and ActionsTaken:

The NAAC in 2016 had recommended for Quality Enhancement of the Institution in following manner.

- Efforts for resource mobilisation from State/Central governments be strengthened.
- Boundary wall of the College campus needs to be constructed.
- Automation of library, office and examination block need to be secured.
- Infrastructure facilities of the Canteen, hostels, kitchen, rooms should be renovated.
- Training Orientation Programmes and Workshops for the capacity building of teaching and non-teaching staff be organised by the college and teachers may be encouraged to submit proposals.
- ICT thrust and further innovations in teaching-learning process.
- Collaboration with industries, academic and research centres, professional bodies and NGOs be initiated for quality enhancement and capacity building.

Practice I: Training Orientation Programs and Workshops for the capacity building of teaching and non-teaching staff

The college has conducted different orientation programs and workshops for the capacity building of teaching and non-teaching staff.

Practice II: Automation of library

The college has done the automation of central library and has

initiated digitalization of college books from 2022 onwards based on the decisions of library advisory committee, IQAC and staff council. All resource materials that can be digitalized are being converted from their hard copies to electronic copies to enhance access and improve preservation of library materials.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC reviews its teaching learning process and academic operations

periodically through:

- **Feedback on the Teaching Learning & Evaluation Process**

Feedback on Teachers: Through online system of the college students provide feedback on their teachers. During PTM meetings, parents' opinions on teachers and the educational process are gathered.

Feedback on Online Teaching: During the Covid Pandemic time, the college utilised online teaching methods and e-resources, and parents, students, and faculty members were asked for their opinions.

Exit surveys are taken from pass out students in order to improve the standard of the Teaching Learning & Evaluation Process.

Feedback on Curriculum: In order to modify the curriculum to meet the demands of local, national, regional, and international developments, feedback on curriculum is collected from a variety of stakeholders.

- **Administrative and Academic Audit (AAA)**

Internal Audit: IQAC collect the self-evaluative reports from all the departments as well as the reports of the internal peer

teams led by senior faculty members.

The external audit: Officials from different organizations conduct the external audit. Each department's executive summary is created by the audit team members, and the principal receives a report on the institution as a whole.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://www.kac.edu.in/29-04-24/Annual%20Report%202022-23.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution realized pivotal role of gender equity for progressive development of society. The following initiatives were taken to promote gender indiscrimination.

Annual gender sensitization action plan: The institution has well framed annual gender sensitization action plan promotes gender equity for creating safe, secure and healthy academic environment.

Curricular Inclusions: Topics related to gender have been incorporated in the courses of different programmes addressing significance of gender indiscrimination for socioeconomic development.

Induction meeting: Significance of Gender equity is addressed as part of the agenda during Induction meetings.

Counselling: The college has formulated Anti-Sexual Harassment Cell, Women Empowerment Cell, Discipline Committee, Grievances Redressal Cell and Internal Complaints Committee for a safe and healthy environment.

Safety and security in the Campus: In pursuit of women safety and security, Women's Hostels are nested in the campus with appointed security personnels. Hostel premisses, class rooms and specific sites in the campus are equipped with CCTV to provide additional levels of safety and security.

Common Rooms: There are separated common rooms for boys and girls with all adequate facilities irrespective gender.

Self-defence training: Institute provides Self-defence training programme for women/girls to boost their confidence to handle unavoidable circumstances.

Seminar: Seminars are organised from time-to-time to sensitized stakeholders regarding significance of Gender equity.

Gender Audit: Gender Audit conducted to analyse gender status in the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://www.kac.edu.in/Polices.aspx#

7.1.2 - The Institution has facilities for alternate sources of energy and energy

A. Any 4 or All of the above

**conservation: Solar energy Biogas
plant Wheeling to the Grid Sensor-based
energy conservation Use of LED bulbs/
power-efficient equipment**

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The Institution has taken following measures for management of different types of waste generated in the campus.

Solid waste management: The college has placed adequate number different coloured bins at different places in the campus for collection and segregation of wastes. The collected waste is handover to Kendrapara Municipality for disposal. A fraction bio-degradable waste is converted to organic compost using technique of like vermicomposting. The institute has policy on ban of single use plastic in the campus.

Liquid waste management: Liquid waste from toilet, wash room and laboratories are connected to leach pits in the respective places. The liquid waste of hostel kitchen has been used for the kitchen garden of the hostel.

E-Waste Management: A large number of scraps such as chips, monitors, Laboratory equipment etc. are sold to old scrap shops to reduce the e-wastes. Prior to that, the parts are dismantled and the effective working parts are separated and reused.

Biomedical waste management: Sanitary napkins generated in the campus is classified as Biomedical waste. Sanitary napkins and other related materials from the Women's hostels collected in a yellow colour bin and periodically handed over to the Municipality for disposal.

Hazardous chemicals and radioactive waste management: Wastes from chemistry laboratory before disposal are subjected to neutralization through suitable treatments. No radioactive waste is generated in the campus.

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

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:

B. Any 3 of the above

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

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

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

B. Any 3 of the above

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

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

The institution provides an inclusive atmosphere with following initiatives:

Students admitted in the different programmes, on the basis of merit from all communities following the reservation policy of State Government. No special privilege is given to any student with respect to ethnicity, language, religion and region

Institute has a code of ethics for students and a separate code of ethics for teachers and other employees irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

The committees constituted on the campus like Grievance Redressal Cell, Anti Harassment Cell ,Internal Compliant Committee, Anti-Ragging Cell, Discipline Committee and Student Welfare Committee ensure justice, equality and inclusiveness of the Campus.

Different sports and cultural activities organized inside the college promote harmony.

Commemorative days like Women's Day, Yoga Day also promote tolerance and harmony.

The central library keeps books of all languages and adds beauty to the inclusive academic system.

The NSS, NCC, YRC of the institution organize different programs

for an inclusive environment.

To maintain uniformity the institution has made uniforms compulsory for UG/PG students coming from different social, religious and economic backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The institution has taken several measures to sensitize students and employees to the constitutional obligations as follows:

Various days relevant to constitutional obligations observed in the institution such as:

Independence Day was celebrated as 'Azadi Ka Amrit Mahotsav' on 15 August 2022 with the theme - "Nation First, Always First". Objectives of the observation are to commemorate India's freedom from British rule and the sacrifices of the freedom fighters.

Republic Day was celebrated on 26 January 2023 to commemorate the adoption of the country's constitution.

Samvidhan Diwas was celebrated on 26/11/2022 to commemorate the approval of the final draft of the Constitution.

Human Rights Day was celebrated on 10/12/2022 with the theme of Dignity, Freedom, and Justice for All.

In the college National Voters' Day was observed on 25 January 2023 to bring about consciousness among the students and employees about the importance of voting in democracy.

Various courses are offered such as Ethics and values, Human Rights, Social Legislation, Constitutional government and democracy in India, Social Security, Social Justice, Political process in India, Indian political thought, Democracy and governance, Gender and Society, Right to Information etc to inculcate constitutional values.

The text of the Preamble of the Constitution has been displayed at the administrative building to sensitize the students and employees about the noble ideas invoked by our constitution makers.

Blood donation camps and various awareness programs were organised with the active involvement of the Institution to propagate the values, rights, duties and responsibilities of students as responsible citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The institution has well-framed action plans for the celebration of national and international days to promote patriotism, creation of awareness about issues of global and national relevance, health & fitness and social responsibilities among all the students and staff.

The college organizes special programmes on the occasion of the birth anniversaries and memorials of great personalities; Mahatma Gandhi, Jawaharlal Nehru, Sardar Vallabhbhai Patel, Babasaheb Ambedkar, Swami Vivekananda remembering their sacrifices and contributions to our nation.

Various commemorative days like, World Environment Day, Human Rights Day, National Youth Day, National Constitution Day, National Voters Day, National Mathematics Day, Anti-Poverty Day, World Polio Day, NCC Day, Arm Force Flag Day, National Science Day, No Tobacco Day, World AIDS Day, observed in the Institution campus about theme and significance. During the celebration, different activities like beyond-campus awareness activities, meetings, debates, essay writing, and quiz competitions are conducted to make the celebration more relevant.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best practice-I

1.Title of the Practice:

Pro-Active initiatives to serve students from the socially-disadvantaged communities.

2. Objectives of the Practice:

Kendrapara Autonomous College caters to all sections of the society and attempted to reach the remotely located villages, communities, identities and sections of the society.

With this background, KAC aims:

- To equip students to achieve their goals and fulfil dreams
- To facilitate the students in overcoming social, cultural, economic and educational barriers.
- To provide necessary infrastructure and human resource support system for social inclusion.
- To impart necessary skills to face national and global challenges.
- To empower students to be self-reliant leading to the upliftment of dependent families.
- To uplift marginalized and socially disadvantaged communities to come to the mainstream of development.

File Description	Documents
Best practices in the Institutional website	http://www.kac.edu.in/29-04-24/Best%20Practice.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Our institution remains at the forefront of providing an excellent academic atmosphere to make the students competent in society.

Followings are the performance of the institution in an area distinct to its priority and thrust:

- Our Institute by providing financial assistance through student aid funds.
- An Archive for The college has an archive in the library which houses about 40 old and rare palm leaf manuscripts.
- Career counselling programmes are conducted by our institute to groom the students about their higher studies

as well as various job opportunities available for them in the present scenario of society.

- The best graduates, and best performers of different literary and cultural activities with medals, cash prizes and certificates from sources of college funds and endowment.
- Honour and Awards to distinguished personalities. The institution offers "Dinabandhu Sahoo Smruti Samman" with a cash prize of Rs. 20,000/- every year to an eminent person of the state and nation for his/ her distinguished contribution to society.
- Our institution has signed with various institutes of higher learning to provide fast hand and updated knowledge to our students through the student-teacher exchange programme
- Organisation of National Seminars, Extramural seminars and Area study programs.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

Since its establishment, Kendrapara Autonomous College remains committed to its quest for academic excellence, holistic development and nation-building through curricula development relevant to the local, national, regional and global demand, and cater to the needs of changing times.

The curriculum is developed to meet the needs of local, regional, national, and global developmental trends. This is reflected in the Programme Outcomes (POs) and Course Outcomes (COs) for all courses offered by the institution.

- Programme Outcomes and Course Outcomes are clearly articulated for all courses.
- Current offerings include 50 local, 150 regional, 250 national, and 300 global courses.

Courses Addressing Global Trends

- Botany courses like Plant Ecology & Phytogeography and Natural Resource Management address global sustainability.
- Computer Science, Physics, Chemistry, Geology, Psychology, and Commerce courses bridge industry and society at an international level.
- English language courses support global communication skills.

Courses on National/Regional Needs

- Business Management, Accounting, Corporate Governance, and Banking courses cater to national business needs.
- Social Work Practices, Fieldwork, and Language & Communication courses address regional needs.

Courses on Local Needs

- Student projects document ethnomedicinal plants for medicine and research.
- Biochemical tests, Blood typing, and horticulture courses create employability skills.
- Discipline Specific Elective-IV (Project/Dissertation) for each programme focuses on local issues through project-based learning.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	http://www.kac.edu.in/Courseoutcome22_23.aspx

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

22

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

250

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

6

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

32

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Kendrapara Autonomous College is an epitome for the transfiguration of youth towards an all-round enlightened society including physical, moral, psychological, cultural, economical, political and individual perspective. This institute makes conscious and consistent efforts to decode various significant social conflicts relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the curriculum. Different courses in the curriculum straightforwardly focus on: Gender, Environment, and Sustainable Development, Human Values, Leadership, Professional Ethics, Decision Making and the like into the curriculum. Some of the components are

1. Social Work and Social Service.
2. Critical Thinking and Logical Analysis
3. Gender sensitization and discrimination
4. Common courses in Languages, Gender Studies, and Voices of Women are some which have thrust area on gender sensitization.
5. Topics related to environment studies, Ecology, Environmental Ethics, Human-Nature Relationship, Animal Ethics, Animal Rights and mandatory audit courses on Environment Studies and Disaster Management.
6. Focusing on Ethical and Moral Leadership
7. Bio-medical Ethics, Abortion, Euthanasia, Human Cloning, Surrogacy etc.
8. Focusing to enrich the Scientific Temperament and Logical Reasoning with the students
9. Audit course for UG programmes on Gender studies with four credits is mandatory.

Post Graduate programmes have compulsory audit course on Professional Competency. Plagiarism Report is mandated for PG Project Reports.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	No File Uploaded
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	No File Uploaded
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1036

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.kac.edu.in/#
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	http://www.kac.edu.in/Polices.aspx#
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1212

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

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

199

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution assesses students' learning levels and offers tailored programs to meet diverse learning needs. It provides an induction programme each academic year, mentoring, continuous assessments, and interactive teaching methods. Workshops, seminars, and industrial visits enhance practical knowledge, while alumni lectures keep students updated on current trends.

For advanced learners, departments encourage participation in competitions, offer additional resources like web links and reference books, and promote leadership through presentations and mentoring of weaker students. Faculty support extends to research projects and advanced readings, utilizing the college library's resources.

Slow learners receive remedial lectures, tutorials, and intensive coaching, along with regular evaluations and encouragement to ask questions. They are provided with simplified reading material, bilingual explanations, and counseling support for academic and career guidance. Parent-teacher meetings and inter-departmental lectures further facilitate their progress.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/05/2023	1212	102

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

The institute employs student-centric teaching methods alongside traditional lectures to enhance learning outcomes. Experiential learning techniques like research projects and field visits develop students' research aptitude and practical understanding. Participative methods include group discussions, student seminars, and workshops, fostering interactive learning and communication skills. Problem-solving techniques, such as case studies and assignments, cultivate logical reasoning.

Teachers utilize ICT tools for effective teaching, with a Wi-Fi-enabled campus, smart boards, and computer labs ensuring access to updated information. The partially automated library offers e-resources and digital access, facilitating easy retrieval of information. Practical classes in computer labs and online lectures on platforms like Google Meet enhance learning experiences. Faculty development programs familiarize teachers with online platforms, while sharing resources via email and messaging apps ensures accessibility to reading materials and e-books.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Our mentoring scheme aims to provide students with support on academic and personal issues, guiding them towards setting and achieving personal and professional goals. Guidelines for the scheme include assigning groups of 10 to 15 mentees to a faculty mentor, who collects information about them and conducts bi-monthly meetings to counsel them on academic and

personal matters. Faculty mentors submit activity reports, which are analyzed to plan interventions for mentees.

The role of a faculty member in the scheme involves offering one-to-one support, serving as a positive role model, identifying talents and interests, and guiding mentees on training programs and examinations. They may also contact parents or guardians if needed. The institute coordinator is responsible for allocating mentors to undergraduate students, supporting effective implementation of the system, and submitting annual reports.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.kac.edu.in/EContent.aspx
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

101

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Preparation of Academic Calendar

The institution's Calendar Committee collaborates with various stakeholders to prepare the academic calendar for the upcoming year. Key steps include:

- **Consultation and Planning:** The committee, in coordination with the Principal, IQAC, Controller of Examinations, and department heads, finalizes the

calendar.

- **Gathering Information:** Department Heads provide Plans of Action considering working days required, holidays, and departmental activities.
- **Incorporating Events:** The calendar includes common programs, examination schedules, departmental activities, proposed events from student organizations, and annual sports and cultural activities.
- **Detailed Specifications:** The calendar specifies working days, holidays, examination dates, and major co-curricular activities. It's distributed to all staff and available on the college website.

Teaching Plans

Teaching plans are meticulously designed to ensure effective delivery of curriculum objectives:

- **Allocation of Teaching Hours:** Syllabi indicate the total teaching hours required for each program.
- **Faculty Coordination:** Course allotment is decided at department meetings, and faculty members develop teaching plans aligned with Outcome Based Education objectives.
- **Timetabling:** A general timetable is issued, and departmental timetables are prepared accordingly.
- **Monitoring Progress:** Faculty maintain Lesson Plan cum Progress Registers to track day-to-day progress, reviewed periodically by department heads.

Adherence to Plans

Efforts are made to ensure strict adherence to academic and teaching plans:

- **Monitoring Mechanisms:** Academic Bursars and IQAC monitor adherence to the academic calendar.
- **Departmental Oversight:** Department heads regularly review faculty adherence to teaching plans.
- **Principal's Supervision:** The Principal oversees adherence during departmental visits, ensuring compliance with the academic calendar and teaching objectives.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

102

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

27

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

599

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

2.5.1 - Number of days from the date of last semester-end/ year- end examination till the declaration of results during the year

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

07

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Examination Procedures

Kendrapara Autonomous College has undergone significant changes in its examination system, particularly with the adoption of CBCS pattern syllabus and automation since 2006. Key features of the examination procedures include:

- **Automation Initiative:** The institution recognized the need for automation and signed an MOU with Freelancers Pvt. Ltd., Bhubaneswar, for examination services.
- **Process Automation:** Various steps such as coding of answer scripts, generation of mark foils, tabulation registers, result publication, and semester mark sheets have been automated.
- **Admit Card Production:** Admit cards are computer-generated for students, reducing manual efforts and ensuring accuracy.
- **Memo Forms:** Software is utilized to create memo forms containing details of papers, absentees, and other relevant information, contributing to an error-free process.
- **Confidential Coding:** Answer sheets are coded with unique 6-digit numbers for confidentiality, which are decoded after evaluation.

Processes Integrating IT

Integration of IT has revolutionized the examination management system:

- **Efficiency Enhancement:** IT integration has streamlined processes, reducing errors and time consumption.
- **Generation of Mark Foil:** Software accurately generates mark foils reflecting unique codes of answer scripts, simplifying further processing.
- **Tabulation Registers:** A tabulation register summarizing student performance across assessments is generated electronically, improving data management.
- **Result Publication:** Results are published on both the college website and physical notice boards, ensuring accessibility and transparency.

Continuous Internal Assessment System

The institution emphasizes continuous internal assessment for comprehensive evaluation

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Our institute has clearly stated its competency-based learning outcomes in the curriculum of each Programme. The expected outcomes are communicated to all the students in the beginning of the academic year by the respective departments. Information regarding the competency-based learning outcomes of each department and the programme are given to students at the beginning of each semester and also available in the institutional web site. The teaching-learning strategies for each subject is prepared, discussed, and approved by the Board of studies (BOS) prior of onset of the academic year. The learning outcomes are made clear to both the students and the faculty.

A well-structured timetable is prepared based on the curriculum and core objectives of the subject. The balance between theory and practical's is maintained. Skill development is given weightage Programme Outcomes, Programme Specific Outcomes and Course Outcomes (Competency based learning outcomes from 2017-2022) for all programmes offered by the institution are stated and displayed on website as well as in syllabus to communicate teachers and students.

The institute follows a standard procedure at the beginning of each semester to intimate students pertain to broad objectives, learning outcomes, pedagogical practices, and modes of evaluation for the overall programme as well as each course offered in the respective semester.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	Nil

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

KAC Graduate Attributes are the qualities and the skills. The institute values and endeavours to nourish for the inclusive development of the students. The same has been articulated through the institute's objectives and goals. These qualities and skills facilitate our students to gain strategic edge globally. Our college conceive that the students are pride of the institution. So, all round development of student by imparting quality education is prime goal of our institution. The overwhelming response of the students during and after course/Programme and on other occasions reflects the Graduate attributes and their compliance. To measure course outcomes and attainment level of each student, the department conducts continuous assessment tests for each subject. On the basis of marks obtained in these tests the concerned department finds the attainment level of each student. The University also uses various other attainment test methodologies such as: Assignments, Small projects, Seminar, Class tests, Practical knowledge, Project work /field visits, Participation in Social service & Ethics. The Institute intrusted department head for practical implementation of POs, PSOs and COs. From time to time, the Institute take stock of the attainment of programme and course outcomes and suggest corrective measures, which are then implemented by the departments

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

1012

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://www.kac.edu.in/Student-Staff-Survey.aspx>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

Kendrapara Autonomous college is taking various initiatives to promote its research activities. These includes

- A Research Advisory Committee is set up by the college to look after the promotion of research. The committee is headed by a research coordinator and some senior faculty members having PhD degree/research experience.
- A research policy is formulated and uploaded in the website of the college which spells the guidelines and provisions for conducting research of each department including the students project and research by faculty members.
- There is the provision of financial incentive to the faculty members and departments to undertake minor research projects or to finance a part of the research projects.
- The faculty members are also motivated to take up research projects from different funding agencies such UGC, CSIR, ICSSR, DST. DBT, ICMR etc.
- Each undergraduate programme offered by the college has a compulsory course of project/ dissertation to

inculcate the research skill among the students.

- The committee frequently monitor the promotion and progress of research at different levels of the institution.
- There is a provision of seed money facility to finance a part of the research and publication in UGC care listed journal, book and presenting papers in national/ international conferences.

Peer reviewed research journal "Quintessence" is published for promoting research publications.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	http://www.kac.edu.in/29-04-24/Policies%20and%20Circulars/Research%20Promotion%20Policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

1

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution has a distinct system for innovation. The infrastructure of innovation consists of

- An enriched library system for research and academic discussions.
- A dedicated research advisory committee to look after promotion of research and publication.
- Research committee and ethical committee is there for conducting research with specific guideline.
- The institute regularly holds training programmes, workshops and seminars.
- Collaboration has been done for technology transfer and publication of paper.
- The college faculty members encourage to inculcate innovation skills among students which is reflected in terms of development of low-cost technology like invention of drones by students of department of Physics and economical sanitizers by department of Chemistry.
- Faculty member of department of Zoology transfers knowledge on identification of various local and migratory birds and the students of the department participated in bird and crocodile census programs.
- Faculty members of department of Botany transfers knowledge on medicinal plants to the students of other departments.
- Ministry of Micro, Small & Medium Enterprises, Govt. of India conducted a workshop on 'Build the Enterprise of your Dreams' to develop entrepreneurship skills among students.
- Indian Council of Social Science Research(ICSSR) and IQAC jointly organised workshop for 'Teachers Training and Capacity building' for progress of skills among teachers.
- Student are encouraged to do projects on health and nutritional assessment of children and students in local area, socio-economic status of specific local community and environmental sample analysis of local area.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during

the year	
13	
File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded
3.4 - Research Publications and Awards	
3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	B. Any 3 of the above
File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File
3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year	
3.4.2.1 - Number of PhD students registered during the year	
1	

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

3

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

8

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University**3.4.6.1 - h-index of Scopus during the year**

2

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy**3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)**

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The institute always strive for the all-round development of the students. For this different units/ committees have been constituted such as NCC, NSS, YRC, Nature Club, literacy club/committee, different academic departments etc. These units/ committees conduct different extension activities to sensitize the students on social issues for their holistic development. The college has conducted 69 extension programmes during the last five years in the neighbouring communities on various social issues such as gender issues, child labour, environment issues, road safety, sanitisation, Consumer awareness, Youth Day, Women's Day, Yoga Day, Swachh Bharat programme, Road safety, Hand washing and Mask wearing awareness, Health awareness, COVID-19 and similar others relating to COVID -19 awareness.

Mode of Extension Programmes

- Seminars, Webinars, Rallies
- Observation of days of importance
- Activities through various schemes or mission like Swatchha Bharat Mission, Awareness Programmes etc.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

27

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

1420

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

3

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

5

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

Physical Infrastructure: The college spreads over a pollution free green campus of about 66.67 acres of land having a total built of area 153746.945 sq. feet comprising of Administrative and Academic blocks , separate buildings for Library, Laboratories, Science Block, Arts Block, Commerce Block, Vocational Block, Rashtriya Uchchatar Shiksha Abhiyan (RUSA) Academic Block, New Academic Block(Gandhi Bhawan), Bhasa Bhawan, Language Lab, Smart Class Room, Principal's Residence, Staff Quarters, Teachers Barrack, Guest House, NCC Building, War Memorial Tank, Canteen, Hostels for Boys and Girls students, Boys Hostel for SC/ST students, Staff Common Room, GYM, Reading room, Museum, Audio-visual Centre, Health

Centre, Conference Halls, Mini Conference Hall, Centralised Computer Accession Centre, Boys/Girls Common Room, IGNOU Study Centre, Odisha State Open University study centre, Bank, Post office, Cycle & Two wheeler stand, a pond, a Basket Ball court, a playground, Indoor Stadium, Cultural pandal and a temple.

Physical Facilities for Teaching-Learning: The College has adequate number of classrooms, seminar halls and laboratories. There is around 35 numbers of classrooms, seminar hall for each department and 13 well-furnished laboratories for physical science, life science, mathematical sciences and social science subjects available in college.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.kac.edu.in/Hostel.aspx

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

The institution is providing all sorts of Sports, Cultural and Fitness facilities for all round development of a student.

Facilities for Sports: There is adequate space provided for outdoor and indoor games in the college premises. There are indoor and outdoor stadiums and big playground facilities available. The institution has the facilities for outdoor sports like, Cricket, Basket Ball, Foot Ball, Volley Ball, Kabbadi, KhoKho, and Indoor Sports like Chess, Badminton. The institution has also an athletic club to promote the athletic game among the students.

Facilities for Cultural Activities: The institution has facilities for cultural activities like Well Equipped Cultural Pandal, Convocation Pandal. Besides all these, the institution has cultural club to promote and conduct the cultural activities time to time.

Facilities for Fitness & Yoga: The institution has a state of the art gymnasium. In the gymnasium various equipments like trade mill, fit massage, trade cycle, five multi stations

training machine, adjustable crossover, chest press veridical, lifting bars, dumbbells, bar lifting bench are available. In addition to this, the institution has also a yoga & Aerobic centre and regularly yoga is being practiced. The institution also celebrates the International Yoga Day and conducts the seminars on Yoga and Indian Culture.

Facilities of Auditorium: The institution has a state of the art and well-equipped auditorium with a seating capacity of 300 persons.

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

25

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

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

1,63,70,247

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The college has a reader friendly library named after Late Dinabandhu Sahoo and known as Dinabandhu Sahoo Memorial Library. This is one of the largest library of the district. The total numbers of books available in the library are about 59490 and number of visitors per day is 80-100. The library has browsing centre, Xerox facility, Faculty Corner and two reading rooms for users.

- Name of the ILMS software: ES Campus
- Nature of automation (full or partial): Partial
- Version: 2.0
- Year of automation: 2022-23

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.kac.edu.in/Library.aspx

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	View File

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

3,17,416

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

150

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

IT policy of Kendrapara Autonomous College is aimed to maintain, secure, and ensure legal and appropriate use of Information technology infrastructure in the campus. This policy applies to all of institution's students, faculties, administrative staff, other employees, contractors, volunteers, vendors, collaborators and anyone else who may have any type of access to institution's systems, software and hardware.

The Institution has an website under Starsoft technology with campus wifi of 100 MBPS and a centralised computer centre (Network resource centre) with LAN throughout the administrative building. With its appropriate budgetary provision upgrades its IT facilities in terms of e-learning, e-knowledge, facilities for e-content development. E-learning centre are operating through Inflibnet, Microdata census of Government of India under centralised computer centre. Google

classroom, Skype, Meet and WhatsApp were also used in teaching learning process.

IT training and guidance is provided to all new employees about using and maintaining their Personal Computer (PC), peripheral devices and equipment in the organization, accessing the organization network and using application software. Inappropriate use of equipment and software by an employee will be subjected to disciplinary action as deemed fit by the Management Committee of the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3381	104

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of physical and academic support facilities, excluding salary component, during the year (INR in lakhs)

76,74,800

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	View File

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

The college has well established systems and procedures for maintaining and utilizing physical, academic and support facilities. The Principal-Cum-secretary of the GB takes care of all the assets of the college. He coordinates through different Committees and Heads of Departments, Administrative staffs, Laboratory attendants, Librarians and Library Assistants.

There is a repair committee for maintenance of assets. The routine activities of the library are managed by the librarian with the help of library assistants.

The college has a vast playground for sports facility. The playground, gymnasium, sports infrastructure is monitored by coaches of the physical education department and some staffs.

The staffs of the computer science department are in charge of maintaining the IT facilities. The computer laboratories and Networking Resource Centre (NRC) are also available to

staffs and students for their benefits. The repair/up-gradation and purchase hardware and software are also taken care of by the management system and administrative team.

As per the needs of the department purchase of chemicals and instruments is done with approval of purchase committee and Principal. For overall monitoring these activities a core committee also present which consists of senior faculty members.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

2074

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

75

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement

A. All of the above

activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

File Description	Documents
Link to Institutional website	http://www.kac.edu.in/pdf/Report%20on%20Skill%20And%20Enterprise%20Development%20(1).pdf
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

249

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

21

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

5.2.2 - Number of outgoing students progressing to higher education

285

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

42

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year

07

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

One of the unique characteristics of Kendrapara Autonomous College is giving significant emphasis to holistic development of students and this is manifested in the abundant opportunities' students have to express their opinions, ideas, and skills and receive recognition. Students are an integral part of Kendrapara Autonomous College; hence, their academic, personality and social development is an objective of utmost importance. The college has initiated measures to involve students in Institutional development and enhance students' welfare. Six students are nominated in Academic Council under the provision of 'Statute governing nomination of 6 students to the academic council of Kendrapara Autonomous College' providing students representation in Academic Council. Nominated students hold membership for two years term. Students' representation comprises one student from constituent and affiliated colleges, one student from PG Department, one student from professional courses, one student from with NCC, one student from PG Department, constituent and affiliated colleges with NSS, and one student from Physical Education. The composition provides representation for girl students also. Kendrapara Autonomous College has established Office of the Directorate of Students Welfare to look after welfare issues like the disbursement of scholarships and free-ships to support

student life. DSW acts as liaison office between students and college, specifically on issues of government scholarships and other issues. Representations in Academic & Administrative bodies/Committees of the institution is ensured. Important Committees are

1. Internal Complaints Committee
2. Grievance Redressal Committee
3. Anti-Ragging Cell
4. Anti-Narcotic Cell
5. IQAC
6. Career Guidance and Placement Cell
7. Fine Arts Committee
8. Admission Committee

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

09

File Description	Documents
Report of the event	View File
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support

services

- The college has a strong and supportive alumni association, which was registered on the 29th of December 2015 under the Society Registration Act of XXI, 1860 bearing no. KNP/3601/58, 2015-16.
- The association is functioning with an executive committee consisting of President, Secretary, Vice-President, Joint Secretary, Treasurer and executive members (9) composed of alumni from diverse years, gender, locality etc.
- Periodic meetings are conducted by the office bearers online & offline to foresee the developmental activities. Every year Annual Alumni meetings were organized in the to create opportunity and affinity towards the alma mater. Such annual mega events were hosted online during pandemic, to connect the Alumnus.
- Moreover, the department chapters of Alumni also organize off-line lectures in their subject, general and career aspects to motivate students in right path. Apart from this, alumnus have also extended their support to place students. Alumnus working in reputed organizations such as have played a pivotal role in this regard.
- The members of the Alumni are also part of the Board of Studies composed to give some meaningful and rational insights into the Curriculum of their respective departments. The Alumni have also been involved in several activities of the campus including Swachha Bharat Abhiyan, the fight against Drug Abuse, Gender Inequality, Education for all etc.
- Apart from the main Alumni Association, each department has its own Alumni Association as well who meet in between and keep inspiring their juniors in the direction of their personal development in both academic and social respects.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

Kendrapara Autonomous College, Kendrapara, is a leading higher educational institute of the state and driven by its vision and mission.

Vision: Transforming the institute into a Centre of Excellence through need-based education, skill-based training, research, and extension activities.

Mission

To provide high-quality education that combines theoretical knowledge with practical skills to prepare students for both national and global challenges. To promote inclusive education by providing access to higher education for all members of society. To enhance students' employability, entrepreneurship, and leadership skills.

The institute makes every possible effort to accomplish its vision and mission. The College endeavours to impart value-based quality education, making the students academically sound, morally upright, spiritually strong, socially sensitive and globally aware. The College Governing Body, the Academic Council, HODs, and faculty members put constant effort to devise new and innovative teaching-learning methods to promote and sustain quality education.

The effective leadership is exercised through delegation of authority by the management to the principal who in turn vests operational freedom in the functioning of various committees. The administration is smoothly achieved by the responsibilities shared by IQAC Coordinators, Administrative bursars, Academic bursars HODs and Coordinators of different committees.

The HODs in coordination with faculty members, non-teaching

staff contribute to the functioning of the academic system. The Committees, statutory and non-statutory ensure effective implementation of student support facilities, courses, schemes, projects enabling the horizontal and vertical progression of students. The highlight of the governance is appropriate inclusion of all stakeholders.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institute is managed by the governing body (GB). The GB and administration continually give emphasis on decentralization and participative management of administrative, academic, co-curricular and extracurricular activities.

Involvement of leadership in management system development: For the effective management various policies are formulated by the appropriate statutory bodies (Governing Body, Academic Council Board of Studies, Academic Council, Finance Committee, Examination Committee) as per statute and ensure its implementation.

Admission and Examination: The institute follow admission policy framed by the Dept, of Higher Education, Govt. of Odisha and the examination committee ensures its execution. BOS modify the curriculum and finalised the question Setters and external Examiners. The Academic Council finally approved recommendations of BoS.

Internal Quality Assurance Cell (IQAC): IQAC Coordinator/Cell ensure to maintain quality standards in teaching, learning, evaluation and research.

Administration: Academic and administrative functions of the college are managed by the office of the principal. Principal nominates administrative bursars and academic bursars for smooth functioning of different activities.

Purchase committee: The purchase committee manages the procurement college and has internal auditors.

Two seniors most faculty members nominated as staff representative to the governing body for representing staff opinions.

Participation of teaching faculty in academic and administration is ensured by their representation in different committees.

Non-teaching staff are assigned different activities for smooth functioning of the institution.

Through the Students selected Council, students are participating in college governance

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

The institute has well framed Strategic Plan in compliance with vision and mission. The Strategic Plan is inclusive and cover all development aspects relating to teaching/ learning: research/ development; human resource planning and development; infrastructure and community engagement, etc. With regards to Strengths, Weaknesses, Opportunities, and Challenges following key performance indicators have been identified. These are as follows:

- Design of Curriculum with respect to employability and entrepreneurship requirements.
- Opening of new Undergraduate and postgraduate programs.
- Faculty training in use of ICT and upgradation of skill.

- Conducted student and faculty exchange programmes
- Research and Development with focus on Industry-academia collaboration
- Building of new infrastructure and maintenance of existing.
- Certificate courses for the students.
- Conduct of Seminars and workshops.

Strategy plan deployment

Curriculum Development: Being an autonomous institute, curriculum is framed considering necessity of the students to towards employability, entrepreneurship, global and national competency.

Teaching and Learning: More emphasis have given on use of ICT in teaching and learning, Remedial classes, industrial visits, field trips, group discussions, seminars etc have been adopted.

Examination and Evaluation: Examinations, publication and analysis of result carried out strategically in time.

Research and Development: The institute encouraged faculty members to undertake research activities.

Publications: The college published interdisciplinary multilingual research journal "Quintessence" and campus bulletin Communique.

Construction: A new hostel capacity of 50 beds for boys was constructed to facilitate boarding.

Playground and indoor stadium have been reset.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.kac.edu.in/29-04-24/Annual%20Report%202022-23.pdf
Upload any additional information	View File

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

The institute has well framed statutory and non-statutory bodies, they work in harmony with the vision, mission, regulations, policies, and statutes stipulated by the government, UGC, affiliating university and the organisation. The hierarchy comprises of Governing Body, Advisory committee, Academic Council and Boards of Studies, and Staff Council, Principal, IQAC, Department Council and various committees.

Governing Body:

Management Governing Body is the apex statutory bodies which approves all the decisions made at the administrative level.

Administrative Set Up:

President GB, Principal, Administrative bursars form the centre of the administration. Principal is responsible for the College functioning and growth including administrative, academic, co-curricular, extra-curricular and extension programme. Controller of Examinations, IQAC Co-Ordinator, coordinators of different committees provide assistance in all work.

Service Rules, Procedures, Recruitment:

The recruitment rules and the promotional policy for the teaching staff are as per the norms framed by the Government of Odisha.

Policies: The institute has framed policy on human resources, research, student support and welfare measures, IT, infrastructure, and other issues, as well as a clearly stated code of conduct, are all displayed on the college website

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.kac.edu.in/pdf/17-01/KAC%20rganonNew1.0.png
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	View File
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The Institute follows an inclusive performance Based Appraisal System to assess the performance of the staff on an annual basis.

The teachers are assessed on the basis of academic performance, contributions to research activities, administrative engagements, personal development and participation in co-curricular and extracurricular activities.

The College has various welfare schemes for its teaching and nonteaching staff as follows:

- Provident fund facility, Paid Maternity leave, Earned

leave, Casual leave, Annual increment.

- The institute provides residency to the employee with convenient price.
- Well-equipped staff common room.
- Sanctioned duty leaves to attend workshops/seminars/conferences.
- One day's salary of each staff is paid to the family member in case of any deceased employee.
- Privilege to use institutional facilities for professional and personal development such as computers/printers/internet/multigym and college grounds.
- Permission to leave campus for emergency/department/institutional work, Drinking water and refreshment facility.
- Workshop and seminars on information and Communication Technology (ICT) tools for effective teaching-learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

1

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

6

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Kendrapara Autonomous College annually performs internal and external audits for funds from the public and private sectors.

The Internal Audit

Internal Audit is carried out annually by the Account Bursars and other senior members appointed by the GB to ascertain whether the management policies and guidelines for accounting are properly implemented.

Utilization Certificates (UC) are prepared by the CA for the grants received from the UGC. The Utilization Grant Certificates are annually submitted to UGC.

The External Audit

The external audit takes place annually for every financial

year. Statutory audits are conducted annually by the Chartered accountants duly appointed by the Department of Higher Education. External audits are conducted periodically by Accountant General (AG) periodically. Audits are also conducted on the funds received from the Central and State government agencies like UGC, RUSA, CPE, Autonomy Grant, Higher Education Department, government of Odisha. They scrutinize and verify Cash Books, Stock Registers, Acquaintance of teaching and non-teaching staff, grant accounts. External Audits for UGC Funds are conducted at regular intervals. The bills and vouchers of the revenue expenditure are checked. The vouchers and proper record with the concerned Department of the capital expenditure is also checked and verified along with utilization certificate.

Audit Objections and Rectifications

The audit objections are rectified by the Accounts Department and a report with explanation is submitted to the Finance Committee and Account Bursar. The Action Taken Report is also sent to the Auditor for final approval.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

22400

File Description	Documents
Annual statements of accounts	View File
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of

resources

Mobilization of Funds:

The Governing Body and Finance Committee are the central bodies responsible for planning, budgeting, allocation and disbursement of funds. The institution mobilizes received Government and Non-Government Grants for the various developmental aspects of the institution.

Resource mobilization is achieved through:

1. Earned Income: Fees collected from students

2. Central Government Funds: UGC, RUSA and World Bank.

3. State Government Funds: Grant-in-aid for salary,
State government fund for infrastructure and renovation

4. Non-Government Funds and Government Funds: Alumni
Contribution

Optimal Utilization of Funds:

Finance budget of the college is prepared to address the developmental needs of every section of the institution. The Budget is planned and prepared by a team of experts under direct supervision of Finance Committee.

Significant fraction of the funds is allocated for the Infrastructural development and maintenance, effective and innovative teaching-learning practices, Conducting Seminars/ Workshops, Extension Activities, Library Expenses, Examination Expenses. Training Programs, Sports Promotion. In addition, emphasis is given towards expenses pertaining to Student financial support, Electricity Bills, Water bills, etc.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

Internal Quality Assurance Cell (IQAC) of college has contributed significantly for institutionalizing the quality assurance strategies and processes visible in terms of incremental improvements since the last NAAC accreditation.

Recommendations of Cycle-II Accreditation and ActionsTaken:

The NAAC in 2016 had recommended for Quality Enhancement of the Institution in following manner.

- Efforts for resource mobilisation from State/Central governments be strengthened.
- Boundary wall of the College campus needs to be constructed.
- Automation of library, office and examination block need to be secured.
- Infrastructure facilities of the Canteen, hostels, kitchen, rooms should be renovated.
- Training Orientation Programmes and Workshops for the capacity building of teaching and non-teaching staff be organised by the college and teachers may be encouraged to submit proposals.
- ICT thrust and further innovations in teaching-learning process.
- Collaboration with industries, academic and research centres, professional bodies and NGOs be initiated for quality enhancement and capacity building.

Practice I: Training Orientation Programs and Workshops for the capacity building of teaching and non-teaching staff

The college has conducted different orientation programs and workshops for the capacity building of teaching and non-teaching staff.

Practice II: Automation of library

The college has done the automation of central library and has initiated digitalization of college books from 2022 onwards based on the decisions of library advisory committee, IQAC and staff council. All resource materials that can be digitalized are being converted from their hard copies to electronic copies to enhance access and improve preservation of library materials.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

IQAC reviews its teaching learning process and academic operations

periodically through:

- **Feedback on the Teaching Learning & Evaluation Process**

Feedback on Teachers: Through online system of the college students provide feedback on their teachers. During PTM meetings, parents' opinions on teachers and the educational process are gathered.

Feedback on Online Teaching: During the Covid Pandemic time, the college utilised online teaching methods and e-resources, and parents, students, and faculty members were asked for their opinions.

Exit surveys are taken from pass out students in order to improve the standard of the Teaching Learning & Evaluation Process.

Feedback on Curriculum: In order to modify the curriculum to

meet the demands of local, national, regional, and international developments, feedback on curriculum is collected from a variety of stakeholders.

- Administrative and Academic Audit (AAA)

Internal Audit: IQAC collect the self-evaluative reports from all the departments as well as the reports of the internal peer teams led by senior faculty members.

The external audit: Officials from different organizations conduct the external audit. Each department's executive summary is created by the audit team members, and the principal receives a report on the institution as a whole.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	http://www.kac.edu.in/29-04-24/Annual%20Report%202022-23.pdf
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The institution realized pivotal role of gender equity for progressive development of society. The following initiatives were taken to promote gender indiscrimination.

Annual gender sensitization action plan: The institution has well framed annual gender sensitization action plan promotes gender equity for creating safe, secure and healthy academic environment.

Curricular Inclusions: Topics related to gender have been incorporated in the courses of different programmes addressing significance of gender indiscrimination for socioeconomic development.

Induction meeting: Significance of Gender equity is addressed as part of the agenda during Induction meetings.

Counselling: The college has formulated Anti-Sexual Harassment Cell, Women Empowerment Cell, Discipline Committee, Grievances Redressal Cell and Internal Complaints Committee for a safe and healthy environment.

Safety and security in the Campus: In pursuit of women safety and security, Women's Hostels are nested in the campus with appointed security personnels. Hostel premisses, class rooms and specific sites in the campus are equipped with CCTV to provide additional levels of safety and security.

Common Rooms: There are separated common rooms for boys and girls with all adequate facilities irrespective gender.

Self-defence training: Institute provides Self-defence training programme for women/girls to boost their confidence to handle unavoidable circumstances.

Seminar: Seminars are organised from time-to-time to sensitized stakeholders regarding significance of Gender equity.

Gender Audit: Gender Audit conducted to analyse gender status

in the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	http://www.kac.edu.in/Polices.aspx#

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

A. Any 4 or All of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The Institution has taken following measures for management of different types of waste generated in the campus.

Solid waste management: The college has placed adequate number different coloured bins at different places in the campus for collection and segregation of wastes. The collected waste is handover to Kendrapara Municipality for disposal. A fraction bio-degradable waste is converted to organic compost using technique of like vermicomposting. The institute has policy on ban of single use plastic in the campus.

Liquid waste management: Liquid waste from toilet, wash room and laboratories are connected to leach pits in the respective places. The liquid waste of hostel kitchen has been used for the kitchen garden of the hostel.

E-Waste Management: A large number of scraps such as chips, monitors, Laboratory equipment etc. are sold to old scrap shops to reduce the e-wastes. Prior to that, the parts are dismantled and the effective working parts are separated and

reused.

Biomedical waste management: Sanitary napkins generated in the campus is classified as Biomedical waste. Sanitary napkins and other related materials from the Women's hostels collected in a yellow colour bin and periodically handed over to the Municipality for disposal.

Hazardous chemicals and radioactive waste management: Wastes from chemistry laboratory before disposal are subjected to neutralization through suitable treatments. No radioactive waste is generated in the campus.

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

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

B. Any 3 of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered

A. Any 4 or All of the above

vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms	B. Any 3 of the above

Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

The institution provides an inclusive atmosphere with following initiatives:

Students admitted in the different programmes, on the basis of merit from all communities following the reservation policy of State Government. No special privilege is given to any student with respect to ethnicity, language, religion and region

Institute has a code of ethics for students and a separate code of ethics for teachers and other employees irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

The committees constituted on the campus like Grievance Redressal Cell, Anti Harassment Cell ,Internal Compliant Committee, Anti-Ragging Cell, Discipline Committee and Student Welfare Committee ensure justice, equality and inclusiveness of the Campus.

Different sports and cultural activities organized inside the college promote harmony.

Commemorative days like Women's Day, Yoga Day also promote tolerance and harmony.

The central library keeps books of all languages and adds beauty to the inclusive academic system.

The NSS, NCC, YRC of the institution organize different programs for an inclusive environment.

To maintain uniformity the institution has made uniforms compulsory for UG/PG students coming from different social, religious and economic backgrounds.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

The institution has taken several measures to sensitize students and employees to the constitutional obligations as follows:

Various days relevant to constitutional obligations observed in the institution such as:

Independence Day was celebrated as 'Azadi Ka Amrit Mahotsav' on 15 August 2022 with the theme - "Nation First, Always First'. Objectives of the observation are to commemorate India's freedom from British rule and the sacrifices of the freedom fighters.

Republic Day was celebrated on 26 January 2023 to commemorate the adoption of the country's constitution.

Samvidhan Diwas was celebrated on 26/11/2022 to commemorate the approval of the final draft of the Constitution.

Human Rights Day was celebrated on 10/12/2022 with the theme

of Dignity, Freedom, and Justice for All.

In the college National Voters' Day was observed on 25 January 2023 to bring about consciousness among the students and employees about the importance of voting in democracy.

Various courses are offered such as Ethics and values, Human Rights, Social Legislation, Constitutional government and democracy in India, Social Security, Social Justice, Political process in India, Indian political thought, Democracy and governance, Gender and Society, Right to Information etc to inculcate constitutional values.

The text of the Preamble of the Constitution has been displayed at the administrative building to sensitize the students and employees about the noble ideas invoked by our constitution makers.

Blood donation camps and various awareness programs were organised with the active involvement of the Institution to propagate the values, rights, duties and responsibilities of students as responsible citizens.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The institution has well-framed action plans for the celebration of national and international days to promote patriotism, creation of awareness about issues of global and national relevance, health & fitness and social responsibilities among all the students and staff.

The college organizes special programmes on the occasion of the birth anniversaries and memorials of great personalities; Mahatma Gandhi, Jawaharlal Nehru, Sardar Vallabhbhai Patel, Babasaheb Ambedkar, Swami Vivekananda remembering their sacrifices and contributions to our nation.

Various commemorative days like, World Environment Day, Human Rights Day, National Youth Day, National Constitution Day, National Voters Day, National Mathematics Day, Anti-Poverty Day, World Polio Day, NCC Day, Arm Force Flag Day, National Science Day, No Tobacco Day, World AIDS Day, observed in the Institution campus about theme and significance. During the celebration, different activities like beyond-campus awareness activities, meetings, debates, essay writing, and quiz competitions are conducted to make the celebration more relevant.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

Best practice-I

1. Title of the Practice:

Pro-Active initiatives to serve students from the socially-disadvantaged communities.

2. Objectives of the Practice:

Kendrapara Autonomous College caters to all sections of the society and attempted to reach the remotely located villages, communities, identities and sections of the society.

With this background, KAC aims:

- To equip students to achieve their goals and fulfil dreams
- To facilitate the students in overcoming social, cultural, economic and educational barriers.
- To provide necessary infrastructure and human resource support system for social inclusion.
- To impart necessary skills to face national and global challenges.
- To empower students to be self-reliant leading to the upliftment of dependent families.
- To uplift marginalized and socially disadvantaged communities to come to the mainstream of development.

File Description	Documents
Best practices in the Institutional website	http://www.kac.edu.in/29-04-24/Best%20Practice.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Our institution remains at the forefront of providing an excellent academic atmosphere to make the students competent in society.

Followings are the performance of the institution in an area distinct to its priority and thrust:

- Our Institute by providing financial assistance through student aid funds.
- An Archive for The college has an archive in the library which houses about 40 old and rare palm leaf manuscripts.
- Career counselling programmes are conducted by our institute to groom the students about their higher studies as well as various job opportunities available for them in the present scenario of society.
- The best graduates, and best performers of different literary and cultural activities with medals, cash prizes and certificates from sources of college funds and endowment.
- Honour and Awards to distinguished personalities. The institution offers "Dinabandhu Sahoo Smruti Samman" with a cash prize of Rs. 20,000/- every year to an eminent person of the state and nation for his/ her distinguished contribution to society.
- Our institution has signed with various institutes of higher learning to provide fast hand and updated knowledge to our students through the student-teacher exchange programme
- Organisation of National Seminars, Extramural seminars and Area study programs.

File Description	Documents
Appropriate link in the institutional website	http://www.kac.edu.in/29-04-24/7.3.1.pdf
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The following are the plan of action for the next academic year

1. Transparency in all the fields particularly, decision making, examination systems, and communication be strengthened.
2. Strengthening Academic Activity by implementing outcome-based Education.
3. Promote the teaching-learning environment by facilitating ICT-based systems.
4. To provide holistic value-based education and inculcate entrepreneurial abilities in students to face the challenges of the corporate world.
5. To increase the number of publications in national and international journals of good impact factor and tie-up with the Universities for advanced research.
6. Initiative towards student and faculty exchange as part of MoUs, for academic excellence.
5. To obtain NIRF Rank.
6. Endeavouring to upgrade score in Cycle-III of assessment and accreditation by NAAC.
7. Strengthening of academic remedial and personal mentoring programs.
8. Planned to organize campus recruitment training programs for students to enhance their employability skills.

