YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution MAHATMA GANDHI DEGREE COLLEGE, BHUKTA

- Name of the Head of the institution MRS KALPANA MISHRA

- Designation Principal (in-charge)

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 06646268946

- Mobile No: 9937988205

- Registered e-mail mishrakalpana071@gmail.com

- Alternate e-mail mgdc.bhukta@gmail.com

- Address AT/PO- BHUKTA

- City/Town BARGARH

- State/UT Orissa

- Pin Code 768045

2.Institutional status

- Affiliated / Constitution Colleges Affiliated College

- Type of Institution Co-education

- Location Rural

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **SAMBALPUR UNIVERSITY**

- Name of the IQAC Coordinator   **DR. DAYANIDHI SA**

- Phone No.   **06646213558**

- Alternate phone No.   **9178281452**

- Mobile

- IQAC e-mail address   **sa.dayanidhi2011@gmail.com**

- Alternate e-mail address   **haripanda.iphl@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.mgdcbhukta.com/index.php/iqac/naac

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

- if yes, whether it is uploaded in the Institutional website Web link: https://www.mgdcbhukta.com/index.php/iqac/naac

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.07**	**2017-18**	**30/10/2017**	**30/10/2022**

6.Date of Establishment of IQAC   **29/03/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
MGDC BHUKTA	INTERACTION PROGRAMME	MGDC BHUKTA	21/07/2021	7000
MGDC BHUKTA	PLANTATION PROGRAMME	MGDC BHUKTA	27/07/2021	5000
MGDC BHUKTA	BLOOD DONATION CAMP	JIBANA BINDU	26/10/2021	10000
MGDC BHUKTA	ACTIVE CITIZENSHIP PROGRAMME	MGDC BHUKTA	25/11/2021	15000
MGDC BHUKTA	SPOKEN ENGLISH COURSE	MGDC BHUKTA	01/12/2021	17000
MGDC BHUKTA	TEACHER EVALUATION PROGRAMME	MGDC BHUKTA	25/02/2022	5000
MGDC BHUKTA	SOFT SKILL DEVELOPMENT	RUBICON,PUNE	15//11/2021	10000

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   **4**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File](#)

10.Whether IQAC received funding from any   **No**

of the funding agency to support its activities during the year?

- If yes, mention the amount

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

Creation of 35 WhatsApp Groups for HODs, Faculty Members (Sanctioned) and Faculty Members (Guest Faculty) and providing institutional emails to all faculty members and institutional heads as means of paperless communication

Submission of AQARs for 1 year (2021-22)

Renaming of Rooms of the college campus in an uniform format

Initiative to include student members in 20 more in-house committees of the college

Initiative to design a new institutional website through the Technical Officer attached to IQAC

AISHE report prepared and submit successfully.

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

Plan of Action	Achievements/Outcomes
Inclusion of maximum students in various in-house bodies	Student members included in EIGHTEEN additional in-house committees/ cells/ bodies, in addition to the existing 4 committees/ cells/ bodies
Medical check-up campus after admission	Target completed
Society registration for college alumni association (MGDCAA	Target completed
Ensuring a plastic free campus	Target completed
Ensuring a junk food free canteen	Target completed
Outsourcing of Student Feedback	Target completed
AQAR compilation process to be completed by 2018 year end with the assistance of AQAR Preparation Subcommittees and sent to NAAC	Target completed
Provision of uniform display boards for departments	Target completed
Provision of high speed internet to every academic department	Target completed

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	29/03/2014

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	MAHATMA GANDHI DEGREE COLLEGE, BHUKTA
• Name of the Head of the institution	MRS KALPANA MISHRA
• Designation	Principal (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06646268946
• Mobile No:	9937988205
• Registered e-mail	mishrakalpana071@gmail.com
• Alternate e-mail	mgdc.bhukta@gmail.com
• Address	AT/PO- BHUKTA
• City/Town	BARGARH
• State/UT	Orissa
• Pin Code	768045
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated College
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid
• Name of the Affiliating University	SAMBALPUR UNIVERSITY
• Name of the IQAC Coordinator	DR. DAYANIDHI SA
• Phone No.	06646213558

• Alternate phone No.	**9178281452**	
• Mobile		
• IQAC e-mail address	**sa.dayanidhi2011@gmail.com**	
• Alternate e-mail address	**haripanda.iphl@gmail.com**	
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://www.mgdcbhukta.com/index .php/iqac/naac**	
4.Whether Academic Calendar prepared during the year?	**Yes**	
• if yes, whether it is uploaded in the Institutional website Web link:	**https://www.mgdcbhukta.com/index .php/iqac/naac**	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	View File	
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• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
• If yes, mention the amount	

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

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Provision of high speed internet to every academic department	Target completed

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

- Name of the statutory body

Name	Date of meeting(s)
GOVERNING BODY	29/03/2014

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	21/03/2022

15.Multidisciplinary / interdisciplinary

The institute endeavors team-taught courses in which students are asked to understand a single subject as it is seen by two or more traditional disciplines. It opens students' eyes to different views of a subject. At different levels of functioning, as a teacher and mentor, guidance is provided to make students aware of the pressing issues and challenges so that they can engage themselves in a multidisciplinary field if an opportunity comes. The college includes projects, industrial visits, and a curriculum on subject areas like consumer protection, Human Rights, Pollution control, climate change, sustainable development, soil conservation, etc.

16.Academic bank of credits (ABC):

Entrusted with responsibilities such as opening, closing, and verifying the individual academic accounts of students, the college takes steps to create the ABC of the students, integrating it with schemes such as NPTEL, SWAYAM, and V-LAb. The credits stored in the individual account of the students will give them a much larger scope of freedom interim of their academic career choices. It will also be responsible for gathering the academic credits earned by the students from their respective higher education institutions, verifying them, and promoting them. Since NEP 2020 is implemented, ABC is the top most necessary part of a student for free choice in Higher Education.

17.Skill development:

The college concerns more with the empowerment of students' professional skills, soft skills, ethics, morality, and values. The students gain an arsenal of skills like problem-solving, critical thinking, time management communication, analysis and research methodologies, and teamwork. It is designed to create high-quality human resources. The enhanced skill may help them to meet the professional challenges of completing of Higher study.

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

Indian knowledge system includes integration of the knowledge from ancient India to modern India which envisages aspirations

with regard to education, health, environment, technology, etc.
These elements will be incorporated in an accurate and scientific
manner. Learning of ancient classical literature, Artha Shashtra,
community feelings in folk culture, Vedic culture, traditions,
etc helps to churn out future courses. Mathetics, philosophy,
Yoga, and literature of today are an integral part of
Indian ancient culture and learning. Thus integration of the past
with the present learning is also included in our curriculum.

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

Our college will focus on research and innovation, through focus
on industry academic linkage and interdisciplinary researches
through internship with local industries and business
establishments.Students will actively engage themselves with
practical aspect of their learning and thus they can improve
their employability.Research will be conducted in the areas like
infectious diseases, instrumentation, conservation of natural
resources, to develop entrepreneurship among students in the
field of agriculture and industry. Hand holding mechanisms will
be developed among students to promote innovations in
collaboration with local industries and business establishments.

20.Distance education/online education:

To introduce online certificate courses or add on courses which
the students can opt along with their regular courses for skill
development and enhancement of employability like communicative
English, life skill development, public health, mental health
counselling, small business, fashion designing, IT enabled
learning etc.

Extended Profile

1.Programme

1.1   1

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

File Description	Documents
Data Template	[View File](#)

2.Student

2.1   561

Number of students during the year

File Description	Documents
Data Template	View File

2.2   **180**

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

File Description	Documents
Data Template	View File

2.3   **198**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1   **16**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **16**

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	1
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	561
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	180
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	198
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	16
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2 Number of Sanctioned posts during the year	16

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	13
4.2 Total expenditure excluding salary during the year (INR in lakhs)	5873112.00
4.3 Total number of computers on campus for academic purposes	27

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Academic enrichment of students is duly focused while planning for implementation of academic calendar and syllabus as prescribed by the affiliated University. The college undertakes an Undergraduate program of CBCS syllabus based on the state model syllabus which is followed by all the Universities of the state. Based upon student requirements, the Head of the Departments, senior faculty members, and the Principal sit in a meeting to chalk out time table.Any change is circulated among staff members and the principal convenes the meeting of the concerned HoDs and teachers and discusses how to implement such change effectively. The college arranges extra classes, doubt clearing class for the interest of the students. Bridge course to adopted for the slow learners to get fit for the learning, to cope with study as per with syllabus. The performance of various exams like midtermand Unit test are reviewed occasionally to access students' curricularachievement. The problems and short comings are traced and measures taken accordingly. Some special

classes are held to boost the competitive temper of the students. The departments try best to give effective curriculum delivery through combination of need based and innovative methods. Starting from enrollment/ entry point assessment is made on the aptitude and expectation of students and teaching plan is based on it.Faculty members take utmost care to complete the syllabus in time. They maintain lesson note and progress register. Which is verified by the head of the department and supervised by the principal on regular basis.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	**Nil**

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

Academic calendar has been prepared in tandem with University and Higher Education Department programme schedule issued at the beginning of the year. It is adhered strictly as far as possible, in conducting examinations and related matters.However, the calendar is subject to change if there is an exigency. Surprise test , class room assignment, home assignment oral question answer session has been conducted in regular interval.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/	**D. Any 1 of the above**

Diploma Courses Assessment /evaluation process of the affiliating University	

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

1.2 - Academic Flexibility

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

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

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

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

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

00

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

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

000

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

665

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

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

Mahatma Gandhi Degree College, Bhukta integrates cross-cutting issues relevant to professional ethics, gender, Human values,Environment and sustainability into the curriculum alone. Behaviour, discipline, participatory zeals of student's are looked into while following the curriculum. Spiritual moral religious discourses are arranged to boost the ethical temper of students. National service scheme (NSS) camps for boys' and girls' units are arranged as per university norms for public welfare. Youth Red Cross arranges awareness programme on gender issue, social superstitions and on ethicsvalues of life. Persons with spiritual and religious remper are often invited to deliver to the students and staff members as well. Community oriented activities such as bringing awareness on various social issues like AIDS, illiteracy and other health related matters, pollution and environment issues are takenup. Ethics and values, Environmental studies are the subjects introduced by SambalpurUniversity to instill awareness issues on Gender sensitization, cross cutting issues and Environmental hazards. Seminars on Women empowerment are organised where in female foeticide, dowry related cases and other related problems are discussed.

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

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

5

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

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

Nil

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mgdcbhukta.com/index.php/students-zone/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

192

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

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

supernumerary seats)

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

180

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college aims at academic achievement, personality development and skill based learning for the students. It is the learning centre of diverse background, sects, religions and communities. They develop the practice of learning together under one umbrella and develops the sense of unity in diversities.The college emphasize an academic achievement and behavioural aspect of the students. Undergraduate students through the journey of three years need guidance, assistance and counseling's. From the commencement of study, mentor menteessystem is introduced. The principal convenes meeting of the departments and ask them to act as the mentor. Accordingly students are divided by the number of teachers of a department and the ratio of mentor and mentees is fixed on teacher student ratio. Departmental faculty member lead as the mentor till end of graduation. The mentors not only support and help students academically, they also act as the local guardian of a student. Teenagers come across different issues besides their study and a mentor takes care lovingly to solve the issues. Necessary suggestions and advices are given to a student to build up academic career and morality to come out as disciplined and responsible citizen. Our institution sincerely delivers mentor mentees system.

File Description	Documents
Link for additional Information	https://www.mgdcbhukta.com/index.php/iqac/naac#
Upload any additional information	**No File Uploaded**

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

Number of Students	Number of Teachers
561	16

File Description	Documents
Any additional information	[View File](#)

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

Experimental learning, field study, project work, problem solving methodologies, student centric methods, digital Aids etc are used for enhancing learning process.The college arrange extra class, doubt clearing class for the interest of the students. Bridge course to adopted for the slow learners to get fit for the learning, to cope with study as per with syllabus. The performance of various exams like midterm, Unit test are reviewed time to time to access the curricular achievement of students. The problems and short comings are traced and measurestaken accordingly. Some special classes are held to boost the competitive temper of the students.The departments try best to give effective curriculum delivery through combination of need based and innovative methods.Starting from enrollment/ entry point assessment is made on the aptitude and expectation of students and teaching plan is based on it. Faculty members take utmost care to complete the syllabus in time. They maintain lesson note and progress register.Which is verified by the head of the department and supervised by the principal on regular basis. Faculty members cover the courses as per syllabus in time. The progress of the delivery of curricular, teaching and learning is regularly monitored bystaff council meeting and the meeting of IQAC.The college implements staff skill programme, ICT programmes, Remedial teaching, moral teaching and extensive activities along with the curricular aspects. The college Endeavour's to integrate cross cutting issues such as gender equity, climate change, Human Rights, consumer protection etc. into curricular.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	<u>Nil</u>

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

Mahatma Gandhi Degree College adopts an effective teaching-learning process using ICT-enabled tools. There are internet facilities and wifi for teachers and students. It helps the students and faculties to promote their teaching-learning process. Each department is provided with a computer. Teachers use ICT to supply study materials, prepare question banks, assign home tasks, etc. The students also search the material as required. There are two ICT labs where the students used to study. LCD projector is used for teaching and learning. A computerized library is an Aid to digital learning. The teachers and students attend the library regularly.

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

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

2.3.3.1 - Number of mentors

16

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

2.4 - Teacher Profile and Quality

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

10

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

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

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

2

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

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

2.4.3.1 - Total experience of full-time teachers

16

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The Principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis and the lists of merit students are displayed on Notice board. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level. Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit / Field Work and Seminars Presentation. Unit tests are conducted regularly as per theschedule given in academic calendar. The weightage for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Students appearing for Second/third year are asked to deliver the seminars of the concerned subject. Topics are given by their teachers to the students to prepare for power point presentation.

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

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

1.If a student is not able to appear for examination due to medical or any genuine reason examination is conducted for that student as per norms, provided that he/she submits application with proper documents. 2.If any student scores less marks and wants to improve in that subject, he/she can appear for the improvement examination. 3.The grievances of the students with reference to assessment are made clear by showing his/her performance in the answer sheet. 4. The answer sheet of such student is assessed by the faculty once again in the presence of the student. Any corrections in the total of marks or assessment

of answer books as identified by students are immediately done by the faculty members. 5. Any student who is not satisfied with the assessment and award of marks may approach the concern HOD who can intervene and seek opinion of another course Teacher. 6. The Institute follows open evaluation system where the student performance is displayed on the notice board and the same is informed to the parents.

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

2.6 - Student Performance and Learning Outcomes

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

PROGRAMME OUTCOMES, PROGRAMME SPECIFIC OUTCOMES, COURSE OUTCOMES 1. The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to the teachers and students. 2. Graduate attributes are described to the first year students at the commencement of the programme. 3. At least five hours are spent by the teachers for introducing the subject to the Students. 4.Learning Outcomes of the Programs and Courses are observed and measured periodically. 5. Soft Copy of Curriculum and Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference. 6. The importance of the learning outcomes has been communicated to the teachers in every IQAC Meeting and Staff Meeting. 7. The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorial Meetings. 8. Demonstrate of thorough conceptual understanding in the core areas of all the subjects with the support of mathematics. 9. Identify the most relevant concepts that arise in everyday life, and devise a strategy in order to arrive at the solutions in the respective subjects and are made to understand the connection between key concepts and applications.

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

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

The Institutionis affiliated to Sambalpur University, Burla. Weofferd the Arts course. For these programs and courses, the institute followed the curriculum designed by our affiliated university. The Programme outcomes, Programme specific outcomes and course outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board. Subsequently, the College took care of the attainment to measure thePOs, PSOs and COs and implemented the mechanism as follows:-

- **The institute followed the Academic Calendar of our affiliated university.**
- **All the subject teachers maintained Academic Diary in every academic year.**
- **All the subject teachers prepared Semester-Wise evaluatio Reports.**
- **Internal examination committee analyzed evaluation reports of results.**
- **Institute considered Feedback from the Stakeholders for the attainment of PO, PSO and CO.**
- **Placement committee took the review of the Students' Progression to Higher Studies and their Placement.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	[Nil](Nil)

2.6.3 - Pass percentage of Students during the year

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

172

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	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)

https://www.mgdcbhukta.com/index.php/students-zone/satisfactory-survey

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

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

5

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

3.2 - Research Publications and Awards

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

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

4

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

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

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

3

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

3.3 - Extension Activities

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

Undertaking extension activities in neighborhood communities has been an essential part of the extracurricular activities of this institution to sensitize students about socio-economic issues that afflict society. The students are motivated and inspired to be aware of social and health issues through various activities to lead a healthy and cooperative life. NCC, YRC, and NSS wings of this college with the active involvement of volunteers carry out the said activities. The NCC wing of the college organized such activities as cleaning of campus, plantation program, and social awareness drive in nearby local villages and markets, simultaneously our student volunteers are also exposed to socio-economic issues like energy conservation awareness programs like Energy Conservation Awareness campaigns in nearby communities on 14th Dec 2021 and social awareness campaigns like Swatch Bharat Abhiyan in nearby localities for Azadi Ka Amrit Mahotsav and cleaning of Bateswar Mahadev Temple campus on 18th April 2022 by observing World Heritage Day. Similarly, the NCC and NSS wing collaboratively observed Communal Harmony Week and Flag Day from 19th Nov to 25th Nov 2021. The volunteers of the NSS wing also organized social campaigns like the observation of Women's Day on 8th Mar 2022 and No Tobacco Day on 31st May 2022.

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

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

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

0

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

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

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

9

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

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

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

511

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

3.4 - Collaboration

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

0

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

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

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College has successfully faced the never before situation of the global pandemic and the subsequent lockdown by immediately adopting to the online platform for the teaching-learning-evaluation process. The institution, in its core Academic-Administrative campus, has adequate infrastructural and physical facilities for creating a healthy environment for teaching-learning. To enhance the experience of teaching-learning process the College ensures that adequate resources are provided for reading and research in the college library. Computers, Wi-Fi networks and other tech devices printers, scanners, electrical gadgets, projectors etc. are handled and well maintained. Software and hardware have been periodically reviewed and upgraded as per requirements. The college website is maintained and updated regularly. The college has installed a generator to carter to the needs of Computer labs, Laboratories, the office and class room. Our College has a sufficient number of class rooms with CCTV, seminar rooms for all subjects andNSS office, YRC office, Student Placement Cell, Conference Hall, Auditorium, a play ground, boys and girls common room etc. We have ICT facility classrooms with projectors, computers and Wi-Fi connectivity. Our college has a well-furnished staff common room with AC & Wi-Fi connectivity. Our college has exclusive room for the Principal, well equipped Examination Section, Establishment Section, SAMS (admission) Centre, IQAC Room, New Library building and Administrative bloc with Wi-Fi connectivity.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The cultural activities such as plays, singing, dancing, folk dances, one act plays performed in annual function and DramaticFunction. The Institute provides adequate facilities for sports, open ground for outdoor games with gymnasiums. The Institute has a good record in sports events at College, University, State and National levels. Outdoor sports facilities like football, volley balland facilities for indoor games like badminton, chess boards and carom boards etc. Students are encouraged to participate in sports and yoga, cultural activities, indoor and outdoor games as well. The complete sets of accessories of Athletic training set, Shot put, Discus, Javelin, Volleyball, Football and Cricket, etc. also available. Additional facilities in the campus are water coolers, canteen and wash rooms in adequate numbers.

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

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

14

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

3677635

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

4.2 - Library as a Learning Resource

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

All e-resources are accessible locally within the campus as well as remotely. University Library building is centrally located and well laid out and maintains the right atmosphere for learning. Library buildings have provision for both individual and group studies. Adequate space is provided for browsing and relaxed reading.Each library has adequate number of terminals to facilitate searching/accessing e-resources, web browsing and for other academic work. Provision has also been made to allow downloading/printing of material from these resources. It has excellent ICT infrastructure with adequate bandwidth for fast and seamless access to Internet. It is also member of DELNET. Initiatives taken by the University, are the following : 1. Free WI-FI, internet access, download and printout facility have been

provided. 2. Reprographic facilities. 3. Organization of Book Exhibitions/Display of new books. 4. Proper system of feedback from users to improve library services. 5. System of recommendation for purchase of books through Departments.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

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

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

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

89149

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

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

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

110

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The College has two fully equipped Computer Labs with 27Computers among internet connectivity to provide a central facility to the college community.It also runs with the latest multimedia and software. Our College is always giving more priority to keep up with the latest trends in information technology that are coming into the academic arena. It always strived to maintain state of the computer laboratories and other facilities in the college campus. Some classrooms are ICT enabled. The admission process, staffs salaries, student's scholarships is computerized. The College has a dynamic website providing all the necessary information. Central CCTV Surveillance Unit Located inside the Principal's Chamber. The entire campus is Wi-Fi enabled. Keeping in mind the rampant misuse and abuse of Internet, Wi-Fi facility is extended only through secured passwords. The Central Server is also located inside the new computer Lab. Apart from the two computer labs, six computers are used in college office; Wi-Fi facilities having 100 mbps speed of BSNL is available in all academic and administration corners which offers free data for College Staffs. During lockdown period the College has upgraded its teaching to online mode by using Google meet. The College has social media handle like Twitter, Instagram, Youtube and Facebook Page.

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

4.3.2 - Number of Computers

27

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

4.3.3 - Bandwidth of internet connection in the Institution	**B. 30 - 50MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

2176450

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

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

The College aims at optimizing its resources and in this respect maintenances of the campus and infrastructural facilities are of vital importance. Regular maintenance work is carried out by the institution. Stock checking is carried out annually and stock books aremaintained by the different departments. Fire extinguishers are checked frequently, and refilling is done

after the expiry. The major electrical equipment/gadget like Generators, Air Conditioners, CCTV cameras and Water Purifiers are covered under AMC opted for by the college. Additionally, campus-cleaning drives are regularly undertaken by the NSS-volunteers and NCC Cadets under the supervision of the Programme Officers and designated ANO, respectively. Library: The acquisition of reading material is done by collecting a list of books from the concerned Head of Departments. Weeding out, schedule of issue/ return of books etc. are chalked out / resolved by the library committee. Sports: Sports committee formed to look after the multipurpose sports facilities. Computers: Two Computer laboratories with 27Computers are established and duly maintained.

Classrooms: The maintenance of all classrooms is on a routine basis. The Technicians, Plumbers, Electricians, Carpenters are deputed by the institute for the maintenance of classrooms and other related infrastructure.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

198

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

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

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

0

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

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

File Description	Documents
Link to institutional website	https://www.mgdcbhukta.com/#
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

57

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

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

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

57

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

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

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

0

File Description	Documents
Upload supporting data for the same	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/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

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

1

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

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

Students constitute a major stakeholder in the institutional growth. The support and ideas of the students are highly required for the prosperity of the college. The institution has a students' council which is constituted with the students of all years of the college. It has three different bodies - 1- Student Academic Committee, 2- Student Cultural Committee and 3- Student Adminstrative Council. The chairperson is the principal and three senior most faculty members from three streams coordinate the students.

1- Student Acadeic Committee - It consists of 10students. They get the feedback on teaching learning process from all the departments, help to improved library recomending books, journals and publications etc.. 2- Student Cultural Committee - It promotes & encourages the involvement of students in organising various sports, social inititatives and community outreach programs. In collaboration withNSS, Alumni Association and faculty members. 3- Student Administrative Council - It looks after the feedback on hostels, anti ragging initiatives, alumni associations, grievance, redressal, NSS etc.

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

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

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

6

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

5.4 - Alumni Engagement

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

The Institute has a registered Alumni Association for building strong bond between alumni and present students. The alumni give support to the students through interaction, financial funding, guidance and placement. The mission of the alumni association is to foster a mutually beneficial relationship between the Institute and its alumni. Objectives of the Alumni Association: 1. To encourage and promote close relations between the Institution and its alumni and among the alumni themselves. 2. To promote and encourage friendly relations between all members of the alumni body, an interest in the affairs and well-being of the Institution. 3. To provide and disseminate information regarding their Alma Matter, its graduates, Faculties and student's, to the alumni. 4. To initiate and develop programs for the benefit of the alumni. 5. To assist and support the efforts of the Institution in obtaining funds for development. 6. To serve as a forum through which alumni may support and advance the pursuit of academic excellence at the Institution. 7. To guide and assist alumni who have recently completed their courses to obtain employment and engage in productive pursuits useful to society. 8. To organize and co-ordinate reunion activities of the Alumni and let the Alumni acknowledge their

gratitude to their Alma Matter. 9. To collect, publish and distribute such information as may be useful to the alumni.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college's mission is to help the students notconfine themselves to the curriculum but rise above it and be serviceable to society. The college functions under the guidance of a Govt. nominated Governing Body of which the principal acts as secretary and two senior staff members act as staff representatives. All teachers are in charge of various committees like Academics, Examination, construction, Discipline, planning, NSS unit, YRC unit, etc. The staff council is the highest body to decide the policy on academic matters. The Governing Body analyzes the college's academic, financial, and extra-academic achievements and suggests suitable measures. Teachers in charge of various committees on curricular and extracurricular activities prepare action plans at the beginning of the academic session. Besides this, the IQAC also brings the self-appraisal report to the staff members' knowledge, and any loophole that comes to view is repaired. Student representatives groom as leaders in executing their responsibilities. The teachers are given independence to deal with matters relating to the various committees they head. Thus there is ample opportunity for the promotion of leadership quality among the students.

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

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

The college has a well – coordinated monitoring mechanism whichincludes various committees that look into academic, administrative and accounts, Sports, Library, NSS, YRC,matters. These committee works in coordination and harmony to ensure smooth and efficient functioning. A team is assigned with the responsibility of preparing time table. The Head of the departments distribute classes among teachers on the basis of syllabus prepared by the university. The HODs and Principal supervise to ensure the regular conduct of classes. The students especially the girls have been inducted in the sports committee andNSS, YRC and also in the quality volunteers' group. Some of their in our college, voluntarily involved in the plantation and gardening with the leadership of teachers. The suggestions from students' side is always analysed and presented in the next meetings. In different committee like construction, examination, library, IT, anti-ragging, YRC and another distinctive committee along with teaching and non-teaching staffs actively participate to organize the events more effective in a distinctive decentralized frame work. All the events are going to successful in every participation in a high extent which reports a good governance and leadership at the end.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institute has a well planned and decentralized governance system for the effective implementation of different policies and plans in harmony with its vision and mission. A strategic plan ensures that the set target is achieved through

accountability process comprising ofreview, evolution, reporting and preplanning. IQAC plays a vital role in academic and administrative setup of the institution by emphasizing qualities through regular meeting with different committees and the head of the institution. Some of the measures decided to be taken in the academic year 2021-22, are infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of classrooms, automation of library, computer lab, up-gradation of lavatories, laboratories, sports complex, canteen , hostels, reading rooms,drinking water facilities, installation of fire extinguishers, use of renewable energy by setting up solar power system, purchase of books, journals, e-books in departmental as well as central libraries, use of INFLIBNET, conduct/ participation in seminars/ webinars/ refresher/ orientation/ etc, planting and different awareness programmes, career counseling, remedial coaching, paperless transaction, conduct of academic, green, gender, energy audits, compliances of different funds received from different sources etc.

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

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

All the activities of the college have been classified into several heads and the teachers act as the officers in-charge of various dependents/ heads. Each officers enjoy autonomy in designing the plan and seeks the approval of the principal for implementation. Thus the power is decentralized and the staff members enjoy the pleasure of doing something. Neither the governing body nor the principal shows any possessive attitude in the administration of the college. The elected students are given freedom to structure the plans of their Association under the guidance of teachers. The function of the institutional bodies as follows:- GOVERNING BODY --> PRINCIPAL -->STAFF COUCIL --> IQAC --> VARIOUS COMMITTEES --> STUDENTS REPRESENTATIVES

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

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

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

6.3 - Faculty Empowerment Strategies

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

Nil

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

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

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

0

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

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

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

0

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

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

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

1

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

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

The test of a good teacher is known from how much the students love his teaching and honour his personality. The feedback collected can be accepted as parameter of quality of the teachers. The Principal also accesses the quality of teaching of a teacher during his sample inspection of classes and he sends CCR of each teacher and non-teaching staff to the Director of Higher education. The teacher's ability to guide or manage the extra curricular activities is also judged by the Principal. Any short coming is brought to the notice of the concerned staff members for remedial action/ improvement. The Management or Governing Body monitors the appraisal reports of the staff members and gives strictures those who fail to discharge their responsibility properly.

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

6.4 - Financial Management and Resource Mobilization

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

At the end of each financial year the institution undertakes internal audit of the college accounts, which consists of various fund heads. The preparation of the internal audit of

2020-21 entrusted to Mr. Naveen Kumar Lath, a reputed Chartered Accountant, has been completed. After the internal audit report is ready, it will be placed before the Governing Body (GB) meeting .

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

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

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

0

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

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

Fees collected from the students, well wishers, philanthropies, Govt. Agencies etc. are the financial source of the college. So each paise is utilized in the best way possible. The Cash Bookis maintained properly showing the income, expenditure and balance. Internal Audit is done regularly. Besides this, the auditors deputed by the State Govt. scrutinize the details of accounts. Budget is prepared at the beginning of the year and it is placed before the Governing Body for necessary approval. The money is appropriated accordingly in different heads and construction or purchase work is done in tender process.

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

6.5 - Internal Quality Assurance System

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

The College attempts to chisel out the total quality person through a persistent focus on imparting quality education, through its innovative, comprehensive and flexible education policy. Its Internal Quality Assurance Cell (IQAC) carries out activities that encompass all aspects of the Institute's functioning. The IQAC at Collegewas constituted on 29 March 2014. Since then, it has been performing the following tasks on a regular basis: 1. Improvement in quality of teaching and research by regular inputs to all concerned based on feedback from students. 2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in areas found weak. Students and staff give their feedback and suggestions on teaching and administrative performance through the Suggestion Box located in the College.. The Institute IQAC prepares, evaluates and recommends the following for approval by the relevant Institute and Govt. statutory authorities: (a) Annual Quality Assurance Report (AQAR) (b) Self-Study Reports to submit to NAAC. (c) Stakeholder's feedback (d) Process Performance & Conformity (e) Action Taken Reports (f) New Programmes as per National Missions and Govt. Policies

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

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

recorded the incremental improvement in various activities

The IQAC conduct periodical meetings with the departments, Internal Examination Committee, Council of the Heads, the principal, College Development Committee throughout the academic year in the presence of the IQAC coordinator. College has faculty coordination committees separate for Arts, Commerce and Science streams. The Faculty Coordination Committee conducts an academic review of all departments collecting information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities. Faculty Head (HOF) meet regularly with relevant services to assess academic and administrative issues. Important questions are discussed in meetings with IQAC and Faculty heads. The teachers and students are interacted regarding the changes in the curriculum, new teaching methods and ICT use. This setup has evolved into successful review methodology for improvement inteaching and learning process. Through this system of review, the IQAC observed the continuous development of teaching-learning process. ? Use and enrichment of ICT infrastructure The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in academic and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

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

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

1. Separate NSS unit is started exclusively to encourage the girlstudents and the unit is successfully conducting various activities to serve the society. 2. The health centre is provided on the campus with a qualified physician with a separate medical room. 3. Beti Bachao, Beti Padhao Jan Aandolan Rally at Bhukta. 4 Celebrations of International Women's Day 5. Yoga Sibirs 6. Rakhi Making Competition 7. jhotti competetion. 8. Self Defence programme. 9. Active Citizenship Programme 10. Literecy Awarness Programme

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

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

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

There are different types of wastes disposed in the college for which there is a proper system functioning. The following wastes are being disposed by the college: Solid Waste Management College has a place on its campus where the solid wastes materials are disposed. It is to notice that in the state of Odishakeeping a particular place for dumping the solid waste is in its culture. Therefore, every house has its own Solid waste management system. It is to be noticed that there is flagship program of the state government that comprises of the concept of solid waste management. Keeping this in view, the college also manages its solid waste management system. However, there does not exist more waste from college. Liquid Waste Management- The waste water is carried out through the pipeline. This system is made by the Public Welfare Department of the state government. Biomedical Waste Management- There is no biomedical waste management system in the college. E-waste Management- There is no e-waste management system in the college. Waste recycling system- There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college. The e-medical Waste Management-

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste	**A. Any 4 or all of the above**

water recycling Maintenance of water bodies and distribution system in the campus	

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of Bicycles/ Battery powered vehicles** 3. **Pedestrian Friendly pathways** 4. **Ban on use of Plastic** 5. **landscaping with trees and plants**	**A. Any 4 or All of the above**

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

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

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

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

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

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

1. ECHO (Environment Conservation Heroes) workshops organized by the NSS Unit of College on 21.10.2021 and on 22/10/2021. 2. Cleanliness drive under Swatch Bharat Abhiyan by NSS Unit of College on 02/10/2021. 3. Celebration of World Environmental Day

by College on 05.06.2021. 4. Adoption of resolution in the IQAC Core Committee meeting for making the college campus plasticfree 5. Proper disposal of garbage (garbage from canteen taken away) on a daily basis 6. Number of plantation programmes in the college campus 7. Filling up of lowlying areas in one part of the campus and conversion into a playground 8. Provision of dustbins at various vantage points of the campus 9. Water harvesting management system is practised in our college campus.

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

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

1. Vigilance Awareness Week: 'Integrity - A way of Life 'To spread awareness regarding sanitation, living standards of life, and knowing one's personality. 2. A separate NSS unit is started exclusively to encourage the students and the unit is successfully conducting activities to serve the society. 3. Making the campus clean and green. 4. Patriotic song competetion. 5. Patriotic film shows. 6. Awareness program on Global warming. 7. Meditation and Yoga.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution	A. All of the above

organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

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

Nil

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

7.2 - Best Practices

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

1. BEST PRACTICE - I: Title of the practice: Mentor Mentees practise.

Objective of the practise: To make the students more acquainted, free and frank with the faculty. It helps the faculty to understand every problem of the students become easy to council them for their improvement. The context: Mentor Mentees format is prepared by the College where all the data and information

regarding the students are to be noted down. All the faculty members are mentor and the students are mentees. All the students are equally divided by numbers of faculty and each faculty is the mentor of a group of students. 2. BEST PRACTICE - II: Title of the practice: Skill and Ability Augmentation Programme

Train the students to understand with experiential learning and practical approach.Eenhance skills of the students to be able to apply their knowledge to face and resolve real time challenges. Improve the hidden talent of the students by knocking them against various tasks.All the Departments of the College have designed various skill developments programme.There is a committee of the teachers and students formed. Various types of event were organised.

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

7.3 - Institutional Distinctiveness

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

Established in 1987, Our College provides facilities of higher education at UGlevels to the young students, in pursuit of academic excellence and to help them in the development of their intellectual, physical and moral faculties in safe surroundings with a view to making them disciplined citizens of our country. We offer English, Hindi, Odia,History.Political Science,educationas core subject and History,Hindi,Education,Political Scienceas Eleccive subjects in UG .

• The results in the internal tests of the college as well as the external examinations of university have become brighter year after year. Academic and administrative planning and functioning are well coordinated by the IQAC, for a smooth progress with development objectives, directives and guidelines, with specific plans for implementation. As a result of constant efforts made by all of us to constantly scale greater and still greater heights, and we have been awarded 'B' Grade with CGPA 2.07in September 2017in the first cycle of NAAC. The College IQAC has submittedAQAR till 2020-21to NAAC for the further

procedure of NAAC accreditation cycle II.

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

7.3.2 - Plan of action for the next academic year

The future plans of action for the upcoming academic year (2021-22) are enumerated bellow.

1. Ensuring a PLASTICFREE campus/ TOBACCOFREE campus through stakeholder (MGDCAA/MGDCRTF/ MGDCGF/MGDCTU) mobilization

2. Strengthening the alumni database at departmental levels

3. Publication of the Code of Conduct Handbook (print version and website upload)

4. Mechanism to introduce tri-monthly review meeting with all inhouse Committee

5. Holding of an Annual Prize Day event

6. Make the college campus TOBACCOFREE and PLASTICFREE

7. Make the college canteen JUNK FOODFREE

8. Usage of e-resources in all academic departments

9. Online feedback mechanism for all stakeholders

10. Online student and teacher attendance mechanism

11. To opening of BCA (Bachelor in Computer Application) for the betterment of the Local students.

12. Organise National Seminar in different departments.

13. To start Solar System in college campus. Powered by TCPDF (www.tcpdf.org) 14. To open PG programme in our college.