

**Government Women's College,  
City: Jeypore, District: Koraput, Odisha, Pin- 764001**

## **Accreditation**

### **Self Study Report 2015-2016**

**Submitted to  
National Assessment and Accreditation Council**

**OFFICE OF THE PRINCIPAL  
GOVT. WOMEN'S COLLEGE, JEYPORE (K)**

From,

The Principal,

Govt. Women's College, Jeypore (K)

City: Jeypore, District: Koraput, Odisha Pin- 764001

Sub: Uploading the SSR in the College website for NAAC accreditation

Ref: NAAC/ CAPU/East/ORCOGN25121 / 2016, Dated 20<sup>th</sup> April 2016.

Sir,

With reference to the letter and subject cited above, I have the pleasure to let you know that the college uploads the SSR in the college website (<http://govtwomenscollegejeypore.org>) for the necessary action at your end.

The soft copy and hard copies of SSR will be sent within one month from this date (19/09/2016).

We are expecting the peer team visit in the month of February, 2017.

Thanking you

Yours Faithfully,

Dr. Prahallad Kumar Kar

Principal

Govt. Women's College, Jeypore.

## **Profile of the College**

In the late seventies, the need for Women's College at Jeypore was keenly felt by the enlightened public. The distinguished members of the Koraput District Education Association sprang into action. Their sincere and tireless efforts paid rich dividend and the Women's College saw the light of the day on 04-09-1979. The Governing Body with both Sri P.N. Singh Deo and Sri R.K. Sahu as the President and Secretary ably managed the College. The Jeypore Municipality ungrudgingly offered the premises of Municipal High School-1 for the college to function in the morning shift. The college first started with 52 students and 08 women lecturers.

The College began first with the intermediate course in Arts under affiliation from Berhampur University, Berhampur. In 1981, it was elevated to the Degree College. The year 1983 is a land mark in the history of the College since the Government of Odisha was pleased to declare the College as the Government College on 22.08.1983. Since then the College is rechristened as the Govt. Women's College, Jeypore. The College has been functioning in its own building since 19<sup>th</sup> August 1999. The College imparts Education in Arts at Degree levels. Besides Pass and Elective subjects, the College also provides education facilities in Seven Core subjects like Economics, History, Political Science, Education, Home Science, Odia and English at Degree level. The roll strength of the College at the Degree level has risen significantly over the years from mere 57 in 1981 to 795 in 2016. The Govt. of Odisha has allotted user ID & password in favour of the College for e-governance vide letter No.VIII-HE-MA-17/06, 16419j(122) dated on 09.05.2006. Now, the Govt. Women's College, Jeypore, has emerged as a leading Degree College for women education in the Southern Odisha.

## **Executive summary**

Govt. Women's College established in 1979 stands out to be one of the premier institutions of higher education for women in Southern Odisha. The executive summary presented here is an endeavor to outline the plan, methodology and practice of the institution with regards to the different aspects dealt at great length in the criterion wise questionnaire.

### **Criterion I-(Curricular aspect.)**

The college has evolved a suitable mechanism for development and implementation of curriculum. Being a Govt. College affiliated by Berhampur University. It follows the Board of Studies of different Departments of Berhampur University, prepare syllabi for +3 courses of this College which are implemented only after the approval of Academic Council of the University which is accredited 'A' Grade by NAAC.

### **Criterion 2 (Teaching, Learning and Evaluation)**

The College follows a transparent admission system. The entire admission process to +3 classes is carried out through Student Academic Management System (SAMS). SAMS is a web based e-admission process regulated by Department of Higher education, Government of Odisha

The academic pursuit in the institution is carried out strictly in accordance with the guidelines of the Academic Calendar (AC) prepared by the Department of Higher Education, Government of Odisha. Every faculty is asked to work out Lesson Plan and Progress Register of the portion of the curriculum allotted to him/her. Strict appraisal of the progress is scrutinized by HODs of the Departments and Academic Bursar. The progress is finally monitored by the Principal at the end of every month. As per the instruction of the Government the Internal Quality Assurance Cell (IQAC) collects the feedback from the students and teachers and plans for improvement of the academic atmosphere of the College. Quality enhancement of the teachers is achieved through participation in Orientation Programmes, Refresher Course, seminars, workshop, etc.

### **Criterion-3 Research, Consultancy and Extension**

The institution encourages and extends all possible help to promote research activities. Laboratory with modern equipments and adequate infrastructure, well stocked library with modern and latest texts books and reference books are provided to promote research. Selected journals are procured as per the requirement of the staff and students. Members of the teaching staff guide research leading to Ph.D Degree under different Universities of Odisha.

### **Criterion-4 Infrastructure and learning resources**

The College has adequate physical infrastructure with about 2 class rooms of 200 capacities each 4 class rooms with 140 capacity each and 12 class room with capacity of 32 each. It also has well

equipped laboratories for Economics Department, Home Science Department, well stocked Library, 2 Smart Class rooms, Smart Conference Hall etc. The college has Gym, a badminton court. It also uses the local stadium for promoting the sports activities of the College. It has Office Rooms, for teaching and non teaching staff, adequate safe drinking water facility, Language Lab and adequate number Wash Rooms are available which are considered as the modern infrastructural facilities. LAN and Internet facilities are also available in this College, along with computers printers and LCD projectors to promote compatible atmosphere for modern teaching methods.

#### **Criterion-5 Student Support and Progression**

The College launched its own website to provide relevant information to the stakeholders. Publications of the College Calendar and Magazine have been done in every Academic Session to inform the students about the rules and regulations of the College and give expression to their literary activities respectively. Post-Matric Scholarship to SC, ST and OBC students, Merit Scholarship, National Scholarship etc. are some of the financial assistance provided by Government of Odisha. Self defense training to girls, NSS, and YRC are some of the important student support services provided by the College. Communicative skill and personality development has been implemented to enhance the employability of the students.

#### **Criterion 6: Governance, Leadership and Management:**

The Governing Body of the College plays a leading role in the process of planning, monitoring and evaluation with regard to the governance and administration of the College. There is a perfect coordination between the Governing Body and Principal's Office to carry out and implement proposals relating to day to day affairs of the College. The internal management of the College is carried out by different committees working under the guidance of the Principal. The Administrative Bursar, Academic Bursar and Accounts Bursar play an important role in effective transaction of day-to-day affairs of the College. The elected representatives of the students and the alumni association also play a crucial role in taking important decisions.

#### **Criterion 7: Innovation and Best Practices**

The examination system and conduct of examinations in free and fair manner is one of the best practices of the college. This is possible due to able leadership of the Principal and cooperation of dedicated staff to manage the affairs of the examination.

# **CRITERION – WISE INPUTS**

## **Criterion – I**

### **CURRICULAR ASPECTS**

## Criterion – I CURRICULAR ASPECTS

### 1.1 Curriculum Design and Development

#### 1.1.1. How are the institutional vision / mission reflected in the Academic Programmes of the College?

The institutional vision aims at transforming higher education in to an effective instrument for socio-economic change and to develop scientific temper, high moral values and respect for truth and non-violence among citizens.

The curriculum of the College as developed by Berhampur University has inter-disciplinary subjects like Core Courses, Generic Elective, Ability Enhancement Courses and Skill Enhancement Course etc. which is a mission to create nascent citizens with at most responsibility to their duties and respect to the culture and value system of Indian society.

#### 1.1.2. Describe the mechanism used in the design and development of the curriculum? Give details on the process. (Need, Assessment, feedback etc.)

The programme wise courses of study (Curricula) are designed by respective Boards of Studies of Berhampur University..

#### 1.1.3. How does the college involve industry, research bodies and civil society in the Curriculum design and development process? How did the College benefit through the involvement of the Stakeholders?

The Affiliating University (Berhampur University) designs and develops the curriculum which is based on Choice Based Credit System (CBCS).

#### 1.1.4. How are the following aspects ensured through Curriculum design and development?

\* Employability \* Innovation \* Research

**Employability:-** Our Curriculum is so designed by Berhampur University that there is skill development in the respective subjects.

**Innovation: -** Introduction of inter-disciplinary courses by the Berhampur University, provision of computer practical for honours subjects like Economics, Home Science and Education.

**Research:-** Teachers of the College are involved in research and orient the students towards research.

#### 1.1.5. How does College ensure that the Curriculum developed address the needs of society and have relevance to the regional/national development needs?

Introduction of inter disciplinary courses like Environmental Studies, Indian Society & Culture helps in making the learners aware of their social responsibilities and role of social services. Extra Curricular activities like NSS and Youth Red Cross and sports help to build the character of the students.

**1.1.6. To what extent does the college use the guidelines of the regulatory bodies for develop and restructuring the Curricula? Has the college been instrumental in leading any curricular reform which has created a national impact?**

The existing curricula are formulated by Berhampur University by incorporating the required changes as per UGC guidelines.

## **1.2. Academic flexibility**

**1.2.1 Give details on the following provisions with reference to academic flexibility.**

a. Core Courses / Generic Elective/ Ability Enhancement Courses and Skill Enhancement Course.

UG programmes in arts have core and elective options. A number of elective options are also given to the students to choose subjects liberally.

**Arts:** Economics, History, Home Science and Odia are Generic elective subjects based on CBCS.

**1.2.2. Have any courses been developed specially targeting international students? If so how successful have they been. If no' explain the impediments.**

✓ No, the Institution presently does not offer any programmes that facilitate international students.

**1.2.3. Does the college offer dual degree and twinning programmes? If yes, give details.**

✓ No, the institution presently does not offer any programmes that facilitate twinning / dual degree.

**1.2.4. Does the college offer self-financing programmes? If yes, list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.?**

✓ No

**1.2.5. Has the college adopted the Choice Based Credit System (CBCS)? If yes, how many programmes are covered under the system?**

✓ Yes, at present we do follow CBCS system from the current academic session for B.A.(Hons.) and B.A.(Regular).

**1.2.6. What percentage of programmes offered by the college follows?**

✓ Semester System:

**1.2.7. What is the policy of the college to promote inter disciplinary programmes. Name the programmes and what is the outcome.**

At present there is no such interdisciplinary programme. However there are interdisciplinary courses like Environmental Studies, Home Science, Economics, Education and History

## **1.3. Curriculum Enrichment**



**1.3.1. How often is the curriculum of the college reviewed for making it socially relevant and/or job-oriented / knowledge intensive and meeting the emerging needs of student and other stakeholders?**

✓ The curriculum in UG are as per the Berhampur University direction.

**1.3.2. How many new programmes have been introduced at UG level during the last four years? Mention details**

\* No, CBCS from the current session only.

**1.3.3. What are the strategies adopted for revision of the existing programmes? What percentage of courses under-went a major syllabus revision?**

✓ To be made at the University level.

**1.3.4. What are the various value-added courses/offered by the college ensure that all students have access to them?**

✓ Yes, the College imparting free-computer training programme, personal development and orientation classes.

**1.3.5. Has the college introduced any higher order skill development programmes in the consonance with the national requirements as out-lined by National skills Development Corporation and other agencies?**

✓ No, under CBCS only.

#### **1.4. FEEDBACK SYSTEM**

**1.4.1. Does the college has a formal mechanism to obtain feed-back from students regarding the Curriculum and how is it made use of?**

✓ Feedbacks from students, parents and guardians are collected during occasions like guardian (Parent) meetings.

**1.4.2. Does the college elicit feedback on the curriculum from national and international faculty? If yes, specify a few methods adopted to do the same (Conducting webinar, workshop, online forum). Give details of the impact on such feedback.**

✓ Yes, through the Seminar, Conferences and Lecturer series.

**1.4.3. Specify the mechanism through which alumni employers, industry experts and community give feedback on Curriculum enrichment and the extent to which it is made use of?**

✓ At University Level.

**1.4.4. What are the quality sustenance and quality enhancement measures undertaken by the institution in ensuring effective development of curricula?**

✓ At University Level.

**CRITERION – II**  
**TEACHING –LEARNING AND EVALUTION**

## **Criterion-II TEACHING-LEARNING AND EVALUATION**

### **2.1 Student Enrolment and Profile**

#### **2.1.1. How does the college ensure publicity and transparency in the admission process?**

✓ The admission to the degree classes is done by a common merit list prepared by Dept. of Higher Education, Odisha through SAMS (Students Academic Management System) which is a part of e-admission process through on-line activity. The SAMS takes care of the reservation policies and other aspects. The role of the college is just to facilitate the on line process and help the students to acquaint with the new system.

#### **2.1.2. Explain in details the criteria adopted and process of admission. Ex. (i) merit (ii) common admission test conducted by the state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other to various programmes of the Institution?**

✓ The College follows e-admission procedure guided by Department of Higher Education, Govt. of Odisha. The admission is done through SAMS (Student Academic Management System) since 2011-12 as per the guidance of the Govt. of Odisha. The students are selected for admission to UG (Honours) Programmes in Humanities following the cut-off marks / percentage and on the basis of common selection list (Merit list) displayed online. Admission to Honours courses are made on the basis of merit in the previous qualifying (+2 stage) examination and through counseling. The State Government-prescribed norms and reservation quota for SC/ST and Differently Abled students are strictly following during admission.

#### **2.1.3. Does the college have to review the admission process and student profiles annually? If yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

✓ The College has an academic section headed by Academic Bursar. After completion of admission the section reviews the admission statistics and takes necessary steps to attract more and more students to apply for the college as 1<sup>st</sup> choice college.

#### **2.1.4. What are the strategies adopted to increase/improve access for following categories of students.**

- \* SC/ST
- \* OBC
- \* Women
- \* Differently abled
- \* Economically weaker sections
- \* Minority community

\* Any other

✓ The college strictly follows e-admission procedure implemented & controlled by the Department of Higher Education, Govt. of Odisha. The college also ensures equity to all section of the students' community by strictly adhering to the State Govt. reservation and weightage criteria as decided from time to time. As per the guidelines of Govt. of Odisha, our College has accommodated 15% more students in each stream beyond the sanctioned strength during the session 2013-14 to provide higher education facility to the local students. Thus, this admission policy reflects the national commitments to diversity and inclusion of students from different categories.

SC/ST: Students belonging to SC/ST category get reservation in admission, scholarship and also tuition fee waiver etc.

OBC: Provision of scholarship by Govt. of Odisha.

Women: Provision of tuition fee waiver and scholarship.

Differently abled: 3% of total seats.

**2.1.5 Furnish the number of students admitted in the college in the last four academic year.**

Categories	2012-13	2013-14	2014-15	2015-16
SC	15	18	17	48
ST	23	24	25	78
General	90	86	111	174

**2.1.6 Has the College conducted any analysis of demand ratio for various programmes offered by the institution during the last four years and comment on the trends? i.e reasons for increase / decrease and actions initiated for improvement.**

Session	Stream	Applications Received	Actually Admitted	Demand Ratio
2012-13	B.A.	151	128	1:1
2013-14	B.A.	362	128	2:8
2014-15	B.A.	512	153	3:3
2015-16	B.A.	672	300	2:2

**2.1.7. Was there an instance of the College discontinuing a programme during last four years? If yes indicate reasons.**

No.

**2.2 Catering to Student Diversity:**

**2.2.1. Does the college organize Orientation/Induction Programme for fresher's. ? If yes, give details of the duration of programme, issue covered, experts involved and mechanism for using the feedback in subsequent years.**

→ Yes. The college Organizes Induction meeting for fresher's after admission into the college. In this meeting the fresher's are made aware of student support services provided by the Dept. and also

made aware of laws, regulations of the College pertaining to their studies, Academic Calendar, Exam pattern etc.

**2.2.2 Does the college have a mechanism through which “the differential requirements of student population” are analyzed after admission and before the commencement of classes? If so how are the key issues identified and addressed?**

✓ Differential requirement of the students about Hostel facility, library and book bank facility, choice of Hons, financial status and scholarship etc. of the student was analyzed from CAF (Common Application Form) and due steps are taken by the authority.

✓ Proctorial System.

**2.2.3 Does the college provide Bridge/Remedial/add-on courses? If yes how are they structured into the time table? Give details of the courses offered department wise, facility wise.**

No, the college does not provide any Bridge/Remedial or add-on courses.

**2.2.4 Has the college conducted a study of the incremental academic growth of different categories of students, Students from disadvantaged section of society, economically disadvantaged, Physically handicapped and slow learners, etc to improve the performance of these students?**

Extra care of the slow learner is taken through remedial coaching classes.

**2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?**

The advanced learners are identified through scrutiny of monthly test scripts and different competitions organized annually through different societies and associations. They are motivated by prizes and other opportunities to complete in state level and national level. The advanced learners are also provided a platform to develop their creativity/literary skills etc.

**2.2.6 How does the institute Cater to the needs of differently disabled students and ensure adherence to govt. policies in this regard?**

As per the Govt. Reservation policy the college reserves 3% seats for differently able students. After admission these students are taken care of providing hostel seats in ground floor, class rooms in ground floor and also in exam rooms. Visually handicapped students are given the opportunity to use writers at the time of exam etc.

**2.3. Teaching-Learning Process:**

**2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules (Academic calendar, teaching plan, evaluation blue print, etc.)?**

**2.3.2 Does the college provide course outlines and course schedule of academic session? If yes, how is the effectiveness of the process ensured?**

✓ Yes, the college acquainted the students and teachers with course schedule prior to commencement of a academic session. Detailed time table regarding conduct of theory, practical classes are also distributed. The process is monitored by an Academic Bursar who is a senior faculty member. HOD of every Dept. after distribution of courses among the teachers reports it to Principal.

**2.3.3 What are the courses which predominantly follow the lecturer method? Apart from class room interactions, what are the other methods of learning experiences provided to the students?**

✓ Although Degree courses predominantly follow lecturer, method, along power point presentation are made on several occasions. Seminars, debate and group discussions etc.

**2.3.4 How learning is made more student-centric? Give a list of participatory learning activity adopted by the faculty that contribute to holistic development and improved student learning, besides facilitating lifelong learning and knowledge management.**

✓ Learning is made more students centric by the introduction of group discussion, seminar, project work, etc. Students involve themselves in NSS & YRC. In these activities they interact with the communities, society and holistic development of their personality is possible.

**2.3.5 What is the college policy on inviting experts/ people of eminence to provide lecturer/seminar to students?**

✓ Experts in different areas, eminent personalities in the field of administration, Judiciary, social sciences, literature, business and commerce etc. are invited speakers to address seminars and other programmes.

**2.3.6 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning- resources from National Programme on Technology Enhanced Learning(NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educations resources, mobile education, etc. Nil**

**2.3.7 Is there a provision for the services of counselors/mentors/advisors for each class or group of students for academic, personal and psycho-socio guidance? If yes give details of the process of the process and the number of students who have been benefited.**

✓ A group of 32 students are under a counselor designated as proctor. The proctor teacher is responsible for the over-all character building of the group students. He/She not only helps the students for their academic requirements but also in solving their social, cultural and economic problems etc. Thus, he acts as a friend, philosopher and guide of the students.

**2.3.8. Are there any innovation teaching approaches/method/practices adopted put to use by the faculty during last four years. If yes, did they improve the learning? What methods were used to evaluate the impact of such practices? What are the efforts made by the institution in giving the faculty due recognition for innovation in teaching?**

✓ To make teaching more student centric, technology enabled teaching methods are adopted. Along with this power point presentation, group discussion and seminar deliberation are conducted. For this purpose a particular time was allotted for seminar in every week. The College duly recognizes the efforts of the faculty in the Annual Day Celebration.

**2.3.9. How does the college create a culture of installing & nurturing creativity and scientific temper among learners?**

✓ The College is giving more stress on creativity than of parroting the texts. For this purpose classes on personality development and general awareness. The college also provides different platforms to exhibit the nascent, latent talent and original thinking. They are also exposed to community through NSS & Red Cross works.

**2.3.10. Does the college consider student projects a mandatory part of the learning programme? If yes, for how many programmes is it made mandatory?**

✓ No, Student projects are not mandatory part of learning programme.

**2.3.11. What efforts are made to facilitate the faculty in learning /handling computer aided teaching learning material. What are the facilities available in the college for such efforts?**

✓ Most of the freshly recruited faculties are very much acquainted with all these ICT equipments. The students of Economics Hons have the provision of computer practical. Other students are also exposed to computer aided teaching learning material in smart class room and well equipped computer laboratory.

**2.3.12. Does the college have mechanism for evaluation of teachers by the students /alumni? If yes, how is the evaluation used in achieving qualitative improvement in the teaching –learning process.**

✓ Yes, the teaching faculties are assessed by the students annually. These evaluation reports are collected confidentially and Principal takes necessary steps on the reports and intimates the teachers.

**2.3.13. Does the institution face any challenges in completing the Curriculum within the planned time frame and calendar? If yes, elaborate on the changes encountered and the institutional approached to overcome these.**

✓ Lesson plan, progress report, weekly review by HOD, monthly review by Bursar/ Principal help in overcome the challenges in completing the co-curriculum with in the extra classes are taken to complete the courses which could not be covered during regular classes.

**2.3.14. How are library resources used to augment the teaching–learning process?**

✓ Central library, Book Bank System, Reading room facility.

**2.3.15. Evaluation of quality of teaching methods, class room environment etc. with reference to student performance.**

✓ The TAQ (Teacher Assessment Questionnaire) is an important tool to evaluate the quality of teaching methods and class room environment etc, with reference to student performance.

✓ The HODs of different Depts. regularly review progress report and lesson plan of the teachers on every week end.

✓ The Principal verifies lesson plan & progress register of each department and monitor class room performance of teachers on regular basis by surprise visits.

✓ The Principal convenes meeting of Heads at regular intervals to ascertain the progress in academic and other issues and formulates the ways to improve quality of teaching environment and student performance.

**2.4 Teacher Quality**

**2.4.1. What is the faculty strength of the college? How many positions are filled against the sanctioned strength? How many of them are from out-side the state?**

Sanctioned Strength	Positions Filled					
	Principal	Reader	Lecturer	Ad-hoc	Contractual Lecturer (Guest Faculty)	None of them from outside of the State
<b>12</b>	<b>01</b>	<b>00</b>	<b>00</b>	<b>03</b>	<b>08</b>	<b>00</b>

**2.4.2. How are the members of faculty selected?**

➤ Govt. of Odisha (Dept. of Higher Education) on the basis of recommendation of Orissa Public Service Commission (OPSC) appoints regular members of teaching faculties including Principal.

➤ Guest faculties are recruited for different vacant posts by the Principal as per the guide lines and instructions of Govt. of Odisha & Dept. of HE through a Selection Committee with subject experts.

**2.4.3. Faculty Details**

Highest Qualification	Professor		Reader		Lecturer		Total
	Male	Female	Male	Female	Male	Female	
<b>Permanent Teachers</b>							
M.Phil.			01				
Ph.D							
P.G							



Ad-hoc Teacher							
M.Phil.							
Ph.D					01	01	02
P.G						01	01
Guest Faculties							
M.Phil.							
Ph.D						1	
P.G						7	

**2.4.4. What percentage of teachers has completed UGC-CSIR-NET and SLET exams? In that what percentage of teachers are with PG as highest qualification.**

Total No. of Teachers	No. of Teachers with NET/ SLET	No. of Teachers with PG as Highest qualification & qualified NET/SLET
09	02	01

**2.4.5 Does the college encourage diversity in faculty recruitment? Provide the following department wise details.**

Faculty recruitment is done by Govt. of Odisha on OPSC. (Odisha Public Service Commission) recommendation .

Department	Nos. of faculty who are the product of the same college	Nos. of faculty from other colleges within the state.	Nos. of faculty from other state	Nos. of faculty from abroad
	06	03	Nil	Nil

**2.4.6 Does the college have the required number of qualified and competent teachers to handle the courses for all the departments? If not, how do you cope with the requirements? How many faculty members were appointed during the last four years?**

The college has relatively lesser number of regular faculties. But the state Govt. is filling the vacancies by Ad-hoc appointments. If, teaching positions remain vacant, to handle the academic affairs the Principal appoints part time contractual guest faculties.

**2.4.7 How many visiting professors are on the rolls of the college?**

Nil

**2.4.8. What policies /systems are in place to recharge teachers? (E.g. providing research grant, Study leave, nomination to national / international conference / Seminars / organizing national-international seminars etc.)**

- Teachers avail study leave / academic leaves as per Govt. of Odisha guidelines.
- Teachers are encouraged to apply for Minor/ Major Research Projects.
- Fifteen day academic leave in a year is a positive step to facilitate teachers in seminars and work shop etc.

**2.4.9. Give the number of faculties who have received awards /recognitions for excellence in teaching at the state, national and international level during last four years?**

➤ Nil

**2.4.10. Provide the number of faculty who have undergone staff development programme. Nomination of Staff Development Programme**

Academic Staff Development Programme	Number of faculty nominated
Refresher course	03
HRD Programmes	
Orientation programmes	02
Staff training conducted by the University college	
Staff training conducted by other institutions	
Summer/ Winter schools, workshops etc	1

**2.4.11. What percentage of faculty have been**

\* been invited as resource persons in workshops/Seminars/Conference organized by external professional body: 10%

\* Participate in external workshops/Seminars/Conference international professional bodies: 30%

\* Presented papers in workshops/Seminars/Conference by professional agencies: 30%

\* Teaching experiences in other University/National Institutes: 10%

\* Industrial engagement: Nil

\* International experience in teaching: Nil

**2.4.12. How often does the college organize academic development programmes for its faculties, leading to enrichment of teaching learning process?**

➤ Curricular development: by organizing seminars, conference and orientation programme

➤ Teaching learning methods: By learners centric teaching methods

➤ Content /Knowledge management: By e-learning and participating teaching

➤ Any other:

**2.4.13. What are the teaching innovations made during the last five Years? How are innovations rewarded?**

✓ Teaching Innovations:

✓ Smart Class Room:

✓ Inter-disciplinary Seminar:

✓ Use of e-resources:

**2.4.14. Does the college have a mechanism to encourage?**

- ✓ Mobility of faculty between institutions for teaching? Yes
- ✓ Faculty exchange programmes with national and international bodies. No
- ✓ If yes, how have these schemes helped in enriching quality of the faculty?
- ✓ In Govt. College faculty exchange programme is need based by deployment orders of the Govt.

## **2.5 Evaluation Process and Reforms:**

### **2.5.1. How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes that are operative?**

- ✓ All the information regarding evaluation processes are in college website and students are informed about these through college calendars distributed to them at the time of admission. They are also informed by student's notice board. The faculties are informed about evaluation processes by different notices and meetings.

### **2.5.2. What are the major evaluation reforms initiated by the college and to what extent they have been implemented in the college? Cite a few examples which have positively impacted the evaluation management system?**

\* The major evaluation reforms initiated and implemented are

- ✓ Continuous evaluation process through monthly test for Hons. students.

### **2.5.3. What measures have been taken by the institution for continuous evaluation of students and ensuring their progress and improved performance?**

- ✓ For continuous evaluation the college implements through monthly test for Hons. students.
- ✓ Monthly test create to ensure student involvement and progress and the students are continuously involved in academic activities.

### **2.5.4. What percentage of marks is earmarked for continuous internal assessment? Indicate the mechanism strategized to ensure rigor of the internal assessment process.**

- ✓ No internal assessment, only monthly tests.
- ✓ The evaluated answer scripts are shown to the students with comments for improvement.

### **2.5.5. Does the college adhere to the declared examination schedules? If not, what measures have been taken to address the delay?**

- ✓ Ordinarily the college adheres to the declared examination schedules by the Berhampur University.

### **2.5.6. What is the average time taken by the college for declaration of examination results? Indicate the mode/media adopted by the college for the publication of examination results.**

✓ The Berhampur University is responsible for it.

**2.5.7. Does the college have an integrated examination plat form for the following processes?**

✓ No

✓ Invigilators: - One invigilator for every 25 students or part these of and one chief invigilator along with one reliving invigilator of each four invigilators.

✓ Squad:- The internal squad is arranged during examinations

✓ Attendance sheet: - The student attendance sheet is prepared for each sitting by the invigilators.

✓ On line payment gateways: No

**\* Examination Process**

**Examination material management:**

✓ The question papers are received from the Berhampur University in sealed packets, which bear the name of the subjects with its code number and number of question papers in the packets.

✓ After receiving the question papers a stock register of question paper is maintained and these are kept in a locker by the OIC, Controller of examination. The questions are issued to superintendent /Dy superintendent on the day of examination only before 1 hour of commencement of examination of the sitting.

✓ The blank answer sheets (Main & Supplementary) are kept in the strong room and its stock and issue is properly maintained.

✓ On the day of examination adequate numbers of answer booklets are issued and the used answer booklets are returned to the OIC of Examination on the same day along with a memo.

Logistics: One menial staff is provided for each examination hall to supply drinking water, thread etc.

**\* Post Examination Process:**

✓ The answer scripts are packed and sealed and sent immediately to the COE, Berhampur University after the examination is over.

✓ Tabulation: - After scrutiny the Pre-Test and Test marks are reflected in tabulation register and this register is used for processing of results for filling up the form for University exam.

✓ Certification: - The final results of different Degree examination are declare by Berhampur University, Odisha

**2.5.8. Has the college introduced any reforms in its Ph.D evaluation processes?**

➤ No Ph. D programme exists.

**2.5.9. What efforts are made by the college to stream line the operations at the office of the controller of examination? Mention any significance efforts which have improved process and functioning of the examination division/section?**

➤ Not Applicable

**2.5.10. What is the mechanism for redressal of grievances with references to evaluation?**

➤ Not Applicable

**2.6 Student performance and Learning Outcomes**

**2.6.1. Does the college have clearly stated learning outcomes? If yes give details on how the students and staffs are made aware of these?**

The college has clearly stated learning outcome for every programme. The college takes care of employability each of its students; however in-depth knowledge in the concern subject is the ultimate learning outcome of our curriculum. The students were made aware of the learning outcome in the induction meeting in the respective departments. The teachers attend orientation and refresher courses organized by academic staff colleges of different universities. This enriches them in planning out the learning outcome of the curriculum of their respective departments.

**2.6.2. How does the institution monitor and ensure the achievement of learning outcome?**

The institution has designed a strategy of assessing and monitoring the learning outcome by continuous evaluation process and feedback from students and teachers.

**2.6.3. How does the institution collect and analyze data on student learning outcomes and use it for planning and overcoming barriers of learning?**

At the end of every academic session the college analyses the performance of the students, placement status, dropout rate etc..

**2.6.4. Give programme wise details of the pass percentage and completion rate of students. Academic Session**

Session	Stream	% of Pass
2013-14	UG Arts	78%
2014-15	UG Arts	77%
2015-16	UG Arts	89%

Any additional information regarding teaching, learning and evaluation, which the institution would like to include. Nil

**CRITERION – III**  
**RESEARCH, CONSULTANCY AND EXTENSION**

### **3.1. Promotion of Research**

#### **3.1.1. Does the College have a research committee to monitor and address the issues of research? If yes, what is its composition? Mention a few recommendations which have been implemented and their impact**

The College has a research committee comprising of the Principal and all Heads of Departments to monitor and address issues of research.

#### **3.1.2. What is the policy of the College to promote research culture in the College?**

To promote research culture, the college laboratories and internet facilities are made available to the teaching staff throughout the year. Requisitions from concerned teachers are considered on priority basis while making annual purchases of books and journals for the library.

#### **3.1.3. List details of prioritized research areas and the areas of expertise available with the College**

- ✓ Women Studies,
- ✓ Tribal Development,
- ✓ Educational and skill development,
- ✓ Environmental and climate change,
- ✓ Contemporary Indian polity and social justice.

#### **3.1.4. What are the proactive mechanisms adopted by the College to facilitate smooth implementation of research schemes/projects?**

Staff members are encouraged to apply for research projects to different funding agencies. The academic section provides all the necessary information in this regard. Applications are promptly forwarded to the funding agencies. Teachers cleared by the govt. for research activities are promptly relieved from the college.

The college provides all kinds of technical and administrative support for research activities.

#### **3.1.5. How is interdisciplinary research promoted?**

Different Departments of the College are encouraged to work together on different projects

#### **3.1.6. Enumerate the efforts of the College in attracting researchers of eminence to visit the campus and interact with teachers and students?**

Research scholars of eminence are invited to the College to interact with students and teachers.

#### **3.1.7. What percentage of faculty has utilized sabbatical leave for research activities? How has the provision contributed to the research quality and culture of the College?**

They have continued their research activities along with their normal academic works in this College.

**3.1.8. Provide details of national and international conferences organized by the College highlighting the names of eminent scientists/scholars who participated in these events.**

The information is added in the Department Profile.

**3.1.9. Details on the College initiative in transferring/advocating the relative findings of research of the College and elsewhere to the students and the community (lab to land). Nil.**

**3.1.10. Give details of the faculty actively involved in research (Guiding student research, leading research projects, engaged in individual or collaborative research activity etc.)** No body at present is engaged in research work activity.

Dr. P.K.Kar, Principal, is guiding by Ph.D research scholars under Utkal University F.M.University and Utkal University of Culture.

**3.2. Resource Mobilization for Research**

**3.2.1. What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization for last four years.**

There is no diversion of funds allocated directly for research. However, indirectly, laboratory equipments, books in the library are purchased keeping in view the requirements of the faculties involved in research.

**3.2.2. What are the financial provisions made in the College budget for supporting student research projects?**

Since this is an undergraduate college, financial provision for student projects is not applicable to us.

**3.2.3. Is there a provision in the institution to provide seed money to faculty for research? If so, what percentage of the faculty has received seed money in the last four years?**

Support in the form of free-use of laboratory, library and internet sources are provided to the faculty for research work.

**3.2.4. Are there any special efforts made by the College to encourage faculty to file for patents? If so, provide details of patents filed and enumerate the sanctioned patents.**

No

**3.2.5. Provide the following details of ongoing research projects: Nil**

Year Wise	Number	Name of the Project	Name of the funding agency/Industry	Total grant received
<b>A. College funded</b>				
Minor projects				
Major projects				
Along with Industry				
<b>B. Other agencies – national and international (Specify)</b>				
Minor projects				
Major projects				
C. Industry Sponsored				



**3.2.6. How many departments of the College have been recognized for their research activities by national / international agencies (UGC-SAP, CAS, DST-FIST, DBT, ICSSR, ICHR, ICPR, etc. ) and what is the quantum of assistance received? Mention any two significant outcomes or breakthrough due to such recognition. - No**

**3.2.7. List details of completed research projects undertaken by the College faculty in the last four years and mention the details of grants received for such projects (funded by the Industry/National/International agencies). NIL**

### **3.3. Research Facilities**

**3.3.1. What efforts are made by the College to keep space with the infrastructure requirements to facilitate Research? How and what strategies are evolved to meet the needs of researchers?**

U.G.C. grants, Development fund and grants from the state government are utilized for getting equipments, laboratories, libraries and computers keeping in view requirements of students and faculties for research activities. The teaching faculties are regularly updated about various funding agencies for research projects. Special arrangements are made to keep the internet rooms and laboratories open for research activities throughout the year

**3.3.2. Does the College have an information resource center to cater the needs of researchers? If yes, provide details on the facility.**

It is going to establish in near future.

**3.3.3. Does the College provide residential facilities (with computer and internet facilities) for research scholars and faculty? No**

**3.3.4. Does the College have a specialized research center /workstation to address challenges of research programmes? If yes, give details.**

No

**3.3.5. Does the College have research facilities (center, etc.) of regional, national and international recognition/repute? Give a brief description of how these facilities are made use of by researchers from other laboratories. No**

### **3.4. Research Publication Awards:**

**3.4.1. Highlight the major research achievements of the College through the following:**

Major papers presented in regional, national and international conferences Publication per faculty: Details available in the departmental profiles.

Faculty serving on the editorial boards of national and international journals: Nil.

Faculty members on the organization committees of international conferences recognized by reputed organization /societies: Nil

**3.4.2. Does the College publish research journals(s)? If yes, indicate the composition of the editorial board, publication policies and whether it is listed in international database? Nil**

**3.4.3. Give details of publication by the faculty**

- Number of the papers published in peer reviewed journals (national/international)
- Monographs
- Chapter in Books
- Editing Books
- Books with ISBN numbers with details of publishers

- Number listed in International Database (For e.g. Web of Science, Scopus, Humanities International Complete, Dare Database – International Social Sciences Directory, EBSCO host, etc.)
- Citation Index – range / average
- SNIP
- SJR
- Impact factor – range / average
- H-index

**3.4.4. Indicate the average number of successful M.Phil and Ph.D scholars guided per faculty.**  
Nil

**3.4.5. What is the stated policy of the College to check malpractices and misconduct in research?** NA

**3.4.6. Does the College promote interdisciplinary research? If yes, how many interdepartmental / inter disciplinary research projects have been undertaken and mention the number of departments involved in such an endeavor.** Nil

**3.4.7. Mention the research awards instituted by the College.** Nil

**3.4.8. Provide details of**

**Research awards received by the faculty:** Nil

**Recognition received by the faculty from reputed professional bodies and agencies:** Nil

**3.4.9. State the incentives given to faculty for receiving state, national and international recognitions for research contributions.** Nil

**3.5. Consultancy**

**3.5.1. What is the stated policy of the College for structured consultancy? List a few important consultancy services undertaken by the College.** Nil

**3.5.2. Does the College have College-industry cell? If yes, what is its scope and range of activities?** Nil

**3.5.3. What is the mode of publicizing the expertise of the College for consultancy services? Mention the departments from whom consultancy was sought.** Nil

**3.5.4. How does the college encourage the faculty to utilize the expertise for consultancy services?** Nil

**3.5.5. List the board areas of consultancy services provided by the College and the revenue generated during the last four years:** as the College is Government College, so it has been fully funded by the Government of Odisha.

**3.6. Extension Activities and Institutional Social Responsibility (ISR)**

**3.6.1. How does the College sensitize the faculty and students on Institutional Social Responsibilities? List the social outreach programmes which have created an impact on students' campus experience.**

The College has been working to inculcate and imbibe the value of social services and citizens responsibility towards the society. So the college has been extensively active in various social awareness programmes such as Social work, Health and Hygiene awareness, Medical Camp, Adult Education and Literacy in Computer, Blood donation camp, AIDS and Cancer awareness and Disaster Management etc. Members of the faculty are given additional responsibilities to look after extension activities like NSS, Youth Red Cross and they are designated as NSS Programme Officer(s), Counselor(s) of Youth Red Cross Officers. The social outreach programmes are implemented by the student volunteers in NSS & YRC. The students and teachers are encouraged to participate in execution activities for which due weightage is given to students at the time of admission and their nomination to electoral college of students council. There is honorarium package for teachers, recognition by the University and the state, outstanding achievements of teachers are entered in their PAR which counts for promotion and career advancement.

**3.6.2. How does the College promote College-neighborhood network and student engagement, contributing to holistic development of students and sustained community development?**

The College works and plans for its extension activities along with NGOs and Government of Odisha to promote college neighborhood linkage and holistic development and sustainable planning and community development by organizing extension activities in collaboration with Govt. departments like health, horticulture, PWD, R&B, GED, veterinary and health.

➤ The District Employment Officer provides regular information regarding employment opportunity through Students' Information Bureau for student engagement. The Youth Red Cross unit of the college, in collaboration with the district and state level Red Cross undertakes several welfare programmes.

➤ The NSS volunteers clean the campus and arrange Health Checkup Camps in collaboration with Sub-Divisional Hospital. Literacy mission and village environment Programmes are carried out in rural areas during holidays.

**3.6.3. How does the College promote the participation of students and faculty in extension activities including participation in NSS, YRC and other National / International agencies?**

The College promotes participation of student volunteers of NSS and YRC along with the faculty(s) in-charge in national camps by providing their expenses, academic card and attendance relaxation.

**3.6.4. Give details on social surveys, research or extension work (if any) undertaken by the College to ensure social justice and empower the under-privileged and most vulnerable sections of society?**

**A) Social Service Activities :** Health and Hygiene awareness programme, Medical Camp , Adult Education and Literacy programme, Blood Donation Camp, AIDS Awareness Camp, Cancer awareness, Disaster Management, Vigilance awareness, Environmental awareness, Information on Job opportunity, Computer Literacy Programme, observation of World Health Day, World Red Cross Day, Cleaning of College premises, Hostel cleaning, Helping needy students etc. are some of the features of the extension activities of NSS and YRC Units of the College.

**B) Research and Extension Activities:** Volunteers perform survey and collect and compile information on Malaria, Filarial, Blood group, RH factor and Health hazards and submit report to hospitals as a part of practical research at grass root level and the extension work includes literacy programmes, environmental awareness, Plantations, Wild Life Protection, teaching hygienic methods, and implemented for rural under-privileged and vulnerable human population.

**3.6.5. Give details of awards / recognition received by the College for extension activities / community development work.** No

**3.6.6. Reflecting on objectives and expected outcomes of the extension activities / community development work.**

- Recognition by the University & the State for outstanding services rendered.
- Extra weightage is given in Defence and Police Services and also by NGOs.
- They get an opportunity to transform acquired knowledge to acquisition of life skills

**3.6.7. How does the College ensure the involvement of the community in its outreach activities and contribute to the community development? Detail the initiatives of the College which have encouraged community participation in its activities.**

The Alumni are involved in organizing various outreach programmes in the college.

**3.6.8. Does the College have mechanism to track the students' involvement in various social movements / activities which promote citizenship roles?**

Yes, the College students has been actively engaged in various social activities such as Active Citizen Programme, NSS, YRC etc.

**3.6.9. Give details on the constructive relationships (if any) with other institutions in the nearby locality in working on various outreach and extension activities.**

Yes – the College has been working jointly with Vikram Dev (Autonomous) College, Jeypore; Central University of Odisha, Koraput in different subject matters.

**3.6.10. Give details of awards received by the institution for extension activities and / contributions to the social / community development during the last four years**

Though, the College has not received any awards, it was highly appreciated by the intellectuals and civil society for its contributions towards the society for its various programmes such as NSS Camps, YRC, Swacha Bharat Abhiyan etc.

**3.7. Collaboration**

**3.7.1. How has the College's collaboration with other agencies impacted the visibility, identity and diversity of activities on the campus? To what extent has the College benefited academically and financially because of collaborations?**

Nil

**3.7.2. Mention specific examples of how these linkages promote**

- Curriculum development
- \* Internship, on-the-job training: - No
- \* Research exchange and development: - No
- \* Research, Publication: - Nil

**3.7.3. Does the College have MoUs nationally / internationally and with institutions of the national importance / other universities/industries/corporate houses etc.? If yes, explain how the MoUs have contributed in enhancing the quality and output of teaching learning, research and development activities of the College? No**

**3.7.4. Have the College industry interactions resulted in the establishment / creation of highly specialized laboratories / facilities? No**

- Any additional information regarding Research, Consultancy and Extension, which the institution would like to include. Nil.
- As an Undergraduate college, the thrust is on teaching though ample scope is provided to students and teachers for Research and Consultancy.

**CRITERION – IV**  
**INFRASTRUCTURE AND LEARNING RESOURCES**

## **CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES:**

### **4.1. Physical Facilities**

#### **4.1.1. How does the College plan and ensure adequate availability of physical infrastructure and ensure its optimal utilization?**

The existing physical built up area of the college is about 6200 sq. mt and the college building is used from 07:30 A.M. to 05:00 P.M. Junior college also uses the infrastructure. The Government of Odisha. Also use the infrastructure for various Recruitment Tests on Sundays and holidays.

#### **4.1.2. Does the College have a policy for creation and enhancement of infrastructure in order to promote a good teaching-learning environment? If yes, mention a few recent initiatives. Yes, Funds available from the following are used to augment the infrastructure.**

- ✓ UGC Grants, RUSA Grant & also Grants from State Government.
- ✓ Development fee collected from students.

#### **4.1.3. Does the College provide all departments with facilities like office room, common room, and separate rest rooms for women students and staff?**

Departments with practical subjects are provided with store rooms, departmental staff room and all Honours teaching departments are given separate class room. However there are two Girls' Common Rooms with toilet facilities for women students

#### **4.1.4. How does the College ensure that the infrastructure facilities meet the requirements of students/staff with disabilities?**

The present infrastructure does not impede the physically handicapped persons

#### **4.1.5. How does the College cater to the residential requirements of students? Mention!**

The College caters to the residential needs of about 12% of its students by providing hostel accommodation. The College has one ITDA hostel for girls with 100 seats.

#### **4.1.6. How does the College cope with the health related support services for its students, faculty and non-teaching staff on the campus and beyond?**

The Sub-divisional Head Qrs.Hospital and DHQ Hospital, located with in the 01km and 22kms respectively, which facilitates immediate shift of ailing staff/students to the hospital. 108 Ambulance attends to emergency calls.

#### **4.1.7. What special facilities are made available on the campus to promote interest in sports and cultural events?**

Existing sports facilities, indoor and outdoor, such as Athletes, , Cricket, FootBall, Sprint events, Kabadi, Table Tennis, Badminton, Volley Ball, Badminton Courts, etc are available in the campus

and at Stadium. The College has its gymnasium. The students and staff use the college pandal for Cultural events, staging annual college Drama etc.

#### **4.2. Library as a Learning Resource:**

**4.2.1. Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?**

Yes, The Library advisory committee consists of the Principal as the Chairman, Officer in-charge and some members from the teaching faculty and the Librarians as member. The committee meets at regular intervals to decide the purchase, infrastructural development and improvisation of the Library.

#### **4.2.2. Provide details of the following:**

**4.2.2.1. Total area of the library (in 250 Mts.):** Ground floor/ 1st floor

**4.2.2.2. Total seating capacity-**30

**4.2.2.3. Working hours on working days:** 10:00 A.M. to 05:00 P.M.(without interruption),

On holidays it remains closed,

#### **Layout of the library**

**4.2.2.4. Adequate signage;** Yes

**Fire alarm:** yes

**Access to differently- abled users and mode of access to collection:** No

#### **4.2.3. Give details on the library holdings Total No. 16013**

**4.2.3.1. Print (Books, back volumes and thesis) Text Books-** 7400

**4.2.3.2. Reference Books-** 8613

**4.2.3.3. Titles of Journal subscribed –**

- ✓ Indian Journal of Political Science
- ✓ Indian Journal of Public Administration
- ✓ Studies in Indian Politics
- ✓ Economics and Political Weekly,
- ✓ Seminar
- ✓ World Focus
- ✓ Indian Journal of Community Health
- ✓ Food Science Research Journal



- ✓ The Indian Journal of Nutrition and Dietetics
- ✓ Indian Historical Review
- ✓ Journal of Odisha History
- ✓ Utkal Historical Research Journal
- ✓ Competition Refresher,
- ✓ Competition Success Review,
- ✓ Banking Service Chronical,
- ✓ Pratiyugita Kiran,
- ✓ G.K.Today,
- ✓ Wisdom,
- ✓ Employment News,
- ✓ Nijukti Khabar,
- ✓ Vision,
- ✓ G.K. by CSR,
- ✓ G.K. by CR,
- ✓ Jhankar,

**4.2.3.4. Non Print (Microfiche, AV): Nil**

**4.2.3.5. Electronic (e-books, e-Journals): Nil**

**4.2.3.6. Special collection (eg. Text book, Reference books, standards, patents)**

**What tools does the library deploy to provide access to the collection?**

**4.2.3.7. OPAC:- No**

**4.2.3.8. Electronic Resource Management package for e-journals: Nil**

**4.2.3.9. Federated searching tools to search articles in multiple databases:- No**

**4.2.3.10. Library Website:-No**

**4.2.3.11. In-house/remote access to e-publications:-No**

**4.2.4. To what extent is the ICT deployed in the library?**

**4.2.4.1. Library automation: Yes**

**4.2.4.2. Total number of computers for public access:-02**

**4.2.4.3. Total numbers of printers for public access:-01**

**4.2.4.4. Internet band width speed:- Yes**

**4.2.4.5. Institutional Repository:-Nil**

**4.2.4.6. Content management system for e-learning:- Yes: Net browsing, e-mail etc.**

**4.2.4.7. Participation in Resource sharing networks/consortia (like INFLIBNET):- No**

**4.2.5. Provide details**

**4.2.5.1. Average number of walk-ins (Including reading room):-60/day**

**4.2.5.2. Average number of books issued/returned:-40/day**

**4.2.5.3. Ratio of library books to students enrolled:-30:1**

**4.2.5.4. Average number of books added during last three years:- 1110**

**4.2.5.5. Average number of login to OPAC:- Nil**

**4.2.5.6. Average number of login to e-resources:-05/day**

**4.2.5.7. Average number of e-resources downloaded/printed:-03/day**

**4.2.5.8. Number of information literacy trainings organized:-07**

**4.2.6. Give details of the specialized services provided by the library:- Nil**

**4.2.6.1. E-Library facilities: Yes**

**4.2.6.2. Use of ICT tools:-** The library is equipped with computers, Microsoft application software for online service, printer, scanner, and photo copier.

**4.2.6.3. Manuscripts:- Yes**

**4.2.6.4. References:- Yes**

**4.2.6.5. Reprography:-Yes**

**4.2.6.6. ILL (Inter Library Loan Service):-No**

**4.2.6.7. Information Deployment and Notification:-Yes**

**4.2.6.8. OPAC:-No**

**4.2.6.9. Internet Access:-Yes**

**4.2.6.10. Downloads:-Yes**

**4.2.6.11.** Printouts:- Yes

**4.2.6.12.** Reading list/ Bibliography compilation:- Yes

**4.2.6.13.** In-house/remote access to e-resources:- No

**4.2.6.14.** User Orientation:- Yes

**4.2.6.15.** Assistance in searching Databases:- Yes

**4.2.6.16.** INFLIBNET/IUC facilities – No

**4.2.7.** Provide details on the annual library budget and the amount spent for purchasing new books and journals. There is no separate budget for the library; the Govt. grant includes funds for library. Amount spent on procuring new books, Journals, Periodicals, & e-commerce during XII plan period (2007-2008 to 2011-2012):- Rs. 9,16,0000/-

✓ Text books- 7,400 + 5,984 = 13384

✓ Reference books- 8,613+ 9,800 = 18413

✓ Journals- 36

**4.2.8. Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services:-**

Yes, it has been implementing the user friendly suggestion.

**4.2.9. List the infrastructural development of the library over the last four years.**

✓ Modernization, Automation of library,

✓ Sophistication of the students reading rooms and special reading room for staff.

**4.2.10. Did the library organize workshop/s for students, teachers, and non-teaching staff of the College to facilitate better Library usage?**

– Yes, Library has conducted a ‘Library Literacy Orientation Programme’ on dated 08.09.2016. The Resource Person was Mr. Dillip Kumar Sethy, Librarian, Government Polytechnic College, Koraput.

**4.3. IT Infrastructure: Yes**

**4.3.1. Does the College have a comprehensive IT policy addressing standards on IT Service Management, Information Security, Network Security, Risk Management and Software Asset Management? - No**

**4.3.2. Give details of the College’s computing facilities (hardware and software).**

✓ Number of systems with configuration: 30

- ✓ Computer-student ratio: 1:35
- ✓ Dedicated computing facility: Computer Hub is there in College.
- ✓ LAN facility: Yes
- ✓ Propriety software / Open source software: Yes
- ✓ Number of nodes/ computers with internet facility: Computer with internet facility around:24

**4.3.3. What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?**

Computer literacy and use of Use of ICT tools will help facilitate faculty and students participate in resource sharing.

**4.3.4. Give details on access to online teaching and learning resources and other knowledge, and information provided to the staff and students for quality teaching, learning and research.**

Access to online teaching and learning e-resources by Net browsing, use of ICT tools for teaching, use of PPT, use of teaching methods by the use of CDs/software/interactive multimedia tools have improved the quality of teaching - learning.

**4.3.5. Give details on the ICT enabled classrooms/learning spaces available within the College and how they are utilized for enhancing the quality of teaching and learning.**

The smart rooms of the College has been upgraded with AC, audio & video systems to hold seminars & meetings and feeded by inverter for uninterrupted power supply for technology integration in the teaching- learning process. That apart, two Hons. teaching rooms have been upgraded to smart class room with Audio and Video system and power point presentation for enhancement of the quality of teaching and learning.

**4.3.6. How are the faculty facilitated to prepare computer aided teaching-learning materials? What are the facilities available in the College or affiliating University for such initiatives?**

Most of the faculty members use audio-visual aids for e-learning, refer internet and multimedia & impart computer based education.

**4.3.7. How are the computers and their accessories maintained? (AMC, etc.) :**

From UGC grant, RUSA grant and Grants by the Government of Odisha.

**4.3.8. Does the College avail of the National Knowledge Network connectivity directly or through the affiliating University? If so, what are the services availed of?**

No

**4.3.9. Provide details on the provision made in the annual budget for update, deployment and maintenance of the computers in the College?**

Yes there is few specific budgeting provision; however, the expenditure is incurred from Govt. Grant & UGC, RUSA funding. The grant under repair and maintenance of equipments is utilized for this purpose. In case of urgency the college development fund is utilized for this purpose.

**4.4. Maintenance of Campus Facilities:**

**4.4.1. Does the College have an Estate Office / designated officer for overseeing maintenance of buildings, class-rooms and laboratories? If yes, mention a few campus specific initiatives undertaken to improve the physical ambience:**

The College has the building infrastructure including classrooms, library, laboratory; office etc is maintained by PWD (R & B) Department of Govt. of Odisha. The Asst. Engineer and Junior Engineer give periodic visit to the campus and undertake repair and extension activities in consultation with the Principal and members of development committee.

**4.4.2. Does the College appoint staff for maintenance and repair? If not, how are the infrastructure facilities, services and equipment maintained? Give details. No**

The infrastructure facilities, services and equipments are maintained by Govt. agencies. Minor repairs are done at the college level.

**Any additional information regarding Infrastructure and Learning Resources, which the institution would like to include.**

- ✓ The campus has one botanical gardens and the entire campus is maintained by regular staff of the college.
- ✓ Safe drinking water is made available to students and staff in different departments, office and common room.

**CRITERION – V**  
**STUDENT SUPPORT AND PROGRESSION**

## **5.1 Student Mentoring and Support**

### **5.1.1 Does the College have an independent system for student support and mentoring? If yes, what are its structural and functional characteristics?**

The career counseling and placement cell, Anti- ragging cell, Students. Information Bureau, Grievance Redressal / Counseling Cell, Gender Sensitive against Sexual Harassment Cell provide necessary assistance to students. Structurally, each cell consists of faculty members and functionally monitor and act for the welfare and support.

### **5.1.2 What provisions exist for academic mentoring apart from class room work?**

Students are academically mentored and counseled by the faculty in seminars, preparation of their project reports, Personal interactions in proctorial classes.

### **5.1.3 Does the College provide personal enhancement and development schemes for students? If yes, describe techniques employed e.g. career counseling, soft skill development, etc.**

**Yes.** Soft Skills development is ensured through

- ✓ Communicative English
- ✓ Career Counseling Classes
- ✓ Personal Development Classes
- ✓ Coaching classes for various competitive examinations

### **5.1.4 Does the College publish its updated prospectus and handbook annually? If yes, what are the activities / information included / provided to students through these documents? Is there a provision for online access?**

The College publishes its updated calendar annually. The information provided in calendar includes: Brief history of the college, Succession list of principals, teaching and non-teaching staffs, extracurricular activities assigned to different faculty members, college rules, seats available in different streams of UG courses, admission procedure, Hostels and Hostel rules, Red Cross, NSS, financial assistance, fee structure, fines, different committees/ cells working in the college, exam pattern and rules and regulations related to it, college election, library and reading room, athletics and sports, common rooms etc. The college also publishes its updated prospectus annually for the UG admission which is governed by the rules framed by the Department of Higher Education, Govt.of Odisha, and the soft copy is available online in the DHE website [WWW.dheorissa.in](http://www.dheorissa.in). The college website <http://govtwomenscollegejeypore.org> also informs the students about various rules.

**5.1.5 Specify the type and number of scholarships / freeships given to students (UG/PG/M.Phil/Ph.D/Diploma/other in tabular form) by the College Management during the last four years. Indicate whether the financial aid was available on time.**

**POST MATRIC SCHOLARSHIP**

Financial Year	No of SC Students		No of ST Students		OBC SEBC	Total Amount In Rupees
	Boys	Girls	Boys	Girls		
2012-13		37		27	8	286350 /-
2013-14		41		29	5	394460 /-
2014-15		56		32	6	438490 /-
2015-16		54		97	4	711010 /-

**5.1.6 What percentage of students receives financial assistance from state government, central government and other national agencies? No**

**5.1.7 Does the College have an International Student Cell to the needs of foreign students? If so, what measures have been taken to attract foreign students? No.**

**5.1.8 What types of support services are available for?**

- ✓ Overseas students: Nil
- ✓ Physically challenged / differently abled students: Given due weightage during the time of admission/ provided financial assistance and hostel accommodation: Yes
- ✓ SC/ST, OBC and economically weaker sections: Weightage at the time of Admission/ Financial assistance and Hostel accommodation: Yes
- ✓ Health center, health insurance etc.: Immediate health care facility extended: No
- ✓ Skill development (Spoken English, Computer Literacy, etc.) : Yes Through Communicative English, use of Computer Lab and Language Lab.
- ✓ Performance enhancement for slow learners / students who are at risk of failure and drop outs: Engaging extra classes / imparting remedial coaching / Personal interaction/doubt clearing classes.  
Yes – Trough the Remedial classes and special electoral classes
- ✓ Exposure of students to other institutions of higher learning /corporate/ business house, etc : Yes  
Through the study tour to visit national institution and university.



✓ Publication of student’s magazines: The college magazine “**The Nabarupa**” publishes articles of students. The magazine also publishes different photographs of the major events held during the session.

**5.1.9 Does the College provide guidance / coaching classes for Civil Services, Defense Service, NET/SLET and any other competitive examination? If yes, what is the outcome?**

College provides career counseling, and soft skill development classes in UG, Orientation classes for Civil Services and Higher studies.

**5.1.10 Mention the policies of the College for enhancing student participation in sports and extracurricular activities through strategies such as**

- \* Additional academic support, flexibility in examinations: Nil
- \* Special dietary requirements, sports uniform and materials: Sports uniform and materials for Games and Sports are provided by the college, dietary supplements are arranged during the University / State / National Level sports & events.
- \* Any other: The College encourages and inculcate the sport spirit among the students.

**5.1.11 Does the College have an institutionalized mechanism for placement of its students? What services are provided to help students identify job opportunities, prepare them for interview, develop entrepreneurship skills?**

The college has a placement cell which arranges career-counseling programmes for the students. The Students’ Information Bureau under a coordinator conducts career counseling classes and organizes seminar to keep the students informed about various employment opportunities. Faculties from diversified fields such as IT, Industry, Research centres etc. are invited to interact with the students. Latest magazines / News Paper etc. in this context are provided to students in the library reading room.

**5.1.12 Give the number of students during campus interviews by different employers (list the employers and the number of companies who visited the campus annually for the last four years).**

Year	Total No of students selected in Campus Interview	List of employees and companies visited campus
2012-13	NIL	NIL
2013-14	4	1
2014-15	6	1
2015-16	10	2

**5.1.13 Does the College have a registered Alumni association? If yes, what are its activities and contributions to the development of College?**

**Yes.** The alumni of this college play a dynamic role in providing necessary guidance and advice in matters of curricular and extra-curricular activities. They also play a major role in the all-round development of the college.

**5.1.14 Does the College have a student grievance redressal cell? Give details of the nature of grievances reported and how they were redressed.**

**Yes.** Student's grievances Cell are heard and practical solutions provided. If required necessary counseling is done by the Cell.

**5.1.15 Does the College have a cell and mechanism to resolve issues of sexual harassment?**

**Yes.** The college has a Gender Sensitive against Sexual Harassment Cell to deal with such situations but no such instances have occurred during last four years.

**5.1.16 Is there an anti-ragging committee? How many instances (if any) have been reported during last four years and what action has been taken on these? Yes**

**Yes.** There is a Anti-ragging Cell has been working and imparting necessary orientation and taking acting action against those who violate the law.

**5.1.17 How does the College elicit the cooperation from all stakeholders to ensure overall development of the students considering the curricular and co-curricular activities, research, community orientation etc.**

All the stake holders of the college - Students, teachers, parents, management and civil society has extends their full support and cooperation for the all-round development of the students and institution.

**5.1.18 What special schemes /mechanisms are in place to motivate students for participation in extracurricular activities such as sports, cultural event, etc.**

The students who excel in the college sports and athletics are encouraged to participate in inter-college and inter university competitions. Games and Sports and other athletic activities provide them opportunities in job sectors. Students participate in cultural activities through cultural functions of the college. Every year we organize annual athletic meet and cultural week as per academic calendar of Govt. of Odisha. The students actively participate in different sports and cultural events and this provides a platform to exhibit their unique talents. They also participate in district level cultural programmes like "PARAB" (Organised by Govt. of Odisha) and earn laurels for the college.

**5.1.19 How does the College ensure participation of Women in 'intra' and 'inter' institutional sports competitions and cultural activities? Provides details of sports and cultural activities in which such efforts were made?**

The Women students are encouraged to participate in indoor games and athletics at college, University and Inter-University levels and achieve name and fame for the institution.

## **5.2 Student Progression**

**5.2.1 Provide details of programme-wise success rate of the College for the last four years. How does the College compare itself with the performance of other autonomous College / Universities? (if available)**

Academic session	Streams	No of students appeared	No of students Passed	% of Pass
2012-13	+3 Arts (BA)	113	94	83%
2013-14	+3 Arts (BA)	116	91	78%
2014-15	+3 Arts (BA)	119	92	77%
2015-16	+3 Arts (BA)	109	97	89%

**5.2.2 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlights the observed trends.**

Program me	Streams	2011-12	2012-13	2013-14	2014-15	2015-16
Under Graduate	Arts	5	10	11	14	15

**5.2.3 What is the Programme-wise completion rate/dropout rate within the time span as stipulated by the College / University? (Admitted in 2013- 14 appeared exam in 2016)**

Program me	No of student admitted	No of student appeared final Exam	No of students get passed	Completion rate (%)	Dropout Rate	Time span
+3 Arts(BA)	128	109	97	85%	15%	03 years

**5.2.4 What is the number and percentage of students who appeared/qualified in examination like UGC-CSIR-NET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/GMAT/Central/State services, Defense, Civil Services, etc?**

EXAMINATION	No. of students appeared/ qualified (2012-13)	Percentage
UGC-CSIR NET	Data not available	
UGC NET	Data not available	
ATESAT/TOFEL/GMAT	Data not available	
CENTRAL SERVICES	Data not available	
STATE SERVICES	Data not available	
DEFENCE SERVICES	Data not available	
CIVIL SERVICES/ICS/OCS	Data not available	
PRIVATE SERVICES	Data not available	

**5.2.5 Provide details regarding the number of PhD / D.Sc. / D.Litt. thesis submitted, accepted, resubmitted and rejected in the last four years.**

The college does not have these programmes.

**5.3 Student Participation and Activities**

**5.3.1 List the range of sports and games, cultural and extracurricular activities available to students. Provide details of participation and program calendar.**

a. **Range of sports and games.** The college has a campus. Athletics, handball, cricket, Kho Kho badminton, volley ball etc. are played in the field. There is a multi gym in the College.

b. Cultural activities.

**5.3.2 Provide details of the previous four years regarding the achievements of students in co-curricular, extracurricular activities and cultural activities at different levels: University / State / Zonal / National / International, etc.**

<b>Activities</b>	<b>2012-13</b>	<b>2013-14</b>	<b>2014-15</b>	<b>2015-16</b>
Sports (included in University team at inter University Tournament)	<b>06</b>	<b>07</b>	<b>06</b>	<b>18</b>

**5.3.3 How often does the College collect feedback from the students for improving the support services? How is the feedback used?**

The college has adopted collecting feedback from the UG final year students confidentially through IQAC. The feedback covers information on 12 aspects which the students fill up confidentially and submit to the Principal usually in the month of May in every academic year. The feedbacks are analyzed and appropriate actions are initiated to improve the quality of support services.

**5.3.4 Does the College have a mechanism to seek and use data feedback from its graduates and employers, to improve the growth and development of the College?**

**Yes.** The data collected from students are analyzed and used to take necessary decisions and actions.

**5.3.5 How does the College involve and encourage students to publish materials like catalogues, wall magazines, College magazine and other material? List the major publication / materials brought out by the students during the previous academic session.**

Students contribute popular articles, new clips, photographs, pictures, etc. for the wall magazine brought out in different departments and for the college magazine “THE NABARUPA”.

**5.3.6 Does the College have a student council or any similar body? Give details in its constitution, major activities and funding.**

Yes, The College has its Students’ Union. The Student bodies - Association / Society are

Constituted through direct election in every academic year and they function under an advisory body selected by the Principal. The constitution, functions and activities of each association / society are mentioned in detail in the college calendar.

To minimize the corrupt practices in student's election and to make it free from active politics the Dept. of Higher Education, Govt. of Odisha provides necessary guidelines in consistent with the LYNGDOH COMMISSION REPORT and it is strictly followed by the College.

The elected representatives give necessary leadership in solving student problems and help the authority to conduct annual function, athletic meet, cultural programme and other extracurricular activates like blood donation camp, health camp, disaster management camp, NSS, YRC etc.

**5.3.7 Give details of various administrative and academic bodies those student representatives on them. Provide details of their activities.**

Please See Annexure -

*Any additional information regarding Student Support and Progression, which the institution would like to include.*

The support services add variety to the academic life of students and make them develop into a whole personality. Gym, Youth Red Cross, NSS, Student Information Bureau, College Website enable students to grow socially and academically.

The College takes utmost care to send students representative to sporting events and cultural competitions conducted by the Universities, district authorities and the local cultural associations to display their hidden talent. The recreational & leisure time facilities available in the college are 'indoor game' cultural games, Gym, Cultural programmes etc, which bring academic progress by providing holistic support.

**CRITERION – VI**  
**GOVERNANCE, LEADERSHIP AND MANAGEMENT**

## **6.1 Institutional Vision and Leadership**

### **6.1.1 State the vision and mission of the College.**

I. To establish it as a premier A-grade women's institution of higher learning in the whole state and in this remote and backward region of the state in particular and engaging itself in the service of a large population of Schedule Tribes(ST) and Schedule Castes(SC) in the area.

II. Being a Govt. institution it has its social and other obligations for the society in terms of the objectives and programmes of the Govt.

III. Goals and objectives of the institution::-

✓ To serve the needs of higher education for the large population of the backward and remote area who are otherwise 600KMs away from the state headquarters and about 400 KMs away from the university education centre.

✓ To make available quality of higher education at a very affordable fee to those who are otherwise unable to avail the same due to high fees.

✓ To excel in terms of the teaching learning, students input and output examination results and academic development.

✓ To take up extension activities for the spread of education and awareness in the poor and backward populated of the region of the state.

IV. The college looks into aspects of the social development, intellectual development, ecological and environmental considerations in terms of its several extension and other programmes of its own as well as under various agencies and organizations.

V. Different committees/bodies of the college are entrusted the duties of the implementation of the different plans and schemes which are supervised by the management and administrative authorities as per UGC and Govt. provisions.

**6.1.2 Does the Mission Statement define the College's distinctive characteristics in terms of addressing the needs of society, the students it seeks to serve, College's tradition and value orientations, vision for the future, etc.?**

Yes. It has been clearly mention in the Vision Statement of College, Academic Calendar.

**6.1.3 How is the leadership involved in ensuring the organizations management system development, implementation and continuous improvement:- –**

The Principal plays a key along with Head of the Departments and some of the senior faculty members in framing various policies and principles for proper academic, administrative and financial management of the institution leading to its systematic development and progress in all spheres of the institution.

✓ **Interaction with stakeholders**-Executive Committee discusses various issues, challenges and progresses with regard to achievements of goals and implementation. Besides the Principal, and the staff also provide counseling to the students about various issues, policies facilities and skills etc. available in the institution. The parents and local elites of different sectors also interact with the Principal and the staff during the meetings the Principal presents the objectives, policies and various implementations etc. These interactions help in ensuring the stake holders' participation to achieve the objectives and goals.

✓ **Reinforcing culture of excellence.** - The institution strives for excellence in teaching and extracurricular activities. The students excelling in different fields are awarded on the annual day, students who excel in academic support and cultural activities are provided with certificates and prizes and medals on the Annual Day function of the College. The students representing the University and state in different sports/NSS/YRC activities are also awarded.

✓ **Identifying needs and championing organizational development (OD)?** Further development of infrastructural facilities relating to class rooms, laboratories and hostels for girls have been identified as the institution's prime needs. Steps are taken to improve those facilities with grants from the RUSA, UGC and State Government.

**.6.1.4 Were any of the senior leadership positions of the College vacant for more than a year? If so, indicate the reasons.**

✓ No

**6.1.5 Does the College ensure that all positions in its various statutory bodies are filled and conduct of meetings at the stipulated intervals?**

Yes.

**6.1.6 Does the College promote a culture of participative management? If yes, indicate the levels of participative management.**

Yes, in most of the cases, all the stakeholders are being involved to address the problem. In hostel matters, the superintendent borders and parents are participate in the process of decision making.



Similarly, in other College matters the student representatives, local eminent persons and Govt. representatives are participate in the process of decision making.

**6.1.7 Give details of the academic and administrative leadership provided by the University to the College?**

This College being a Govt. Women's College, the dependence on the university is paramount for the curriculum development, registration of students, examinations, evaluation, certification and other UGC activities as per Govt. Rules and directions.

**6.1.8 How does the College groom the leadership at various levels?**

Students of our college also participate in athletics, NSS, YRC, Active Citizenship programme and other activities sponsored by University and Government.

**6.1.9 Has the College evolved any strategy for knowledge management? If yes, give details.**

Unit wise lecture notes are kept in the Departments, by the faculty members of the respective Departments for the future reference of the students. The College has taken initiatives for preparation of question bank programme wise and course wise. The research publications, books etc. has been kept by the concern departments published or written by the faculty members for the benefit of the student's research activity.

**6.1.10 How the following values reflected in various functions of the College?**

\* **Contributing to national development:** The Government Women's College situated in the infamous KBK District. It provides quality higher education to the SC, ST and other backward communities to make them competent which may lead to the development of the community as well as the nation.

\* **Fostering global competencies among students:** The College provides to enhance the communication skills of the students. Soft skill training has been given to the students to make them competent globally.

\* **Inculcating a value system among students:** The College has N.S.S. and Y.R.C units. Participation of students in these activities give them opportunity for community service and help them to inculcate the value system like respect for humanity and society. Along with these activities the College organizes extramural lectures to enhance the morality of the students.

\* **Promoting use of technology:** The College is well equipped with the latest technology such as internet, audio-video system, LCD projectors etc.

\* **Quest for excellence:**

**6.1.11 Give details of the UGC autonomous review committee's recommendation and its compliance.**

✓Yes, the College does follow all the instructions and recommendations notified and circulated by the UGC, MHRD, Govt. of India.

## **6.2 Strategy Development and Deployment**

### **6.2.1 Does the College have a Perspective Plan for development? If so, give the aspects considered in development of policy and strategy.**

\* **Teaching and learning:** the college transacts teaching and learning based on the directive issued by the Govt. of Odisha. In accordance with the directives the institution prepares an academic calendar, containing elaborate plans for classes, examinations and holidays. The Head of the Departments are assigned with the responsibility to take care of the academic affairs of the departments.

\* **Research and development:** The College provides the opportunity to its faculty to undertake minor and major projects. The teachers are allowed to avail academic leave and study leave to pursue the higher degrees like PhD, D.Litt. and also motivate the faculty to attend the National and International seminar, conference, workshops, symposium etc.

\* **Community engagement:** The College always remains keen on issues and problems affecting the life style of the people living around it. As the college is located in an area dominated by the backward populace, illiteracy, ignorance, malnutrition, unemployment and economic backwardness make miserable their living conditions. The NSS, Active Citizenship programme and YRC volunteers of the College take up different community service programmes to bring change in the community life and improve the standard of life.

\* **Human resource planning and development:** the College adopts for itself a sound Human Resource Management System (HRMS). Notwithstanding the deficiency in the required strength of the faculty and the administrative staff, the institution plans effective mobilization of the manpower. Motivation is created among the teachers to take interest in extra classes and shoulder multiple assignments. The Principal at the helm effectively manages the human resources with the senior faculties and officials.

### **6.2.2 Enunciate the internal organizational structure of the College for decision making processes and their effectiveness.**

1. The organizational structure of the statutory bodies is in accordance with the UGC norms for Government Women's College, Jeypore.

**Executive committee:**

i. Chairman;- person of eminence in education/administration/profession

ii. Member:- -do-

iii. Member :- -do-

- iv. Member :- University Nominee
- v. Member:- UGC Nominee
- vi. Member:- Govt. Nominee
- vii. Member: senior most faculty member
- viii. Member:- senior most faculty member
- ix. Member Secretary:- Principal(Ex-officio)

2. Meetings of different bodies were held to monitor, review and asses different activities of the college.

i. Executive committee: (Appointment of controller of exam, formation of finance committee, academic council, board of studies, utilization of grants, development work, appointment of guest faculty, opening of new subjects/programmes, development and activities of library, purchase of equipments, assessment of academic development).

ii. Academic council: (formation, ratification of boards of studies, ratification of regulation committee, approval of regulations,)

iii. Boards of studies; (regulation for evaluation preparing list of questions setters, list of examiners)

iv. Finance committee: (preparation of budget, allocation of funds for different activities, review of utilization an reallocation, auditing)

3. The meeting of different bodies are held as per the requirement with reference to RUSA Grants, UGC Grants, utilizations of grants, conduct of exams, need for change of syllabi, special occasions etc.

4. The decisions and resolutions of the bodies are implemented to the best possibility. About 95% of resolutions of the bodies are implemented.

5. The administration is decentralized as per the convenience of the work and activities of different nature with different officers in charge:

- i. Administrative Bursar
- ii. Academic Bursar:- students/academic
- iii. Accounts Bursar:- Accounts/Payroll
- iv. Officer in charge Exam:- College Examinations

- v. Advisor College Union:- Students Union Activities
- vi. Vice president Athletic Club:- Sports/Game/Athletic
- vii. Officer in charge of placement:- Placement/Employment Career Counseling
- viii. Besides, there are several other committees that look in to different matters of academic and administration.

6. Meetings of the Head of Departments are held periodically to assess/review the general academic and administration where the meeting of the concerned committee is convened as per the requirement.

7. The meetings are held as per requirement.

**6.2.3 Specify how many planned proposals were initiated / implemented, during the last four years. Give details.**

Projects of Government of Odisha, UGC and RUSA.

**6.2.4 Does the College have a formally stated quality policy? How is it designed, driven, deployed and reviewed?**

Yes. Designed and supervised by the IQAC and by Quality Assurance Cell of State Government.

**6.2.5 How does the College ensure that grievances / complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholders-relationship?**

Grievance-Redressal Cell, Anti- Ragging Cell & Gender Sensitive against Sexual Harassment Cell.

**6.2.6 Does the College have a mechanism for analyzing student feedback on institutional performance? IF yes, what was the institutional response?**

Yes, Final year students submit their confidential feedback on the performance of teachers, methodology of teaching, syllabi, availability of teaching-learning sources, coverage of courses as per syllabus, practical courses, activity of teachers, teacher student relationship issue etc. library resources, support facilities and campus life. They are analyzed and appropriate action initiated.

**6.2.7 In what way the affiliating university helped the College to identify the developmental needs of the College?**

The college is affiliated to Berhampur University which nominates Vice Chancellor's Nominees to Executive Committee, Academic Council, representatives to Board of Studies etc. The University issues Registration numbers to all bonafide students admitted to UG classes and awards degrees. All academic related developments of the College are undertaken with the knowledge and approval of the affiliating University.

**6.2.8 Does the affiliating university have a functional College Development Council (CDC) or Board of College and University Development (BCUD)? If yes, in what Way College is benefitted.**

Yes. The affiliating University has a CDC. It looks after the academic activities; it recommends action for funding to UGC or other funding agencies for financial aid. Since the College comes under 2(f) and 12(b) of UGC, it gets funds from UGC for various purposes.

**6.2.9 How does the College get feedback from non-teaching, parents and alumni on its functioning and how it is utilized?**

Feedback received from the stakeholders- students, parents, employees, alumni and others in different forums are discussed in various statutory and non-statutory committees of the college including the Governing Body and the suggestions are addressed by the Principal for better functioning and academic enrichment of the institution

**6.2.10 Does the College encourage autonomy to its academic departments and how does it ensure accountability?**

No. Departments function as a unit of the College and are given limited autonomy, particularly in academic matters.

**6.2.11 How Does the College conduct performance auditing of its various departments?**

Yes, The Principal regularly visits classes along with few senior faculty members, suggests measures for improvement; records his views in Progress Registers and also in the PAR.

**6.3 Faculty Empowerment Strategies**

**6.3.1 What efforts are made by the College to enhance the professional development of teaching and non teaching staff?**

The college conducts Faculty Enrichment programmes, Computer Literacy Programmes for teaching and non-teaching staff. They are encouraged to attend seminar and workshops, orientation programmes and refresher courses.

**6.3.2 What is the outcome of the review of the Performance Appraisal Reports? List the major decisions.**

PAR submitted by the teachers are forwarded with comments by the Principal to the higher authorities for necessary action. Adverse remarks, if any are communicated to the teachers concerned by the Govt. for improvement.

**6.3.3 What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?**

Loan facilities, Group Insurance Scheme (GIS), Motorcycle / Car loan advance, festival advance, Health Insurance, House Building Loan, Reimbursement of Medical Expenses, Teachers' Travel and Research Grants from UGC etc. are provided to the teachers. About 20% of staff availed the benefits.

**6.3.4 What are the measures taken by the College for attracting and retaining eminent faculty?**

As a Government college, posting is undertaken by the Government of Odisha, on the basis of recommendation of Odisha Public Service Commission. Eminent teachers are invited as subject expert for selection of brilliant Guest faculties and delivering lecturer.

**6.3.5 Has the College conducted a gender audit during the last four years? If yes, mention a few salient findings.**

Yes, the college conduct gender audit. Some salient findings are as follows;

- Enrollment of the girl student in different UG programmes is comparatively less than the boy students. This being a women's college, there is no such need.
- However the gender difference in enrollment is less in case of SC, ST students.

**6.3.6 Does the College conduct any gender sensitization program for its staff?**

Yes, college regularly conducts gender sensitization program for the staff and students. A 15 day programme on Self-defense for girl students has been conducted for enhancing women's Self-defense in regular intervals.

**6.3.7 What is the impact of the University's UGC-Academic Staff College Programmes in enhancing competencies of the College faculty?**

There are two UGC academic staff colleges located at Sambalpur University and Utkal University which conducts refresher/Orientation courses. Teachers attend the programmes for updating academic knowledge and research skills.

**6.4 Financial Management and Resource Mobilization**

**6.4.1 What is the institutional mechanism to monitor effective and efficient use of financial resources?**

All financial transactions, purchases and expenditure are done as per Govt. norms duly approved by the purchase committee, finance committee and the development committee and PMU under RUSA Scheme.

**6.4.2 Does the College have a mechanism for internal and external audit? Give details.**

Yes, the principal assigns a group of officers to audit the stock and store of all departments, sections and library every year. The External Audit is undertaken by AG and Govt. of Odisha auditors. Sometimes Chartered Accountants are also engaged to audit the accounts of the college.

**6.4.3 Provide audited income and expenditure statement of academic and administrative activities of the previous four years.**

**INCOME EXPENDITURE STATEMENT FOR THE YEAR-2012-13**

HEAD	INCOME (GOVT. GRANT)	EXPENDITURE
Pay	6105097	6105097
DA	4189818	4189818
HRA	538150	538150
OA	5400	5400
RCM	30000	30000
TE	12000	12000
OC	24000	24000
Tel	5000	5000
Books	13000	13000
Other Charges	17000	17000
Equipment(Solvent Chemical)		
Equipment (Apparatus)	8000	8000
Electricity	36000	36000
Water	24000	24000
FA	50000	50000
Arrear Pay		
HBL		

**INCOME EXPENDITURE STATEMENT FOR THE YEAR-2013-14**

HEAD	INCOME (GOVT. GRANT)	EXPENDITURE
Pay	4952257	4952257
DA	4905741	4905741
HRA	436652	436652
OA	5950	5950
RCM	70000	70000
TE	25000	25000
OC	22000	22000
Tel	7550	7550
Books	13000	13000
Other Charges	2000	2000
Equipment(Solvent Chemical)		
Equipment (Apparatus)	4000	4000
Electricity	68000	68000
Water	12000	12000
FA	60000	60000
Arrear Pay		
HBL	1056300	1056300

**INCOME EXPENDITURE STATEMENT FOR THE YEAR-2015-16**

HEAD	INCOME (GOVT. GRANT)	EXPENDITURE
Pay	6742000	4481447
DA	7458000	5296361
HRA	574500	405429
OA	5000	3600
RCM	40000	40000
TE	44000	44000
OC	40000	40000
Tel	6000	6000
Books	30000	30000
Other Charges	956400	956400
Equipment(Solvent Chemical)	2000000	2000000
Equipment (Apparatus)	5000	5000
Electricity	70000	70000
Water	10000	10000
FA	150000	150000
Arrear Pay	-	-
HBL	-	-

**6.4.4 Have the accounts been audited regularly? What are the major audit objections and how are they complied with?**

Yes, there is no major audit objection found during the process of regular audit.

**6.4.5 Narrate the efforts taken by the College for resource mobilization.**

➤ The College being a Govt. College, no resource is mobilized from donations or other block grants except the grants allocated by the State Govt., UGC, and RUSA.

**6.4.6 Is there any provision for the College to maintain the ‘corpus fund’? If yes, give details.**

No.

**6.5 Internal Quality Assurance System:**

- Yes, IQAR of IQAC has prepared and submitted to NAAC on 15<sup>th</sup> Sep, 2016 for the information and necessary action.

**6.5.1 Does the College conduct an academic audit of its departments? If yes, give details.**

Academic activities of the departments are regularly monitored by the heads concerned, Principal and the IQAC of the college.

**6.5.2 Based on the recommendations of academic audit what specific measures have been taken by the College to improve teaching, learning and evaluation?**



Based on the recommendation and report of the academic audit the college formulate steps for improvisation in teaching and learning process and necessary reform in examination and evaluation process after due approval in the Executive Committee.

**6.5.3 Is there a central body within the College to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

IQAC continuously reviews and monitors the teaching-learning process of the college.

**6.5.4 How has IQAC contributed to institutionalizing quality assurance strategies and processes?**

IQAC monitors the academic quality through a feedback mechanism and proposes suggestive measures for administrative and academic participation, formulating the ways and methodologies to assure the strategic management for academics, research and financial enhancement of the institution by formulating appropriate parameters.

**6.5.5 Does the IQAC have external members on its committees? If so, mention any significant contribution made by such members.**

Yes, the diversified group of members in IQAC suggests appropriate parameters improvisation of Library functioning, enhancement in prevailing academic atmosphere, Innovation, Ethical, Psychological and moral growth of students.

**6.5.6 Has the IQAC conducted any study on the incremental academic growth of students from disadvantaged section of the society?**

✓ Yes, the IQAC has special care about the students of disadvantaged and marginalized sections of the society, as the institution is situated in the tribal heartland of Odisha.

**6.5.7 What policies are in place for the periodic review of administrative and academic depts. subject areas, research centers, etc.?**

Introductory Informative/ Summative assessment methodologies

- ✓ Infrastructural development
- ✓ Modernization of library, PPP applications in teaching-learning methods
- ✓ Smart class rooms with audio-visual facilities.
- ✓ Stake holder, feedback activities : Alumni association, parent-Teacher association, Industry-Academic , NGO-Student interaction
- ✓ Extension & Entrepreneur
- ✓ Facilities for Staff members

**6.5.8 Any additional information regarding Governance, Leadership and Management, which the institution would like to include**

The Administration is participatory in nature. Utmost care is taken with regard to the implementing of the decision of the Governing Body for effective and governance.

- ✓ The faculty members are involved in decision making with regard to academic and administrative matters. - Discipline in the campus is ensured through constant interaction with students' active involvement.
- ✓ The efforts to inculcate general/transferable skills among the students are: Capacity to learn, Communication skill/ numerical skills, use of information Technology and working as a part of a team.
- ✓ Working as a part of a team and independently
- ✓ The Students' Union, Proctorial System, /Induction meeting, Professors' Club, personal resume of teachers, Academic Calendar, contribute to institutional growth.

**CRITERIA-VII  
INNOVATIONS AND BEST PRACTICES**

## **7.1 Environment Consciousness**

**7.1.1. Does the institute conduct a Green Audit of its campus and facilities?** As a measure towards ensuring and protecting eco-system the institution takes up plantation work with the help of the NSS, YRC units of the college. The services of the menial staff are utilized for the maintenance of the garden.

**7.1.2. What are the initiatives taken by the college to make the campus eco-friendly?**

✓ **Energy Conservation:** The College has a dedicated transformer for uninterrupted power suppl. For conservation of energy, all the employees are alerted to use electricity judiciously.

✓ **Water harvesting:** No such activity is taken up by the college.

✓ **Check dam construction:** No check dam is required for the college.

✓ **Efforts for Carbon neutrality:** The College maintains a patches of garden and plantation of trees are undertaken for carbon neutrality.

✓ **Plantation:** Every year the college participates in “Vanomohastav” being conducted by the forest department of Odisha for plantation of trees. NSS, YRC volunteers participate in plantation activity.

The students and staff are instructed not to use polythene inside the campus.

✓ **E-waste management:** The College has no e-waste management system.

## **7.2 Innovations**

**7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.**

✓ Laptops, LCD projectors, audio systems are provided to all departments for the improvement of teaching and learning process.

✓ Departmental seminars are conducted to enhance the knowledge of the students.

✓ Group discussions are conducted to improve the communication skills of the students.

✓ External experts are called to interact with the students for personality development.

## EVALUATIVE REPORT OF THE DEPARTMENT OF ECONOMICS

- 1. Name of the Department** : Economics
- 2. Year of establishment** : 1981
- 3. Name of courses offered** : Bachelor in Arts (Honours)
- 4. Names of interdisciplinary courses and the Departments/ Units involved** : EVS, General English
- 5. Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
- 6. Participation of the Department in the courses offered by other Departments** : No
- 7. Courses in collaboration with other Universities, Industries, Foreign institutions:** : Berhampur University
- 8. Details of courses discontinued (if any) with reasons**
- 9. Number of teaching posts** :02

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	02	Nil

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last 4years.
Miss.Padmalya Nadna	Guest Faculty	M.A. M.Phil		01	Nil
Miss.Subi Anjana Suna	Guest Faculty	M.A.		02	Nil

**11. List of senior visiting faculty:** Prof. Binodini Dalei (Retd), Vikram Dev (Autonomous) College, Jeypore

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 100%

**13. Student-Teacher ratio (Programme wise):** 40:1

14. Number of academic support staff: Nil

15. Qualifications of teaching staff with D.Sc./ D.Litt./ Ph.D./ M. Phil./ P.G.

Sl. No	Name of the staff	Qualification
01.	Miss.Padmalaya Nadna	M.A. M.Phil
012.	Miss. Subi Anjana Suna	M.A.

16. Number of faculty with ongoing projects from a) National : Nil

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR

and total grants received: UGC Research Minor Project by Dr. Murali Dhar Majhi handled the project amount of Rs. 60,000/- and submitted on 09.04.2009.

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees: Nil

b) International committees: Nil

c) Editorial boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme: 10 % of Hons. students

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department: Prof. Binodini

Dalei, Vikram Dev (Autonomous) College, Jeypore

25. Seminars/Conferences/Workshops organized and the sources of funding: Nil

a. National: Nil

b. International: Nil

c. College level: College Level Seminar

Date	Topic	Resource person
31.08.2016	Make in India: Making India as a Industrial Hub.	Prof. Binodini Dalei (Retd), Vikram Dev(Autonomous) College, Jeypore

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled	
			Male	female
B.A(Hons)	120	80	-	80
B.A.Pass/Elective		30		30

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100%	Nil	Nil

28. How many students have cleared National and State level Examinations? Nil

29. Student progression

Student Progression	Against percentage enroll
U.G to P.G	30%
Employed campus selection other than campus selection	25%
Entrepreneurship /Self Employed	20%

30. Details of infrastructural facilities

- a) Library: Yes (Seminar library): Yes
- b) Internet facility for staff and students: Yes
- c) Class room with ICT facility: Yes
- d) Laboratory: Yes, Computer lab for Hons. Practical

**31. Number of students receiving financial assistance from College, University, and**

**Government, Other agencies:** All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars)**

**with external experts:** Seminars/ Special Lecturers are organized by the Department

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, Group discussion etc. :Yes**

**34. Participation in Institutional social responsibility and extension activity:**

Yes, the Swachh Bharat Abhiyan program was conducted in the campus.

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.



## EVALUATIVE REPORT OF THE DEPARTMENT OF EDUCATION

1. **Name of the Department** : Education
2. **Year of establishment** : 1981, (Hons. in 2014)
3. **Name of courses offered** : Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved** : Nil
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments**
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** : Nil
8. **Details of courses discontinued (if any) with reasons** : Berhampur University
9. **Number of teaching posts : 02** :

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	02	Nil

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last 4years.
Mrs. Sumitra Mishra	Guest Faculty	M.A.M.Ed	Measurement and Evaluation	01	Nil
Mrs. Jyosna Kumari Maharana	Guest Faculty	M.A.	Education Technology	01	Nil

**11. List of senior visiting faculty:** Dr. Nilanchal Pradhan, Principal of DIET, Jeypore.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 100%

**13. Student-Teacher ratio (Programme wise):** 40:1

14. Number of academic support staff: Nil

15. Qualifications of teaching staff with D.Sc./ D.Litt./ Ph.D./ M. Phil./P.G.

Sl.No	Name of the staff	Qualification
01.	Mrs. Sumitra Mishra	M.A.M.Ed
02.	Mrs. Jyosna Kumari Maharana	M.A.

16. Number of faculty with ongoing projects from a) National

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR

and total grants received: Nil

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees: Nil

b) International committees: Nil

c) Editorial boards. : Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme: Nil

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department:

Dr. Nilanchal Pradhan, Principal of DIET, Jeypore.

25. Seminars/Conferences/Workshops organized and the sources of funding: Self Financed

- a. National: Nil
- b. International: Nil
- c. College level: College Level

Date	Topic	Resource person
23.08.2016	Right to Education Act, 2009: A critical analysis	Dr. Nilanchal Pradhan, Principal of DIET, Jeypore.

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled
B.A(Hons)	132	80	80

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

28. How many students have cleared National and State level Examinations?

29. Student progression

Student Progression	Against percentage enroll
U.G to P.G	30%
Employed campus selection other than campus selection	20%
Entrepreneurship /Self Employed	10%

30. Details of infrastructural facilities

- a) Library: Department Library: Yes
- b) Internet facility for staff and students : Yes
- c) Class room with ICT facility: No
- d) Laboratory: Yes

**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:**

All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts: Seminars**

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, creative writing, Group discussion etc.: ALL**

**34. Participation in Institutional social responsibility and extension activity:** Conducted Swachh Bharat Abhiyan program in the campus.

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.

## EVALUATIVE REPORT OF THE DEPARTMENT OF ENGLISH

1. **Name of the Department** : English
2. **Year of establishment** : 2014
3. **Name of courses offered** Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved** : Nil
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments**
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** :Nil
8. **Details of courses discontinued (if any) with reasons** : Berhampur University
9. **Number of teaching posts :02**

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	02	Nil

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last 4years.
Miss.Promila Kumari Roy	Guest faculty	M.A., BED	American Literature	01	Nil
Mrs. Gyanranjani Sahu	Guest faculty	M.A.	Nil	Nil	Nil

11. **List of senior visiting faculty:** 01 Mr. Trinath Prasad Rath, Vikram Dev (Auto) College, Jeypore

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 90%

13. **Student-Teacher ratio (Programme wise):** 24:1

14. Number of academic support staff: Nil

15. Qualifications of teaching staff with D.Sc./D.Litt./Ph.D./M. Phil./P.G.

Sl.No	Name of the staff	Qualification
1	Miss. Promila Kumari Roy	M.A., BED
2	Mrs. Gyanranjani Sahu	M.A.

16. Number of faculty with ongoing projects from a) National :Nil

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR  
and total grants received: Nil

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees: Nil

b) International committees: Nil

c) Editorial boards. : Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme: : 10%

b) Percentage of students placed for projects in organizations outside the Institutions i.e.  
Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department: Mr. Trinath  
Prasad Rath, Vikram Dev (Auto) College, Jeypore

25. Seminars/Conferences/Workshops organized and the sources of funding: Self Financed

- a. National: Nil
- b. International: Nil
- c. College level: College Level Seminar

Date	Topic	Resource person
13.08.2016	Romantic Revival in English Poetry	Mr. Trinath Prasad Rath, Vikram Dev (Auto) College, Jeypore

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled	
			M	F
B.A(Hons)	240	48		48

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

28. How many students have cleared National and State level Examinations?

29. Student progression

Student Progression	Against percentage enroll
U.G to P.G	30%
Employed campus selection other than campus selection	20%
Entrepreneurship /Self Employed	20%

30. Details of infrastructural facilities

- a) Library: Yes ( Seminar library) : Yes
- b) Internet facility for staff and students : Yes
- c) Class room with ICT facility: Yes
- d) Laboratory: Yes

**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:**

All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts:** Seminars

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, Group discussion etc.** Yes

**34. Participation in Institutional social responsibility and extension activity:** Conducted Swachh Bharat Abhiyan program in the campus. Yes

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.



## EVALUATIVE REPORT OF THE DEPARTMENT OF HISTORY

1. **Name of the Department** : HISTORY
2. **Year of establishment** : 1983
3. **Name of courses offered** Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved**
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments**
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** :Nil
8. **Details of courses discontinued (if any) with reasons** :Berhampur University
9. **Number of teaching posts: 01**

	Sanctioned	Filled
<b>Professors</b>	Nil	Nil
<b>Associate professors</b>	Nil	Nil
<b>Assistant professors</b>	01	Nil

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last 4years.
Mrs. Minati Panigrahi	Guest Faculty	M.A.,B.Ed		Nil	Nil

11. **List of senior visiting faculty:** Mrs. Sangeeta Tripaty, Nabarangpur District HQ College. Nabaranpur

12. **Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:** 100%

13. **Student-Teacher ratio (Programme wise):** 40:2

14. Number of academic support staff: Nil

15. Qualifications of teaching staff with D.Sc./D.Litt./Ph.D./M. Phil./P.G.

Sl. No	Name of the staff	Qualification
1	Mrs. Minati Panigrahi	M.A.,B.Ed

16. Number of faculty with ongoing projects from a) National

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR and total grants received: Minor Research Project by Dr.B.N.Pati in the academic year 2007-08. The Project amount was Rs.60000 /- which was received on 27.04.2009.

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees:Nil

b) International committees:Nil

c) Editorial boards.:Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme:10% of Hons. student

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department: Mrs. Sangeeta

Tripaty, Nabarangpur District HQ College, Nabarangpur.

25. Seminars/Conferences/Workshops organized and the sources of funding: Self Financed

- a. National:Nil
- b. International:Nil
- c. College level: College Level Seminar

Date	Topic	Resource person
26.08.2016	The Role of the Gandhi in the Freedom Struggle	Mrs. Sangeeta Tripaty, Nabarangpur District HQ College, Nabaranpur

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled	
			M	F
B.A(Hons)	120	80		80

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

28. How many students have cleared National and State level Examinations?

29. Student progression

Student Progression	Against percentage enroll
U.G to P.G	30%
Employed campus selection other than campus selection	20%
Entrepreneurship /Self Employed	15%

30. Details of infrastructural facilities

- a) Library: Yes( Seminar library):Yes
- b) Internet facility for staff and students : Yes
- c) Class room with ICT facility: No
- d) Laboratory: NA

**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:**

All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts: Seminars**

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, Group discussion etc. Yes**

**34. Participation in Institutional social responsibility and extension activity: Conducted Swachh Bharat Abhiyan program in the campus. Yes**

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.

## EVALUATIVE REPORT OF THE DEPARTMENT OF HOME SCIENCE

1. **Name of the Department** : Home Science
2. **Year of establishment** : 1981
3. **Name of courses offered** Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved** :Nil
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments**
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** :Nil
8. **Details of courses discontinued (if any) with reasons** :Berhampur University
9. **Number of teaching posts** :02

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	2	1

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching for the last 4years.	No of PhD students guided for the last 4years.
Dr. Suparana Patel	Lecturer	M.A.Ph.D	Human Development & Family Studies	02	NA
Miss. Manasmita Sahoo	Guest Faculty	M.A.,	Extension Education	01	NA

### 11. List of senior visiting faculty:

**Dr. Suryamani Patro**, Khalikota University, Berhampur.**and Niharbala Choudhury**, Rayagada Women's College, Rayagada.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 40%**

**13. Student-Teacher ratio (Programme wise): 57:1**

14. Number of academic support staff: 01

15. Qualifications of teaching staff with D.Sc./ D.Litt./ Ph.D./ M. Phil./ P.G.

Sl.No	Name of the staff	Qualification
1	Dr. Suparana Patel	M.A., Ph.D
2	Miss.Manasmita Sahu	M.A.

16. Number of faculty with ongoing projects from a) National

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR

and total grants received: Dr.Indira Nayak, Minor Research Project cost Rs.1100000/-

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees: Nil

b) International committees: Nil

c) Editorial boards: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme:20%

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department:

Sri Sarat Mishra, Reader, MKCG, Paralakhemundi on 14.08.2015 on 'Food habit and tribal culture'.

Mrs. Surabhi Sahu, Member of Juvenile Justice Board, Koraput, on 20.08.2016 and spoke on 'Crime against women'.

25. Seminars/Conferences/Workshops organized and the sources of funding: Self Financed

- a. National:
- b. International:
- c. College level: College Level Seminars

Date	Topic	Resource person
20.08.2016	Crime against women	Mrs. Surabhi Sahu, Member of Juvenile Justice Board, Koraput
26.04.2016	Malnutrition	Miss. Niharbala Choudhury, Rayagada Women's College, Rayagada.
24.04.2016	Extension Education	Dr. Suryamain Patro, S.B.Women's College, Berhampur.

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled	
			M	F
B.A(Hons)	200	114		114

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

28. How many students have cleared National and State level Examinations? Nil

29. Student progression

Student Progression	Against percentage enroll
U.G to P.G	20%
Employed campus selection other than campus selection	20%
Entrepreneurship /Self Employed	30%

30. Details of infrastructural facilities

- a) Library: Yes( Seminar library):Yes
- b) Internet facility for staff and students : Yes
- c) Class room with ICT facility: No
- d) Laboratory: Yes

**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:**

All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts: Seminars**

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, Group discussion etc. Yes**

**34. Participation in Institutional social responsibility and extension activity: Conducted Swachh Bharat Abhiyan program in the campus. Yes**

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.



## EVALUATIVE REPORT OF THE DEPARTMENT OF ODIA

1. **Name of the Department** : Odia
2. **Year of establishment** : 1981
3. **Name of courses offered** : Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved** Nil
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments**
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** : As per B.U
8. **Details of courses discontinued (if any) with reasons** : Berhampur University
9. **Number of teaching posts : 02**

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	02	1

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last 4years.
Miss. Madhusmita Singh	Lecturer	M.A., (JRF)	Modern Poetry	02	Nil
Mrs. Sunita Samantray	Guest Faculty	M.A.	Anthropology	02	Nil

### 11. List of senior visiting faculty:

Mrs. Krushan Kumari Nanda visited the Deptt. and deliberated the lecture on the topic "Radhanath Roy's Godya Kruti" on 09.12.2014.

**12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 40%**

**13. Student-Teacher ratio (Programme wise): 20 :1**

14. Number of academic support staff: Nil

15. Qualifications of teaching staff with D.Sc./D.Litt./Ph.D./M. Phil./P.G.

Sl No	Name of the staff	Qualification
1	Miss. Madhusmita Singh	M.A., (JRF)
2	Mrs. Sunita Samantray	M.A.

16. Number of faculty with ongoing projects from a) National

b) International funding agencies and grants received: Nil

17. Departmental projects funded by DST-FIST; UGC; DBT; ICSSR

and total grants received: Nil

18. Research center/facilities recognized by the University: Nil

19. Publications: Nil

20. Area of consultancy and income generated: Nil

21. Faculty as members in a) National committees: Nil

b) International committees: Nil

c) Editorial boards.: Nil

22. Student projects

a) Percentage of students who have done in-house projects including inter-departmental programme: Nil

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. Awards/Recognitions received by faculty and students: Nil

24. List of Eminent Academicians and Scientists/visitors to the department: Nil

25. Seminars/Conferences/Workshops organized and the sources of funding: Self Financed

- a. National: Nil
- b. International: Nil
- c. College level: College Level Seminar

Date	Topic	Resource person
09.12.2014	Radhahanath Roy's Gadyakruti	Smt. K.K.Nanda, Vikram Deb (Auto) College, Jeypore
09.02.2016	Importance of Odia Language	Smt. K.K.Nanda, Vikram Deb (Auto) College, Jeypore
15.09.2016	Odia Sahityare Kabya Kabita	Mr. M.M.Acharya, Sri R.N.Biswal and Sri Santosh Mohanty (Members of Nirbana Sahitya Sansad)

26. Students profile:

Name of the courses	Applications received	Selected	Enrolled	
			M	F
B.A(Hons)	120	80		80

27. Diversity of students:

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

28. How many students have cleared National and State level Examinations? Nil

29. Student progression

Students progression	Against percentage enrolled
U.G. to P.G.	15%
Employed Campus selection	
Other than campus selection	20%
Entrepreneurship/ Self employed	25%

30. Details of infrastructural facilities:

- a) Library: Yes (Seminar library): No
- b) Internet facility for staff and students: Yes
- c) Class room with ICT facility: No
- d) Laboratory: Nil

**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:**

All the SC/ST/OBC students are getting financial assistance from the government. Post Matrics Scholarship for Minority / persons with disabilities.

32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts: Nil

**33. Teaching methods adopted to improve students' learning: Doubt clearing classes, surprise test in the class room, creative writing, Group discussion etc.**

**34. Participation in Institutional social responsibility and extension activity:** Conducted Swachh Bharat Abhiyan program in the campus.

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.

## EVALUATIVE REPORT OF THE DEPARTMENT OF POLITICAL SCIENCE

1. **Name of the Department** : **Political Science**
2. **Year of establishment** : **1981**
3. **Name of courses offered** : Bachelor in Arts (Honours)
4. **Names of interdisciplinary courses and the Departments/ Units involved** : Political Sociology  
Indian Society & Culture
5. **Annual/Semester/Choice based credit system** : ALL (CBCS and Semester mode from the session 2016-17)
6. **Participation of the Department in the courses offered by other Departments** : Nil
7. **Courses in collaboration with other Universities, Industries, Foreign institutions:** : Berhampur Univ.
8. **Details of courses discontinued (if any) with reasons** : Nil
9. **Number of teaching posts**

	Sanctioned	Filled
Professors	Nil	Nil
Associate professors	Nil	Nil
Assistant professors	2	1

### 10. Faculty profile:

Name	Designation	Qualification	Specialization	No of teaching experience	No of PhD students guided for the last
Dr.Sidhananda Pradhan	Lecturer	M.A., M.Phil, Ph.D (JNU, New Delhi)	International Politics, Political Theory & IGP	2	NA
Miss. Thinki Padhi	Guest Lectuere	M.A., M.Phil	Public Adminstration	2	NA

### 11. List of senior visiting faculty:

Dr. R.Acharya, Reader of Vikram Deb (Auto) College, Jeypore has visited the Dept. and deliberated a lecture on the topic "Political Empowerment of Women in Odisha" on 17.12.2014.  
Resource Person Mr.Krupasindhu Nayak, Assistant Prof.KISS, KIIT University, Bhubaneswar has visited the College and delivered the lecture on 'Rights of the Girls Child- A Legal Perspective' on date 03.09.2016.

### 12. Percentage of lectures delivered and practical classes handled (programme wise) by

temporary faculty: 40%

13. Student-Teacher ratio (Programme wise): 40:1

14. **Number of academic support staff:** Nil

15. **Qualifications of teaching staff with D.Sc./ D.Litt./ Ph.D./ M. Phil./ P.G.**

Sl.No	Name of the staff	Qualification
1	Dr.Sidhananda Pradhan	M.A., M.Phil, Ph.D
2	Miss. Thinki Padhi	M.A., M.Phil.

16. **Number of faculty with ongoing projects from** a) National

b) International funding agencies and grants received: Nil

17. **Departmental projects funded by DST-FIST; UGC; DBT;**

**ICSSR and total grants received:** Nil

18. **Research center/facilities recognized by the University:** Nil

19. **Publications:** 04

20. **Area of consultancy and income generated:** Nil

21. **Faculty as members in** a) National committees: Nil

b) International committees: Nil

c) Editorial boards. : Nil

22. **Student projects :** Nil

a) **Percentage of students who have done in-house projects including inter departmental programme:** Nil

b) Percentage of students placed for projects in organizations outside the Institutions i.e.

Research laboratories/industries/other Agencies: Nil

23. **Awards/Recognitions received by faculty and students:** Nil

24. **List of Eminent Academicians and Scientists/visitors to the department:**

Dr. R.Acharya, Reader of Vikram Deb (Auto) College, Jeypore has visited the Dept.. and deliberated a lecture on the topic “Political Empowerment of Women in Odisha” on 17.12.2014.

Resource Person Mr.Krupasindhu Nayak, Assistant Prof. KISS, KIIT University, Bhubaneswar has visited the College and delivered the lecture on ‘Rights of the Girls Child- A Legal Perspective’ on date 03.09.2016.

## 25. Seminars/Conferences/Workshops organized and the sources of funding:

- ✓ Presented a paper on "Dalit and Adivasi Women and Social Justice Movement in Odisha" at 41<sup>st</sup> All India Sociological Conference on "*Development, Marginalization and People's Movement*" held on 27<sup>th</sup> to 29<sup>th</sup> December, 2015 at KISS, KIIT University, Bhubaneswar organized by KISS, KIIT and Indian Sociological Society.
- ✓ Presented a Paper on "Politics of Chronic Poverty during BJD Reign and Climate Change Impacts on Indigenous People of Odisha" at International Conference on "*Tribal People in the 21st Century: Problem and Prospects*" and "*Eradicating Chronic Poverty in Odisha: Policy issues and Challenges*" organized by KIIT University, Bhubaneswar, Odisha from 22nd to 23rd November, 2014.
- ✓ Presented a Paper on "Social Warming and Global Warming: A Melodrama of Indo-US Climate Change Cooperation in 21st Century" at the International Conference on "*Changing Contours of Indo-US Relations: Perceptions, Continuity and Change*" organized by BITS Pilani K.K. Birla Goa Campus, Goa, India, from 31st October to 2nd November, 2014.
- ✓ Presented Paper titled as "Post-Kyoto Global Politics of Climate Change" at International Conference on "*Redrawing the Boundaries of International Relations: Going Beyond State and Power*", held on February 20- 22, 2014, which is organized by Department of Political Science, Ravenshaw University, Odisha, India, and Sponsored by Indian Council of Social Science Research, New Delhi.
- ✓ Selected to present two papers entitled as "Anthropology of Future Global Politics of Climate Change" and "Clamour for Social Justice: Development, Displacement and Climate Change Amid Poverty" at "*IUAES 2014 Inter-Congress: The future with/of Anthropologies*" in Chiba City, Greater Tokyo, Japan, which was held on from 15th to 18th May, 2014,

- a. National: Nil
- b. International: Nil
- c. College level: 02

Date	Topic	Resource person
17.12.2014	Political Empowerment of Women in Odisha	Dr. R.Acharya, Reader of Vikram Deb (Auto) College, Jeypore
03.09.2016	Rights of the Girls Child- A Legal Perspective	Mr.Krupasindhu Nayak, Assistant Prof.KISS, KIIT University, Bhubaneswar

**26. Students profile:**

Name of the courses	Applications received	Selected	Enrolled
B.A(Hons)	100	80	80

**27. Diversity of students:**

Name of the course	Percentage of students from same state	Percentage of students from other states	Percentage of students from Abroad
B.A. (Hons.)/ Regular	100	00	00

**28. How many students have cleared National and State level Examinations? 10**

**29. Student progression**

Students progression	Against percentage enrolled
U.G. to P.G.	30%
Employed Campus selection Other than campus selection	20%
Entrepreneurship/ Self employed	20%

**30. Details of infrastructural facilities**

- a) **Library:** Yes ( Seminar library): Yes
- b) **Internet facility for staff and students :** Yes
- c) **Class room with ICT facility:** Yes
- d) **Laboratory:** Nil



**31. Number of students receiving financial assistance from College, University, and Government, Other agencies:** All the SC/ST/OBC students are getting financial assistance from the government.

**32. Details of student Enrichment Programmes (special lectures / workshops /seminars) with external experts:** Nil

**33. Teaching methods adopted to improve students' learning:** Doubt clearing classes, surprise test in the class room, creative writing, Group discussion etc.

**34. Participation in Institutional social responsibility and extension activity:** Conducted Swachh Bharat Abhiyan program in the campus.

**35. SWOC Analysis of the Department and future plan**

**Strength:** The dedicated staff are responsible for imparting discipline, ethical value system among the students along with scientific temper, academic excellency and result oriented activism.

**Weakness:** The shortage of teaching staff has affected the spirit of academic excellency and other co-curricular activities of the Department.

**Verified**

**Principal**

Govt. Women's College, Jeypore.