YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution
Government Science College, Chatrapur, Ganjam

- Name of the Head of the institution — Sri Kishore Kumar Behera

- Designation — Principal(in-charge)

- Does the institution function from its own campus? — Yes

- Phone no./Alternate phone no. — 09437322173

- Mobile No: — 09437322173

- Registered e-mail — principalgscc@gmail.com

- Alternate e-mail — principalgscc21@gmail.com

- Address — Chatrapur, Near NH 16

- City/Town — CHATRAPUR

- State/UT — ODISHA

- Pin Code — 761020

2.Institutional status

- Affiliated / Constitution Colleges — affiliated

- Type of Institution — Co-education

- Location — Semi-Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Berhampur University**

- Name of the IQAC Coordinator   **Manoranjan Maharana**

- Phone No.   **9090145493**

- Alternate phone No.   **9090145493**

- Mobile   **9090145493**

- IQAC e-mail address   **iqacnaacgscc22@gmail.com**

- Alternate e-mail address   **principalgscc@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://www.gscc.ac.in/aqar.php

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

- if yes, whether it is uploaded in the Institutional website Web link: https://gscc.ac.in/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**70.50score**	**2006**	**17/10/2006**	**16/10/2011**
Cycle 2	**B+**	**2.58**	**2017**	**23/01/2017**	**22/01/2022**

6.Date of Establishment of IQAC   **01/07/2014**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
RUSA	**Nil**	**UGC**	**2018**	**4.88CRORE**
DHE	**OHEPEE**	**WORLD BANK**	**2019**	**3.2CRORE**

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

- Upload latest notification of formation of   View File

IQAC

9.No. of IQAC meetings held during the year   **2**

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

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

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   **No**

- If yes, mention the amount

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

1. IQAC worked on initiatives to improve the quality of education and academic programs, such as curriculum development, faculty training and assessment methods. 2. IQAC played an important role collecting and analyzing feedback from students to identify areas for improvement in teaching. 3. IQAC encouraged and supported research and innovation activities among faculty and students, which can contribute to the institution's reputation and quality.

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

Plan of Action	Achievements/Outcomes
IQAC plan to develop and implement a comprehensive quality assessment plan, including regular assessment of courses, programs, and institutional services.	Regular quality assessments have identified areas for improvement, which have been addressed to maintain or enhance the overall quality of education and services.
IQAC has a plan to implement strategies to improve student engagement, including extracurricular activities, mentorship programs.	Student engagement efforts have led to higher satisfaction rates among students, who feel more supported and connected to the institution.
To conduct proctorial classes	The students strength and regularities to the class have noticed to be increased due to conduct of regular proctorial class
Library automation	Initiative has been taken to automate the library

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	Government Science College, Chatrapur, Ganjam
• Name of the Head of the institution	Sri Kishore Kumar Behera
• Designation	Principal(in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	09437322173
• Mobile No:	09437322173
• Registered e-mail	principalgscc@gmail.com
• Alternate e-mail	principalgscc21@gmail.com
• Address	Chatrapur, Near NH 16
• City/Town	CHATRAPUR
• State/UT	ODISHA
• Pin Code	761020
2.Institutional status	
• Affiliated / Constitution Colleges	affiliated
• Type of Institution	Co-education
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• Name of the Affiliating University	Berhampur University
• Name of the IQAC Coordinator	Manoranjan Maharana
• Phone No.	9090145493

• Alternate phone No.		9090145493
• Mobile		9090145493
• IQAC e-mail address		iqacnaacgscc22@gmail.com
• Alternate e-mail address		principalgscc@gmail.com

3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.gscc.ac.in/aqar.php
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Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.50score	2006	17/10/2006	16/10/2011
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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DHE	OHEPEE	WORLD BANK	2019	3.2CRORE

8.Whether composition of IQAC as per latest NAAC guidelines	Yes
• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	2
• Were the minutes of IQAC meeting(s)	Yes

and compliance to the decisions have been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

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

1. IQAC worked on initiatives to improve the quality of education and academic programs, such as curriculum development, faculty training and assessment methods. 2. IQAC played an important role collecting and analyzing feedback from students to identify areas for improvement in teaching. 3. IQAC encouraged and supported research and innovation activities among faculty and students, which can contribute to the institution's reputation and quality.

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Plan of Action	Achievements/Outcomes
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13.Whether the AQAR was placed before statutory body? — **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	29/03/2022

15.Multidisciplinary / interdisciplinary

Government Science College, Chatrapur accepts the Vision of the National Education Policy which ensures providing high-quality education to develop human resources in our nation. The college follows the model CBCS syllabus prescribed by Higher Education Department, Odisha. Academic programmes are redesigned to include Multidisciplinary/Interdisciplinary courses as electives. All

programmes are designed in such a way that students get maximum flexibility to choose elective courses offered by other Department. The syllabus includes generic electives in which students of different disciplines learn about other discipline. Academic programmes are redesigned to include Multidisciplinary/Interdisciplinary courses as electives. All programmes are designed in such a way that students get maximum flexibility to choose elective courses offered by other Departments.The Chemistry core students have GE as Physics and Mathematics, Physics students learn Chemistry and Mathematics as GE, mathematics students learn physics and chemistry as GE, Zoology students learn Botany and Chemistry and botany students learn chemistry and Zoology as GE. English students learn history as GE in 1st semester, Odia and History learn economics in 1st semester, history and pol. Sc. learn odia in 1st semester. English, Odia and Economics students learn pol. Sc. in 2nd semester, history and pol. Sc. students learn economics as GE in 2nd semester. In addition to this the students of aal the streams study environmental studies as AECC-1 in first semester and MIL (Odia) as AECC-2 in second semester. They study communicative English as SECC-1 in 3rd semester and Quantitative aptitude as 4th semester. The students study different social issues in Ethics And Value papers in every semester.The student also has option to choose Discipline specific elective paper from a variety of specific paper. However, the courses offered by the college are being decided by the Higher Education Department, Government of Odisha.

16.Academic bank of credits (ABC):

The institution does not have academic autonomy as it is affiliated to Berhampur University. So it adheres to the norms put forward by the University. .However, the college is yet to implement the ABC as per the NEP 2020 as the University or the Department of Higher Education is yet to conduct workshops and circulate detail guidelines for the implementation of Academic Credit Bank.

17.Skill development:

Education blended with skill development is the need of the hour. Along with subject competency, skill development is highly essential as it enhances the entrepreneurship skill of the students and promotes their self-employability. Skill development has become an important focus in the model syllabus designed by Higher Education Department, Odisha. All the students of the institution irrespective of their specializations are offered

Communicative English and Quantitative aptitude for their skill development in Skill Enhancement Compulsory Course (SECC-1 and 2). Moreover, all these students are offered courses on pressing contemporary issues such as gender justice, secularism, professional ethics, human rights, environmental protection, sustainable development, and cyberspace in AECC-1 and in Ethics and Value courses. It helps to inculcate among the students with positivity and civic sense.

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

The institution always takes initiative for respecting and preserving the rich cultural heritage of our nation. In this line, the programmes are delivered in bilingual mode using the Odia (Mother tongue) and English Language. Various initiatives like Indian Culture Society, Indian Music Society aim at inculcating a sense of pride and respect towards one's motherland. There are multiple events being organised like Ganesh chaturthi, Indian dance and song competition etc for promoting respect for Indian culture amongst the students. bilingual teaching. Students are also encouraged to participate and represent the college in events of such as debate and essay competition in bilingual mode that enhance integration of Indian Knowledge syustems orgainsed by other colleges and institutions. Especially, the courses offered by Odia department such as CC-14 (Odia Bhasara Byabaharika i.e., Application of Odia language) and DSE-2 (Odia Padya sahitya i.e., Odia Poetry) enriches the mind of the students with the rich heritage of Odia language and culture. The students of Odia department are also taught with indian literature, culture, tribal literature in their UG and PG courses.

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

The institute follows CBCS pattern programmes which along with other criterion of CBCS focuses on Outcome based education. Outcome based education is an educational methodology where each aspect of education is organized around a set of goals (outcomes).
There is clarity of focus so that the teachers must be clearly focused what they want students to know, understand and be able to do. The institute is committed for making the education outcome based. Hence the curriculum of each programme clearly states the Programme outcome, Programme specific outcome, Course

Objectives and Course outcomes. At the commencement of every academic session, the departments conduct Induction programmes and convey the students regarding the programme/course specific outcome and objectives.

20.Distance education/online education:

The college has introduced Odisha State Open University under Sambalpur University in the year 2021. It provides different professional and certificate courses in distance mode in UG and PG courses. This centre is the only diatnce education centre situated at the that provides opportunity to distance learners.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**266**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1508**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**351**

File Description	Documents
Data Template	View File

2.3	**459**

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**36**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**44**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**30**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**4.52 lakhs**
4.3 Total number of computers on campus for academic purposes	**20**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

In order to ensure efficiency in the curriculum delivery process the UG and PG departments of the college begins every year with a detailed and comprehensive plan with the help of the academic calendar. Further, regular meetings, discussions and reviews both

at inter and intra-department level ensures that the outcomes, goals and deliverables are being met on time. Government Science College, Chatrapur followed the CBCS curriculum adopted for Undergraduate and Postgraduate courses since 2015. In 2019, the college adopted the Model syllabus proposed by the Higher Education Department, Government of Odisha. For smooth curriculum delivery mechanism during pandemic period the online classes were started. The teachers were constantly in touch with the students to overcome technological barriers or connectivity issues. Regular online meetings, discussions and feedbacks ensured quick redressal of any grievances from learners or college staff. The UG and PG departments in the college adopted a learner-centric approach towards teaching. Concise notes of the course are provided to the students to help them understand the topic in a better manner. There are provisions for oral presentations, monthly assessments, surprise tests, assignments and dissertations.

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

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

The academic calendar lays out the teaching-learning hours, which enables teachers to plan for their lectures in advance, complete the syllabus on time and ensures that adequate time and resources have been allotted according to the requirement and needs of the learners. Thus the academic calendar helps to meet the desired learning outcome targets. The academic calendar is prepared in accordance with holidays and examination dates, and lists the monthly and semester-wise lesson plans for all the UG and PG departments of the college. This enables teachers to evaluate their own performance and monitor the preparedness of the learners. Every teacher in the different UG and PG departments of the college prepare a monthly lesson plan and record the progress of the completion of the course. This also helps teachers to review the effectiveness of the teaching-learning process in the classroom and make necessary adjustments as per the requirements of the class.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

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

1.2 - Academic Flexibility

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

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

13

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data

requirement for year: (As per Data Template)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The institute adopted the Choice Based Credit System (CBCS) pattern in 2015-16 which includes self-learning and value-based non-CGPA courses of interdisciplinary nature. The institute prioritizes the importance of social and human values, professional ethics, gender equality, health and hygiene and environmental respect in their curriculum. To promote these values, they regularly conduct programs such as seminars, workshops and invited lectures on different topics. The institute places a high emphasis on teaching human values to students by arranging lectures or speeches on the occasions of celebrating the birth and death anniversaries of national leaders and freedom fighters. Through these activities, students are exposed to the lives and teachings of these leaders and learn about the values

they upheld and the impact they had on society. The institute follows the guidelines of IQAC and collects feedback from students on the curriculum annually. This feedback is then analyzed and discussed in departmental meetings and necessary actions are taken after communicating with the Principal. The actions taken are based on the feedback analysis and include improving infrastructure, and enhancing student facilities such as tutoring, library, ICT and other resources available to students. From 2021-22, a 1-credit course was introduced on the topic 'ethics and value' in each semester. The title of the course was 'Issues relating to women' in first semester and 'values and good citizenship' in second semester.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

13

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

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

459

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	View File
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

792

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

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

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

112

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

2.2 - Catering to Student Diversity

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

The institution uses monitoring and mentoring to keep track of slow learners' progress. Along with teachers, some advanced learners are encouraged to mentor weak students and help them with explanations and notes. Revision classes and counselling sessions are held and additional teaching is taken up if required. Tutoring by peers, senior students, and mentors is offered. Parent teacher meetings are also conducted.

Faculty makes it a point to be patient and accessible to students personally, over the phone, mail, and social apps. Advanced learners are encouraged to study the contents of the syllabus effectively so as to ensure good score at National level examination. Training and Placement Cell invites Companies and Industries to hold their placement drive at the University and students are encouraged to actively register for the interviews.

The department assesses the learning levels of the students in two ways at the time of the commencement of the program. Students enrolled in the department are identified as slow and advanced learners based on the degree of marks obtained. This helps to

identify the slow learners and to design special coaching sessions or tutorial sessions to bridge the gap between the slow learners and the advanced learners.

Following activities are done by teachers for students: For slow learners like Individual counselling, Proctorial Classes, Extra notes, Group discussion session, encouragement in NSS, Sports, and academic activities, extra library books are provided. For Advance learners advance participative learning sessions, experimental learning sessions, group discussion sessions, advance questions papers are provided.

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

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

Number of Students	Number of Teachers
1508	**36**

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

2.3 - Teaching- Learning Process

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

Teaching-learning methods adopted by the faculty members include Lecture Method, Interactive Method, Project-based Learning, Computer-assisted Learning, Experiential Learning, etc. The Teaching-learning activities are made effective through illustration and special lectures.

Lecture method: This conventional method is commonly adopted by all teachers. This method facilitates the teacher to interpret, explain and revise the content of a text-only for better understanding of the subject by the learners.

Interactive method: The faculty members make learning interactive with students by motivating student participation in group

discussion, role-play, discussion on current affairs.

The department Implements student-centric methods of enhancing the lifelong learning skills of students. Faculty members make efforts in making the learning activity more interactive by adopting student-centric methods.

Experiential Learning: The department communicates the following experiential learning practices to improve creativity and cognitive levels of the students. Project development on latest technologies by students where they platform their working model in the technical fest

Participatory Learning: In this type of learning, students participate in different activities such as seminars, group discussions, wallpapers and projects. Students are encouraged to participate in activities where they can use their specialized technical or management skills. Quizzes are organized. For this, the department organizes expert lectures on different topics, participate in different technical tests and other competitions.

Class presentations: Debates, Workshops, Seminars, Virtual Lab, Simulation, Activity-based learning, Flipped Classroom, Professional practice school, GD, Peer learning groups, MOOCs, Worksheets, PPT, Journal Review, Crosswords, Research projects, Viva, Poster presentation, Public Speaking are promoted.

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

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

Now a days teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education. The following tools are used by the Institute ICT Tools: 1. Projectors- 10 projectors are available in different classrooms/labs 2. Desktop and Laptops with printers- around 20, 3. Photocopier machines – 03 nos. 4. Seminar Rooms- Seven seminar halls are equipped with all digital facilities. 5. One smart board

is installed in the campus. 6. Conference Hall is digitally equipped with mike, projector, cameras and computer system. 7. Online Classes through Zoom, Google Meet, Microsoft Team, Google Classroom

Faculties are encouraged to use power-point presentations in their teaching by using projectors. They are also equipped by digital library, online search engines and websites to prepare effective presentations. Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS. Students are counselled with the help of Zoom / Google meet applications. Recording of video lectures is made available to students for long term learning and future referencing. Various technical events and management events such as Poster making, Project presentations, paper presentations etc. are being organized with the help of various Information Communication Tools. Teachers use various ICT tools for conducting workshops on latest methods such as SPSS, Programming languages, simulations etc.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.gscc.ac.in/gallery.php

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

2.3.3.1 - Number of mentors

36

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

2.4 - Teacher Profile and Quality

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

36

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

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

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

12

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

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

2.4.3.1 - Total experience of full-time teachers

146

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

2.5 - Evaluation Process and Reforms

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

The college has transparent and robust evaluation process in terms of frequency and variety. In order to ensure transparency in internal assessment, the system of internal assessment is communicated with the students well in time. The principal holds meetings of the faculties and directs them to ensure effective implementation of the evaluation process. At the entry level, admissions are given purely on merit basis by SAMS. Students who are admitted for the concerned course are assessed continuously through various evaluation processes at college and University level.

Continuous evaluation is made through Group Discussion, Unit Tests, Assignments Submission, Field Visit and Seminars Presentation. Unit tests are conducted regularly as per the schedule. The pattern for the unit tests varies as per the concerned faculty. The performance of the students is displayed on the Notice board and communicated to the students. Personal guidance is given to the poor performing the students after their assessment. Topics are given by their teachers to the students to prepare for power point presentation. For transparent and robust for internal assessment, the following mechanisms are conducted : Examination Committee · Question Paper Setting. · Conduct of Examination · Result display · Interaction with students regarding their internal assessment. The method of internal assessment helps the teachers to evaluate the students more appropriately. It has created the interest among the students to take active participation in various co-curricular and extra-curricular activities for their overall personality development. The seminar presentation improves the communication skills of the students

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

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

The institution has a well-defined system in place to deal with examination related grievances. For this purpose, there is a student grievance redressal committee which consists of 4-5 faculty members, I/C examination and academic bursar. The committee addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment. The evaluated papers related to internal examination consisting of class tests, assignments etc. are returned to students with detailed remarks. Any query of students regarding the feedback and evaluation is thoroughly addressed by the respective teachers and college. The marks are sent to the university only after each student has been given sufficient opportunity and time to review and register her complaint, if any through grievance register and suggestion box.

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

2.6 - Student Performance and Learning Outcomes

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

Outcome Based Education is a student-centric learning approach and is made mandatory to Higher educational institutes by all regulatory bodies like UGC, NAAC etc.

A total of 266 courses from all programmes (both UG and PG) that includes both theory and practical has been adapted by the college as recommended by affiliating institution.

The course structure includes core, generic, discipline specific,Skill enhancement and AECC.

The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline specific courses and also the learning outcomes of different programmes.

The syllabus also provides information about scheme of instruction and evaluation.

The POs and COs primarily aim at imparting knowledge and skills for building students' skill and personality.

There is also an importance given on holist development of the students as the learning outcomes focus on imparting values and ethics and improving their interpersonal and communication skills. The POs/COs of all the programmes are communicated to all the stakeholders of the programme through Faculty- student meetings, Parents meetings at individual department level.

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

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

At the end of each academic year, computation of Pos and COs attainment is done from the attainment of all curriculum components. Direct assessment tools are used to test the knowledge and/or skills of students in that course. Examination are the prime tools for evaluation of PO and CO attainment directly. First three levels of learning like remembering, understanding and applying to some extent and fourth level of leaning by analysing can be assessed by conducting examinations and giving problems in the project work.

Indirect Methods like, Student Feedback on Curriculum is obtained and the same is shared with the departments so that their feedback is discussed and relevant changes if any are made.

PO is evaluated based on the performance of the students in terms of their progression to higher studies and qualification in competitive examinations.

These are also evaluated by the feedback of the parents during parent-teachers meeting.

Programme outcomes and course outcomes are also measured basing on the performance of students and student achievements in curricular, cocurricular and other activities.

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

2.6.3 - Pass percentage of Students during the year

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

389

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

<u>https://www.gscc.ac.in/</u>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

3.7 lakhs

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

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

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

01

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	<u>View File</u>
Paste link to funding agency website	<u>https://oshec.odisha.gov.in/</u>

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

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

01

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

3.2 - Research Publications and Awards

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

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

3

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

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

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

0

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

3.3 - Extension Activities

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

There must be a mutual relation between our community and Educational Institutions. Students must be taught how to deal with community and their Ecosystem after the completion of their three year degree course. So to mean these concepts our college organize a number of outreach programs by the help of our Youth Red Cross Unit, NCC Naval Unit, NSS Unit, local Government/Non Government agencies and nearby Ganjam District Administration under District Collector of Ganjam District. These type of Programmes taught them the concept of Sustainable development. In Academic session 2021-22 our college organized out reach activites like Celebration of World Health Day on 07.04.2022 by Youth Red Cross Unit. Volunteers and Students were awared with benefits of being fit in these days. Red Cross Unit also organized a Blood donation camp

with combined effort fron College NSS unit and Naval NCC unit.
Students were encouraged with benefits of Blood Donation by which
about 42 units of blood was collececd from Students and near by
Community people. NCC Naval wing of this college also conducted a
rally on World AIDS Day on 01.12.2021 and visited Chatrapur to
aware the common mass. As per order from DHE Odisha an Awareness
workshop was conducted of 15.03.2022 for awareness of Drug and
Alcohol Addictions among young mass.

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

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

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

0

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

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

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

8

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

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

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

249

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

3.4 - Collaboration

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

03

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

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college spans over the geographical area of 4.1 acres. Admin and science block has classrooms and laboratories. At the beginning of the academic year need assessment for replacement or upgradation or addition of the existing infrastructure is carried out based on the suggestions from the Academic Bursar, the HODs and College Development Committee after reviewing course requirements, availability of classrooms, and working condition of the existing infrastructure. The college ensures optimal utilisation of the college resources by encouraging innovative teaching-learning practices like the use of power point presentations, LCD projectors, smart boards etc. The college has adequate classrooms. The College has a Library building comprises of central librarywith reading room for students and staff. The administrative block of the college includes Principal's chamber, Establishment section, accounts section, Examination section, SAMS lab and Admission section. All of them equipped with well-maintained toilets, fire safety provisions and CC-TV surveillance. The college has well equipped seminar halls, conference hall, staff common room, boys and girls common room and may I help you counter.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	http://www.gscc.ac.in/gallery.php

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

The college conducts Cultural activities like dance competitions, annual day celebrations, NCC day celebrations, one-act plays, mono-action, song competitions, rangoli competitions etc. Besides, inductionand farewell ceremoniesare also celebrated at the departmental level. The students and staff use the college pandal for Cultural events, staging annual college Drama etc. The college has a magnificent record of excellence in the field of various sports and athletics. Many students were selected to represent at university level in hockey, cricket and athletics. The athletic club of the college is running smoothly and is well equipped with various sports materials. It has indoor game facilities in student common rooms for chess, carrom, table tennis .The college facilities different co-curricular and extra- curricular activities along with cultural and sports events. It usesan outdoor mini stadium consisting of Badminton, Kho-Kho, Volleyball and Kabaddi Courts provided by Chatrapur NAC.

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

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

07

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

07

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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

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

4.525 lakh

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

4.2 - Library as a Learning Resource

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

The college has well-equipped library with adequate numbers of text and reference books to cater the needs of the students and teachers for various departments. Our library plays a vital role in providing reliable content for students, teachers, and researchers. It includes books of different fields like art, literature, books with ethical and moral values, scientific innovations, tribal culture, management and many more.

It is a platform for making and shaping the future of the students. It is a gateway to personality development and capacity building for young learners. Though the Library is not fully automated but is in the under the process of automation. The total numbers of books in the library are about 36108 and the number of visitors per day is 15-20. The library has a separate reading room

with 40 sitting capacities for teachers and students with separate sections. The college has a Library advisory committee consisting of The Principal, as Chief Coordinator, the OIC Library as Coordinator and other three senior Members including a jr librarian. The committee meets at regular intervals to decide on the purchase and improvisation of the library. Newspaper and internet connectivity have been extended in the library for easy student access.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources | E. None of the above

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

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

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

0.33

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

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

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

15

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

4.3 - IT Infrastructure

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

Government Science College, Chatrapur has upgraded its IT facilities which covers with IT policy and CCTV Surveillance connectivity and has allocated budgetary provisions for updating its IT facilities. The college supports to data Services & sharing to teachers for the purpose of management of online classes and research activities. Teachers are motivated to use their mobile data & hotspot synchronization making teaching learning conducive & for academic excellence. The IT sector & the support software make the teachers as front liners and covid warriors during this pandemic scenario. The college has updated its IT facilities with increasing the number of computers, printers, scanners, smartboards, LCD projectors, Xerox machines, online admission process, dynamic website, and various software.

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

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution	D. 10 - 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

4.525 lakh

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

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

Building Infrastructure: College has constituted a development committee to look after the maintenance, repair, and construction of the building. There is a purchase committee to investigate the purchase of different items are being executed through a transparent process as per Govt. norms. The maintenance and up gradation work related to construction and electricity, government agencies like R&B Division, PWD etc supervise the work done by the contractors. The minor faults related to the electricity and repairing of building are attended and repaired by the hired electrician, technician, carpenters etc. The cost of the maintainance is generally beared by concerned office.

Laboratory equipment and machines: Every department maintains

stock registers for keeping the list of chemicals, glassware, equipment, and other instruments used in laboratory.

Computer and IT infrastructure: Stock registers are maintained regularly to keep record of the functional and nonfunctional items. Maintenance and up gradation is looked after at departmental level and concerned technicians are hired whenever necessary.

Maintenance of Library/ Library Materials: Accession and withdrawal registers are regularly maintained to keep the record updated and accessions of the books

Sports Equipment: The officer in charge of sports and games regularly maintains the stock register for the equipment and materials related to the sports

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

428

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

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

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

428

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

210

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

210

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

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

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

5.2.2.1 - Number of outgoing student progression to higher education

7

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

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

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

5

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

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

3

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

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

The Government Science College, Chatrapur, encourages student representation in co-curricular, and extra-curricular activities, resulting in a dynamic and inclusive campus community. Students actively participate in decision-making relating to extracurricular and co-curricular activities.

Every department and society has student representation, where they are involved in the decision-making process. These representatives act as a bridge between student and principal. Student representatives report issues to the principal, who directs committees to ensure the smooth execution of various activities.

Complaint and suggestion boxes are strategically placed across the college to get feedback on college growth. Student demands and grievances are prioritized and addressed on a regular basis. The college allows students to express their concerns, advocate for their needs, and work with faculty and staff to maintain a healthy environment on the college campus.

Furthermore, our college promotes active participation in co-curricular and extracurricular activities, acknowledging its importance in boosting students' personal development and leadership skills.

Through these avenues of participation, the college fosters a sense of ownership and belonging among its students, empowering them to be proactive agents of change on campus and beyond.

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

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

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

2

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

5.4 - Alumni Engagement

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

The Government Science College, Chatrapur has a registered Alumni Association. The association plays an important role in the smooth functioning of the organization. Whenever the college administration requires assistance, it readily offers its support. The association provided significant assistance during the NAAC Peer Team's visit to the college, as well as in resolving the college's land dispute.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Mission and Vision of the Institution- "Sa vidya ya Vimuktaye" that means "Knowledge is that which liberates". This profound statement encapsulates the idea that true knowledge leads to liberation or freedom from ignorance, limitations and suffering. It emphasizes the transformative power of knowledge, suggestion through knowledge we can bring transformation in the society and achieve a state of enlightenment or liberation. This principle underscores the importance of seeking knowledge not just for its own sake but also for its ability to empower and uplift individuals, ultimately leading their liberation from suffering and ignorance. Our institution stands with this mission and vision for so many years to impart quality education in the locality. High quality educational programmes and healthy practices are being implemented by keeping in mind the mission and vision of the institution to prepare the young minds to create a civic society.

The Principal acts as the authorized representative of the government to plan and implement institutional quality policy. The various administrative wings and academic departments of the college are effectively governed through the formation of mandatory committees like Academic advisory council, IQAC, Purchase Committee etc. having well defined roles and responsibilities keeping in eye with the vision and mission of the college.

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

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

The principal has formed different decentralised committees and societies consisting of members of different teaching staffs, such as Admission committee, examination committee, anti-ragging cell, Purchase committee, College development committee, Scholarship committee ,Athletic Association, Student Grievance cell, college disciplinary committee etc. All the committees and bodies meet several times during this academic session.

Decentralisation and participative management has been strictly adhered for the smooth functioning of the administration and ensuring democratic work culture. Principal along with three different Bursars formulate the plans for different functioning matters for the overall development of the institution. After preparing the outline of the programme, it is implemented by the respective Heads of the Departements. The participative management is clearly seen by the Principal and he ensures the participation of all the people concerned.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College has a formally stated quality policy, mentioned in the vision and mission statements of the College. The council designs the various strategies to accomplish the quality policies regularly. The Principal, secretary staff council and staff club in co-ordination with administrative bursar, academic bursar, teaching staff, non-teaching staff, librarian, student representatives from the Students' Union are involved in the

quality activities making process.

The quality improvement strategies of the College in teaching & learning, research & development, community engagement, human resource management, industry interaction are described broadly as under:

Strategies to improve the quality of Teaching & Learning process

Strategies to improve the quality in Research & Development

Strategies to improve the quality in community engagement

Strategies to improve the quality in human resource management

Strategies in industry interaction

Perspective plan for development:

The major plans are:

1. To get autonomous status from the UGC.
2. To construct hostels for boys and girls.
3. To Convert Existing buildings into disabled friendly buildings.
4. To construct more classrooms, library and laboratory facilities.
5. To acquire more ICT tools and use it in teaching-learning processes.
6. To make entire campus equipped with Wi-Fi.
7. To achieve the student teacher ratio of 1:15.
8. To acquire the Teaching to Non-Teaching ratio of 1:1.1.
9. To construct staff quarters and Principal's quarters.

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

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

The institution has created several committees/ cells for its effective functioning. A mechanism has been setup for providing operational autonomy to various functionaries in order to ensure a decentralized governance system.

1. The Principal is the secretary of staff council and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different bodies/committees for planning and implementation of different academic, student administration and related policies.

2. Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure an uniform exposure of duties for academic and professional development of faculty members. Following are the different subcommittees which have been nominated by Teachers' Council (2021-22) for the purpose of Admission , Examination , Internal tabulation , Routine , Library , Construction , Maintenance , Purchase , maintaing student discipline, for games and sports, Cultural , Athletic, Grievance Redressal Cell etc.

3. Non-teaching staff are the important part of the institution. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

4. Participative Management: The institution promotes the culture of participative management at the strategic level, functional level and operational level.

5. Strategic level: The Principal, governing authority, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Faculty members share knowledge among themselves, with students and also with non-teaching staff .

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

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

Absolutely, the teaching and non-teaching staff are the backbone of any educational institution like a college. They play vital roles in ensuring the smooth functioning of the institution and the holistic development of students. They are indeed the real assets and the driving force behind the success of any college.

Monetary welfare measures: Every member of the college's both teaching and non-teaching staff is entitled to a salary and other benefits as periodically determined by the government. The monetary benefits avail by the staff are such as

- **Government Loan facilities**
- **Group Insurance Scheme**
- **Vehicle Loan and Education Loan**
- **Health Insurance and House Construction Advance**
- **Group Provident Fund**

- **Festival Advance for Class III and Class IV employees**
- **The regular employees of the college are allowed to enjoy annual increment of salary and Dearness Allowances as admissible time to time**

General welfare measures: Different types of leaves that avail as per Government guidelines are

- **15 days casual leave for employee**
- **13 days earned leave**
- **20 days medical leave**
- **Six months Maternity and 15 days paternity leave**
- **15 days Academic Leave within a year for teaching staff.**
- **The teaching staffs of the college are also allowed study leave for research activities, faculty development programs, seminars and workshops etc**

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

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

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

0

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

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

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

0

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

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

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

06

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

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

The objective of the Performance Appraisal Report (PAR) is for employees to assess their individual efficacy at work and have their assessments reviewed by higher authorities. It displays the character role of the employee and provides their performance

rating, significant work, and type of service provided to the institute at the discretion of the Principal. The system is an annual assessment which is normally submitted at the end of the financial year through Human Resource Management System (HRMS) portal managed by the Government. The submitted Performance Appraisal Report (PAR) by the teaching staff is reviewed by Principal as the Executive Head of the institution as the Reporting Authority, who fills up the Part-II of the report with his remark and rating to the individual employee. He forwarded to the higher authority for future course of action. Promotion and new grade pay are based upon the PAR approved by the higher authority. Decisions are communicated to the appropriate stakeholders in case of adverse remarks.

File Description	Documents
Paste link for additional information	https://apps.hrmsodisha.gov.in/index.htm
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

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

All institutions have an essential responsibilities to manage public funds transparently. Regarding the internal audit, the fund sanctioned by various agencies like UGC is audited by the Chartered Accountants. However, as it is a post covid pandemic session audit could not be held.

The external audit for funds received from any source is generally carried out by audit team sent by AG Odisha and higher education department, govt. of odisha

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

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

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

0

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

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

Source of Income- 1. Different fees collected from students related to admission, examination etc. 2. Funds received from state government and different funding agencies e.g RUSA, World Bank Project, IDP, Research fundings and fundings received from other Govt. agencies. 3. Alumni contribute to the institute by raising funds to purchase items like water coolers, wall clocks, etc.

Mobilization and utilization of funds – 1. Account section and development committee decide and monitor the mobilization and optimum utilization of funds as per Govt. guidelines. 2. Funds received for building are being utilized through PWD department of State Govt. 3. Any purchase are being carried out through the purchase committee by seeking quotations from vendors, scrutinization of quotations, then order the item and then payment. 4. Funds allocated for laboratory and other expenses are distributed to different departments as per the need and being utilized accordingly. 5. The Principal, finance and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget and as per the rules and regulations defined by the state Govt.

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

6.5 - Internal Quality Assurance System

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

The institution has adopted all the approaches in this session were student centric. "Yuba Pratibha Anwyesan", Digital transaction, and Proctorial classes are few which are worth mentioning. These initiatives were taken to substantiate the academic standard of students. Card swipe was the means to collect fees from the students. Cashless transaction was initiated to make the money deposit convenient. Seminars were conducted to increase overall academic development of students. Extra classes and remedial classes were taken and assignments were distributed to irregular students.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC being the centre of Institutional development it continuously reviews and takes steps to improve the quality of the teaching-learning process. The Academic Calendar is prepared in advance and circulated in the Institute. All newly admitted students made aware of the rules and regulations, the teaching learning process, compulsory corecourses, skill development courses, various co-curricular activities, discipline and culture of the Institute. Students are also introduced with the Time-Table, Programme structure, syllabi of the courses before the semester commences. The Academic Bursarmake visits to ensure the smooth functioning of classes. The campus disciplinary committee ensures maintainace of discipline inside the campus. Feedback from students is collectedcommunicated to IQAC and accordingly action are taken.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	D. Any 1 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Prioritising 'gender equity' is one important and significant step that a mature educational institution takes to create a safe and convivial atmosphere for teaching-learning. Our college being a coeducational institution, has a sustainable system in place to bring parity among various genders. The college has separate Girls Common Room (GCR) and Boys Common Room (BCR) with all the basic amenities including lavatories in place to keep our young learns engaged when they do not have class. The college has organised self-defence programmes for girl students are regularly organisedto prepare them to be able to defend themselves in any unforeseen situation. The college assigned a few dedicated women

staff members to be in charge of this programme. In addition, the college has an active Sexual Harassment Cell working through out an academic year to oversee cases related to sexual harassment and subjugation. Lastly, not only through infrastructural and governance support, the institution makes attempt to bring gender parity through its curriculum as well. The syllabus of UG English and Pol. Sc. has components on gender studies. The sole purpose is to sensitize our students about the politics and variant factors underlying sexes.

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

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

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	No File Uploaded

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

The college embodies the spirit of Swach Bharat Stresth Bharat by implementing some initiatives to keep its campus clean and tidy. The college has dedicated staff who keep the campus clean and uncluttered 24×7 be it classrooms, office rooms, corridors of buildings or open space on campus. One can find dustbins positioned at every strategic corners of buildings to keep clutters at bay. Huge stack of used papers, left out and abandoned articles or materials are regularly disposed either by storing in

the designated storerooms or by burning them down. In some instances, used materials or products are recycled to make them reusable. The college takes stock of it's furniture benches, desks, chairs, tables, cctv cameras, tubelights etc. on regular basis to ascertain their functionality. The defunct and discard products are stored in the storeroom only to be routinely sold off or repaired. There are washbasins installed in staff common rooms, labs, departments. Though our college does not have a huge campus, the systematic and routinely efforts made to manage the waste has always brought positive outcomes.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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

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

Our institution is taking various initiatives to provide an inclusive environment by bringing teachers, non-teaching staff and students with diverse background on a common platform. The purpose of conducting such events in the institute is to promote the sense of peace, equality & harmony. Everyone has freedom to express his/her own opinions and is givenequal opportunity to participate in teaching-learning work and socialactivitie. The institute has an active NSS wing which attempts to participate in communal social work. Anti-Harassment cell, Anti-ragging cell and employee grievance cell operates to impart a healthy and congenialatmosphere to all staff members and students. Youth Red Cross wing and NCC naval wing of theinstitution organises different programmes to promote of health, hygiene,and humanitarian values in the society In addition blood donation camp, plantation,different awareness programmes, communal work at Rathayatra, sea beach cleaning related to environment and road safety areconducted as practice for the purpose to serve the society.

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

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

Programs and activities that students and staff engage related to inculcating values and being responsible citizens includes: Independence Day and Republic Day are celebrated every year to celebrate India's independence and date on which the Constitution of India came into effect respectively.Thereupon, students and employees were communicated about constitutional values such as justice, liberty, equality and fraternity. International Yoga Day used to be observed on 21st Junefor mental and physical well being of the students. AIDs awareness program is organised every year to make aware about rights of HIV infected people and responsibility of society towards them. World envioronment day is celebrated every year to incullcate the responsibity of every human towards mother earth.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**C. Any 2 of the above**

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

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

The Institution ceremoniously celebration different occasions in the campus. Celebration of Independence day and Republic day are two mandatory national event, which is done with absolute dignity and humdrum. Students and staff participate in these events with utmost enthusiasm. Apart from that Gandhi Jayanti, Teacher's day, Human Rights Day, Utkal Divas,, World Earth Day, World yoga Day, Punnet sagar abhiyanand Aids Awereness Day are some of the occasion which has got special relevance in our institution. In these occasional special meetings and guest lectures are organised. Different literary competitions such as, essay, debate and quiz are organised on specific occasions. Students egaerly take part in these competitions and get alluring awardstoo. Such events are conducted on regular basis. Other student friendly occasions such as induction and orientation programmes are also organised on yearly basis. Welcome to freshers and farewell to pass-out batches are also organised on departmental levels. Annual sports and annual functions are also part of institutional celebration, where we celebrate young talent. These observations signify the active involvement of both students and staff of the Institution.

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

7.2 - Best Practices

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

During the academic year 2021-2022 numerous devices were designed to add to institutional values. All the approaches in this session were student centric."Yuba Pratibha Anwyesan", Digital transaction, and Proctorial classes are few which are worth mentioning.

YUBA PRATIBHA ANWYESAN :

'Yuba Pratibha Anwyesan' was a programme schemed to trace raw talent in students. It was an institutional firm to hunt talent of students through different competitions. Both literary and cultural fest were organised in which students participated massively. Those students who fared well in those events also represented the Institution in different block level, district level and state level competition. This very venture turned out to be a huge success.

INITIATIVE FOR ACADEMIC DEVELOPMENT :

Substantial initiative were taken to substantiate the academic standard of students. The post covid scenario was extremely tough situation to recuperate the academics of students. Extra attention was given on students by assigning the with assignments and surprise tests. Teachers of our institution toiled really hard to revive the standard of students.

Digital payments :

Card swipe was the means to collect fees from the students. Cashless transaction was initiated to make the money deposit convenient. Instead of collecting cash in long queue at banks, students preferred card swipe. This step was an advance to avoid public gathering in covid transition era.

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

7.3 - Institutional Distinctiveness

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

Collaboration opportunity is given to faculty members for research activities both for teachers and students.

Objective

1. To initiate research work and motivating faculty members in the

R & D area.

2. To publish articles considering outcome of the project.

Outcome

Faculty members of the college got funding for doing project work, recognised as research guide and published papers.

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

7.3.2 - Plan of action for the next academic year

1. Strengthening Academic Activity by implementing outcomebased Education. 2. To provide holistic value based education and inculcate entrepreneurial abilities in students to face the challenges of corporate world.

3.Improvement in the existing sport facilities.

4.Initiative towards student and faculty exchange as part of MOU, for academic excellence

5.Organising workshop on research and encouraging teachers to publish paper and patents.

6.To prepare the college for the Cycle-III of assessment and accreditation by NAAC.