The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. (For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution for the session 2017-18
(data may be captured from IIQA)

1. Name of the Institution :GOPALPUR COLLEGE

- Name of the Head of the institution : Sri Chakradhar Patro

- Designation : Principal

- Does the institution function from own campus :Yes

- Phone no./Alternate phone no. : 0680-2343578

- Mobile no. :7749978844

- Registered e-mail :collegegopalpur@gmail.com

- Alternate e-mail :

- Address :Main Road

- City/Town : Gopalpur-on-sea, Ganjam

- State/UT : Odisha

- Pin Code :761002

2. Institutional status:
- Affiliated / Constituent :Constituent
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban : Semi-urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self Financing
  (please specify) : Grants-in aid/ UGC 2f and 12 (B)

- Name of the Affiliating University   : Khallikote University, Berhampur
- Name of the IQAC Co-ordinator   : Dr. Pitambar Bisoyi
- Phone no. : Alternate phone no.   :
- Mobile   : 9437616963
- IQAC e-mail address   : iqacgpc1982@gmail.com
- Alternate Email address:

3. Website address:

Web-link of the AQAR: (Previous Academic Year):

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

4. Whether Academic Calendar prepared during the year?

Yes/No…. , if yes, whether it is uploaded in the Institutional website:

Weblink:

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st				from: to:
2nd				from: to:
3rd				from: to:
4th				from: to:
5th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY   :29/09/2014

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. Orientation Programme for fresher's	10.08.2017	+3 1st Year Students
2. National Seminar organized by English Department	07.04.2018 to 08.04.2018	80
3. Awareness Programme on Recruitment procedure for Indian Army	11.08.2017	92

> *Note: Some Quality Assurance initiatives of the institution are:*
>   *(Indicative list)*
> - *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
> - *Academic Administrative Audit (AAA) conducted and its follow up action*
> - *Participation in NIRF*
> - *ISO Certification*
> - *NBA etc.*
> - *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Institution	Building Infrastructure grants	State Govt.	2017-18	1000000/-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES

     *upload latest notification of formation of IQAC

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….
Yes/No: YES
  (Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?   Yes   No ☑

        If yes, mention the amount: Year:

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

      * Establishment of two number of Smart Class rooms.

      * Construction of Girls Common room and cycle stand.

      * Purchase of Laboratory equipment, Library Books and Journals.

      * Office Automation.

      * Career awareness Programme Conducted.

13. 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
1. Construction of additional Girls' Common room and cycle stand.	1. Girls common room and cycle stand constructed.
2.Construction of well equipped toilets	2. Steps taken for construction of toilets.
3.Development of teaching learning process including provision for smart class rooms	3. Establishment of two smart class rooms.
4. To take steps for recruitment of teaching and non-teaching staff.	4.
5. Renovation of college garden.	5.College garden renovated
6. Steps to to taken for the automation of the college office.	6. College office automation work has completed.
7. Extension of CC camera facilities.	7. Installation of CC cameras.
8. Improvement of Library& Laboratories.	8. Purchase of Library books and Laboratory equipment.
9. Purchase of furniture for class room.	9. Furniture purchased for class rooms.
10. To make aware the students for various recruitment procedures.	10. Conducted recruitment awareness programme by college placement cell.

14. Whether the AQAR was placed before statutory body?   Yes   No: ✓

Name of the statutory body: Governing Body   Date of meeting(s):
The term of the Governing Body has expired and the G.B. has not been formed yet. The report will be placed in the meeting for post facto approval after formation of G.B.

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes   **No** ✓   Date:

16. Whether institutional data submitted to AISHE: Yes   No ✓
Year: Date of Submission:

17. Does the Institution have Management Information System?
Yes ✓   **No**

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

Gopalpur College, Gopalpur-On-Sea has a website of its own namely www.gopalpurcollege.ac.in. This college is one of the premier institutions in Odisha. The college came into existence in the year 1990. The college promotes the culture of decentralization and participative management as per guidelines of Director of Higher Education, Govt. of Odisha and the instructions of University for effective implementation of academic policies, the college has several management information systems which take care of various activities like admissions, office management, student dealings, accounts, examinations, students grievance redressal, etc. for its proper functioning of the institution.

- SAMS(STUDENTS ACADEMIC MANAGEMENT SYSTEM)

- HRMS(HUMAN RESOURCE MANAGEMENT SYSTEM)

- PIMS(PERSONAL INFORMATION MANAGEMENT SYSTEM)

- IFMS(INTEGRATED FINANCIAL MANAGEMENT SYSTEM)

    E-Scholorship, such as Prerana, e- Medhabruti, National Scholarship, etc

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well-planned curriculum delivery and documentation. Explain in 500 words

Gopalpur college became a constituent college of Khallikote University, Berhampur, during the session 2015-16. It undertakes all the academic programmes within the framework of curriculum guidelines laid down by the university. In view of ensuring effective curriculum delivery, the institution chalks out a plan of academic programmes at the beginning of each academic year on the basis of curriculum issued by the university. The present syllabus is based on CBCS system which is effective from the session 2015-16. As per the syllabus, academic plan is designed by the faculty members to impart teaching effectively for completion of courses and publication of result in time. Apart from this, for developing creativity and innovative idea of the students various programmes such as National Seminars, Departmental Seminars, Workshops, Field Study, Skill Development Programme, Quiz and Debate Competitions are undertaken. Eminent personalities from different fields such as Bank,Education and Human Resource Management are invited to share their experiences among the students for their betterment. Faculty members are encouraged to participate in Refresher Courses, Orientation Courses, Workshops, and Seminars and to present papers in seminars. Besides these activities, the non-academic activities like Sports and Games, various Cultural Programmes are also conducted. The NSS and YRC units are conducting various social activities and awareness programmes on plantation, Swachh Bharat Abhiyan, Blood Donation Camp, Health & Hygiene etc. for inculcating the value system of the students. The college has established two Smart Class Rooms and one IT laboratory in accordance with the current digital study atmosphere to update the students. All the academic and non-academic activities of the college are well planned for effective curriculum delivery.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
NIL	NIL	NIL	NIL	NIL

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B.SC. Hons.	2017-18	Marine Science	2017-18

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
BSC, BA & B.Com (Hons.)	✓		2015-16	✓	
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
No of Students	Certificate	Diploma Courses
Nil	NIL	NIL

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
Skill enhancement course has been introduced from the subjects for U.G courses of CBCS syllabus to enhance the scope for employability of the students. Two AECC and Two SEC subjects has been introduced for Arts, Science and Commerce students. Out of these four subjects Environmental Science, Communicative English and e-commerce are taught to the students to enhance their skill.	From the session 2015-16	All UG Students

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
B.A. 6th Sem. IRPM (hons) Students Visited the Kolkota Port Trust, Kolkota, W.B. for their field work.	25, dt.: 26.02.2018

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	No	Yes	No

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

The institution constituted feedback committee comprising of IQAC, coordinator and heads of all the departments as member. The following steps have been taken in the process of analysis of feedback of the various stakeholders such as Teachers, Students and Alumni.

Distribution of feedback forms among the various stakeholders by the feedback committee.
Collection of feedback forms from the stakeholders by the feedback committee.
Determination of percentage of each category of stakeholders opted for each option of the feedback form.
Analysis of feedback particulars.
Preparation of feedback report.

After preparation of feedback report from the different stakeholders, the different suggestions and productive proposals for growth and development of the college. The feedback committee submits the plan of action to the principal to include in the action plan of IQAC.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BA (Hons)	256	Application received and scrutinized on online mode by SAMS, Dept. of Higher Education	217
B SC (Hons)	192		176
B Com (Hons)	192		74

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	1029	--	31	--	--

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
31	07	Internet, Projector, Smart Board, Computer, Pen Drive etc.	03	02	--

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

It is one of the most important activity of the college. The faculty members of each department act as mentors of their respective department. The mentors are assigned the responsibility to look after the activity, academic problems of the Slow Learners and Advanced Learners, problems faced by the students in the institution and to promote them in the field of their interest. The mentors do take special care for slow learners. The mentors also make the students aware of the importance of youth in nation building, maintaining discipline, obeying the rules and regulations of the institution, about different scholarship meant for them and other activities like Anti Ragging, Women Harassment etc. The mentors also encourage the students to participate in different activities such as Cultural, Sports and Games and the programmes undertaken by NSS & YRC.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1029	31	1:33

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	31	01	NIL	14

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognisedbodies during the year)

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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2.5 Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.A. (Hons)	Economics Education English History IR&PM Odia Political Science	6th Semester	08.05.2018	06.08.2018
B.Sc. (Hons)	Chemistry Mathematics Physics Botany Zoology	6th Semester	08.05.2018	06.08.2018
B.Com. (Hons)	Commerce	6th Semester	08.05.2018	06.08.2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level
(250 words)

The institution is committed to improve the academic performance of the students. The faculty members reforms by continuous internal evaluation. It is one of the essential elements of the teaching learning process. Each department conducts orientation programme to aware the students about the evaluation process. At the beginning of every academic year the college gives the academic calendar to the students. Academic performances of the students are assessed through the evaluation system, as the institution conducts regular internal examinations. The commencement of examination is informed to all students well in advance. Examination programme of each academic session is scheduled by the principal and the members of the examination committee consisting of the HODs of all departments. The internal examination question papers are prepared by the faculty members of the respective departments. After the examination, the papers are evaluated by the faculty members.

The evaluated papers are explained personally to each student and parent teacher meeting are also conducted for discussion relating to the performance of their wards and their necessary improvement. The attendances of students are examined as the eligibility criteria of 75% attendance is mandatory in each semester to appear for University examination.

The institution is also conducting extra classes for the slow learners which are helpful to make them understand at par with the advanced students. After publication of results by the University, the principal conducts a review meeting for analysis of results with HODs of the subject concern. Suggestions from various departments are also taken into consideration & the institution adopts the methodologies to improve the performance of the students.

2.5.3 Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar of the institution is followed in consultation with the academic calendar issued by Director of Higher Education, Govt. of Odisha and the principal of the college prior to the commencement of the academic year. The academic calendar summarizes the schedules of the upcoming yearly activities. As per the academic calendar the classes are taken up with a view for completion of courses before concernment of University examination. The HODs & faculty members collect the syllabus and distribute the course among the students. The head of the department in consultation with the other faculty members of the department finalises the distribution of courses based on their choice and area of interest. The students are informed about the course, pattern of question, tentative date/ month of Mid-term & End-term examination. The faculty member in charge of time table prepares the timetable as per the guidelines for the number of credit hours in each subject prior to commencement of the semester. After approval of the time table by the principal, the same is uploaded in the website and displayed on the notice board. The faculty members are maintaining their lesson plan mentioning the topics to be covered lecture wise for each subject regularly. It is reviewed by the academic bursar and principal in every month.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes
for all programs offered by the institution are stated and displayed in website of the institution(to provide the weblink)

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
Economics Education English History IR&PM Odia Political Science	B.A. (Hons)	108	91	84
Chemistry Mathematics Physics Botany Zoology	B.Sc. (Hons)	120	106	88
Commerce	B.Com. (Hons)	40	28	70

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink) : Yes

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	---	---	---	---
Minor Projects	---	---	---	---
Interdisciplinary Projects	---	---	---	---
Industry sponsored Projects	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students Research Projects *(other than compulsory by the College)*	---	---	---	---
International Projects	---	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	---	---

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
National Seminar on Subaltern Voices in Indian Writings in English	English	07.04.2018 to 08.04.2018

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
NIL	NIL	NIL	NIL	NIL

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
NIL	NIL	NIL

Name of the Start-up	Nature of Start-up	Date of commencement
N.A.	N.A.	N.A.

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
NIL	NIL	NIL

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded

	N.A.	N.A.

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National	NIL	NIL	NIL
International	NIL	NIL	NIL

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
English	04
Commerce	01

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	NIL	NIL	NIL	NIL

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	1. Dr. Manoj Patnaik Lect. In Commerce, Participated in "Emerging Trends In Agribusiness Management : Prospects And Challenges" on 17th -18th March, 2018, Kalam Institute Of Technology, Govind Vihar, Govindpur,	1. Dr. Kala Chand Dash, Lect. in Physics, Participated in "Workshop on Physics Experiment for CBCS Syllabus- 2017" on 23rd August 2017

2. Dr. Girish Chandra Behera, Lect. in English, Participated in "Subaltern Voices in Indian Writing in English" on 07th and 8th April 2018, by Dept. | **Workshops** 1. Dr. K. Ch. Dash, Lect. in Physics, Participated in the workshop on "Physics Experiment | 1. Dr. Ram Chandra Jena, YRC Counsellor, Participated District YRC Study-Cum-Training Camp on 13th – 15th |

	Berhampur, Odisha	of English, Gopalpur College, Ganjam, Odisha	for CBCS Syllabus" organized by P.G. Dept. of Physics, Berhampur University on 23rd Aug 2017	Sept 2017
		3. Dr. Manas Ranjan Misra, Lect. in English, Participated in "Subaltern Voices in Indian Writing in English" on 07th and 8th April 2018, by Dept. of English, Gopalpur College, Ganjam, Odisha		
		Workshops	2. Dr. G. Ch. Behera, Lect. in English, Participated in Workshop on "Building Competence: Teaching English For Employability " organized by Ram Narayan college, Dura, Ganjam, Odisha on 24th Sept 2017	
		1. Dr. Pradeepta Kumar Patanaik, Lect. in Botany, Participated in "Workshop on Trends in Conservation on Biodiversity" on 24th -25th Aug 2017, organized by Dept. of Botany, P. V. K. N, Govt. College, Chittoor, A. P		
		2. Dr. Ranjit Kumar Das, Lect. in Physics, Participated in "Regional Workshop on Research Based Pedagogical Tools" held in NISER, Odisha from 27th – 29th Oct 2017		
		3. Sri Laxman Palo, Lect. in Chemistry, Participated in "Regional Workshop on Research Based Pedagogical Tools" held in NISER, Odisha from 27th – 29th Oct 2017	3. Dr Ram Chandra Jena, Lect. in Pol. Sc., Participated in Workshop on "Building Competence: Teaching English For Employability " organized by Ram Narayan college, Dura, Ganjam, Odisha on 24th Sept 2017	
		4. Dr. Pradeepta Patnaik, Lect. in Botany, Participated in "Regional Workshop on Research Based Pedagogical Tools" held in NISER, Odisha from 27th – 29th Oct 2017		
			4. Dr Ram Chandra Jena, Lect. in Pol. Sc., Participated in the Training Programme on Disaster	

			Management and Risk Reduction by VYK, New Delhi and CYSD, Odisha and YRC, Odisha on 8th – 10th Nov 2017	
Presented papers		1. Dr. R. Ch. Jena, Lect. in Pol. Sc., UGC Sponsored National Seminar "U. S. Policy in South Asia in 21st Century- A Paradigm Shift" on 19th - 20th Aug 2017 by Dept. of Pol. Sc. Science College Hinjilicut, Ganjam, Odisha 2. Dr. Bhadri Narayan Patra, Lect. in Commerce, New Economic Policy in Banking Sector, organized by School of Commerce, Revenshaw University, Cuttack, Odisha 04-02-2018 to 05-02-2018 3. Miss P Rashmita Kumari Patro, Lect. in Education, Participated in "Subaltern Voices in Indian Writing in English" on 07-04-2018 to 08-04-2018		
Resource Persons			1. Dr. P. Bisoyi, Dept. of IR&PM, visited IR&PM Dept., Khemundi College, Digapahandi, Odisha on 16th Dec 2017 as a resource person on the topic "Factories ACT 1948"	

3.4 Extension Activities			
3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community andNon-Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year			
Title ofthe Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co- ordinated** such activities	Number of students participated in such activities
Nisa Nibaran Abhiyan	NSS Girls Unit	04	20
World AIDS Day	YRC	06	47
AIDS Awareness	NSS / YRC	06	20
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year			
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
NIL	NIL	NIL	NIL
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year			

Name of thescheme	Organising unit/agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
Special	Indian Army, ADGM School, Golabandha, Odisha	Career Counselling	13	92
Normal	IQAC and Placement Cell	Awareness Programme for Competitive Exams	05	40
Special	Govt. of Odisha	Self Defence for Girls	03	150
Normal	NSS Girls Unit	Nisa Nibaran Abhiyan	04	20

3.5 Collaborations			
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the Year			
Nature of Activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	NIL
3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year			

Naturee of linkagee	Title of the linkage	Name of the partnering institution/ industry /research lab with contactdetails	Duration **(From-To)**	participant
Field Work	---	Kolkata Port Trust, Kolkata, W.B.	26.02.2018	25

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year			
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
VIGRO MARINE TECHNOLOGIES, Bandar, Revukottur, Gopalpur on sea	12.07.2017	Skill Addition & Capacity Building through participation	Students: 15 Teachers: 02

CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure Augmentation	Budget utilized for infrastructure development
59.611 Lakhs	26.163 Lakhs

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	5 Acres	
Class rooms	12	
Laboratories	05	
Seminar Halls	01	
Classrooms with LCD facilities	02	
Classrooms with Wi-Fi/ LAN	02	
Seminar halls with ICT facilities	01	
Video Centre		
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		05
Value of the equipment purchased during the year (Rs. in Lakhs)		1073971
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS Software	Nature of automation (fully or partially)	Version	Year of automation

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value (in Rs.)	No.	Value (in Rs.)	No.	Value (in Rs.)
Text Books	1970	315090	565	113472	2535	428562
Reference Books	4981	740155	734	147414	5715	887569
e-Books						
Journals	651	37382	17	654	668	38036
e-Journals						
Digital Database						
CD & Video						
Library automation						

Weeding (Hard & Soft)								
Others (specify)								

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	29	09	01	--	--	07	13	02	
Added	02	01	02	--	--	01	--	01	
Total	31	10	03	--	--	08	13	03	

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

Band width available of 22 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NIL

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the module	Platform on which module is developed	Date of launching e - Content
NIL	NIL	NIL	NIL

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities (in Rs.)	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities (in Rs.)
---	3.223 lakhs	---	0.71505 lakhs

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

The institution is committed to provide sufficient recourses for upgrading its physical and academic facilities. The infrastructure facilities of the college are timely upgraded and maintained. The IQAC submits its proposal for the infrastructure development to the principal. There are different committees such as Infrastructure committee, Project Management Unit of RUSA grant, UGC Planning Committee, Library Committee, Purchase Committee etc. Depending upon the nature of upgrading the physical and academic facilities, the principal after obtaining the approval in the respective committee presents the proposals

before the governing body for final decision on priority basis. The class rooms including the furnitures, doors & windows are regularly cleaned by the Sweeper of the college. The rooms are properly maintained and installed with green boards for the use of teachers. There are 31 numbers of computers. Computers are used for both academic and non-academic purposes. The college has a Computer Laboratory which is used by the students. All the computers are maintained properly for the best use from the college development with the help of trained personnel. The Smart Class rooms and a Language Laboratory are also maintained properly to enhance the teaching & learning of students.

LABORATORIES: The department heads of each science subject submit their requirement of new equipments and repair of equipments to the principal at the end of academic session. The principal takes necessary steps by calling quotations for purchase of new equipments and defective equipments have been serviced by technicians from outside. All the departments maintain separate stock register for each department to record all the laboratory articles.

LIBRARY: The institution is committed to provide library facilities for students to enhance their knowledge. The library committee plays an active role for smooth functioning of library. The library assistant takes care the maintain the books, journals & reports in good conditions under the supervision of librarian. The stock verification of library books is done every year. Librarian takes initiative for the requirement and maintenance of library books. After receiving the required book list from the HODs, the principal takes necessary steps by calling quotations for purchase of new books.

SPORTS AND GAMES- Health education is another important factor to facilitate the students. A gymnasium is functioning with improved equipments. Besides, the gymnasium students are given Yoga practice/ Training. Sports and Athletic activities are conducted every year in the month of January in the college. The annual athletic function is held to encourage the students to participate in different events. Students are participating in different sports and athletic events organized at inter college and inter university level. The Physical Education Teacher looks after the maintenance of sports and athletic equipments & facilities every year before conducting the sports and athletic events.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from State Govt.		117	546816.00
Financial support from institution			
Financial support from other sources			
a) National			
b) International			

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Yoga & Meditation	21.06.2017	30	Yoga Teacher

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
11/08/17	Awareness Programme on Recruitment procedure for Indian Army	92	---	---	---

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance Redressal
NIL	N.A.	N.A.

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
N.A.	N.A.	N.A.	N.A.	N.A.	09

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	Mousumi Sahu	B.Sc	Physics	Berhampur University, Odisha	M.Sc in Elecronics
	Priti Sethi	B.Sc		Berhampur University, Odisha	M.A in I.R.P.M
	Dolly sahu	B.Sc		Berhampur University, Odisha	B. Library & information Science
	Sandip Kumar Sahu	B.A	IR&PM	B.J.B Auto,College, Bhubaneswar	M.A in I.R.P.M
	Pritam Paramguru Mahapatra	B.Sc		Vellore Institution of Techonlogy, Tamilnadu	M.Sc in Bio-techonlogy

	Sony Tanagana	B.A		Berhampur University, Odisha	M.A in I.R.P.M
	Jagannath Rao	B.A	IR&PM	Berhampur University, Odisha	M.A in I.R.P.M
	Kahgeawar Behera	B.A		Berhampur University, Odisha	M.A in I.R.P.M
	Saswat Sharan	B.A		Berhampur University, Odisha	M.A in I.R.P.M
	Tejaswini Paathy	B.A		Khallikote University, Berhampur	M.B.A in Tourism& Travel Management
	Rakesh Kumar Behera	B.Sc		Berhampur University, Odisha	M.A in I.R.P.M
	Shishir Sethi	B.A		Berhampur University, Odisha	

5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	N.A.	N.A.
SET	N.A.	N.A.
SLET	N.A.	N.A.
GATE	N.A.	N.A.
GMAT	N.A.	N.A.
CAT	N.A.	N.A.
GRE	N.A.	N.A.
TOFEL	N.A.	N.A.
Civil Services	N.A.	N.A.
State Government Services	N.A.	N.A.
Any Other	N.A.	N.A.

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
SPORTS for Boys		
100 Meter Running Race	College Level	25
200 Meter Running Race	College Level	20
400 Meter Running Race	College Level	22
Long Jump	College Level	15
High Jump	College Level	20
Short Put Throw	College Level	22
Discuss Throw	College Level	24
Slow Cycle Race	College Level	21
SPORTS for Girls		
100 Meter Running Race	College Level	22

200 Meter Running Race	College Level		21
400 Meter Running Race	College Level		15
Long Jump	College Level		11
Girls High Jump	College Level		10
Short Put Throw	College Level		15
Discuss Throw	College Level		14
Slow Cycle Race	College Level		11
CULTURAL FOR BOYS			
Quiz	College Level		30
English Essay	College Level		12
Odia Essay	College Level		14
English Debate	College Level		10
Odia Debate	College Level		15
Reading Skill	College Level		11
Extempore Speech	College Level		12
Dance Solo	College Level		10
Song Solo	College Level		16
CULTURAL FOR Girls			
Quiz	College Level		25
English Essay	College Level		10
Odia Essay	College Level		11
English Debate	College Level		14
Odia Debate	College Level		15
Reading Skill	College Level		11
Extempore Speech	College Level		10
Dance Solo	College Level		15
Song Solo	College Level		14
Rangoli	College Level		15

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the Student
2017-2018	Inter University Basketball	State	Sports		Certificate No- KUSC- 00020	Rudra Narayan Das
	Inter University Basketball	State	Sports		Certificate No- KUSC- 00021	Tushar Kumar Patra
	Inter University Kabbadi	State	Sports		Certificate No- KUSC- 00034	L. Gurraya
	All India Inter University Athletics(Women)	National	Sports		Certificate No- KUSC- 00051	Kajal Mandal
	Inter University Cricket	State	Sports		Certificate No- KUSC- 00065	Panchanan Behera
	Inter University Cricket	State	Sports		Certificate No- KUSC- 00066	Ajit Kumar Sethy
	National Boxing Championship(Boxing Federation of India)	National	Sports		Certificate No- 136	Akash Gouda

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college student union is the main organ of the students of +3 classes. Every bonafide student is a member of the student union. Each bonafide student of +3 classes is eligible to vote at the time of students union election. Its objectives are to promote unity, integrity and discipline among the students. It creates awareness the duties, responsibilities and rights among students as they are the responsible future citizens of India and also to train them in parliamentary democracy. The election to the students union is conducted as per the guidelines of J. M. Lyngdoh Commission Report and as per the order passed by the Hon'ble Supreme Court. There shall be an Executive Body of the union consisting of the President, Vice-President, Secretary, Asst. Secretary, One Class Representative from each class and One Girl's Representative from among the girl's student. There shall be an advisory board consisting of Advisor and Associate Advisors nominated by the principal from among the teaching staff who hold office for one academic year only. The advisors and associate advisors shall advice and assist the students union on any matters. In case of dispute, the decision of the principal is final. The functions of the students union are to draw of programmes for the different activities and prepare the annual budget of the union. The meeting of the executive body cannot be conducted without the advisor or in the absence of associate advisor. The students union conducts the annual cultural programmes by organizing different competitions such as Essays, Debates, Songs, Dances, Rangoli, Quizzes, etc to enhance the inherent qualities among the students. It also encourages the students to participate in extracurricular and co-curricular activities organized by the college. It conducts the Annual Function by inviting eminent persons to address the staff members and students. Besides, these council take active part by involving students in various affairs to ensure hands on participation in the pursuit of academic excellence.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words): NO

5.3.2 No. of ~~registered~~ enrolled Alumni: 187

5.3.3 Alumni contribution during the year (in Rupees) **: NIL**

5.3.4 Meetings/activities organized by Alumni Association **:**

Alumni has given proposal for Construction of additional class room, renovation of girls common room, improvement of library facilities and computer facilities to the students.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

VISION

To be a premier Educational Institution for the socially, economically and educationally backward youth of local community in particular and others in general by providing excellent educational opportunities that are responsive to the needs of the students, and empowering them to meet and exceed the challenges as active participants in shaping the future of the country.

MISSION

- To foster academic and career success of students through quality education, development of critical thinking, effective communication, creativity, and cultural awareness in a safe, accessible and affordable learning environment.

- To inculcate high ethical and moral values, discipline, hard-working spirit and positive thinking in students for moulding them into responsible future citizens and good human beings.
- To provide the support system that is necessary for building their career through proper guidance and career counseling.
- To achieve academic excellence through introduction of ICT and popular digital educational tools for advanced teaching and learning.
- Meeting the new dimensions of education by providing skill-based techniques.
- Promoting education through conduct of college, state and national level seminars, symposiums and workshops.
- Promoting the spirit of cooperation and self-help among students through participation in extension activities like NSS, YRC, Self-defence, Scouts and Guides, etc.

The college is providing autonomy to all functionaries on working towards decentralized governance system. Institution has a well organized governing body. The president and other members of governing body meets periodically to review the infrastructure developmental works and teaching learning processes. The principal distributes co-curricular activities and extracurricular activities among the staff members at the beginning of the each academic session. The principal, the teaching and non-teaching staff play a vital role to design and implement the quality policies and plans. The following committees are functioning under the principal as head in the college.

1. College Development Authority
2. UGC Committee
3. IQAC Committee
4. RUSA Committee
5. Budget Committee
6. Purchase Committee
7. Examination Cell
8. Grievance Redressal Cell
9. Discipline Committee
10. Feedback Committee
11. Anti-Ragging Committee
12. Career Guidance and Placement Cell
13. Sexual Harassment & Women's Empowerment Cell

The above committees are functioning in a democratic and transparent manner to provide the stakeholders good governance and academic friendly environment in the college.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

Yes

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

❖ Curriculum Development:
    Institution is a constituent college of Khallikote University. The faculty members of the various departments are participating in course restructuring and revision committees constituted by university for UG curriculum. The IQAC plays an important role for all round development of academic curriculum.

❖	**Teaching and Learning:** The principal assigns the duty as the Academic Bursar to one of the senior faculty member to look after the academic development and progress of the teaching learning process. Most of the faculty members are experienced and dedicated to their profession. Some faculty members are giving ICT enabled teaching methods. In order to improve the standard of slow learners, extra classes are taken by the staff members and also providing study materials. Students are encouraged to participate in the Seminars, Workshops, Study tours and field visits.
❖	**Examination and Evaluation:** It is one of the essential element of the teaching learning process. Institution conducts regular internal examinations and class tests semester wise. After the examination, the papers are evaluated by the faculty members. The evaluated papers are explained personally to each student and parent teacher meeting are also conducted for discussion relating to the performance of their wards and their necessary improvement.
❖	**Research and Development** Institution encourages the faculty members to apply for Minor / Major research projects to different institutions. The institute conducts departmental seminars regularly by inviting external resource persons from university and different leading colleges. Faculty members are motivated to present papers by attending seminars and to publish in journals.
❖	**Library, ICT and Physical Infrastructure / Instrumentation** The college has a well equipped library and reading room for teachers and students. Two Smart Class Rooms with projectors are available to encourage the teachers to provide ICT enabled teaching methods using power point presentation to the students.
❖	**Human Resource Management** The college is organising various activities by the NSS and YRC units for the students being students as a premier human resource. The faculty members are encourage to equip themselves by attending Refresher Courses, Orientation Courses, Workshops, etc.
❖	**Industry Interaction / Collaboration** Institution has linkages for faculty exchange programmes with higher educational institutions, field visit and MOU with industries. As per the regulation of the university, the Industrial Relations and Personnel Management (IR & PM) Honours final year students visit the industry for their field work, as it is mandatory as per the regulations of the university. The students submit their field work report to the department. By visiting the industries the students interacts with the Human Resource Manager on different aspects of HRM, IR and L.W.
❖	**Admission of Students** The admission of the students is carried out to various programmes under the rules and regulations of Higher Education Department, Govt. of Odisha under Student Academic Management System (SAMS) on merit basis. The principal assigns the duty of admission to the experienced faculties for smooth conduct of admissions.
6.2.2 :	Implementation of e-governance in areas of operations:
❖	**Planning and Development:** The college has a development committee, who frames policies for the future growth and development. HRMS: A Human Resources Management System is a software developed for payment of salary and arrears of employees of the college. The service books of each employee is uploaded in the HRMS which facilitates the employee to get information of all transactions during his/her service career. PIMS: Personal Information Management System is a type of application software that functions as an information management tool, PIM tool's purpose is to facilitate the recordings of certain types of personal information.

❖	**Administration:**
	The institution follows all the rules and regulations issued by Higher Education Department Government of Odisha and University from time to time. The college receives all the notification and orders from Department of Higher Education through e-mail of the college and also makes all the correspondences by online.
❖	**Finance and Accounts:**
	IMFS, it is an integrated financial management system which is being used by the institution to manage spending, payment processing, budgeting for the employees.
❖	**Student Admission and Support:**
	The admission into different undergraduate programmes is regulated by the software developed by OCAC, Govt. of Odisha under Student Academic Management System (SAMS) in the higher education institutions of the state. The entire process of admission is under e -Admission . The admission process of the college is clearly mentioned in the college website.
❖	**Examination**
	The institution conducts all the examinations as per the guidelines issued by the University. All the activities relating to examination such as registration, form fill up and publication of examination result are done through online.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
NIL	NIL	NIL	NIL	NIL

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
NIL	NIL	NIL	NIL	NIL	NIL

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Orientation	1. Dr. Ram Chandra Jena, Lect. in Pol. Sc. YRC Counselor participated the District Youth Red Cross Study- cum Training Camp organised by Indian Red Cross Society at Govt. Science College, Chatrapur, Odisha	13-09-2017 to 15-09-2017
	2. Dr. Ram Chandra Jena, Lect. In Pol. Sc. Participated In The Training Programme On Disaster Management And Risk Reduction Jointly Organised By VYK, New Delhi, CYSD, Odisha & IRCS- Odisha State Branch Bhubaneswar	08-11-2017 to 10-11-2017

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
NIL	NIL	NIL	NIL

6.3.5 Welfare schemes for	
Teaching	Yes
Non-Teaching	Yes
Students	Yes

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

(with in 100 words each)

     The college follows all the norms and conditions of Govt. Of Odisha for the financial transactions. All the payments are made either electronically or through cheque. The Govt. of Odisha appoints Local Fund Auditor / Charted Accountant for financial audit of the institution every year. The external auditor verifies all bills and vouchers with reference to cash book and submits its audit report. After receiving the audit report if any irregularity found, management takes necessary steps to avoid recurrence of errors and directs the concerned authority to follow the instructions as per the report of Auditor.

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

Name of the Non-Government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
NIL	NIL	N.A.

6.4.2 Total corpus fund generated: **NIL**

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			Yes	Academic Bursar
Administrative			Yes	Administration Bursar

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

    The college conducts Parent Teacher meeting in every year after the completion of internal examinations. It helps the parent to understand the problems faced by their wards. In the meeting the parent gives suggestion in the following matter. 1. Academic growth of institution, 2. To meet the educational needs of the student, 3. To promote good relationship among the members of teaching staff, students and parent.

6.5.3 Development programmes for support staff (at least three)

The institution encourages the support staff to the computers for all official works. The DEO gives training to the support staff in computer laboratory during their off time. The DEO also provides training to the support staff to use the HRMS (Human Resource Management System) portal of Higher Education Department, Govt. of Odisha, for all administrative and financial aspects of the college.

6.5.4 Post Accreditation initiative(s) (mention at least three)	**NIL**

6.5.5

a. Submission of Data for AISHE portal   : (Yes /No) NO

b. Participation in NIRF   : (Yes /No) NO

c. ISO Certification   : (Yes /No) NO

d. NBA or any other quality audit   : (Yes /No) NO

6.5.6 Number of Quality Initiatives undertaken during the year –NA-

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from --- to------)	Number of participants
2017-18	National Seminar by English Department	07-04-2018 to 08-04-2018	2 Days	80

CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period **(from-to)**	Participants	
		Female	Male
Orientation of College Youth on Biju Kanya Ratna Yojana	29.06.2017	24	17

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:.

Percentage of power requirement of the College met by the renewable energy sources.

The institution creates environment consciousness by organizing different activities under NSS, and YRC Units. The college organizes plantation programmes by the students in the campus and in the adopted villages to reduce heat and CO_2 level. IQAC has given proposals to the principal for rain water harvesting and installation of solar power plant to reduce the use of conventional source of energy in the campus.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	
Provision for lift	No	
Ramp/ Rails	Ramp	
Braille Software/facilities		
Rest Rooms		
Scribes for examination		
Special skill development for differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017	1	1	11.08.2017	IQAC and Placement Cell	Awareness on Recruitment Processer to Indian Army	105
2017	1	1	01.12.2017	YRC	World AIDS Day	47

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Calendar	Reopening Day after Summer Vacation	After summer vacation the college calendar is given to the newly admitted students during the orientation programme at the beginning of the calendar year

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-------to ------)	Number of participants
Self Defence for Girls	08.01.2018 to 19.01.2018 & 16.02.2018 to 27.02.2018	150

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

Cleaning the environment is the key to existence. Maintaining a clean environment reduces pollution, preserves our bio-sphere, protects species and also helps to preserve the earth's natural resources. The employees and students are taking interest to keep the campus cleanness and greenery of the institution. The NSS & YRC volunteers are taking keen interest to pick up plastic and polythine garbages and other waste from the campus. The college has taken initiatives on the following activities to make the campus eco-friendly such as i. Campus Cleaning Swachh Bharat ii. Plantation Programme iii. Polythine & Plastic Free Zone iv. Energy Conservation & v. Waste Management.

7.2 Best Practices

The college has adopted the best practices such as 1. Skill Addition and Capacity Building through Participation and 2. A Clean & Green Campus. The skill addition and capacity building through participation practice is to fulfill the following objectives:
1.   To make students more employable as compared to others.
2.   To give students the much needed extra confidence to face the future challenges of life.
3.   To make them self-reliant.
4.   To give alternative options for earning livelihood.

During 2017-18 the college has organized the training programme for students at VIRGO Marine Technologies, Bandar, Revukottur, Gopalpur on sea, Dist-Ganjam, Odisha.

   The second best practice has been adopted the institution on "A Clean & Green Campus" keeping in view the following objectives:
1. To plant more number of trees in the campus
2. To create a pollution free atmosphere
3. To save & conserve energy.
4. To save water by limiting its wastage.
5. To develop a solid waste management system.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

   The college established in the year 1990 in the International Tourist place i.e. Gopalpur on sea, under Ganjam district in Odisha. It has been gaining momentum in the academic heights and one of the reputed institute in the state. In adherence to its vision of holistic development of students, the college has moved every inch forward with very carefully taken steps to uplift the educational, moral and socio-economic standard of the students belonging to the area, which is predominantly in habited by the Fisherman Community and other Backward Classes. As a part of its attempt to achieve the objectives, the college has undertaken various programmes, methods and strategies, suitable for its students to learn.

   All the staff members of the college are working dedicatedly with full commitment for academic enrichment of students. Emphasis is always given on the modern and innovative ways of teaching. Apart from class room teaching Seminars, Symposiums and Workshops are conducted on regular basis to develop communication skill and public speaking ability of the students. Besides, the college conducted different extension activities by the NSS and YRC Units.

8. **Future Plans of action for next academic year 2018-19 (500 words)**

1. Renovation of class rooms.
2. Improvement of Laboratory Infrastructure
3. Purchase of equipments for science laboratories.
4. Infrastructure development of Library Books and Journals.
5. Conduct of Self Defence Programme for girls.
6. Programme for development of literary talent.
7. Conduct of plantation programmes.
8. Celebration of 71st Independence Day.
9. Conduct of various activities like Swachh Bharat Abhijan, Awareness on Health and Hygiene, Awareness on Placement, etc.
10. Observance of Vigilance Awareness week.
11. To motivate students to take part in University level, State level and National level sports and games activities

Name   Dr. Pitambar Bisoyi   *Name Sri Chakradhar Patro*
Coordinator, IQAC   *Principal, Chairperson, IQAC*

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

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For Communication with NAAC

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