JALESWAR WOMEN'S DEGREE COLLEGE

Jaleswar, Dist. – Balasore

Affiliated to Fakir Mohan University, Vyasa Vihar, Balasore, Odisha

SELF STUDY REPORT

In respect of

FIRST CYCLE - ACCREDITATION

December -2015

Submitted to

National Assessment and Accreditation Council

An Autonomous Institution of the University Grants Commission

P.O. Box No. 1075, Nagarbhavi, Bangalore-560072

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Prof.. Kamalakanta Chanda   Mob: 9853231080,
   M.A. in Political Science
   Principal- In-Charge
Jaleswar Women's Degree College, Jaleswar, Balasore.

FROM THE DESK OF THE PRINCIPAL.

                    I am highly satisfied to know that the NAAC has brought a good deal of steps for the upgradation of the quality of higher education and accreditation of colleges and universities throughout the country . The impact of accreditation process taken up by NAAC leads to significant quality consciousness in the colleges and Universities of the country . This accreditation process followed by NAAC helps the academic institution to ascertain their lacuna and provides ample opportunity to search various ways and means to promote the quality of higher education . My college is also interested to prepare a Self-Study Report for the purpose of evaluation and accreditation of this institution by NAAC. This process of evaluation provides us a lot of inspiration for imparting need-based and value –oriented education to the rural students , who can easily fit into the present day society & made them responsible for the nation building process . With the change of time and circumstances , our vision & outlook are changed for which we are in need of the development of a new way of life .It is an important thing to note that the attention of the new generation is to accept possibilities for the development of the country .It is highly necessary on part of a higher educational institution to create proper environment for rural youths , by which they can access into a place where their creativity reaches in the optimum height . To my perception this is the sole objective of NAAC .

        The staff members of my institution are searching a lot to achieve greater heights for excellence in higher education & to satisfy the expectations and aspiration of the students , people of the locality and the nation as a whole . I hope my institution will set up standards in the context of higher education by imparting value based & innovative teaching to it's students & will make this dream a reality by 2020. I convey my heartiest gratitude to all of my staff members in general & steering committee for the preparation of SSR in particular for their sincere efforts for the development of quality of higher education .I also admire the endeavour of NAAC to provide us a boost to prepare this Self Study Report .

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                                        Prof Kamalakanta Chanda
                                         M.A. in Political Science .
                                          Principal- In-Charge

From The Steering Committee ………………………………………..

      Prof. Kamalakanta Chanda is the chairperson and Head of the steering committee of NAAC, Prof. Satyamaya Acharya, Department of Odia is the Co-ordinator , Prof. D. K. Ghosh, Department of History, Prof.Smt. Suravi Pradhan, Department of Odia

      It's a challenging task to complete the reports for submission to NAAC within frame-work of time for assessment & accreditation . It's more promising to collect required documents and data in this context . The steering committee and all inmates tried their best and an all-round effort was made to complete the SSR in time .

      This first important task before us was to interpret well the questions in their proper perspective in the format . The committee considered every issue carefully, invited suggestions from every members ,taken each matter seriously , devoted ample time before making a final entry in the format . We had stormed our brain on different angles for the proper ,authentic and accurate entry . In the process , we had to scan the history of the college right from the inception in 1989 and its forward march through ups and downs to reach the present stage .

      In the process of compiling facts and data , we had to seek assistance from all concerned members and units of the college , both academic and administrative . It is high time , the UGC has inspired the colleges to assess their strength and upgrade themselves to bring about reforms in the domain of Higher Education . The committee has patiently processed SSR igniting importance on self –sustained –job-oriented , value-aided and self-generated educational system of 21st century . Finally , the steering-Committee has sincerely prepared the Self Study Report of the College and we hope that is up to satisfaction .

Prof. Satyamaya Acharya.
Co-ordinator- Steering Committee
Jaleswar Women's Degree College,
Jaleswar, Dist - Balasore

DOCUMENT OF DREAMS & ASPIRATIONS

" Man may come and man may go but I go on forever" this is the inner voice of "Jaleswar Women's Degree College" Jaleswar which is dedicated to the noble task of augmenting the cause of higher education in this under developed locality. The dreams and aspiration are enumerated as follows:

To open +3 Science & Commerce stream .

Infra structural Development for faculty wise accommodation.
To computerize all the wings of the college establishment and organization .
Developing innovative practices in learning extension and research area.
To generate enough funds and resource mobilization of the college .
To be of noteworthy help to the local community in the agrarian sector.
To develop this institution into an Ideal one in the locality.

PART-1

Institutional Data

Section B: Preparation of Self-study Report

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	JALESWAR WOMEN'S DEGREE COLLEGE	
Address :	AT/PO/VIA: JALESWAR, DIST-BALASORE	
City : BALASORE	Pin :756 032	State :ODISHA
Website :	www.jaleswarwomensdegreecollege.in	

2. For Communication:

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Kamalakanta Chanda	O: 06781-222045 R:	9853231080		Jwdc2014@rediffmail.com
Vice Principal	NA	O: R:			
Steering Committee Coordinator	Satyamaya Acharya	O: 06781-222045 R:	9853182472		satyamayaacharya@gmail.com

3. Status of the Institution:

Affiliated College   **Yes**

Constituent College

Any other (specify)

4. Type of Institution:
   a. By Gender
      i.   For Men
      ii.   For Women √
      iii.   Co-education
   b. By Shift
      i.   Regular
      ii.   Day   √
      iii.   Evening

5.   It is a recognized minority institution?

   Yes

   No √

   If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

Sources of funding:
   Government √
   Grant-in-aid √
   Self-financing Any
   other   √

7. a. Date of establishment of the college: …**01/06/1991**… (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is

a constituent college)　　| FAKIR MOHAN UNIVERSITY, BALASORE |

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	27/09/2007	
ii. 12 (B)	27/09/2007	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **NA**

Under Section/ clause	Recognition/Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

Yes | √ |　　　　No | |

If yes, has the College applied for availing the autonomous status?

Yes | |　　　　No | √ |

9. Is the college recognized

a. by UGC as a College with Potential for Excellence (CPE)?

Yes | |　　　　No | √ |

If yes, date of recognition: …………..… (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes | |　　No √

If yes, Name of the agency …………………… and

Date of recognition: …………………… (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Urban Area
Campus area in sq. mts.	A3.05 decimal .
Built up area in sq. ft.	RCC Building -15000 Sq.ft. Hostel Building 6000 Sq.ft.

√

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

• **Auditorium**/seminar complex with infrastructural facilities

• Sports facilities √

    * play ground √

       swimming pool

       gymnasium

   2   Hostel √

     * Boys' hostel **NA**

         i.   Number of hostels

         ii.   Number of inmates

         iii.   Facilities (mention available facilities)

     □ Girls' hostel

         i.   Number of hostels ; - 01 -**Under construction**

         ii.   Number of inmates

         iii.   Facilities (mention available facilities) Boarding & Lodging

     * Working women's hostel   One

         i.   Number of inmates 160

         ii.   Facilities (mention available facilities)

• Residential facilities for teaching and non-teaching staff (give numbers available — cadre wise) **NA**

• Cafeteria — NA

• Health centre – NA

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance... Health centre staff –

Qualified doctor   Full time ☐ Part-time ☐

Qualified Nurse   Full time ☐ Part-time

- Facilities like banking, post office, book shops NA

- Transport facilities to cater to the needs of students and staff NA

- Animal house   NA

- Biological waste disposal YES

- Generator or other facility for management/regulation of electricity and voltage   YES

- Solid waste management facility   NA

- Waste water management   NA

- Water harvesting   NA

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	B.A.	3Yrs	+2 Arts/Com./ Science	English and Odia	192 + 20% Additional Seats	230
	Post-Graduate						
	Integrated Programmes PG						
	Ph.D.						
	M.Phil.						
	Ph.D						
	Certificate courses						
	UG Diploma						
	PG Diploma						
	Any Other (specify and provide details)						

13. Does the college offer self-financed Programmes?

Yes ☐   No ☑

If yes, how many? [   ]

14. New programmes introduced in the college during the last five years if any?

| Yes | √ | No | | Number | 01 |

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (Hist., Pol.Sc, Eco., Odia & Edn etc.)	UG	PG	Research
Science				
Arts	(Hist., Pol.Sc., Odia, Eco & Edn)	05		
Commerce				
Any Other (Specify)				

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com…)

   a. annual system   [01]

   b. semester system [   ]

   c. trimester system [   ]

17. Number of Programmes with NA

   a. Choice Based Credit System   [   ]

   b. Inter/Multidisciplinary Approach [   ]

   c. Any other (specify and provide details) [   ]

18. Does the college offer UG and/or PG programmes in Teacher Education?

   Yes [   ] No [√]

   If yes,

   a. Year of Introduction of the programme(s)………………… (dd/mm/yyyy)
      and number of batches that completed the programme [   ]

   b. NCTE recognition details (if applicable)

      Notification No.: …………………………………

      Date: …………………………… (dd/mm/yyyy)

      Validity:………………………..

   c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately? No

      Yes [   ]   No [   ]

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐   No √

If yes,

a. Year of Introduction of the programme(s)………………. (dd/mm/yyyy)

and number of batches that completed the programme ☐

b. NCTE recognition details (if applicable)

Notification No.: …………………………………

Date: …………………………… (dd/mm/yyyy)

Validity:……………………

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes ☐   No ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government *Recruited*					6	05	04	01	01	
Yet to recruit										
Sanctioned by the Management/ society or other authorized bodies *Recruited*					02					
Yet to recruit										

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.							01
M.Phil.					01	05	06
PG					06	05	11
Temporary teachers							
Ph.D.							
M.Phil.							
PG							
Part-time teachers							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College. 00
23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2011-12		2012-13		2013-14		2014-15	
	Male	Female	Male	Female	Male	Female	Male	Female
SC		14		21		33		28
ST		06		09		26		17
OBC		28		15		30		52
General		80		85		38		50
Others		01		00		01		05

24. Details on students enrollment in the college during the current academic

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	ODISHA 174				174
Students from other states of India					
NRI students					
Foreign students					
Total					

25. Dropout rate in UG and PG (average of the last two batches)

UG   2%   PG

26. Unit Cost of Education Rs. 528/-
(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component   Rs. 10,071

(b) excluding the salary component   Rs. 528

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes   No   √
If yes,

a) Is it a registered centre for offering distance education programmes of another University

Yes   No   √

b) Name of the University which has granted such registration.

c) Number of programmes offered

d) Programmes carry the recognition of the Distance Education Council.

Yes ☐ No ☐

28. Provide Teacher-student ratio for each of the programme/course offered -1:38

29. Is the college applying for

Accreditation : Cycle 1 ☑ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle1:………. (dd/mm/yyyy)   Accreditation Outcome/Result……..…....

Cycle 2: ……………. (dd/mm/yyyy)   Accreditation Outcome/Result……......

Cycle 3: ……………. (dd/mm/yyyy)   Accreditation Outcome/Result……......

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year.

242

32. Number of teaching days during the last academic year
(Teaching days means days on which lectures were engaged excluding the examination days)

180

33. Date of establishment of Internal Quality Assurance Cell

(IQAC) IQAC …06/04/2015… (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.
AQAR (i) …………   (dd/mm/yyyy)

AQAR (ii) ……………… (dd/mm/yyyy)

AQAR (iii) ……………… (dd/mm/yyyy)

AQAR (iv) ……………… (dd/mm/yyyy)

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information) **Yes**
In the fitness of facts mentioned above it is needless to say that our college has made unique experiments and exploration in the sectors specified below:-
1. Library hours
2. Question Bank
3. Scholars subsistence allowances
4. Student support system
5. Non-Govt. Scholarship

Executive Summary

The Institution, Jaleswar Women's Degree College, Jaleswar, Balaosre is one of the premier institute of higher education in the northern part of Odisha in the district of Balasore. Keeping in view , the growing need of Higher Education in the coastal area of Balasore district, the college was set up in the year 1991. In the academic year 1993, the college was affiliated to Utkal University in Bachelor of Arts. In the session 1991 - 92 ,+3 Arts was opened with Govt. concurrence and affiliation to Utkal University. In the year 2004-05, Honours teaching in Economics, Education, History, Odia & Political Science were introduced. Later on the college is affiliated to Fakir Mohan University ,Balasore.

UGC affiliation under 2(f) & 12(B) was accorded in the month of September 2007. The institution is making a good progress with it. Since its inception the primary aim of the institution is to provide its students an impetus for higher education. The institution constantly endeavours to enable each student to explore her own intrinsic talents and qualities, shows that she may face real challenges of life whenever she is required.

Besides our commitment to academic excellence our institution provides ample opportunities for the students to excel in the fields of Sports, NSS, Social service, YRC etc. The Institution aims at fulfilling some of its cherished dreams and objectives such as the promotion of environmental consciousness , national integration, Indian culture, social welfare , disaster management, self defense and spiritual upliftment through Yoga classes and scientific temperament through various academic programmes offered by it.

To instill the basic knowledge of computer science among the students , the IQAC has launched basic Computer Programme among students & staff . Recently, our college has come up with new and renovated infrastructural facilities including Ladies' Hostel ,Wi-Fi networking , up-graded class rooms, teaching laboratories . In regard to co-curricular activities we equip our students with wide vision of life and inquisitive mind through various activities such as departmental seminars , project work, field study , study tour, various competition and cultural programmes . With regard to teaching –learning and evaluation the full fledged co-operation of the teachers of all departments has brought out outstanding results. Classes are engaged as per lesson plan and the syllabi are strictly followed. Students are encouraged to take project work, field work, seminar, workshop etc. The method of examination and evaluation are made available to the students through academic calendar at the beginning of the session. College conducts unit tests and test examination besides the University examination at the end of each academic session. The institution holds good position at University level with regard to its results . Regarding research consultancy and extension activities , the faculty members attend refresher courses , orientation programme , national and state level seminars and remain in touch with latest methods of teaching. One faculty member, Miss L. Das is continuing her Ph.D. Degree in F. M. University, Balasore.

Extension activities are also undertaken by the institution through several programmes such as blood donation camp, health check up camp and medical awareness , Plantation , Coir Making , Computer Literacy, Spoken English etc . The striking feature and the motto of our college is to awaken moral standards and instill awareness in students about social service through several social service projects. Regarding infrastructure, construction work of various buildings have been undertaken and this work will be completed at the earliest. We have a good stock of Books and Journals to meet the demand of students and Audio visual provisions have been made available to the students. As per students support and progression they respond and take part overwhelmingly in different literary, cultural events conducted regularly by the institution. The institution has introduced the Poor Girls Fund for needy and poor students , other financial support for central and state Government are merit scholarship, Post metric scholarship for SC and ST students & Sanskrit scholarship.

Feed back from students and parents and regular staff meeting etc are some of the mechanisms which are used for quality assessment and quality improvement. It has been regular practice for principal to meet the students in class room exclusively or informally out side the class room to get their informal feed back from time to time, so that quality sustenance is possible. Decentralization of authority has helped us to introduce many innovative practices such as involvement of teachers solving problems of students and fixation of accountability on the Heads of Departments for smooth running of each department. Evidences of students satisfaction are seen in the form of improvements of results, increase of pass percentages , decrease in dropouts , achievements in sports, and cultural activities and zero percentage of negative tendencies among students such as ragging, violent behavior , misbehavior in class room etc.

Communication between management and the staff is made in regular intervals to enable the management to review the activities of the college. As the Principal is the secretary of the management every activity is being conducted and supervised under his guidance. Internal co-ordination is maintained through regular departmental meetings and staff council meetings . Work is delegated to various committees headed by professors-in-charge to ensure smooth functioning . Examination committee , library committee , Women's cell, Anti ragging Cell, time table committee ,discipline committee and admission committee are some of the important committees.

Our college is a premier institute in the part of our district and it is very much conscious about its responsibilities to the nation at large , as the students of today will save its future and the institution is dedicated to help its students in career and character building with a sense of pride .

Part- II :
Criteria-wise Inputs

2. Criteria - wise Inputs

CRITERION I: CURRICULAR ASPECTS

1.1   Curriculum Planning and Implementation

1.1.1   **State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.**

Jaleswar Women's Degree College claims preeminence not only for its glorious past ,but also because of its visionary outlook towards the future .It finds inspiration from the learned persons of the Jaleswar Locality. This College visualized as a place of learning that would strive towards every higher degree of excellence in the development of the mind & spirit .

Jaleswar Women's Degree College provides itself on associating with an nurturing highly intelligent inspired & hard working personalities. Progress is our vision & academic achievement is our measure of success.

Mission of the institution :-

➢ The vision & mission of the college is to provide opportunities for education , profession , social, linguistic & cultural development of the students of all abilities specially poor and rural students, so that they can discover their potential and fulfill their hopes and aspirations .
➢ To develop multidimensional personality of the students by providing an opportunity to participate in cultural , co-curricular , literary and sports activities .
➢ To value originality and vision , encourage initiative and promote creativity of the students .
➢ To create good personality among the rural students for the nation building .
➢ To promote a sense of morality and faith of idealism , which will serve for the community and country .

Objectives of the institution :-

➢ To advance learning and knowledge by teaching network and by some extension programmes so as to obtain advantages of higher education .
➢ To provide value –based education .
➢ To bring about all-round development of students personality .
➢ To create an effective and efficient leadership quality of rural youth students .
➢ To achieve excellence in teaching and research through up-dated training and research work.
➢ To realise and adopt social responsibility among rural students .
➢ To bring all-round development of the learners to make effective contribution to the creation of a new society .

These institutional goals are communicated to the academic programmes , research and extension activities of the institution by implementing curricula

in a way that promote the achievement of these goals effectively . The departments are motivated to focus the current and future needs of the society . The departments are also motivated to undertake extension activities in order to disseminate the knowledge to different quarters of the society.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

The institution develops action plan for effective implementation of the curriculum through the following points :-

➢ In the beginning of each academic session faculty members prepare their scheme of lessons to cover entire syllabus within the stipulated teaching days (180) .

➢ As per the scheme of lessons faculty members prepare their lesson plan and deliver the same adopting good methods of teaching and appropriate teaching aids .

➢ To ascertain the learning progresses of the students, Formative Evaluation is conducted periodically.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

The following supports are received by the teachers from the University/institution for effectively translating the curriculum and improving teaching practices :->

➢ The affiliated University revises the curriculum time to time and communicate the same to the faculty members through the institution .

➢ The university conduct refresher , orientation & workshop to improve the teaching practices and smoothly translating the curriculum

➢ The institution provides the well possessed library to quench the thirst of knowledge of the faculty members .

➢ The institution also provides wee-equipped computer lab with internet connectivity (Broad-band & wi-fi) to enhances & update the teaching practices of the faculty members .

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

The institution provides well accommodation and qualified faculty members to contribute towards effective curriculum delivery & transaction.

1.1.5   **How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?**

The institution interacts with the beneficiary like University to operationlise the curriculum .

1.1.6   **What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.**

The staff members of the institution give suggestions from time to time to the University regarding the development of the curriculum on the basis of students feedback , teachers feedback & Stake holders feedback .

1.1.7   Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university)by it? If 'yes', give details on the process ('Needs Assessment', design, development and planning) and the courses for which the curriculum has been developed.

The institution has no opportunity to develop curriculum for any of the courses offered .It is exclusively prepared by the affiliated university

1.1.8   **How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?**

From the scholastic evaluation of the students performance , the institution ensures that the stated objective of curriculum are achieved in the course of implementation.

1.2   Academic Flexibility

1.2.1   **Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.**

The institution offers only one programme i.e , Bachelor in Arts . The specific goals & objectives of this programme is :-

➢   To enhance the creativity, socialization, morality , patriotic spirit , humanity & rationality among the students .

➢   To inculcate the democratic value, rights, duties & responsibilities of the citizens.

➢   To create a self dependent society in which everybody will be able to earn their livelihood.

➢   To facilitate vista for higher education.

Jaleswar Women's Degree College, Balasore,Odisha

1.2.2 **Does the institution offer programmes that facilitate Twinning /dual degree? If 'yes', give details.** NA

1.2.3 **Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:**

The students reading three years degree course in Arts leading to Bachelor Degree shall have to choose two elective subjects & one Honours subject.

In the First year Degree students are offered :->

Indian Polity , Landmarks of Indian History, Indian Economy , Education, Odia etc. as one Elective subject :- Five Honours subjects :- (History , Odia, Political Science , Education & Economics) are offered by the institution .

In the Second Degree the students choose the same Honours & elective subjects other than compulsory subject :- English , M.I.L.(O) .

In the third year Degree the students are offered one Honours Subject , One Elective Subject along with E.S. & ISC as compulsory subject .

Range of core/elective options offered by the university

Sl. No.	Degree	Subject	Elective(any two)
	B.A.(Hons)		
1.		History	Pol.Sc., Odia.
2.		Pol. Sc.	Hist. Edn.
3.		Education	Eco., Pol. Sc.
4.		Odia	Edn. Pol.Sc.
5.		Economics	Odia, Hist.
6.	BA general	Edn., Odia , PSC,Eco,Hist .	Odia , PSC,Eco, Hist Edn.,

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

NO

1.2.5 Does the college provide additional skill oriented programmes, relevant to regional and global employment markets? If 'yes' provide details of such programme and the beneficiaries.

The institution provides skill oriented programme like Railway & Bankimg Coaching to the students in order to make them eligible for regional employment markets .

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If
'yes', how does the institution take advantage of
such provision for the benefit of students?

Yes , the University provides for the flexibility of Combining the conventional face-to-face & Distance Mode of education for students . The institution suggests the deserved students to take advantage of this programme .

1.3   Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programmes and Institution's goals and objectives are integrated?

Since curricula in different courses are framed by the board of studies of the university. The affiliated college has to abide by and adopt these curricula. The goal of the academic program of the college is to shape all round development of the character of the students making them capable of being employed.

1.3.2 **What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?**

The institution makes efforts to enrich students' knowledge and experience by providing them with computer facilities and availing them of various books for competitive exams.

B.A. Course ensure both knowledge and skill development leading to competence.

1.3.3 **Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?**

The women's cell of the college takes care of the right of ladies- both students and staff. The cell also encourages girl students to take part different extra-curricular activities. Environmental Studies is a part of curriculum in BA course of the college. The N.S.S. units of the college offer platforms for awareness regarding climates change as well as environmental education. Discipline committee and Grievance Redressal Cell caters to the issues regarding human right violation. Computer facility is available to all the students.

1.3.4 **What are the various value-added courses/enrichment programmes offered to ensure holistic development of students?**

§   **moral and ethical values**

§   **employable and life skills**

§   **better career options**

§   **community orientation**

Value oriented curricula of the humanities give the students opportunities of self development and lead to their sincerity, honesty and hard work.

Through different practical classes like Education and Environmental Studies, the institution ensure development of employable and life skill among the students.

Through carrier counseling cell, the institution organizes different employment awareness programmes for better carrier options of the students .

N.S.S. units of the institution organizes programmes related to various social issues.

1.3.5 **Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?**

NA

1.3.6 **How does the institution monitor and evaluate the quality of its enrichment programmes?**

The head of the institute with the help of IQAC members monitors and evaluates quality of enrichment programmes.

1.4 Feedback System

1.4.1 **What are the contributions of the institution in the design and development of the curriculum prepared by the University?**

NA

1.4.2 **Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programmes?**

Yes, It is communicated to the University through valuation work by submitting examiner's report to the controller of University.

1.4.3 **How many new programmes/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programmes?)**

Any other relevant information regarding curricular aspects which the college would like to include.

NA

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1   Student Enrollment and Profile

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

Students are admitted through E-admission process governed by Department of Higher Education.

To ensure transparency in admission process , the institution sincerely follows the procedure mentioned in E-admission guideline. The list of selected candidates' are displayed on college notice board as well as DHE ,Odisha website. Admission work is conducted under the supervision of Admission committee.

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

UG (B.A.) course in Honours and general courses ,the admission is based on merit –cum-reservation in qualifying Examination as per the order of the Govt. of Odisha .

2.1.3   **Give the minimum and maximum percentage of marks for admission at entry level for each of the programmes offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.**

Maxmimum and minimum percentage of   marks for admission at entry level for each programmes   offered by the college for the session 2014-15 are given below:

Maximum percentage of marks for admission at entry level(Aggregate %)

College Name and Aggregate %

Subject	J.W.D.C., Jls	S.R.C, Baliapal	LNMV , Jamsuli	NMC Rupsa
History Hons	53.75	51.5	57.05	56.17
Pol.Sc. Honours	55.46	52.83	57.05	60.83
Education Honours	66.32	62.83	61.19	60.83
Odia Honours	63.12	58.33	63.17	70.17

Economics Honours	62.38	61.37	64.87	60.01
B.A. General	51.5	50.17	57	55.13

2.1.4   **Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?**

The institution has no opportunity to review the admission process ,because the review of Admission process is exclusively conducted by the E-admission process.

The Student Profiles are reviewed annually by the institution .

2.1.5   **Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion**

- **SC/ST**

- **OBC**

- **Women**

- **Differently abled**

- **Economically weaker sections**

- **Minority community**

- **Any other**

E-Admission policy reflects national commitments to diversities and inclusion by adopting reservation-cum- merit as per the orders of Govt. of Odisha and the admission process of the college is absolutely conducted by the e-Admission guidelines . The number of female students far exceeds that of the male students in Arts stream. This clearly shows that our institution is playing an important role towards women education .

28. **Provide the following details for various programmes offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.**

Programmes UG Level		Number of applications				Number of students admitted				Demand Ratio			
		2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
SI No.	B.A. Honours												
01	History	58	65	67	62	16	16	16	19	4:1	4:1	4:1	3:1
02	Political Science	57	62	65	63	16	16	16	19	3:1	4:1	4:1	3:1
03	Education	70	80	85	90	16	16	16	19	4:1	5:1	5:1	5:1
04	Economics	58	60	62	58	16	16	16	19	4:1	4:1	4:1	3:1
05	Odia	59	58	60	61	16	16	16	19	4:1	4:1	4:1	3:1
06	B.A. General	48	48	68	59	48	48	68	59	1:1	1:1	1:1	1:1

2.2 Catering to Student Diversity

2.2.1 **How does the institution cater to the needs of differently-abled students and ensure adherence to government policies in this regard?**

The college has no facility to cater to the needs of differently abled students.

2.2.2 **Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the process.**

The performance of students in the last qualifying Examination is the basis of assessment of the knowledge and skills of the students before the commencement of the programmes.

2.2.3 **What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/ Add-on/Enrichment Courses, etc.) to enable them to cope with the programme of their choice?**

Slow learners are identified and remedial classes are organized. They are encouraged to counsel with teachers for concept clarification. Revision of topic are conducted for them.

2.2.4 **How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?**

Women's cell of the college addresses issues related to women staff and students. The cell encourages students and staff to participate in cultural activities. The cell also makes women students aware of social responsibilities and gives mental support to fight against sexual harassment of women students. Self defence workshop for women are conducted annually and they are trained with skills for self defence.

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

Advance learner are identified by the subject teacher in due course after admission. Special books of more advanced level are recommended to them. Academic seminars are conducted to provide a platform to advance learners to enrich their knowledge. Advanced learners are encouraged to participate in quiz, debate, essay, cultural programmes and NSS programmes understand real world problems and develop understanding of different problems.

2.2.6 **How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?**

Regarding dropout and performance of the students , the college gets information through attendance register , class tests and test examination. Such data is used to make strategies to improve the academic performance of the disadvantaged sections of society, physically challenged, slow learners economically weaker sections etc. Drop out is minimized by constant persuasion. Personal and academic counseling are conducted by the head of the institute. Free ship and other concessions are available to them.

2.3 Teaching-Learning Process

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

Academic calendar is prepared and published for every academic year. Teaching Plan is prepared by the Heads of the Departments every academic year.

Evaluation Blue Print:- Prior to the commencement of examinations in this institution, the teachers of each department take the responsibilities of informing the students about the patterns of questions , schemes of valuation.

2.3.2 How does IQAC contribute to improve the teaching – learning process?

IQAC contributes immensely to improve the teaching and learning process. It helps organization to conduct more Seminars , Workshop etc. in order to spread awareness on academic and social issues. It also encourages and provide supports to the staff members for their quality improvement in teaching.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Right from the admission of the students the college guided and inspired the pupils to channelize their energy in best possible manner. They are also asked/advised to participate in various programmes to get themselves accustomed to the institution.

The support structure and systems available for teachers to develop skills are like academic calendar , audio- visual mode of teaching , projector and computer based teaching – learning method and library internet access and laboratories with advanced equipments , organizing seminars, field study, survey and practical classes etc. are also conducted.

2.3.4 **How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?**

The college inculcates discipline and good manner in students. It organizes seminars in various departments. Study tours are conducted every year. Students are involved in NSS Programme as well as different cultural programmes. The institution inculcates social responsibilities among students through extension programmes like Mushroom culture , Coir making, Bio-fertilizer preparation.

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

Lecture method, interactive method , seminars , Audio-visual, LCD-Projector are used by the faculty for effective teaching. Faculty can access well equipped laboratories and library.

2.3.6 **How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?**

Seminars are organized on regular basis by all the departments to update their knowledge.. News paper and internet are used to keep abreast of latest advancements. Books , Magazines are purchased on regular basis for knowledge upgradation. Computer Hub has been established keeping in mind the advancement in information technology.

2.3.7 **Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring /academic advise) provided to students?**

Subject teachers regularly advise and guide students to choose their stream and subjects and sort out their problems. Students are also encouraged to participate in sports and cultural activities at University, state and national level.

2.3.8   **Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

Innovative practices such as seminars based on curriculum , interactive method, computer assistant learning, LCD projector, field study have been adopted by the faculty during the last four years.

2.3.9   **How are library resources used to augment the teaching-learning process?**

The college library has subscribed to various journals related to different subjects. Books and magazines are purchased for college library on regular basis for knowledge upgradation. News papers and internets are used to keep abreast of latest advancements in a particular field. Test book and reference books are issued to students on the appointed days and reading room facilities for all. All question papers of University Exams in all the subjects are available to the students. All honours departments have departmental seminar library.

2.3.10   **Does the institution face any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

Some departments face problems in completing the curriculum within the planned time frame due to shortage of staff.. To develop the personality of students, the institution encourages them to participate in curricular and co-curricular activities which become hurdles in completing the curriculum in time. The faculty members take extra classes to complete the curriculum in time.

2.3.11   **How does the institute monitor and evaluate the quality of teaching learning?**

The college monitor and evaluate the quality of teaching-learning through IQAC Feed back. The head of the institution also regularly conducts meeting of the heads of the departments and steps are discussed to improve teaching-learning process. The college grievance redressal cell also takes care of the quality of teaching.

2.4   Teacher Quality

2.4.1   **Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum**

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.							
Ph.D.							
M.Phil.					01	05	06
PG					06	05	11

2.4.2   **How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programmes/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the institution in this direction and the outcome during the last three years.**

No new programmes like Biotechnology, IT, Bioinformatics etc. introduced by the institution.

2.4.3   **Providing details on staff development programmes during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a)   Nomination to staff development programmes

Academic Staff Development Programmes	Number of faculty nominated			
	2011-12	2012-13	2013-14	2014-15
Refresher courses	00	00	00	00
HRD programmes	00	00	00	00
Orientation programmes	00	00	00	00
Staff training conducted by the university	00	00	00	00
Staff training conducted by other institutions	00	00	00	00
Summer / winter schools, workshops, Seminars etc.	12	05	00	03

b) **Faculty Training programmes organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning**

v Teaching learning methods/approaches v

Handling new curriculum

v   Content/knowledge management

v   Selection, development and use of enrichment materials

v   Assessment

v   Cross cutting issues

v   Audio Visual Aids/multimedia

v   OER's

v   Teaching learning material development, selection and use

NA.

c) **Percentage of faculty**

☐   **invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies**

2 %

☐   **participated in external Workshops / Seminars / Conferences recognized by national/ international professional bodies**

98%

☐   **presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies**

15%

2.4.4   **What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national institutions and specialized programmes industrial engagement etc.)**

  The college encourages the faculty members to pursue research. Study leave is granted to those who take up research work.

2.4.5   **Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance/achievement of the faculty.**

      NIL

2.4.6   **Has the institution introduced evaluation of teachers by the students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?**

  The college has introduced evaluation of the teachers by the students. The feed back from the students is obtained teacher-wise and course –wise. The outcome of the feed back analysis is informed to the teachers for future improvement of teaching ability.

2.5   Evaluation Process and Reforms

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

  The institution has a continuous system of students evaluation through unit test, test exam and annual exam conducted by Fakir Mohan University. These examinations are conducted as per University rules for the purpose of promoting students for the next academic year. Students are made aware of evaluation process at the time of entry in to the college. The details of such evaluation are also published in the college calendar, displayed on Notice Board and Guard file for information of students and teachers.

2.5.2 **What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?**

After completion of each academic year of three years degree course , the examination for each degree (First University Exam, second University Exam and Final University Exam) is now held annually. The college cannot reform the process of examination as it is conducted under University Guidelines and the institution strictly adhere to these rules.

2.5.3 **How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?**

The class test are conducted and assessed papers are distributed to students. When ever the performance is not satisfactory the students are counseled. In case of necessity, guardians are informed. When a student is absent from the test exam because of any reason , the student get chance to attempt the test paper on a later date. Examination results are displayed on the notice board. Results of under performing students in the examinations are communicated to the guardians.

2.5.4 **Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.**

The formative and summative assessment approaches adopted to measure students achievements are unit test exam, test exam and university exam. In addition to that, debate, quiz, mono action, singing, dancing are organized and they are also encouraged to take part at various platforms. Special care is taken for games and sports and students are trained by PET to appear in different competition at district, state, and inter University level.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightages assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

The students are well behaved courteous and devoted to study. As the college is situated in rural agrarian area, they are laborious , industrious, disciplined and honest. No student unrest has surfaced since its inception.

They take regular classes and for conceptual understanding they consult with teachers and they stick to self study. The students follow English and Odia as the medium of study.

2.5.6 What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

The institution tries hard to enable students to shape their personality by developing their talents and skills. All the faculty members work hard to impart moral , cultural, social, intellectual and spiritual knowledge among the students as part of their responsibility. The college also strives to make the students responsible citizens of the nations.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

There is a grievance redressal cell for the students in the college regarding the evaluation. In the examination section a clerk is assigned to task of collecting the applications from the aggrieved students and submit those to the principal for consideration. The students are addressed individually by the subject teacher and the answer scripts are shown to them. Teachers point out the mistakes and suggestions are given to improve their performance.

Regarding the discrepancies at University level , the students register their grievances through the head of the institution in prescribed format given by the University for re –Examination in specific subject and papers as desired by the students .

2.6. Student performance and Learning Outcomes

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

The college has clearly stated learning out-comes stated in vision and mission statement of the college. The college endeavors to make our girls and boys competent persons to face the realities of life being the member of the society.

2.6.2 **Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/programme? Provide an analysis of the students results/achievements (Programme/course wise for last four years) and explain the differences if any and patterns of achievement across the programmes/courses offered.**

Institution monitor the progress and performance of the students through out the duration of course / programme through class room lectures and annual and test examinations. Attendance of the students is strictly adhered to. The students who are falling short in attendance are contacted personally and if necessary their parents are also informed.

Analysis of student's results of last four years.

Programme wise details pass percentage.

Sl No.	Programme	2011-12	2012-13	2013-14	2014-15
	B.A. Hons.				
1.	History-FUE	87.5	100	50	75
2.	History-SUE	80	75	92.30	1818
3.	History-FNUE	91.66	78.57	100	100
4.	Education-FUE	81.25	100	92.85	100
5.	Education -SUE	81.25	76.92	100	69.23
6.	Education-FNUE	92.85	93.75	92.30	100
7.	Political Science-FUE	93.33	93.75	84.61	93.75
8.	Political Science – SUE	71.42	91.66	86.66	92.30

9.	Political Science - FNUE	100	33.33	100	100
10.	Economics-FUE	69.23	62.50	50	86.66
11.	Economics -SUE	100	54.54	85.71	40
12.	Economics -FNUE	100	100	90.90	92.85
13	Odia-FUE	93.75	87.50	93.75	100
14.	Odia-SUE	100	93.33	100	93.33
15.	Odia-FNUE	100	100	100	100
16.	B.A.General-FUE	47.36	42.85	48.48	40.62
17.	B.A.General-SUE	34.69	23.33	62.16	23.33
18	B.A.General-FNUE	62.5	39.13	62.06	91.42

2.6.3 **How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?**

The teaching , learning and assessment strategies of the institution structured to facilitate achievement of the intended learning outcomes through: well lighted and airy , specious class rooms , well equipped laboratories , good library facilities, Audio-visual teaching aids with LCD projectors and internet facilities , unit test, test exam, seminar, field study and study-tour.

2.6.4 **What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?**

- Introduction of entry into service classes sponsored by UGC
- Computer Hub for all.

- library, college magazine provide a good platform to the students to their innovative and creative work.
- Departmental Seminars ,Project works, Field Study and study tour are organized regularly.
- N.S.S. wings of the college regularly organized programmes of social and cultural relevance such as health awareness programme ,Aids awareness, Sanitation, Safe drinking water, women & child welfare etc.

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

The college has formed IQAC to collect and analyze data on student learning outcomes. In this way, advance and slow learners are differentiated and subsequent regular classes are taken to remove their barriers.

2.6.6 **How does the institution monitor and ensure the achievement of learning outcomes?**

The college monitors the achievement of learning outcomes through IQAC and examination committee. In this process slow and advance learners are differentiated and measures are taken to improve their learning outcomes by conducting extra classes and holding class discussion.

2.6.7 **Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.**

Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

Yes.

The institution and individual teachers use the assessments / evaluation as an indicator for evaluating students performance through marks obtained in unit test exam, test exam, class room performance, activities and performance in NSS, sports and cultural activities and rewards received by students.

CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1   Promotion of Research

3.1.1 **Does the institution have recognized research center/s of the affiliating University or any other agency/organization?**

The institution does not have a recognized research center.

3.1.2 **Does the Institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.**

Yes.

The institution has research committee to monitor and address the issues of research.

The members of the committee are-

1. Mr. Kamalakanta Chanda, Principal-In-Charge, Convener.
2. Administrative Bursar.
3. Accounts Bursar
4. IQAC Coordinator
5. Heads of Honours departments

The committee holds meetings in order to discuss various plans to promote research and motivate the faculty for academic advancement.

Few Recommendations made by the committee

1. The committee recommends that the research scholars should be given infrastructural facilities by the college authority.
2. It also recommends to the Governing Body the grants of study leave to complete the Ph.D work. The committee provides necessary help to interested faculty members to apply for major and minor research projects.
3. It encourages research publication.

In the last four years One faculty member has enrolled for research work.

3.1.3 **What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?**

§   **autonomy to the principal investigator**

§   **timely availability or release of resources**

§   **adequate infrastructure and human resources**

§   **time-off, reduced teaching load, special leave etc. to teachers**

§   **support in terms of technology and information needs**

§   **facilitate timely auditing and submission of utilization certificate to the funding authorities**

§   **any other**

Initiatives are taken by the institution to facilitate smooth progress of research work. Computers and internet facilities are available for all departments. The college ensures all help possible to promote research activities in the institution.

3.1.4 **What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?**

NA

3.1. 5 **Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.**

One faculty member is continuing minor research project on "Functioning of Internal Quality Assurance Cell with reference to quality improvement practices in NAAC Accreditated Colleges of Odisha ".

5.3.7 **Give details of workshops/ training programmes/ sensitization programmes conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.**

NA

3.1.7 **Provide details of prioritized research areas and the expertise available with the institution.**

NA

3.1.8 **Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?**

NA

3.1.9 **What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?**

No faculty has utilized Sabbatical Leave for research activities.

3.1.10 **Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of Research of the institution and elsewhere to students and community (lab to land)**

NA

3.2   Resource Mobilization for Research

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

The institution does not have any specific budget provision for research.

3.2.2 **Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?**

There is no provision to provide seed money to the faculty for research.

3.2.3 **What are the financial provisions made available to support student research projects by students?**

There is no provision to financial help to support students' research projects by students.

3.2.4 **How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.**
NA

3.2.5 **How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?**

The project holder of any faculty can use computer and internet facilities.

3.2.6 **Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.**

The institution has never received any special grants or finances from the industry or other beneficiary agency for developing research facility.

3.2.7 **Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.**
NA

3.3 Research Facilities

3.3.1 **What are the research facilities available to the students and research scholars within the campus?**

NA

3.3.2 **What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?**

The institution is striving hard to develop infrastructural facilities for research in near future.

3.3.3 **Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities?? If 'yes', what are the instruments / facilities created during the last four years.**

No.

The institution has not received any special grant of finances from the industry or the beneficiary agency for developing research facility.

3.3.4 **What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?**

No research facilities are made available to the students and research scholar outside the campus / other research laboratories.

3.3.5 **Provide details on the library/ information resource center or any other facilities available specifically for the researchers?**

The following facilities are available specially for the researchers:

Computer with internet system

General / departmental library

Printer, photo copier, scanner

3.3.6 **What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.**

NA

3.4   Research Publications and Awards

3.4.1   **Highlight the major research achievements of the staff and students in terms of**

- **Patents obtained and filed (process and product)**

- **Original research contributing to product improvement**

- **Research studies or surveys benefiting the community or improving the services**

- **Research inputs contributing to new initiatives and social development**
  NA

3.4.2   **Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?**
  NA

3.4.3   **Give details of publications by the faculty and students:**

- **Publication per faculty**

- **Number of papers published by faculty and students in peer reviewed journals (national / international)**

- **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)**

- **Monographs**

- **Chapter in Books**

- **Books Edited**

- **Books with ISBN/ISSN numbers with details of publishers**

- **Citation Index**

- **SNIP**

- **SJR**

- **Impact factor**

- **h-index**

    NA

3.4.4   **Provide details (if any) of**

- **research awards received by the faculty**

* **recognition received by the faculty from**
    reputed professional bodies and agencies,
    nationally and internationally

- **incentives given to faculty for receiving state, national and international recognitions for research contributions.**

> Dr. Bamadev Acharya awarded Ph. D. in Sanskrit literature in the year March , 2007.

3.5   Consultancy

3.5.1   **Give details of the systems and strategies for establishing institute-industry interface?**
        NA

3.5.2   **What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?**

The achievements of faculty are highlighted as news items in daily news papers.

3.5.3   **How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?**

The institution encourages the staff to organize workshop and seminar to share their knowledge with local people through extension program.

3.5.4 **List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.**

Revenue generated consultancy services are not provided by the institution.

3.5.5 **What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?**

NA

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 **How does the institution promote institution-neighbourhood- community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?**

This institution has adopted villages under NSS scheme and regular camps are held there. During the festive seasons, local fairs give the opportunity to the students, to have campus established in the fair and provide service to needy peoples. The sense of belonging to the community is seen while special camps are held in the village. The students share the experiences of village life, their way of life and their problems. The Planning Forum of the college also undertakes regular economic survey in these villages. Community orientation activities are reflected through blood donation camps, health camp, mushroom culture, coir making etc.

3.6.2 **What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?**

There are following institutional mechanism to track students involvement in various social activities which promote citizenship roles:

NSS

Women's cell

Anti-ragging Cell

YRC

3.6.3 **How does the institution solicit stakeholder perception on the overall performance and quality of the institution?**

The institution solicits student's perception through their feedback every year and Alumni's perception through interaction with them at Alumni meets on the overall performance and quality of the institution.

3.6.4 **How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programmes and their impact on the overall development of students.**

Under the Banner of extension activities the students of this institution are creating awareness through NSS in the community around the institution. In brief outlines they can be enumerated as follows:

Camps organized at adopted village in different social issues

Awareness programs like sanitation, environmental issues, women's right, prevention of malaria, filaria and family planning

Cleaning the environment and personal cleanliness Program Officers of NSS

Mr. Satyamaya Acharya Dept. of Odia (P.O. NSS Unit - I)

Mrs Nibedita Das Dept. of History (P.O. NSS Unit - II)

Budget

Mr. Satyamaya Acharya Dept. of Odia (P.O. NSS)

Session	Amount	Programme
2012-13	19,850/-	Special Camp - AIDS awareness , Plantation , Sanitation , Literacy etc.
2013-14	19,850/-	Special Camp - AIDS awareness , Plantation , Sanitation , Literacy etc.
2014-15	19,850/-	Special Camp - AIDS awareness , Plantation , Sanitation , Literacy etc.

Mrs Nibedita Das Dept. of History (P.O. NSS)

Session	Amount	Programme
2012-13	19850.00	Special Camp Normal Camp Special Plantation Programme
2013-14	11250.00 8600.00	Special camp Normal Camp
2014-15	11250.00 8600.00	Special camp Normal Camp

3.6.5 **How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?**

At the beginning of every academic session students are duly noticed to apply in a prescribed format to be selected as NSS volunteers. After being selected the volunteers are trained by their respective programme officers.

This institution has two wings of NSS volunteers and one YRC unit. They make significant contribution to local people by organizing camps, free health check up camps, blood donation camp, etc. in this institution where every one of the college participate. Regular camps are organized during Sundays and other holidays. Women's cell promotes students involvements in extension activities.

3.6.6 **Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?**

NA

3.6.7 **Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.**

The impact of the extension programme promotes volunteer service and community work. Different programmes have brought about noticeable different in the lives of community.

Participating in social issues and environmental awareness programs increase the social and environmental awareness of the students. This also leads to a holistic personality development of a student which helps in their future endeavors in any career which they opt for. A deeper understanding of community is developed in students. The programs encourage students to develop a life long ethic of service to society.

3.6.8 **How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?**

The institution has involved the community in its extension activities. It contributes to the community development through its NSS units, YRC and women's cell.

Promotion of national integration, AIDs awareness, health awareness camp by the NSS unit every year.

Blood donation camp organized every year by NSS and YRC units

Health checking programs for women and children of the near by villages by NSS units undertaken every year

Disaster management program was held on

By Odisha Disaster Rapid Action Force (ODRAF).

Self defense skill for women was organized to train women students the art of self defense.

Water management program was organized to teach students how to manage water in a fruitful way.

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

NA

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

The Programme officer of the NSS unit-II received the best NSS programme Officer Award from Fakir Mohan University, Balasore for the year 2013-14

3.7   Collaboration

3.7.1   **How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.**

NA

3.7.2   **Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.**

NA

3.7.3   **laboratories / library/ new technology /placement services etc. Give details (if any) on the   industry-institution-community interactions that have   contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz.**

NA

3.7.4   **Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.**

NA

3.7.5 **How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated -**

a) **Curriculum development/enrichment**

b) **Internship/ On-the-job training**

c) **Summer placement**

d) **Faculty exchange and professional**

development e)   Research

f) **Consultancy**

g) **Extension**

h) **Publication**

i) **Student Placement**

j) **Twinning programmes**

k) **Introduction of new courses**

l) **Student exchange**

m) **any other**

NA

3.7.6 **Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.**

Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

NA

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES

4.1   Physical Facilities

4.1.1   **What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?**

The Construction Committee and Purchase Committee of the institution with help of Governing Body makes a policy to create and enhance new infrastructure and renovate the existing the infrastructure. In the year 2013-14 &2014-15 the college has been funded by Higher Education Department , Govt. of Odisha and UGC for construction of building, specially meant for class room purposes .

4.1.2   **Detail the facilities available for**

a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**

b) **Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**
Details facilities available for:
a)   Curricular and co-curricular activities-

There are adequate number of class rooms for teaching and co-curricular activities . Big class rooms can accommodate approximately 128 students. The big class rooms are well ventilated and airy.

There are computer hub and one SAMS Laboratory for e-admission work
One botanical garden in front of Administrative Block .

b) Extra –curricular activities –

The college is well known for its sports activities. Students take part in inter college, district, state and inter university competitions for different events.

Every year Annual sports meet is organized by Athletic society of the institute to inculcate sports habit among students.
Girls Common room are equipped for indoor games like Carom, Chess.
.
NSS units have individual room to keep their paper and equipments.
A room meant for yoga is available

4.1.3 **How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).**

Master plan is enclosed.

Common rooms for girls and all toilets for students and staffs have been renovated.
Administrative block and Principal's room have been renovated.

One Ladies' Hostel for the accommodation of 150 girl students is under construction , funded by UGC.

A computer hub with 21 new computers, One Scanner, One Colour Xerox Machine , One Fax Machine and One Lamination Machine .

Year	Facilities developed/ Augmented	Amount spent (Rs.)
2014 -15	Renovation of Principals room	50,000
	Renovation of Examination Section	20,000
	Renovation of Office	32,000
	Renovation of Library	40,000
	Renovation of Computer hub with computer 11	62,000

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

At present there are no differently-able students on the rolls of the college, whenever the situation arises this shall be dealt properly with adequate care.

4.1.5 Give details on the residential facility and various provisions available within them:

NA

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

There is a separate room for health unit with First Aid equipments for the students and staff. The unit provides First Aid treatment for students and staff.

4.1.7 Give details of the Common Facilities available on the campus
–spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counselling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

The IQAC was established on 06/04/2015. It has been provided with a separate room with adequate technological support to carry out its work. Its main objective is to plan and implement quality initiatives and evaluate. It supports to conduct workshops, awareness programs special lectures on quality innovations.

The college has a Grievance Redressal Cell to redress the grievances regarding academic matters, financial matters, library and others. The committee shorts out their problems promptly and judiciously.

Women's cell of the institution address issues related to staff and students. It also encourages staff and students in all cultural activities and make women students aware of social responsibility.

NA

NA

Health unit monitors the health of the students and staff. The unit provides First Aid treatment for students and staff.

There is a college canteen that serves snacks for students and staff.

There is a specious staff common room for teacher and common room for boys and girls

Safe drinking water facility is provided for all staff and students. Water purifiers are installed.

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4.2   Library as a Learning Resource

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

Yes, the library has an Advisory committee. The library committee formulated policies and guidelines for smooth functioning of the library.

President----- Principal

Members   -----Heads   of   two departments Librarian

Library attendant

At the beginning of the every academic session the library committee holds a meeting in which different plans for the development of the library are chalked out. Books are purchased every year as per the funds available. It facilitates

the issues of books to students on the appointed dates. It also provides directions for a balanced growth of library and considers the development proposal of the library.

4.2.2 **Provide details of the following:**

☐ **Total area of the library (in Sq.** Mts.)—

☐ **Total seating capacity-**

☐ **Working hours (on working days, on holidays, before examination days, during examination days, during vacation)**

☐ **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resour**

Total area of the library (sq. mts)	1500sq feet
Total sitting capacity	50
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	Working hours on working days, before examination days, during examination days are from 10.00 A.M. to 4 P.M. . During vacation and holidays, the library remains closed.
Layouts of library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing E-resources)	NA

4.2.3 **How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.**

Books, journals and other reference documents are obtained as per the preference of different departments of the college. The librarian scans the received catalogues and brings it to the notice of the library committee. The committee members decide the utility of procuring such newly published books. Book-exhibition, book fairs, book stalls are visited and proposals are

made to procure important books for the enrichment of the library. A sum of Rs. 421299/- has been spent for the procurement of books journals to the library in last 4 years.

Library holdings	2011-12		2012-13		2013-14		2014-15	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	59 616	10612/- 165956/-	158	24722	71 192	8285/- 40250/-	138	17016/-
Reference Books	745	145000/-	00	00	9	963/-	00	00
Journals/ Periodicals	15 2	5000/- 280/-	2	850/-	2 3	725/- 1000/-	1	640/-
e-resources								
Any other (specify)								

4.2.4 **Provide details on the ICT and other tools deployed to provide maximum access to the library collection?**

  □ **OPAC**

  □ **Electronic Resource Management package for e-journals**

  □ **Federated searching tools to search articles in multiple databases**

  □ **Library Website**

  □ **In-house/remote access to e-publications**

  □ **Library automation**

  □ **Total number of computers for public access**

  □ **Total numbers of printers for public access**

  □ **Internet band width/ speed** □ **2mbps** □ **10 mbps** □ **1 gb (GB)**

  □ **Institutional Repository**

  □ **Content management system for e-learning**

☐ **Participation in Resource sharing networks/consortia (like Inflibnet)**

NA

4.2.5 **Provide details on the following items:**

☐ **Average number of walk-ins**

☐ **Average number of books issued/returned**

☐ **Ratio of library books to students enrolled**

☐ **Average number of books added during last three years**

☐ **Average number of login to opac (OPAC)**

☐ **Average number of login to e-resources**

☐ **Average number of e-resources downloaded/printed**

☐ **Number of information literacy trainings organized**

☐ **Details of "weeding out" of books and other materials**

2013-14	Library
Average number of walk-ins	48
Average no. of Books	48/48 daily
Ratio of library books to students enrolled	1:15
Average no. of books added during last 3 years	1874
Average no of login to OPAC	Nil
e-Resorces	Nil
Information literacy training organise	Nil
Details of "weeding out " of books and other materials	Nil

4.2.6 **Give details of the specialized services provided by the library**

      ☐   **Manuscripts**

      * **Reference** √

      ☐   **Reprography**

      ☐   **ILL (Inter Library Loan Service)**

      ☐   **Information deployment and notification (Information Deployment and Notification)**

      *   **Download** √

      *   **Printing** √

      ☐   **Reading list/ Bibliography compilation**

      ☐   **In-house/remote access to e-resources**

      ☐   **User Orientation and awareness**

      ☐   **Assistance in searching Databases**

      ☐   **INFLIBNET/IUC facilities**

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

The support provided by the library staffs to the students and teachers of the college is in the form of reading room, landing rooms for students. Library staffs help readers to trace the books, maintaining the peaceful and academic environment.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

There is no special facilities to the visually / physically challenged persons.

4.2.9 **Does the library get the feedback from its users? If yes, how**

is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

Yes, the library gets oral feedbacks from its users in the form of complains and suggestions. The library committee analyses these complains and suggestions and forward them to the principal for appropriate action. Such feedback is used to make library user friendly.

4.3   IT Infrastructure

4.3.1. **Give details on the computing facility available (hardware and software) at the institution.**

- **Number of computers with Configuration (provide actual number with exact configuration of each available system)**

- **Computer-student ratio**

- **Stand alone facility**

- **LAN facility**

- **Wifi facility**

- **Licensed software**

- **Number of nodes/ computers with Internet facility**

- **Any other**

No. of computer -----11
Computer Student ratio :- 1:30
   Wi-fi facilities are provided for office and other purposes.
   No. of computer with internet facility---
   03nos College has a computer hub .
LAN Facility is available .

4.3.2 **Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?**

A computer hub with 10 computers for students.

Two laptops are used for official purposes.

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

The college upgrades its IT infrastructure facilities every year as per the fund available.

4.3.4 **Provide details on the provision made in the annual budget for procurement, upgradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)**

The college has no fixed budget for procurement, upgradation, deployment and maintenance of the computers. College has been adding new computer for the last four year and the number of computer has increased 0 to 21. For repairing the college takes the service of authorized dealer.

4.3.5 **How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?**

All sections of office (administration, examination and accounts) have been provided with computer facilities. In all there are 21 computers in the college.

4.3.6 **Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching**
- learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

NA

4.3.7 **Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?**

NA

4.4   Maintenance of Campus Facilities

4.4.1   **How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?**

Utilization of financial resources for maintenance of following facilities

		Budget for maintenance			
		2011-12	2012-13	2013-14	2014-05
a.	Building	589366	288346	1784454	454234
b.	Furniture	175555	123110	140420	152440
c.	Equipment	1019189	56424	Nil	17126
d.	Computers	1154804	Nil	Nil	Nil
e.	Vehicles	NIL	NIL	NIL	NIL
f.	Any other office expenses	979541	778876	454453	Nil
g.	Telephone	9688	10536	8211	8684
h.	Electric charges	34614	10099	33226	57626
i.	Material & supply	Nil	Nil	Nil	Nil

4.4.2   **What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?**

There is a construction committee for construction and maintenance of buildings water supply, power supply and super visions. There is a temporary electrician. The college has its own a stand by silent generator system. Maintenance of toilet and cleaning of campus are done by a full time appointed sweeper.

4.4.3   **How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?**

Day to day maintenance of infrastructure is carried out by the staff appointed for cleaning and maintenance of building.

4.4.4 **What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?**

Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The institution has uninterrupted supply of electricity and during power cuts generator facilities are available. There is an overhead water tank with submersible water pump for constant supply of water.

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook **annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?**

Yes, the institution publishes college calendar annually which provides clear information to students about all programmes, history of the college, staff position, subject combination and holidays etc.

5.1.2 **Specify the type, number and amount of institutional scholarships / freeships given to the students during the last four years and whether the financial aid was available and disbursed on time?**

Institutional scholarship/ freeship of the students during last 4 years .

Year	Type of Aid	No. of Students	Amount of Aid
2011-12	State Govt. SC/ST Scholarship	SC-05 ST-03	24000(Online)
	Freeship	Nil	Nil
	SSG	15	1500
	Others	--	--
2012-13	State Govt. SC/ST Scholarship	SC-05 ST-00	15000 (Online)
	Freeship	Nil	Nil
	SSG	22	1475
	Others	--	--

2013-14	State Govt. SC/ST Scholarship	SC-23 ST-02	75000 (Online)
	Freeship	Nil	Nil
	SSG	16	1488
	Others	--	--
2014-15	State Govt. SC/ST Scholarship	SC-43 ST-03	138000(Online)
	Freeship	Nil	Nil
	SSG	15	3690
	Others	--	--

5.1.3 **What percentage of students receive financial assistance from state government, central government and other national agencies?**

Approximately 50 % of the students receive financial assistance from state Govt.

5.1.4 **What are the specific support services/facilities available for**

- ✓ **Students from SC/ST, OBC and economically weaker sections**
- ✓ **Students with physical disabilities**
- ✓ **Overseas students**
- ✓ **Students to participate in various competitions/National and International**
- ✓ **Medical assistance to students: health centre, health insurance etc.**
- ✓ **Organizing coaching classes for competitive exams**
- ✓ **Skill development (spoken English, computer literacy, etc.,)**
- ✓ **Support for "slow learners"**
- ✓ **Exposures of students to other institution of higher learning/ corporate/business house etc.**
- ✓ **Publication of student magazines**

Scholarship is given by the state Govt. to SC/ST and economically weaker sections. SSG/ Free-ship is also given to the needy students by the institution .

The students with physically disabled get financial assistance from the state Govt.

TA is granted for the students who take part in inter college; inter university and state level competition.

The college health unit provides First Aid. In case of emergencies the patient is taken to Jaleswar CHC for treatment.

Only competitive books are provided.

There is computer hub meant for students.

Extra classes are taken and revision of topics and practicals are conducted.

NA

The college annually publishes a magazine under the title "THE JALESWARI" for students. It provides a platform for budding literary talents. The college also brings out a wall magazine which comprises articles and poems etc.

5.1.5 **Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.**
NA

5.1.6 **Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co- curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.**

☐ additional academic support, flexibility in examinations

☐ special dietary requirements, sports uniform and materials

☐ any other

- Athletic Society and NSS Unit union of the college chalk out the policies and strategies to promote participation of students in extra curricular and co-curricular activities such as sports ,games, quiz competition, debate discussion and cultural activities etc.
- Students are advised to take nutritious meals during their practice and performance in competitions.

• Sports kit with uniform and sports material like cricket ,volley ball , carom board, etc are provided.

5.1.7 **Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOFEL / GMAT / Central /State services, Defense, Civil Services, etc.**
NA

5.1.8 **What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)**
NA

5.1.9 **Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programmes).**
NA

5.1.10 **Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.**
Yes, there is a Grievance Redressal Cell in this college meant for students. The students have the freedom to pen down their problems and their problems are placed in the Redressal Forum. The principal , Grievance Redressal forum incharge and other senior teachers deals with the situation and take necessary actions to relieve the students of their problems.
Grievances Redresses during last four years of the students :
• Girls' Common Room with proper facilities.
• More Books in the Library according to new Syllabus.
• Extra Classes for +3 3rd Yr. students.
• Improvement of drinking water facilities for students.
• Good Toilet facilities for students.
• Facilities for sports and games .

5.1.11 **What are the institutional provisions for resolving issues pertaining to sexual harassment?**

Women's cell addresses issues related to women staff and students. The cell makes women students aware of social responsibilities and gives them mental support to fight for justice. The cell guides and counsels the female students.

No Sexual harassment is reported in this institution.

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

There is anti ragging committee but the discipline committee of this college takes up the ragging issues for redressal. No instance of ragging have been reported in this connection since it's inception.

5.1.13 **Enumerate the welfare schemes made available to students by the institution.**

Extra classes are arranged for clearing the doubts. Organization of cultural and sports events. SSG and free ship is provided by the institution for the welfare of the students .

5.1.14 **Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?**

The institution has an Alumni Association. But some contribution has been made for the institutional, academic & infrastructural development. But it has not registered

5.2 Student Progression

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

Students Progression %

Year	Higher Education	Employment
2011-12	25 %	12%
2012-13	30%	13%
2013-14	30%	15%
2014-15	30%	14%

5.2.2 **Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish programme-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.**

Programme-wise details Pass % for last four years

Sl No.	Programme	2011-12	2012-13	2013-14	2014-15
	B.A. Hons.				
1.	History-FUE	87.5	100	50	75
2.	History-SUE	80	75	92.30	1818
3.	History-FNUE	91.66	78.57	100	100
4.	Education-FUE	81.25	100	92.85	100
5.	Education -SUE	81.25	76.92	100	69.23
6.	Education-FNUE	92.85	93.75	92.30	100
7.	Political Science-FUE	93.33	93.75	84.61	93.75
8.	Political Science – SUE	71.42	91.66	86.66	92.30

9.	Political Science - FNUE	100	33.33	100	100
10.	Economics-FUE	69.23	62.50	50	86.66
11.	Economics -SUE	100	54.54	85.71	40
12.	Economics -FNUE	100	100	90.90	92.85
13	Odia-FUE	93.75	87.50	93.75	100
14.	Odia-SUE	100	93.33	100	93.33
15.	Odia-FNUE	100	100	100	100
16.	B.A.General-FUE	47.36	42.85	48.48	40.62
17.	B.A.General-SUE	34.69	23.33	62.16	23.33
18	B.A.General-FNUE	62.5	39.13	62.06	91.42

Comparison of the overall Pass % of the Institution & University

| Programme | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | |
	College	University	College	University	College	University	College	University
B.A. Hons.	78.5%	97.10%	92.6%	79.66%	95%	97.05%	93.7%	98.59%
BA General	51.4%	62.50%	87.5%	39.13%	82.8%	62.06%	93.9%	91.42%

5.2.3 **How does the institution facilitate student progression to higher level of education and/or towards employment?**
 NA

5.2.4 **Enumerate the special support provided to students who are at risk of failure and drop out?**
- Personal counseling offered
- Parents are consulted.
- The students are encouraged to persue their studies

5.3 Student Participation and Activities

5.3.1 **List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.**
 The sports , games , cultural and other extra curricular activities available to students are :
- Indoor Games --- Chess, Carom
- Out Door Game:-- Valley Ball, Kabadi, athletic and throwing events.

- Cultural activities --- Dance, Singing, Mono action ,Antakshyari, etc
- students festival – Ganesh Puja, Saraswati Puja, Annual day

function with prize distribution and dramatic society

function.

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

Level of Game		Participation of students				Out comes			
	Game	2011-12	2012-13	2013-14	2014-15	2011-12	2012-13	2013-14	2014-15
State / University level									
	Kabadi	0	0	0	0	0	0	0	0

Athletics

2012-13 (Inter College)

Nil

2013-14 (Inter College)

Nil

2014-15 (Inter College)

Nil

5.3.3 **How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?**

The placement cell is not there in this institution. However, the verbal feedback are obtained from the graduates of Alumni association about the performance of this institution. This feed back is analyzed and given due weightage in the consideration of development programmes of the institution.

5.3.4 **How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.**

The college involves and encourages the students to publish materials like wall magazine and college magazine.
Some faculty members are charge of guiding and supporting students for the publications of magazine named the
" THE JALESWARI"

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1   Institutional Vision and Leadership

6.1.1   **State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?**

Mission:-

The college is committed to the cause of providing opportunities of higher education to the rural youth and enabling them to develop as self reliant, responsible citizens in the society, building characters of young generation and by imbibing in them the spirit of scientific temper and human values, civic responsibilities, aesthetic sense and organizational abilities.

Vision:-

The founder of this institution in this urban area and backward area head the visions which are to –

Provide opportunity of higher education to urban youth Provide literacy and scientific education

To fulfill our goal of providing quality education through discussion, seminars, regular lecture method and computer education

Provide extension services in the areas of small saving, health awareness, disaster management, self defense etc.

The calendar of the college contains the vision and mission in addition to information for new entrance to the college.

Apart from this, new students are greeted in a special function to intimate them about the various aspects and mission of this institution.

The Institution ensures that the VISION & MISSION of the institution is shaped as per the directions and objectives of Higher Education policies of the state Govt. as well as national Govt. in the following manner. Teaching / learning / extension always been given due encouragement by the institution. Further the core values enunciated namely contribution to national development, , fostering Global Competencies among students. Inculcating a value system, promotion of use of technology and the vision and mission of the institution contains all the declared goals of Higher Education and students are therefore the assets to both the institution and the nation. The institution translates the vision document through the following steps:-

a) Steps for fund generation and implementation of chalked out plans.
b) Intense community engagements.
c) Preference to disadvantaged and financial help.
d) Regular monitoring and assessment process.
e) Involvement of Stake Holders local people through meetings and action programmes.

6.1.2 **What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?**

The Governing Body, Principal and all staff are always trying hard to designing and implementation of quality policies. Several committees are constituted by the Principal of

the college for the overall management of the admission, examination, extension activities , development of infrastructure facilities , encouraging cultural activities and maintenance of academic atmosphere of the college. Any difficulties faced by the committees is settled in Governing Body meeting.

6.1.3 **What is the involvement of the leadership in ensuring :**

- **the policy statements and action plans for fulfillment of the stated mission**

- **formulation of action plans for all operations and incorporation of the same into the institutional strategic plan**

- **Interaction with stakeholders**

- **Proper support for policy and planning through need analysis, research inputs and consultations with the stakeholders**

- **Reinforcing the culture of excellence**

- **Champion organizational change**

- The Head of the Institute advices the faculty members to adhere to the quality policy of the Institution.
- Action Plans for all operation are formulated in the staff council meeting headed by Principal and Plans are approved by Governing Body for implementation. The Principal ensures transparency in the function of the college.
- The Principal as the unifying force co-ordinates among various departments and members of the staff holding meetings from time to time.
- The institute reinforces the culture of excellence through teaching –learning, extension programme, empowerment of staff etc.
- Efforts to promote good citizenship among students through social work, Blood donation camp, health and hygiene awareness.

6.1.4 **What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?**

- For effective implementation and improvement of plans and policy , meeting are conducted in various committees .
- Monthly staff council meeting
- Personal interaction of the Governing Body President with other stake holders / Principal.

6.1.5 **Give details of the academic leadership provided to the faculty by the top management?**

As the leader of the institution the Principal stimulates faculty in different ways ;-

- Every common meeting is addressed by the Principal in which he gives notes of acknowledgements , encouragements, corrections and suggestions.
- The head of different departments are empowered to hold seminar.
- They are suggested to prescribe the books according to the need of their concerned departments.
- The faculties are given in charge of different committee.

6.1.6 **How does the college groom leadership at various levels?**

The faculty members are empowered to shoulder various responsibility. Various committee are formed by the head of the Institution and faculty members remain in charge of them, thus promoting leadership among staff members .

6.1.7 **How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?**

The college delegates authority and provide operational autonomy to the departments. The head of the different departments are empowered to develop their departments on modern lines under the guidance of the head of the institution.
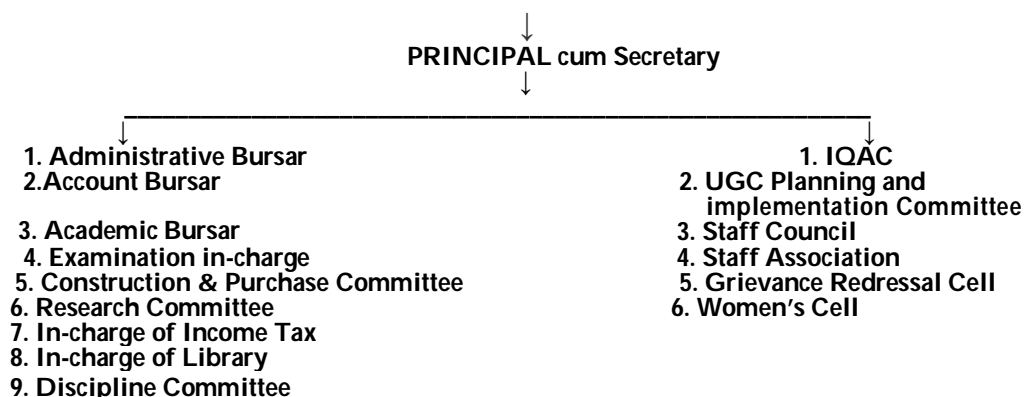
Other units of institution like NSS, YRC, Women' Cell and other committee constituted by Principal work towards de centralized Governance system.

6.1.8 **Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.**

To Promote a culture of participating management the college constitute committees for academic and general development include faculty, non-teaching staff and students. The principal involves different committee members in the decision making process for smooth and effective functioning.

This is a small college and at present the organizational structure is as follows :

The Management of Jaleswar Women's Degree College, Jaleswar, Balasore, Odisha

↓

PRINCIPAL cum Secretary

↓

1. Administrative Bursar	**1. IQAC**
2.Account Bursar	**2. UGC Planning and**
	implementation Committee
3. Academic Bursar	**3. Staff Council**
4. Examination in-charge	**4. Staff Association**
5. Construction & Purchase Committee	**5. Grievance Redressal Cell**
6. Research Committee	**6. Women's Cell**
7. In-charge of Income Tax	
8. In-charge of Library	
9. Discipline Committee	

6.2 Strategy Development and Deployment

6.2.1 **Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?**

Yes.

The college developing activities are initiating by the Governing Body and are also developed , driven, deployed and reviewed by it.

6.2.2 **Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.**
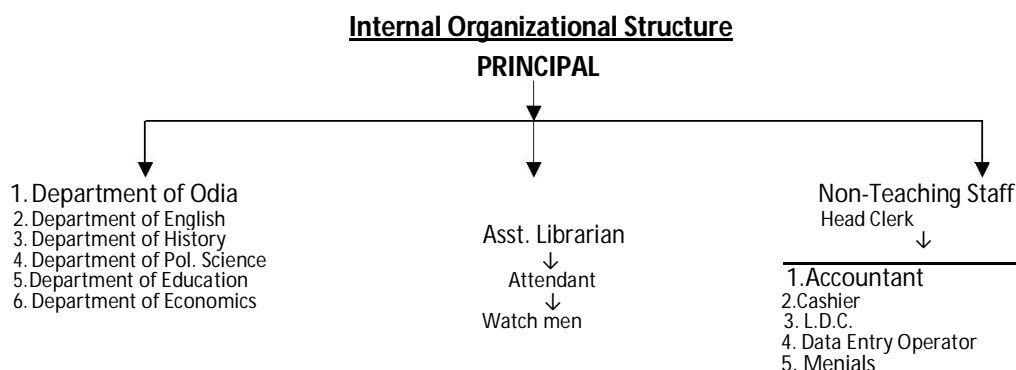
Yes.

The Plan for development includes extension of building , renovation of existing building, establishment of new faculty, introduction of new courses and infrastructure development etc. The management looks after the overall development of

the institutions. The Principal appoints several committees which consider several factors while preparing future plans. They are :

- Needs of the students.
- The economic factors
- Education suitable for the changing times.

6.2.3 Describe the internal organizational structure and decision making processes.

The college has efficient internal organizational structure and decision making process.

Internal Organizational Structure
PRINCIPAL

| 1. Department of Odia
 2. Department of English
 3. Department of History
 4. Department of Pol. Science
 5. Department of Education
 6. Department of Economics | Asst. Librarian
 ↓
 Attendant
 ↓
 Watch men | Non-Teaching Staff
 Head Clerk
 ↓
 1. Accountant
 2. Cashier
 3. L.D.C.
 4. Data Entry Operator
 5. Menials |

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following

- **Teaching & Learning**

- **Research & Development**

- **Community engagement**

- **Human resource management**

- **Industry interaction**

    Teaching and Learning :
- Modern teaching learning Aids.
- Methodologies like Academic Calendar , Lesson Plan.
- Proper distribution of classes

- Computer with Internet facilities.

  Research and Development :
- Research committee encourages and monitors the research activities of faculty members.

  Community engagement :
- Community development and social work by two unit of NSS of the college.
- Health and hygiene awareness by health unit .
- Extension activities for development skills
- Awareness of Women's' right through womens' Cell.
- Awareness of health and hygiene and social , environmental issues through cultural activities

  Human Resource Management :
  The Institute supports the professional development of the faculty through advanced study, Seminars, Workshop etc.

  Industry Interaction :
  No opportunity for industry interaction .

6.2.5 **How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institution?**

- From regular meetings of various bodies.

- From feedback collected from Alumni , local Neighborhood , Student evaluation of teachers etc.
- Monthly Staff council meetings.

- Personal interaction of the G.B President with other stakeholders / Principal.

6.2.6 **How does the management encourage and support involvement of the staff in improving the effectiveness and efficiency of the institutional processes?**

Involving the members of staff in planning, co-ordination and implementation of evaluative process.

- Delegating various responsibilities.

- Inviting staff opinions on all important issues.

6.2.7   **Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.**

The management meets the staff quarterly and in case of emergencies immediate meeting is arranged with the staff for settlement of issues.

Last Year the following resolution are passed.

Construction of Ladies Hostel	Going to be Completed
Construction of new Building	Completed
Old Building Renovation	Completed
Construction of Computer Hub	Completed

6.2.8   **Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?**

NA

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

The grievance cell of the college redresses the grievances / complaints promptly regarding academic, health, financial and library matters . As a result the college has pleasant academic atmosphere and a good work culture.

6.2.10   **During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?**

No- Court Cases filed against the institution during last four years.

6.2.11   **Does the Institution have a mechanism for analyzing**

student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

Yes.

The feed back received from the students are analyzed and reports are perused by the Principal. After receiving the feed back , necessary actions and initiatives are taken for further improvement of the institution.

6.3   Faculty Empowerment Strategies

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

Effort are   made by the institution to enhance the professional development teaching and non-teaching staff by supporting them to participate in faculty improvement programme like refresher courses, orientation programme and by promoting the participation of staff in all co-curricular and extra curricular activities.

6.3.2   **What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?**

The strategies adopted by the institution for faculties empowerment are :-

- Provide infrastructure to carryout their work effectively.
- Permission to participate in refresher courses to the teaching staff for quality enhancement.
- Sponsoring all honours department to organize seminars , conferences etc.
- Decentralized structure of administrative system of the college for the implementation of all activities.
- Promoting co-operation and sharing knowledge.

6.3.3 **Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.**

NA

6.3.4 **What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?**

NA

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

- The college has a teacher welfare fund.
- It has adopted General Provident Fund for Aided staff and Employee Provident Fund for management payee.
- Group insurance policies for all staff and faculty.
- First Aid Unit and Health checkup by the college health unit.
- Staff room with re-creation facilities.

100 % of staff have availed the benefit of such schemes. The staff members who have applied for Provident Fund Loan have availed the benefit. Retired staff have also got their due benefit.

6.3.6 **What are the measures taken by the Institution for attracting and retaining eminent faculty?**

NA

6.4   Financial Management and Resource Mobilization

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

The Institution monitors effective and efficient use of available financial resources. As per the need of the college the funds are allocated. Grants are sought from UGC schemes for the building and development projects of the college. The income and expenditure of the college are sincerely monitored

by the account bursar and the accountant headed by the principal. Proper procedure for purchases is adopted. Quotations are called for and prices are compared. The institution has its purchase committee for this purpose. Regular Audit of this institution is conducted.

6.4.2 **What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.**
- The college has no mechanism of internal Audit.
- The external Audit carried out by the Govt. Auditor as per the provisions of the Odisha Govt. rules.
- The external Audit is up to date and it has been completed for the last financial year 2013-14.
- There were no significant objections raised by the Auditors.

6.4.3 **What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.**
Fees from the students and Grants from the UGC are the major source of income.
The deficits are managed by surplus amount in any other head or by taking administrative decision.

Income / Expenditure Statement of academic and administrative activities.

Year	Income		Total	Expenditure		Total Expenditure
	Academic	Administrative		Academic	Administrative	
2011-12	7759066	5172711	12931777	7283483	4855655	12139138
2012-13	7519260	5012840	12532100	7207928	4805285	12013213
2013-14	3094542	2063028	5157570	8467463	5644975	14112438

6.4.4 **Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).**
The college authority makes sincere efforts to pursue political leaders to grant funds for the development works.

6.5   Internal Quality Assurance System (IQAS)

6.5.1   Internal Quality Assurance Cell (IQAC)

a. **Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?**

      Yes, IQAC was established on : 06/04/2015 .

      The IQAC of the college has developed several quality assurance mechanism. These are as follows :

- The main objective is to plan and implement quality initiatives and evaluate. It follows its calendar for meetings and subsequent implementations.
- It supports to conduct awareness programmes , Seminars, applying for research grants.
- it supports effective implementation for total quality management.
- It analyzes feedback receipt from all stake holders and inform the concerned about its outcome for correction.

b. **How many decisions of the IQAC have been approved by the management / authorities for implementation and how many of them were actually implemented?**

  The following decision of the IQAC have been approved by the management and implemented:

- Drinking water in each floor.
- Increase of Honours seats from 16 to 24 in Hist, Odia, Pol.sc. , Education & Economics.
- Increase of Sanctioned strength in +3 Arts from 128 to 192.
- Renovation of students common room.
- Renovations of Principal's room.
- Toilet in each floor of the college.
- Construction of class room.

c. **Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.**

      NA

d. **How do students and alumni contribute to the effective functioning of the IQAC?**

Students suggest about day to day facilities like library services , leisure or canteen services etc. They are also informed about the decisions taken and policies made by IQAC for their welfare through notices.

As per as Alumni of the college are concerned IQAC makes special reports to involve them in the various programmes of the college.

e. **How does the IQAC communicate and engage staff from different constituents of the institution?**

All the strategies of IQAC are formulated with consultation of faculty members. At the time of execution of the plans, the staff members and the students are involved .

6.5.2 **Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.**

Yes, the mechanisms developed for the operationalisation of academic and administrative activities are :

- Mechanisms to adopt learner centric education approach, academic planning , improve and use of modern teaching-learning aids .
- Mechanism for the up keep of the infrastructure facilities.
- Participation in community services through extension programmes to develop creative, value based education for inculcating social responsibilities.

6.5.3 **Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.**

NA

6.5.4 **Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?**

The Principal monitors academic development of the institute by making class inspections and encouraging the teachers.

District level co-ordinator makes surprise visit to assess the academic health of the institution.

At the end of each month the Principal verifies and signs the progress register of the faculty members.

Sincere efforts are made for continuity of academic activities. In this way the quality of the academic activities is improved to a new height.

6.5.5 **How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/regulatory authorities?**

The institutions sincerely follows the guideline of the affiliating University , UGC guidelines and DPI instructions to maintained the standard teaching-learning process and conduct of examinations. These agencies also help to undertake many welfare schemes.

6.5.6 **What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?**

The detailed layout of the teaching plan is offered in the academic calendar. This enables students to know the academic programme. Teacher would know the time frame for teaching and ensure the total attention for the completion of syllabus.

Learners centric education is conducted through academic calendar ,Audi-Visual aids , organizing seminars , practical classes , survey and field study etc.

Conducting regular meetings of the H.O.D.'s , the Principal takes feed-back on the teaching-learning progress of each department.

6.5.7 **How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?**

Any other relevant information regarding Governance

Leadership and Management which the college would like to include.

The institutional communication are through :

• Regular notifications.

• The students progress is communicated to the students by their subject teachers.

• Plans and policies about quality assurance are communicated to the faculty members in the beginning of the session at staff council meeting.

CRITERIA VII: INNOVATIONS AND BEST PRACTICES

7.1   Environment Consciousness

7.1.1 Does the Institute conduct a Green Audit of its campus and facilities?

There is no provision to conduct Green Audit in the college campus but NSS unit of the college regularly conduct normal camps in the college premises for organizing tree plantation programme, cleaning of the surrounding at college campus. Entire college campus has been declared as " NO PLASTIC ZONE" from 5th June ,2012.

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

* Energy conservation : In order to reduced electricity consumption the college gives priority to use CFL and LED Bulbs. Further, staff members are advised not to make un necessary use of electricity.

☐   Use of renewable energy : Governing Body of the college has adopted proposal to install solar cell in near future.

☐   Water harvesting : NA

☐   Check dam construction : NA

☐   Efforts for Carbon neutrality : NA

* Plantation : As no place inside the campus for plantation , NSS volunteers under the guidance of programme officers have planted hundreds of saplings in nearby villages as well as school premises.

☐   Hazardous waste management : NA

☐   e-waste management : e- wastes are handed over to Junk dealers every year.

7.2   Innovations

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

- Computer hub has been set up.
- Ladies Hostel with the capacity of 60 students is under construction .
- Water purifiers are installed for students and staff.

7.3   Best Practices

7.3.1   Elaborate on any two best practices **in the given format at page no. 117,** which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.
   Best Practices- I- "Education promoting value system in all spheres"

EVALUATIVE REPORT

OF THE

DEPARTMENTS

Evaluative Report of the Departments(History)

1. Name of the department- History

2. Year of Establishment:--1991

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):-U.G.

4. Names of Interdisciplinary courses and the departments/units involved-Nil

5. Annual/ semester/choice based credit system (programme wise)-Annual system

6. Participation of the department in the courses offered by other departments-Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc. -Nil

8. Details of courses/programmes discontinued (if any) with reasons-Nil

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Reader		
Asst. Professor	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
D.K. Ghosh	M.A.	Asst. Professor	History	23	Nil

Nibedita Das	M.A., M. Phil	Asst. Professor	History of Modern India	05	Nil

11. List of senior visiting faculty-Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty Nil -

13. Student -Teacher Ratio (programme wise)-Hons-54:4

    Pass-05:1

    ISC -100:2

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled- Nil

15. Qualifications of teaching faculty with D. Sc/ D.Litt/ Ph.D/ MPhil / PG.-

    M. Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received- Nil

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

18. Research Centre /facility recognized by the University- Nil

19. Publications:-

   □ a) Publication per faculty

   □ Number of papers published in peer reviewed journals (national / international) by faculty and students
   Other Publication-National Seminar Publication-1

       □ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

       □ Monographs

       □ Chapter in Books

- Books Edited

- Books with ISBN/ISSN numbers with details of publishers

- Citation Index

- SNIP

- SJR

- Impact factor

- h-index

20. Areas of consultancy and income generated- Nil

21. Faculty as members-
      Nil

   a) National committees b) International Committees c) Editorial Boards….

22. Student projects -Nil

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

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students

24. List of eminent academicians and scientists / visitors to the department

25. Seminars/ Conferences/Workshops organized & the source of funding

   a) National - No

   b) International - No

26.   Student profile programme/course wise:2014-2015

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
+3 1st Year Hons	62	19		19	100%
+3 11nd Year Hons		16		16	100%
+3 111rd Year Hons		16		16	100%
+3 1st Year Elect.	45	20		16	100%
+3 11nd Year Elect.		10		16	100%
+3 111rd Year Elect.		25		14	90%

*M = Male *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
+3 Degree Course	100%	Nil	Nil

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?-Nil

29.   Student progression

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	Nil
PG to Ph.D.	Nil

Jaleswar Women's Degree College, Balasore,Odisha

Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

   a) Library-yes

   b) Internet facilities for Staff & Students- **Nil**

   c) Class rooms ICT facility - Nil

    d) Laboratories- **Nil**

31.   Number of students receiving financial assistance from college, university, government or other agencies- Post Matric Scholarship from state Government.

32.   Details on student enrichment programmes (special lectures / workshops /seminar) with external experts-

33.   Teaching methods adopted to improve student learning –

34.   Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil

35.   SWOC analysis of the department and Future plans
<div style="text-align:right">01-Internate facility for staff & students.
02-Class Room with ICT facility.</div>

Evaluative Report of the Departments (Pol.Sc.)

1. Name of the department:-Political Science

2. Year of Establishment:-1991

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):-U.G.

4. Names of Interdisciplinary courses and the departments/units involved:-Nil

5. Annual/ semester/choice based credit system (programme wise):-Annual

6. Participation of the department in the courses offered by other departments:-Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :-Nil

8. Details of courses/programmes discontinued (if any) with reasons:-Nil

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors	03	03

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
K. K. Chanda	M. A.	Asst. Professors	Constitional Development	33	Nil
Lipsa Das	M.Phil	Asst. Professors	Int. Law & Organisation .	05	Nil
C. S. Giri	M. Phil	Asst. Professors	Int. Law & Organisation	04	Nil

11. List of senior visiting faculty:-Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:-Nil

13. Student -Teacher Ratio (programme wise):-Pass-08:01
    :-Hons-15:01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:-Nil

15. Qualifications of teaching faculty with DSc/D.Litt/ Ph.D/MPhil /PG.:- P.G. , M. Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:-Nil

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

18. Research Centre /facility recognized by the University:-Nil

19. Publications:

    □ a) Publication per faculty- NIL

    □ Number of papers published in peer reviewed journals (national / international) by faculty and students

        □ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

        □ Monographs

        □ Chapter in Books

        □ Books Edited-

        □ Books with ISBN/ISSN numbers with details of publishers

        □ Citation Index

        □ SNIP

        □ SJR

☐ Impact factor

☐ h-index

20. Areas of consultancy and income generated:-Nil

21. Faculty as members in:-Nil

a) National committees b) International Committees c) Editorial Boards….

22. Student projects:

a) Percentage of students who have done in-house projects including inter departmental/programme:-No

b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students:-Student-Gold Medal(University topper)

24. List of eminent academicians and scientists / visitors to the department:-NO

25. Seminars/ Conferences/Workshops organized & the source of funding

a) National:- Nil

b) International

26. Student profile programme/course wise: 2014-15

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
+3 1st year Hons.	63	16		16	100%
+3 1st year Elective	60	30		30	100%
+3 2nd year Hons.	55	16		16	100%
+3 2nd year elective	25	25		25	98%
+3 3rd year Hons.	56	16		16	100%
+3 3rd year Ele.	40	35		21	99%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
U.G.	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services,

 etc.? Lecturer-05

Defence-20

Bank-02

Teacher-40

Rly-02

29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M.Phil.	5%
PG to Ph.D.	2%
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	Nil Nil
Entrepreneurship/Self-employment	

30. Details of Infrastructural facilities

a) Library:-Yes

b) Internet facilities for Staff & Students:-Yes

c) Class rooms with ICT facility

d) Laboratories:-Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:- **All SC &ST Students getting Scholarship from Govt.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts . Nil

33. Teaching methods adopted to improve student learning:- **1- Question Answer session**
                                                                      2- Extra class for week student

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-Nil

35. SWOC analysis of the department and Future plans:- e- classroom facility
                                                                      Extension of Hons. Seat.
                                                                      To open PG Class

Evaluative Report of the Departments (Economics)

The Self-evaluation of every department may be provided separately in about
3-4 pages, avoiding the repetition of the data.

1. Name of the department-Economics

2. Year of Establishment-1991

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-U.G.

4. Names of Interdisciplinary courses and the departments/units involved-Nil

5. Annual/ semester/choice based credit system (programme wise)-Annual

6. Participation of the department in the courses offered by other departments-Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc.- Nil

8. Details of courses/programmes discontinued (if any) with reasons-Nil

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors	02	01

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Manisa Mishra	M.Phil.	Asst. Professors	Indian Economy	04	Nil

Jaleswar Women's Degree College, Balasore,Odisha

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty-**Nil**

13. Student -Teacher Ratio (programme wise)-Hons-12:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.-M.Phil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

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

18. Research Centre /facility recognized by the University-**Nil**

19. Publications:- **Nil**

   ☐ a) Publication per faculty

   ☐ Number of papers published in peer reviewed journals (national / international) by faculty and students

      ☐ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

      ☐ Monographs

      ☐ Chapter in Books

      ☐ Books Edited

      ☐ Books with ISBN/ISSN numbers with details of publishers

☐ Citation Index

☐ SNIP

☐ SJR

☐ Impact factor

☐ h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as member-**Nil**
    a) National committees b) International Committees c) Editorial Boards….

22. Student projects-**Nil**

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

    b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

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

24. List of eminent academicians and scientists / visitors to the department-**Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding

    a) National-**Nil**

    b) International-
       Nil

26. Student profile programme/course wise:-2014-2015

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
+3 1st Year Hons	19	19		16	100%
+3 1st Year Pass	00	00		00	
+3 2ndYear Hons	16	16		16	100%
+3 3rd Year Hons	16	16		16	100%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
+3 Degree course	100%	Nil	Nil

29. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. **Lecturer -10%**

Teacher -**30%**

Other-**10%**

29. Student progression

Student progression	Against % enrolled
UG to PG	30%
PG to M.Phil.	2%
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed • Campus selection • Other than campus recruitment	Nil Yes
Entrepreneurship/Self-employment	50

30. Details of Infrastructural facilities
    a) Library-Yes
    b) Internet facilities for Staff & Students- **Nil**

    c) Class rooms with ICT facility Nil

    d) Laboratories- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies- **All SC &ST Student getting Government Scholarship.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts- **Nil**

33. Teaching methods adopted to improve student learning-

    1- Question Answer session
    2- Extra class for week students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil

35. SWOC analysis of the department and Future plans-**1- Extension of Honours seat**

    2- To open distance Education

1. Evaluative Report of the Departments (ODIA)

1. Name of the department-Odia

2. Year of Establishment-1991

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-U.G.

4. Names of Interdisciplinary courses and the departments/units involved-Nil

5. Annual/ semester/choice based credit system (programme wise)-Annual System

6. Participation of the department in the courses offered by other departments -Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc- Nil

8. Details of courses/programmes discontinued (if any) with reason- Nil

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Suravi Pradhan	M.Phil	Lecturer	Literature	25	Nil
S. Acharya	M.A.	Lecturer	Drama	23	Nil

11. List of senior visiting faculty Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty- Nil

13. Student -Teacher Ratio (programme wise)-Hons - 29:1

                                                Pass - 08:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled- Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG.- P.G. M.Phil.

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received- Nil

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

18. Research Centre /facility recognized by the University- Nil

19. Publications:- Nil

☐ a) Publication per faculty

☐ Number of papers published in peer reviewed journals (national / international) by faculty and students

☐ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

☐ Monographs

☐ Chapter in Books

☐ Books Edited

☐ Books with ISBN/ISSN numbers with details of publishers

☐ Citation Index

☐ SNIP

☐ SJR

☐ Impact factor

□   h-index

20.   Areas of consultancy and income generated- Nil

21.   Faculty as members in- Nil

a) National committees b) International Committees c)
Editorial Boards....

22.   Student projects- Nil

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

b) Percentage of students placed for projects in organizations
outside the institution i.e.in Research
laboratories/Industry/ other agencies

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

24.   List of eminent academicians and scientists / visitors to the department- Nil

25.   Seminars/ Conferences/Workshops organized & the source of funding
a) National- Nil

b) International- Nil

26.   Student profile programme/course wise:-2014-2015

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
+3 1st year Hons	68	19		19	100%
+3 1st year Elective	55	50		50	98%
+3 2nd year Hons	54	16		16	98%
+3 2nd year Elect.	30	18		18	100%
+3 3rd year Hons	48	16		16	100%
+3 3rd year Elect.	78	72		72	98%

*M = Male *F = Female

27. Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
Three Year Degree Course	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.?- **Nil**

29. Student progression- **Nil**

Student progression	Against % enrolled
UG to PG	15%
PG to M.Phil.	3%
PG to Ph.D.	Nil
Ph.D. to Post-Doctoral	Nil
Employed • Campus selection • Other than campus recruitment	Nil
Entrepreneurship/Self-employment	35%

30. Details of Infrastructural facilities

   a) Library- **Yes**

   b) Internet facilities for Staff & Students- **Yes**

   c) Class rooms with ICT facility

   d) Laboratories -**Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies- **All SC &ST Students getting Scholarship from Govt.**

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts- Nil

33. Teaching methods adopted to improve student learning-

     1- Question Answer session
     2- Extra class for week students

34. Participation in Institutional Social Responsibility (ISR) and Extension activities- Nil

35. SWOC analysis of the department and Future plans –To increase Honours seats .

     To Open Distance Education

Evaluative Report of the Departments (Education)

1. Name of the department :-Education

2. Year of Establishment :-1991

3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.):-U.G

4. Names of Interdisciplinary courses and the departments/units involved:-Nil

5. Annual/ semester/choice based credit system (programme wise):-Annual

6. Participation of the department in the courses offered by other departments:-Nil

7. Courses in collaboration with other universities, industries, foreign institutions, etc. :-Nil

8. Details of courses/programmes discontinued (if any) with reasons:-Nil

9. Number of Teaching posts

	Sanctioned	Filled
Professors		
Associate Professors		
Asst. Professors	02	02

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt. /Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Susmita Patra	M.Ed., M.Phil	Asst. Professors	School Adm. Student Teach.	08 years	Nil
B.Giri	M.Ed.	Asst. Professors	Edn Measur. Evaluation Edn Techno.	03 year	Nil

11. List of senior visiting faculty:-Nil

12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty:-Nil

13. Student -Teacher Ratio (programme wise):-Hons.-29:1

    Pass-100:1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled:-Nil

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG. :-
P.G.& MPhil

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received:-Nil

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

18. Research Centre /facility recognized by the University:-Nil

19. Publications: :-Nil

   ☐ a) Publication per faculty

   ☐ Number of papers published in peer reviewed journals (national / international) by faculty and students

      ☐ Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.)

      ☐ Monographs

      ☐ Chapter in Books

      ☐ Books Edited

      ☐ Books with ISBN/ISSN numbers with details of publishers

      ☐ Citation Index

      ☐ SNIP

      ☐ SJR

☐ Impact factor

☐ h-index

20. Areas of consultancy and income generated:-Nil

21. Faculty as members in:-
Nil

   a) National committees b) International Committees c) Editorial Boards….

22. Student projects

   a) Percentage of students who have done in-house projects including inter departmental/programme:-100%

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies:-Nil

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

24. List of eminent academicians and scientists / visitors to the department:-Nil

25. Seminars/ Conferences/Workshops organized & the source of funding

   a) National ;- Nil

   b) International:-
      Nil

26. Student profile programme/course wise(2014-15)

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			*M	*F	
+3 1st year(Hons)	90	19		19	100%
+3 1st year(pass)	59	59		59	100%
+32nd year (Hons)	85	16		16	100%
+3 2nd year (Pass)	68	68		68	100%
+3 3rd year(Hons.)	80	16		16	100%
+3 3rd year Elective	45	45		45	100%

*M = Male *F = Female

27.   Diversity of Students

Name of the Course	% of students from the same state	% of students from other States	% of students from abroad
B.A.(Hons)	100%	Nil	Nil
B.A.(Pass)	100%	Nil	Nil

28.   How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services,

etc.? Lecturer-03 Rly.-02

Defence-02   Teacher:-20

29.   Student progression

Student progression	Against % enrolled
UG to PG	12%
PG to M.Phil.	02%
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed • Campus selection • Other than campus recruitment	N.A
Entrepreneurship/Self-employment	

30.   Details of Infrastructural facilities

a) Library:-Yes

b)   Internet facilities for Staff & Students:-Yes

c) Class rooms with ICT facility

d) Laboratories:-Yes

31. Number of students receiving financial assistance from college, university, Government or other agencies:-All the students of SC/ST receiving scholarship from Govt.

32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts:-Nil

33. Teaching methods adopted to improve student learning:-Yes

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:-Nil

35. SWOC analysis of the department and Future plans:1-To open B.Ed. & P.G. Class
2-To open Distance Edn.Programme

Format for Presentation of Best Practices

4. Format for Presentation of Best Practices

Best Practice-1

1. Title of the Practice: Education promoting value system in all spheres

2. Goal : The present society is much more materialistic than value oriented for which we are facing several social problems and crisis in moral developments. Although in modern society we are very much result oriented and financial development becomes a measuring unit to count a country as developed one, yet the entire world now faces moral degradation resulting in the offshoot of Maoism, terrorism etc. It is because of the fact that authorities turn a deaf ear to develop value system in students. Our Institution is a unique place in this field and our vision of education is based on value system. It is the cardinal principle around which all the academic activities are performed in our institution. Our goal is to create a society in which good personalities will be generated .

3. The Context: In our college, through two wings of NSS Units & YRC, there is a constant endeavour to inject value system inside the college and also outside, that is in the social sphere in the nearby villages. Throughout the year , we organize the seminars and meetings in which both teachers and students participate through NSS camps. Our students and teachers go nearby villages and they serve needy persons at the time of distress or natural calamity .

4. The Practice: The service mentality of teachers and students becomes a burning example by which the nearby villagers are highly influenced. The college has inculcated and the atmosphere of service mentality both inside the campus and in the near by villages for which teachers and students relation, guardian & teacher relation, is based upon a value system as a result of which a peaceful atmosphere has been created in the area. The locality sees this local college to be a catalyst in promoting service culture and value based society .

5. **Evidence of success :** A lily of a day is better than on oak tree of one thousand year. A Lily flower although remains for 8 to 12 hours but it gives immense pleasure by its fragrance. Just like that our college, although situated in a remote area is unique so far as character building and citizenship building is concerned. Our students , without any exception , respect the teaches and also seniors of the area. For years together we are well recognized as a peaceful college in North Odisha. This is our great success in inculcating values in them.

6. Problems encountered and resources required : The great problem to inculcate values in student is the present day mass-media-era in which disgraceful scenes of rapes and murders are frequently projected. We are trying to move hell & heaven to inculcate value system in a positive manner. But we are fearing that the mass media which is projecting odd scenes may dull the idealistic mentality of students and there is every possibilities that after passing out the college , a student may go astray in future.

To check this tendency in the social sphere , the aforesaid odd scene and culture should be nipped in the bud , so agencies as a resource should come out to help us.

7. Notes: Now a days , every thing is plenty , one thing is rare ,that is a good human being. Our motto is to create the best man in society.

Contact Details :

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Cum Secretary
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Jaleswar

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Balasore , Odisha -756 032
Date :- 22nd December 2015, (Tuesday)