



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution		Government Autonomous College
• Name of the Head of the institution	PANCHANAN BEHERA	
• Designation	Principal in charge	
• Does the institution function from its own campus?	Yes	
• Phone No. of the Principal	09439239103	
• Alternate phone No.	09437242344	
• Mobile No. (Principal)	09439239103	
• Registered e-mail ID (Principal)	govtcollegephulbani@gmail.com	
• Address	GOVT AUTO COLLEGE, PHULBANI	
• City/Town	PHULBANI	
• State/UT	ODISHA	
• Pin Code	762001	
2.Institutional status		
• Autonomous Status (Provide the date of conferment of Autonomy)	16/07/2004	
• Type of Institution	Co-education	
• Location	Urban	

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr. Sanjeev Baliarsingh				
• Phone No.	9437234123				
• Mobile No:	9437345345				
• IQAC e-mail ID	iqacgacp@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	http://www.govtcollegephulbani.org/agar-2020-21/				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.govtcollegephulbani.org/common-academic-calendar-2021-22/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.31	2011	16/09/2011	15/09/2016
6.Date of Establishment of IQAC			29/12/2011		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
NIL	NIL	NIL	Nil	NIL	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	06				
• Were the minutes of IQAC meeting(s) and	Yes				

compliance to the decisions taken uploaded on the institutional website?		
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10. Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Online fee collection system developed for students for hassle free transactions 2. Installation of LED bulbs and solar panels inside the college campus for energy conservation 3. Provision of room for alumni association for conducting the meetings and other activities.</p>		
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		
Plan of Action	Achievements/Outcomes	
<p>1. Monthly Self appraisal mechanism for staff members (a) SelfAss -Appraisal form for Gazetted staff (b) Self -Appraisal form for Non-Gazetted staff</p>	<p>Assessment process has been initiated.</p>	
<p>2. Alternate Energy Sources: LED and Solar Energy Lighting (a) Installation of LED bulbs (b) Installation of Solar Panels in college Campus</p>	<p>LED Lights and solar panels were installed inside the college premises to save electricity</p>	
<p>3. Student-teachers Co-ordination Committee to redress academic problems (a) Formation of Student-Teacher Co-ordination Committee (b) To address the academic issues and problems through Co-ordination Committee.</p>	<p>Student Teacher Coordination Process started through Proctorial and mentoring system.</p>	

(c) To create a better teaching - learning atmosphere in the campus					
4. Land record settlement in the name of the College (a) To settle the land records in the name of Government(Autonomous) College, Phulbani (b) To record the land in the name of the college which has been occupied and used by the college (c) To record the land used as playground in the name of the college	The land of the college earlier recorded in the name of Higher Education Department, Govt. of Odisha brought to the college fold and recorded in the name of Government(Auto.) College, Phulbani				
5. Teacher-Alumni Co-ordination (a) Co-ordination of teacher and alumni for college development (b) Co-ordination of teacher and alumni for "Mo College Abhijan" (c) Co-ordination of teacher and alumni for NAAC Accreditation Process.	Teacher Alumni coordination has started through 'Mo College Abhijan				
6. Measures for slow learners	Process started and HODs are instructed to identify the Slow Learners and steps are being taken for remedial suggestion.				
13. Was the AQAR placed before the statutory body?	Yes				
<ul style="list-style-type: none"> Name of the statutory body 					
<table border="1"> <thead> <tr> <th>Name of the statutory body</th> <th>Date of meeting(s)</th> </tr> </thead> <tbody> <tr> <td>IQAC</td> <td>21/01/2022</td> </tr> </tbody> </table>		Name of the statutory body	Date of meeting(s)	IQAC	21/01/2022
Name of the statutory body	Date of meeting(s)				
IQAC	21/01/2022				
14. Was the institutional data submitted to AISHE ?	Yes				
<ul style="list-style-type: none"> Year 					

Year	Date of Submission
2020-21	19/02/2022

15. Multidisciplinary / interdisciplinary

The college is providing multidisciplinary courses like Arts, Science, Commerce and professional courses like BBA and BCA. Courses like Environmental Studies, Ethics and Value, Quantitative and Logical Thinking, Communicative English are also being taught across the streams.

Some of the generic elective subjects of Arts discipline are being taught by Commerce Discipline and vice-versa. Computer courses of Commerce discipline are being taught by BCA department which creates an interdisciplinary bonding across the disciplines.

Interdisciplinary seminars are being conducted to give an interdisciplinary approach in different subjects and to develop holistic attitude among the students of various departments.

16. Academic bank of credits (ABC):

For completing a certain course, the programmes presently offered by our college has a definite Credit points. There are provisions for taking generic elective courses in addition to the core courses in each programme. It offers flexibility for the students to choose courses. At the time of admission, the student has the opportunity to choose the elective from the bank of credits offered by the college.

17. Skill development:

The college offers courses for development of skill of a student joining a programme. The courses of science stream and some of the courses of arts and commerce stream are designed to blend the theoretical and practical components so as to give knowledge and skill to the students admitted to the programme. The students of each programme are encouraged for internship and skill based training courses outside their courses. Students having meritorious achievement are encouraged to take Project and complete in time.

The Courses such as QLT and Communicative English are being offered as AEEC which is aimed at enhancing the communicative skill and the reasoning aptitude among the students.

The students enrolled under NCC, YRC and NSS are given training in life skills and social activities.

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

The college disseminates Indian knowledge system by integrating Indian language i.e. Odia .The college has full fledged Odia department where fulltime UG programme is being offered. Further, Departments like Philosophy, Political Science,Economics,History provide knowledge on Indian culture and value systems like 'Indian Ethics', 'Teachings of Srimad Bhagabad Gita', 'History and Culture of Odisha', 'Polity, Society and Culture in Contemporary India', Indian Economy and political system, Society and culture, Ancient Indian History, Culture and Archaeology', Contemporary Indian Philosophy etc. Programmes on social awareness of Indian value system, the constitution are being organised in the college regularly.

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

Measurement of Student's performance through learning outcomes determines the success of Outcome Based Education (OBE) system.It indicates the success and capability of the students on completion of the courses. Course Outcomes are the statements indicating knowledge and skills the student is expected to acquire at the end of a course. Program outcomes represent the knowledge, skills and attitudes the students should have at the end of program. Program outcomes can be directly measured through course outcomes. Course objectives, learning outcomes in terms of Programme outcomes, programme specific outcomes, course outcomes are clearly mentioned in the college website.

The analysis of the final result of the outgoing students and the On Time Graduation perentage give an idea about the extent of success of the students as well as the institute.

20.Distance education/online education:

At present ,the institute does not have any kind of mechanism to impart education in distance or online mode. However,the IGNOU study centre at Govt. Auto College Phulbani is offering various programmes in distance mode.

Extended Profile**1.Programme**

1.1 21

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1 2293

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 518

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 659

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1 453

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 47

Number of full-time teachers during the year:

Extended Profile

1. Programme

1.1	21
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2. Student

2.1	2293
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	518
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	659
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3. Academic

3.1	453
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	47
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Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	View File	
3.3	58	
Number of sanctioned posts for the year:		
4.Institution		
4.1	1378	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	31	
Total number of Classrooms and Seminar halls		
4.3	128	
Total number of computers on campus for academic purposes		
4.4	62.48	
Total expenditure, excluding salary, during the year (INR in Lakhs):		
Part B		
CURRICULAR ASPECTS		
1.1 - Curriculum Design and Development		
1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.		
<p>Local Developmental Needs: The College offers programs like B.A., B.Sc., B.Com. where the some courses like Environmental Science, Anthropology of India, Tribal Cultures of India, Microeconomics, Geography of Odisha, History and Culture of Odisha etc. focus on local needs. National Developmental Needs: The courses under various programmes viz. Indian Economy, Anthropology of India, Geography of India, Economic Geography, Political Processes In India, Governance: Issues and Challenges, Horticulture Practices and Post Harvest Technology, Environment and Public Health,</p>		

Immunology, Industrial Chemistry and Environment. Regional Developmental Needs: For emphasizing the regional developmental needs, the college offers courses like Introduction to Socio-cultural Anthropology, Introductory Macroeconomics, Public Economics, Indian Writing in English, Climatology, Regional Planning and Development, Remote Sensing and GIS, Introduction to Human Rights, Development Process and Social Movements in Contemporary India etc. Global Developmental Needs: The courses offered by various programmes to address global needs are-Nano Materials and Applications, Digital Systems and applications, Polymer Chemistry, Inorganic Materials of Industrial Importance, Corporate Law, Corporate Accounting, Fundamentals of Financial Management, Object Oriented Programming Language, Computer Oriented Accounting System, System Analysis & Design, European Classical Literature, American Literature, Resource Geography, Disaster Management, Global Politics, Perspectives on International Relations.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	NIL

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	View File

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

128

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	No File Uploaded
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

0

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

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

19

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	View File
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

- Issues relevant to Professional Ethics and Human Values are

reflected in the course Ethics and Values which is a compulsory course for all the UG Programs. Courses like Ethics, Applied Ethics in Philosophy, Women's Writing, Partition Literature, English, Odishara Sanskrutika Itihas O Bhasha Sahitya in Odia, Introduction to Human Rights, Social Movements in Contemporary India, Women, Power and Politics in Political Science, Management Principles and Application, Principles of Marketing etc from dept of Commerce.

- Gender Sensitization is addressed in Ethics and Values course and in different UG programs like Philosophy, Anthropology, English, Odia, and Political Science and in some other Arts and Humanities programs.
- Issues related with environment and sustainability is integrated into courses of Environmental studies & Disaster Management which is a Ability Enhancement Compulsory Course for all the Undergraduate programs. It is also a part of the curricula in Specific UG Program in Zoology, Botany, Geography and Anthropology.
- N.S.S. and N.C.C. promotes environmental protection through tree plantation and other sustainable development programs including tree plantation, awareness on gender equality, health issues, health awareness camps, road safety Programs conducted under N. S. S., N.C.C., YRC & Political science and Philosophy department help to inculcate human values among students.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	No File Uploaded
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	No File Uploaded
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

204

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

B. Any 3 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	http://www.govtcollegephulbani.org/wp-content/uploads/2023/05/Student-feedback-analysis-and-action-taken-report-2021-22.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	http://www.govtcollegephulbani.org/wp-content/uploads/2023/05/Student-feedback-analysis-and-action-taken-report-2021-22.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

2293

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

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

1279

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

At the time of admission, the students are counselled and made aware about the course, mode of internal assessment, external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc are also published in the college calendar which is provided to the students before the beginning of academic sessions. At the outset, teachers assess the potentialities of the students in the class, their knowledge about the course and accordingly special programmes for advanced and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and students taking late admissions. The students are also supplied with different study materials in online as well as offline mode. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Advanced learners are encouraged to become class representatives.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/01/2022	2293	47

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Experiential Learning

Educational field trips

Seminars

Extension activities in the college are aimed at providing social service.

Participative Learning

Laboratory Experiments.

Monitored Group discussions and peer learning.

Flipped classroom

Prolem Solving

Project based learning

Quiz

Assignments and Group Discussion

Enhance Learning

Supply of online learning material such as soft copy of books and lecture notes through WhatsApp group

Providing links to different free online tutorials, e- books and course modules designed by different universities especially by Utkal University,Odisha, in collaboration with the DHE,Odisha. Also the course modules are available in e-pgpathsala

Supply of e-resources through EBSCO and NLIST.

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

All Faculty members of the college use ICT technology as a mark of technological advancement and to improve the teaching and learning process in the classroom. Different softwares available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops/tablet systems are used in the classrooms. You-Tube, E-mails, WhatsApp group, Telegram, Zoom, College website are used as platforms to teach, communicate, provide material and syllabus. The teachers are conducting regular tests, upload assignments, make presentations, address queries, mentoring and share information. BSNL wi-fi facility is also available in the campus for the students and staff. Student attendance, feedback are also received online from the students and faculty members.

Cyber- Library

There is a cyber-library in our college which is being used for accessing various study materials and research journals. We have 02 types of e-resources available: EBSCO provided by OSHEC free of cost to the College and N-LIST of INFLIB NET subscribed by the College. Students and faculties are able to access online contents through EBSCO.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	http://www.govtcollegephulbani.org/details-of-ict-enabled-rooms-available-in-the-college/
Upload any additional information	No File Uploaded

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

47

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution**1. Time Table for UG and PG students****2. Daily activity report of individuals****3. Classes as per instruction of the Government of Odisha**

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality**2.4.1 - Number of full-time teachers against sanctioned posts during the year**

47

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

9

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	No File Uploaded

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

47

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	No File Uploaded

2.5 - Evaluation Process and Reforms

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

23

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	No File Uploaded
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

1. Examinations as per Government Guideline as issued from time to time for this session 2021-22.

2. Continuation of unique paper codes for different papers for valuation of answer scripts

3. Preparation of evaluation schedule for its wider circulation among the examiners for time bound evaluation of answer scripts.

4. Publication of results using a software developed by competent persons

5. Sharing of Probable Questions to students at departmental level

6. The college has adopted online payment mode for paper Setters and evaluators of various examinations

7. Online Registration and Deposit of examination fees of students for appearing different examinations

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Our college has well defined learning outcomes with regard to teaching-learning process. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of the present scenario. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following; Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. The college also aims at preservation of social, ethical and moral values of the tribal ethnicity.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	NIL

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The college is sincerely working for systematisation of collecting and evaluating data on programme and course outcomes, for which the assessment is being carried out through continuous evaluation and assessment in various levels of academic management. Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation process is carried out by confirming the different standards of CBCS regulations in time-bound manner. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

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

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution**518**

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	NIL

2.7 - Student Satisfaction Survey

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

<http://www.govtcollegephulbani.org/wp-content/uploads/2023/05/Student-feedback-analysis-and-action-taken-report-2021-22.pdf>

RESEARCH, INNOVATIONS AND EXTENSION**3.1 - Promotion of Research and Facilities**

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

No such new policy framed for promotion of research facilities by the college.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	NIL
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	No File Uploaded
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research**3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)**

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	NIL
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

0

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	No File Uploaded
Institutional data in Prescribed format	No File Uploaded

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	NIL
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The faculty members of this college are facilitated for attending the refresher courses, conferences and faculty development programmes both online and offline mode in order to enhance the

domain-specific knowledge. In respect of community orientation, our NSS and NCC volunteers actively and enthusiastically assisted the College Examination Cell in conducting the PG entrance test 2021, for admission into Universities and colleges in Aug- Sept 2021. A healthy ecosystem is also maintained by the college for preservation of ecological values inside and outside the campus.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	No File Uploaded
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

E. None of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year**3.4.2.1 - Number of PhD students registered during the year**

0

File Description	Documents
URL to the research page on HEI website	NIL
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

0

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional ethics. Issues related with environment and sustainability are integrated into courses of Environmental studies, Zoology, Botany, Geography. Courses that teach human values and Professional ethics in its curricula are Political science, Commerce, English, Philosophy. Institution integrates issues relevant to Professional Ethics, Gender, The college has taken active participation in Swachha Bharat Abhiyan and Swachhta Pakhwada Programmes started by the government. Programs conducted under N. S. S., N.C.C., YRC & Political science and Philosophy department help to inculcate human values among students.

National festivals like World YRC day, Republic Day and Utkal Divas celebration serve as a platform to enliven patriotic and moral values. Different social activities have been initiated by the college like Blood Donation camps, etc are organized from time to time. Major gender issues are focused and addressed through different activities in the college.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

0

File Description	Documents
Number of awards for extension activities in during the year	No File Uploaded
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

3

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

108

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work**

1

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institute ensures adequate availability and optimal utilization of physical infrastructure in order to create an environment of excellence in education through technologically innovative educational tools. Need- assessment for replacement /up-gradation/addition of the existing infrastructure is carried out based on the suggestions from Heads of the departments. The Infrastructure Committee reviews the course requirements, computer-student ratio, working condition of the existing equipment. The Officers associated with the Time Table management plans ahead for all requirements regarding the availability class rooms, laboratories, furniture and other equipments . Distinguished features of the College include the following: The college ensures optimal utilization of the resources by encouraging innovative teaching learning practices like use of power point presentations, LCD projectors, smart boards etc. Regular awareness programs/training programs are conducted for optimal deployment of infrastructure and utilization of modern technology. The available physical infrastructure is optimally utilized beyond regular college hours, to conduct co-curricular activities/extra-curricular activities, parent teacher meetings, career counselling etc. On Sundays the class rooms are used for carrying out counselling of IGNOU. It is used as an examination centre for college internal and external examinations as well as for other

universities like IGNOU etc.

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

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

1. One Gymnasium Hall with Fitness Center with all amenities
2. Play ground with (i) Football ground and (ii) Cricket Ground
3. Indoor Volley ball Court
4. Long jump/high jump /triple jump court

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	NIL

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

31

File Description	Documents
Upload any additional information	View File
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

59.46

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Our Library has 02 wings: the physical wing and the digital wing. It has a well equipped physical library with sufficient number of text and reference books which plays a vital role in providing reliable contents for students, teachers and researchers. Though the Library is not fully automated but is in the process of automation. The total numbers of books in library are about 45000 and number of visitors per day is 25-30. The library has a separate reading room for teachers and students with separate sections with subscription of daily news papers and magazines.

For using the digital library, students are given guidance for gaining knowledge on certain things such as, access through login, downloading, sharing, citation and referencing etc. All HODs and other faculties also guide students regarding use of the e-resources available in the college for purpose of study and career planning. We have 02 types of e-resources available: EBSCO provided by OSHEC free of cost to the College and N-LIST of INFLIB NET subscribed by the College. All HODs also allot some time and take efforts for guiding the students regarding the books/journals available on EBSCO and N-LIST besides using themselves.

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

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

D. Any 1 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	No File Uploaded
Upload any additional information	No File Uploaded

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

0

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

25-30

File Description	Documents
Upload details of library usage by teachers and students	No File Uploaded
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Government (Autonomous) College, Phulbani has an IT policy covering Wi-Fi, CCTV Surveillance & has allocated budgetary provisions for updating its IT facilities.

An approximate amount of Rs1,50,000/- towards Wi-fi automation, Telephone & Internet Rs 60,000/-, Computer & CCTV maintenance Rs1,50,000/- have been spent for these purposes.

The college supports to data Services & sharing to teachers for the purpose of management and sharing of information among the students and research activities. Teachers are motivated to use their mobile data & hotspot synchronization making teaching learning conducive & for academic excellence.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2293	128

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	No File Uploaded
Upload any additional information	View File

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	NIL
List of facilities for e-content development (Data Template)	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

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

3.01

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	View File

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

The college Infrastructure committee looks after the maintenance, repair and construction work related to the building, the maintenance and minor repair work of the furniture and fixtures and other physical infrastructure. The works related to purchase of different items are being executed through a transparent process as per Govt. norm. The entire tender process for procurement of items is carried out by OSIC. The maintenance and upgradation work related to construction and electricity is looked after by government agencies like R&B Division, PWD etc.

Every department maintains stock registers for keeping the list of chemicals, glassware, equipments and other instruments used in laboratory. Physical verification of laboratory equipments and machines is carried out to record the functional and non functional equipments from time to time.

Regarding Computers, Maintenance and up gradation is looked after at office level and concerned technicians are hired whenever necessary.

In the physical library, accession and withdrawal registers are

regularly maintained to keep the record updated and accessions of the books. The cyber library is having 40 computers for easy access of e-learning resources.

The officer in charge of sports and games regularly maintains the stock register for the equipments and materials related to the sports.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

1112

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	No File Uploaded

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and

E. None of the above

**Communication Skills Life Skills (Yoga,
Physical fitness, Health and Hygiene)
Awareness of Trends in Technology**

File Description	Documents
Link to Institutional website	NIL
Details of capability development and schemes	No File Uploaded
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

93

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

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

E. None of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

21

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

5.2.2 - Number of outgoing students progressing to higher education

59

File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

4

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

The college encourages students to have student representative for every activities related to the development of the institution for administrative and academic management. These representatives act as bridge between the Principal and the students. The student representatives put the grievances of students (if any) to the principal, who passes orders to the concerned committees for smooth implementation of different activities.

Complaint/Suggestion boxes are installed in different prime locations of the college to receive complains /suggestions regarding college development. The demands and grievances of the students are given utmost priority and successfully redressed from time to time. In addition to that to listen to the problems of the student mass, class representatives/Seminar secretaries are selected for quick redressal of their problems. Most of the teachers try to convey their message to other students via these representatives so that they learn leadership skills besides excelling in academics.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution	
0	
File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	No File Uploaded
5.4 - Alumni Engagement	
5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services	
The Alumni are invited to register through online mode but the Association is not registered under Society registration Act. No significant financial and other support services to the development of the institution has been marked by the Association till date.	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	NIL
5.4.2 - Alumni's financial contribution during the year	E. <2 Lakhs
File Description	Documents
Upload any additional information	No File Uploaded
GOVERNANCE, LEADERSHIP AND MANAGEMENT	
6.1 - Institutional Vision and Leadership	
6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution	
Our College has adopted a decentralized and participative style of functioning under which day to day governance is administered	

through Committee based decisions. Representation of teachers have been made in administrative committees and similarly participation of statutory officers of administration and finance were encouraged in academic committees. The recommendations and reports of these specialized internal committees were subsequently considered and monitored by the College Authorities such as Academic Council and Executive Council for further implementation. Such steps gave clear goals and mission to the stake holders and brought a positive culture of belongingness among the faculty members, resulted innovation and vast improvements in the Institutional Governance.

The Governing Body delegates all the academic and operational decisions based on policy to the Academic Committee headed by the Principal to fulfill the vision and mission of the institute. Academic Committee formulates common working procedures and entrusts the implementation with the faculty members.

Regarding implementation and monitoring of academic and administrative matters to actualise the vision and mission of the institute. Academic, Administrative and Accounts Bursars are looking after the smooth monitoring and management of administration, academic and accounts system of the institution respectively.

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

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The Higher education department gives sufficient freedom to the Principal, who is the academic head of the institution to function in order to fulfill the vision and mission of the institution.

Academic responsibilities are fairly divided among all the staff members. Committees are appointed for the various academic and co-curricular activities of the academic year. The list of committees is displayed at the beginning of the year on the staff notice-

board. The responsibilities are communicated to the faculty members through regular staff meetings. The Principal of the College holds regular meetings with the teaching and non-teaching staff. The Heads of Departments monitor the functioning of the various departments.

The participative decision-making ensures total participation of all the people concerned. The office administration is headed by the Head Clerk under whom there are Senior Assistant, Junior Assistant and other Class IV Staff. Thus, the decentralization of departments and personnel of the institution helps in improving the quality of its educational provisions.

The Administration is always open to discussion with the teaching and non teaching staff which, in turn, encourages the involvement of the staff for the improvement of effectiveness and efficiency of the institutional process.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional Information	NIL

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

An Academic Calendar is prepared and circulated among the students and teachers. Student's orientation programme are conducted department wise to aware about the curriculum and quality culture of the institution. A complete guide containing the entire system of the college including fee structure to various courses and hostels are provided to each student in the college calendar.

Feedback is also taken individually by teachers for their respective courses. Students are also free to approach the HODs of various departments of the Institute for feedback and suggestions. Feedback is properly analyzed and shared with the HODs and individual faculty members. The teaching-learning processes are reviewed and improvements are implemented, based on the IQAC recommendations. Students enrolled in various disciplines are

identified as slow and advanced learners based on their marks and the entry level test conducted by each department. To help the slow learners, remedial classes are being conducted to bridge the gap.

The Administrative, Accounts, Infrastructure, Library and Residential Committee take important decisions regarding finance, building construction, renovation and maintenance and issues related to the college and hostel. Admissions are done through SAMSThrough online in single window Mode. The processes related to the conduct of examinations, declaration of results and award of degrees are controlled and monitored by the Controller of Examinations of the Institute together with the Faculty and other supporting staffs. Various reforms have been undertaken in the last five years that have made a positive impact on examination management.

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

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

Sl.No.

Institutional

Bodies

Heirarchy

Function

1

Academic Committee

Academic Bursar & senior

Teaching Staffs

Academic matters

2

Administrative

committee

Administrative Bursar and administrative Bursar & two matters

senior Teaching

Staff

Administrative matters

3

Examination Committee

Controller of Examinations, Dy. Controller of Exam

inations, Coding Officers & senior members

Examinations & results

4

Infrastructure Committee

OIC, Infrastructure

& Senior staff members

To look after the infrastructure development of the college

5

College Development Committee

Principal & Senior staff members

To monitor the overall development of the college

6

Staff Council

Principal,,Senior most teacher as Secretary to

Staff council

Major decisions to Academic development

7

Cultural Committee

Advisors of Cultural committee& elected office bearers

Various activities related to cultural development of the students

8

Library Committee

OIC,Library

& Senior staff members

Various activities related to Library

9

Career Counselling and placement cell

Co-ordinator & senior staff members

Various activities related to Career Counselling and placement

10

Students' union

Advisor to college union

,02 Associate advisors & elected office bearers to students union

Various activities related to students development operative for one calendar year only

File Description	Documents
Paste link to Organogram on the institution webpage	http://www.govtcollegephulbani.org/wp-content/uploads/2023/04/6.2.2_1682411632_2455.pdf
Upload any additional information	View File
Paste link for additional Information	NIL

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Being a Govt. college, the Odisha Govt. offers the following welfare schemes for all its employees. Summer vacation to both teaching and non-teaching staff. The order is issued by the higher education department, which is strictly followed by the college. The government has provided Group Insurance scheme to the Staff (Teaching and Non -Teaching) of the College. This helps the staff at the times of need.

(i) Maternity (180 days) and paternity (15 days) leave.

(ii) Provident fund for the employees of the college.

(iii) Medical Insurance facility for the employees of the college.

(iv) Casual leave of 13 days for the employees.

(v) Festival Allowance to NGO staff of the college

(vi) Medical Reimbursement to both GO and NGO staff of the college

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

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

0

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	No File Uploaded
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

3

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Financial audit of the accounts is an important process and is strictly followed by the Government (Autonomous) college, Phulbani. The college undergoes an external audit conducted by higher education department and AG office as well as internal audit. They verify and confirm all finance related document. Report of audit is submitted to higher education department and AG office. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the principal. The copies of the audit are also preserved in the college for records.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

The institution is run by the government of Odisha, so the funds to be utilized are primarily allotted through the Higher Education Department, Odisha. Funds to be allotted for the institution go through the exercise of forming annual budget as per requirement by Higher Education Department. The same is being discussed with chief Accounts Officer / Financial Advisor for allotment of funds under different heads. The allotments are made to institution throughout financial year through the application of Integrated Financial Management System (IFMS).

Optimum use of the funds to this institution is made as per the rules and regulations and is subjected to audit by the government. Within the institution funds are mobilized out of a specific percentage of the fee collected from the students. These funds are grouped under different heads. These funds are utilized for the benefit of students and for meeting other expenses of the college. To ensure the optimum use of these funds, various college level committees like development, purchase, infrastructure, library, residential committees are framed. All the expenditures relating to salary, non-salary, laboratory equipments and expenses are met out of the Government allotted funds. The revenue collected from students at the time of admission and readmission are also used towards welfare of the students.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The College reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC. Assessments are done by way of physical meetings and sometimes online to maintain secrecy and transparency under the following heads: 1. Teachers' assessment by students 2. Teachers' self-evaluation 3. Introduction of ICT enabled and smart classrooms 4. Principal's surprise visit to different

classrooms 5.Regular meetings between Principal and teachers for interaction and improvement 6.Conduct of Students' satisfaction survey 7.Introduction of Proctorial system Apart from the above parameters, the IQAC of the college also ensures the following quality initiatives for providing quality teaching-learning ambience to the learners: 1.Introduction of Biometric attendance system for staff as per the instruction of Government. 2.Organising Self-defence programmes for girl students in the campus 3.Introduction of semester system in PG classes 4.Organising Interdisciplinary seminars 5.Meetings with stakeholders 6.Organising different co-curricular and extra-curricular activities among the students such as Essay, Debate, Quiz competitions.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.govtcollegephulbani.org/wp-content/uploads/2023/05/IQAC-Meetings-2021-22-1.pdf

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

The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms . Assesments are done both online and offline to maintain secrecy & transparency for the following items.

1. Teachers assessment by Students
2. Teachers self evaluation
3. Introduction of ICT enabled and smart classes
4. Principal's surprise visit to different classes for instant evaluation of teachers
5. Principal & Head of the departments interactions for suggestions & development in teaching-learning process.
6. Regular departmental meeting of the H.O.D. with the staff members

7. Students Satisfaction Survey report**8. Introduction of proctorial system**

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

C. Any 2 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	NIL
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	No File Uploaded
Upload any additional information	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

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

Our college has created different facilities to enhance gender equity and gender sensitization. It has constituted Grievance Redressal cell, equal opportunity cell, Career Counselling Cell, Women Harassment Cell and Anti-Ragging cell which is properly functioning with the faculty members of different departments in different capacities. A career counseling Cell is functioning in this college to provide a way to career opportunity to the Young

and energetic minds. Women harassment cell is working to resolve the issues of women employees and students in this work place .Anti ragging cell is working to prevent and reduce the evil practice of ragging in the college and hostels. Both Boys and girls are participating in Independence and Republic day celebrations every year in the district Headquarter. Essay, Debate and Elocution competitions are being organized among Boys and Girls as a mark of gender equity programme. Our NCC wing is active and both Boys and Girls participating in the national day celebrations in the State. The details regarding the activities related to gender equity and sensitization are uploaded in the previos AQAR upto 31st DEC,2021.

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

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

C. Any 2 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid waste management:

For collecting the solid waste from nook and corner of the campus substantial number of dustbins are installed. For solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source before handing them to local municipal body for recycling & disposals.

Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable

portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped for decomposition to be used as a source of bio-fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure.

Liquid waste: All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management: The college has minimum e-waste. The waste if any is sold to vendors for recycling.

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

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

B. Any 3 of the above

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

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways

A. Any 4 or All of the above

4. Ban on use of plastic	
5. Landscaping	
File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:	D. Any 1 of the above
<ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities:	D. Any 1 of the above

accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

This Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college to promote harmony towards each other. Commemorative days like Martyr's day ,Constitution day ,Voter's day ,Women's day, Yoga day also to promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities.

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

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

The college regularly organises different programmes for promotion of national integration, communal harmony, tolerance and constitutional obligations by observing Commemorative days like Martyr's day ,Constitution day ,Voter's day ,Women's day, Yoga

day. The students and employees are sensitised about the constitutional obligations: values, rights, duties and responsibilities of citizens. Through observation and participation in the above programmes, the institution is trying to develop a sense of dedication, devotion and belongingness towards the national unity and harmony. All the students and staff members are given equal opportunity and weightage in every sphere of activities for promotion of human values and constitutional obligations.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

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

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

The college regularly organises different programmes for promotion

of national integration, communal harmony, tolerance and constitutional obligations by observing Commemorative days like Martyr's day ,Constitution day ,Voter's day ,Women's day, Yoga day. The students and employees are sensitised about the constitutional obligations: values, rights, duties and responsibilities of citizens. Through observation and participation in the above programmes ,the institution trying to develop a sense of dedication, devotion and belongingness towards the national unity and harmony. All the students and staff members are given equal opportunity and weightage in every sphere of activities for promotion of human values and constitutional obligations.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

1.Blood Donation Camp

The college YRC unit organises blood donation camps and campaigns in collaboration with DHH, voluntary social service organisations like Rotary clubs, and other NGO's that need blood. The volunteers of these units maintain a list of blood donors with their blood groups. Neither the volunteers nor the donors ever accept any kind of monetary benefit. The YRC unit encourages the gestures of these donors and volunteers by giving those certificates.This kind of healthy practise motivates the other students as well.

2.Online Payment Gateway System

The implementation of the Online Payment System (Qfix) initiated in the month of October, 2021 with the collaboration of HDFC bank, Phulbani branch. After being satisfied with the cost implication and accrued benefits, the bank was provided with required data and instructions for initiating the payment system. At present the

college admission and readmission, examination fees ,hostel admission and mess fees are being collected through online payment gateway. Two facilities have been provided with the system (i) Use of POS(Point of sale) terminal for emergency payment of college fees and (ii) Providing online payment portal/link for payment of regular college and hostel fees.

File Description	Documents
Best practices in the Institutional website	http://www.govtcollegephulbani.org/wp-content/uploads/2023/05/institutional-best-practices-2021-22.pdf
Any other relevant information	<u>NIL</u>

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

EMPOWERING THE TRIBAL YOUTHS THROUGH QUALITY EDUCATION

The distinctiveness of this college is due to its locational advantage situated in the tribal dominated district of Kandhamal surrounded by scenic beauty of nature. Since it is a tribal dominated district, students got facilities of studying here which is the only co-educational institute in this district. It offers quality education in the field of Arts, Science, Commerce and professional courses. The students of this district strongly believe in blending the traditional education with a practical knowledge, utilizing contemporary best practices in education. The college have tried to implement the concept of practical, skill development and time to time career counselling platform to stand themselves in national and international institutions of high repute. This College has adopted a learner-centered paradigm of education, has introduced Interdisciplinary and multi-disciplinary, industry-oriented, entrepreneurship and skill-based courses, and is adopting new pedagogical techniques such as blended learning, flipped classroom and experiential learning and ICT classroom. Proctorial classes, parent-teacher meetings are also organized for better interactions and for the benefit of the students. Career counselling programmes are conducted by inviting reputed resource persons as the speakers. Activities of Extension services like NCC/NSS/YRC were also arranged in the college campus.

File Description	Documents
Appropriate link in the institutional website	NIL
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Central Induction Programme

2. Online collection of Hostel dues

3. Wi-Fi hostel campus

4. Opening of new programme in UG and PG

5. Addition of extra classrooms

6. Renovation of electrical wiring of old building

7. Enhancement of hostel intake capacity

8. Online mentoring of students and redressal of students grievances

9. E-resources subscription of inflibnet.

10. Library Automation.

11. Examination automation.