

SELF STUDY REPORT

OF

GHANTESWAR DEGREE COLLEGE,

GHANTESWAR

DIST-BHADRAK, ODISHA

FOR

ASSESSMENT AND ACCREDITATION

BY

NAAC

[For quality & excellence in higher education]

2016

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INTRODUCTION

Ghanteswar Degree College, Ghanteswar is one of the premier colleges of Odisha in Bhadrak district. Established in 1992, this institution has catered to the needs of the students at Under Graduate level for more than two decades. Located in Chandabali block of Bhadrak district, the college is in the vicinity of the Bay of Bengal, boasting the glory of ancient maritime trade and committee.

One hundred seventy kilometers away from state capital Bhubaneswar, Ghanteswar Degree College is well-communicated by road from all sides. Its nearest rail-head is at Bhadrak and the nearest airport is in Bhubaneswar.

In the back-drop of this historicity, Ghanteswar Degree College stands tall in imparting instructions to generations of students. The college offers Honours teaching in many subjects of Arts stream apart from several elective subjects. The students of this institution have brought laurels in different walks of life.

Originating in a humble set up, the present institution stands over a sprawling campus to carry forward its vision and mission to all the stakeholders. The college was affiliated to Utkal University before it became a constituent college of Fakir Mohan University in 1999.

The college crest reads a line from the Bhagavad Gita-*Yoga Karmasu Kausalam*, which means Yoga is skill in action. This educational nerve-centre has always inspired its students and teachers to achieve utmost skill in human endeavour.

The teachers, students, stakeholders and well-wishers keep on striving to make this august institution a Centre with Potential for Excellence.

The immortal lines of Robert Frost, the famous American Poet, continually inspire the generations to go ahead in mission for perfection.

The woods are lovely, dark and deep

But I have promises to keep,

And miles to go before I sleep,

And miles to go before I sleep.

The Self Study Report aims at highlighting the institution's present status with all its strength and weakness, vision of the future and the steps needed to translate ideas into reality.

PREFACE

Education dispels darkness of ignorance and enlightens the masses. Like any institution of higher learning, Ghanteswar Degree College has empowered the generations imbibing in them the spirit of inclusive growth and meaningful sustenance. Not only does it show the way to earn the livelihoods, but also it shapes the minds to respond life's situations and recreate a viable existence. Necessarily, creativity and scientific temper have been of optimal use.

Grown out of a modest beginning, the institution has been a beacon for the wandering souls, guiding their ways in the ocean of life. The long list of illustrious alumni in different walks of life is a case in point.

The teachers, students and stakeholders are in their relentless mission to achieve what is yet to be achieved, and strive to reach out at the door step of the common man, the ultimate beneficiary in any educational system.

Any progress in the domain of Science, Technology, Humanities and Commerce must envisage a cheerful human face. The institution has taken leaps forward to materialize such dreams to a great extent. The foot-prints of success are imprinted on the sands of time.

This Self Study Report prepared for accreditation by NAAC, highlights the achievements and failure of the past initiatives and the mission and vision for further improvement. The SSR has been prepared in strict adherence to NAAC guidelines and no part of it has been outsourced.

NAAC STEERING COMMITTEE

| | |
|-------------------------------|--------------|
| 1. Prof. Bijay Kumar Das | Principal |
| 2. Prof. Mrutyunjay Panigrahi | Co-ordinator |
| 3. Dr. Radhapada Ghosh | Member |
| 4. Prof. Achyutananda Mohanty | Member |
| 5. Prof. Sushil Kumar Das | Member |
| 6. Prof. Madan Mohan Send | Member |
| 7. Prof. Gangadhar Bhal | Member |

TECHNICAL ASSISTANCE

| | |
|-------------------------|--------------|
| 1. Sri Gopabandhu Nayak | Junior Clerk |
|-------------------------|--------------|

MESSAGE OF PRINCIPAL

Education teaches us to leave the world a better place than when we found it.

The college was born out of the womb of the dream of the education loving personalities of this semi-urban locality in the summers of 1992 having a revolutionary mission of catering higher education to the poor students deprived of such opportunity. Since then the institution has crossed a long way in its mission and set up a roadmap for the future.

I appreciate the endeavour of the NAAC co-ordination committee of the college and united effort of the members of the staff and students to build up this Self Study Report.

Last but not the least, I also express my gratitude to the National Assessment and Accreditation Council, Bangalore for support and guidance in completion of this task of preparation of the SSR within a very short period of time.



[Shri Bijay Kumar Das]

Principal

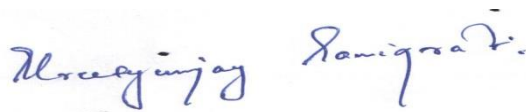
Ghanteswar Degree College, Ghanteswar

FROM THE CO-ORDINATOR,
NAAC STEERING COMMITTEE

After a couple of months of sincere and continuous effort of the staff of this institution the desire to have a full fledged Self Study Report (SSR) has been translated into reality. All the members of the teaching, non-teaching staff of the college have contributed valuable time and ideas in preparation of this SSR. I am delighted to declare that this SSR for reaccreditation of the college is the brain child of all who are associated with this august institution.

Shri Bijay Kumar Das, Principal of the college has successfully guided and provided leadership to all involved in the process.

Lastly, I express my heart-felt gratitude to all the stakeholders.



[Prof. Mrutyunjay Panigrahi]

Co-ordinator

NAAC Steering Committee

Ghanteswar Degree College, Ghanteswar

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

| | | |
|-----------------------|--|-----------------------|
| Name : | GHANTESWAR DEGREE COLLEGE | |
| Address : | AT-GHANTESWAR | PO- GHANTESWAR |
| City : BHADRAK | Pin : 756129 | State : ODISHA |
| Website : | www.ghanteswardegreecollege.org.in | |

2. For Communication:

| Designation | Name | Telephone | Mobile | Fax | Email |
|---------------------------------|---------------------|-----------|------------|-----|--------------------------------|
| Principal | Bijay Kumar Das | | 9938194005 | | bijaykumargtsr@gmail.com |
| Steering Committee Co-ordinator | Mrutunjay Panigrahi | | 9438320310 | | mrutyunjay.education@gmail.com |

3. Status of the Institution:

Affiliated College ☒

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.

6. Sources of funding:

Government

Grant-in-aid

Grant-in-Aid

Self-financing Any other

7. a. Date of establishment of the college: **1992**

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

F.M. UNIVERSITY, BALASORE

c. Details of UGC recognition:

| Under Section | Date, Month & Year | Remarks(If any) |
|---------------|--------------------|-----------------|
| i. 2 (f) | 04-07-2012 | |
| ii. 12 (B) | 04-07-2012 | |

(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.)

| Under Section/ claus | Recognition/Approval details Institution/Departme | Day, Month and Year | 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: NA

b. for its performance by any other governmental agency?

Yes ☐ No ☒

If yes, Name of the agencyNA..... and

Date of recognition: NA

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

| | |
|---------------------------|----------------|
| Location * | Rural |
| Campus area in sq. mts. | 6030000 sq.mts |
| Built up area in sq. mts. | 10500 sq.mts |

(* 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 ; Not available
- Sports facilities; foot ball, volley Ball, cricket, Kabadi
 - * play ground; Available (one)
 - * swimming pool; Not available

- * gymnasium; Not available
- * Guest house; Not available
- * Conference Hall; available (one)

- Hostel

- * *Boys' hostel*

- i. Number of hostels
 - ii. Number of inmates
 - iii. Facilities (mention available facilities)

Living room, kitchen, common room, dining space and office room.

- * *Girls' hostel*

- i. Number of hostels 01
 - ii. Number of inmates 80
 - iii. Facilities (mention available facilities)

Living room, kitchen, common room, dining space and office room.

- * Working women's hostel Nil

- i. Number of inmates NA
 - ii. Facilities (mention available facilities) NA

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

- Cafeteria — No

- Health centre – General health care unit is available

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

| | | | | |
|------------------|-----------|--------------------------|-----------|--------------------------------------|
| Qualified doctor | Full time | <input type="checkbox"/> | Part time | <input type="checkbox" value="Yes"/> |
| Qualified Nurse | Full time | <input type="checkbox"/> | Part time | <input type="checkbox"/> |

- Facilities like banking, post office, book shops;

Post Office available

- Transport facilities to cater to the needs of students and staff;
Nil

- Animal house; Nil

- Biological waste disposal; Available

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

1. 10KW self start [Kirloskar]
2. 2 Inverters fitted in different departments and branches.

- Solid waste management facility ; Available

- Waste water management ; Not available

- Water harvesting ; Available

12. Details of programmes offered by the college (Give data for current academic year) 2015-16

| Sl. No. | Programme Level | Name of the Programme | Duration | Entry Qualification | Medium of instruction | Sanctioned / approved | No. of students admitted |
|---------|-----------------|-----------------------|----------|---------------------|-----------------------|-----------------------|--------------------------|
| | Under-Graduate | BA | 3 years | +2 Pass | English & Odia | 192+20% | 192+38=230 |

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 | Not available |
|-----|--|----|--|--------|---------------|

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 | UG | PG | Research |
|---------|--|----|----|----------|
| Arts | Odia, English, History, Pol. Science, Economics, Education, Sanskrit | 07 | - | - |

| | | | | |
|-----------|----|----|----|----|
| Any Other | NA | NA | NA | NA |
|-----------|----|----|----|----|

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

a. Annual System

b. Semester System

c. Trimester System

17. Number of Programmes with

a. Choice Based Credit System

b. Inter/Multidisciplinary Approach

c. Any other (specify and provide details)

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

Yes No

If yes,

a. Year of Introduction of the programme(s) NA

and number of batches that completed the programme

b.NCTE recognition details (if applicable)

Notification No.: NA

Date: NA

Validity: NA

c. Is the institution opting for assessment and accreditation of

Teacher Education: 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)

and number of batches that completed the programme NA

b.NCTE recognition details (if applicable)

Notification No.: NA

Date: NA

Validity: NA

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 | 0 | 0 | 0 | 0 | 5 | 0 | 4 | 0 | 0 | 0 |
| Yet to | | | | | | | | | | |
| Sanctioned by the Management/ | 0 | 0 | 0 | 0 | 6 | 3 | 6 | 2 | | |
| Yet to recruit | | | | | | | | | | |

*M-Male *F-Female

Qualifications of the teaching staff:

| Highest qualification | Professor | | Associate Professor | | Lecturers (State scale) | | Total |
|-----------------------|-----------|--------|---------------------|--------|-------------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| D.Sc./D.Litt. | 0 | 0 | 0 | | 0 | 0 | 0 |
| Ph.D. | 0 | 0 | 0 | 0 | 2 | 0 | 2 |
| M.Phil. | 0 | 0 | 0 | 0 | 4 | 1 | 5 |
| PG | 0 | 0 | 0 | 0 | 5 | 2 | 7 |
| Temporary teachers | | | | | | | |
| Ph.D. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| M. Phil. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | | | | | | | |
|--------------------|---|---|---|---|---|---|---|
| PG | 0 | 0 | 0 | 0 | 0 | 2 | 0 |
| Part-time teachers | | | | | | | |
| Ph.D. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| M.Phil. | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| PG | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

22. Number of Visiting Faculty /Guest Faculty engaged with the College. Nil

23. Furnish the number of the students admitted to the college during the last four academic years.

| Categories | Year 1 2012-13 | | Year 2 2013-14 | | Year 3 2014-15 | | Year 4 2015-16 | |
|------------|-------------------|-------|-------------------|--------|-------------------|-------|-------------------|--------|
| | Male | Femal | Male | Female | Male | Femal | Male | Female |
| SC | 18 | 31 | 20 | 31 | 18 | 28 | 27 | 30 |
| ST | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| OBC | 101 | 145 | 122 | 185 | 152 | 216 | 193 | 264 |
| General | 37 | 53 | 33 | 72 | 35 | 73 | 32 | 74 |
| Others | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

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

| Type of students | UG | PG | M. Phil. | Ph.D. | Total |
|---|------------|----------|----------|----------|------------|
| Students from the same state where the college is | 620 | 0 | 0 | 0 | 620 |
| Students from other states of | 0 | 0 | 0 | 0 | 0 |
| NRI students | 0 | 0 | 0 | 0 | 0 |
| Foreign students | 0 | 0 | 0 | 0 | 0 |
| Total | 620 | 0 | 0 | 0 | 620 |

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

UG

12.7%

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component

Rs. 4506.00

(b) excluding the salary component

Rs.2345.00

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.

NA

c) Number of programmes offered NA

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. BA : 44:1

29. Is the college applying for

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

Re-Assessment: ☐

(Cycle 1 refers 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)

Cycle 1: 24th, 25th & 26th Mar-2008 Accreditation
Outcome/Result

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

Cycle 3: (dd/mm/yyyy) Accreditation

Outcome/Result.....

*** Copies enclosed.**

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

| |
|-----|
| 235 |
|-----|

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 2013-14

34. Details regarding submission of Annual Quality Assurance Reports
(AQAR) to NAAC.

AQAR 2014-15

35. Any other relevant data (not covered above) the college would like to
include. (Do not include explanatory/descriptive information) Nil

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.*

Since its inception in 1992, Ghanteswar Degree College has been imparting instructions to the students of an unprivileged area dispelling the ignorance and enlightening the masses having the following vision, mission and objective.

The dreamers set their vision for an inclusive education ignoring the diversities of caste, creed, gender, religion and economic status by inculcating the spirit of competence, confidence and excellence.

Considering education as an empowerment for the general public, this institution aims at achieving skilled human resources and development of leadership potential.

The institution attaches prime importance for objectives of sensitising the stakeholders for a uniform social growth. Further, it sets its objective to bring the educationally backward community of this underdeveloped region to the mainstream of progress through the medium of education.

The College has a strong mechanism of communication for all its stakeholders by developing the College Website, College Calendar, Academic Calendar, Prospectus and notification of relevant letters in the Notice Board.

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 University formulates the curriculum and the affiliated colleges implement it.

The Academic Council of the college looks into the matter and devises ways and means for circulation and implementation of the curriculum, and the Governing Body supervises it.

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?*

University provides the curriculum. Academic Council and feedbacks of the stakeholders contribute for the effective implementation of the curriculum.

In addition to this, the University organises workshops and training programme to enable the teachers to achieve competence in procedure and practice in teaching.

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 college provides all possible support for delivery of syllabuses to the students.

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?*

Career Counselling Cell and Placement Cell keep continuous liaison with the industry and the University for effective operation of the curriculum. Invited members establish a cohesive link with the curriculum and supplement for effective understanding of the

stakeholders.

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 Principal and a few members participate in statutory academic bodies of the university. Special suggestions necessary for the need of innovation in education are put forth for consideration. They receive feedbacks from the students, teachers and stakeholders and put forth those before the university authority for consideration.

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 does not develop a separate curriculum other than the one designed and offered by the university.

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

The stated objective of the curriculum has been achieved out of the positive outcome of response of examinees, academic peers, representatives of the government for verification of the progress of curriculum, feedback from the faculty, students and alumni through interactive meeting and the basic initiative of the Principal and academic

council of the college.

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.*

Apart from the regular curriculum of the university, the stakeholders are encouraged to participate in different skill development programmes organized by the college.

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

No such programme is available.

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:*

- *Range of Core / Elective options offered by the University and those opted by the college*

The institution provides degree in Humanities, Science, and Commerce.

Core option:- The faculties provide core option for language study and the vernacular.

Elective option: The elective options are wider in scope. The subject of study like Landmarks in Indian History, Indian Polity, Indian Economy, Sanskrit, Odia, Education are under Humanities. The following are the Honours subjects available-

Humanities:- English, Odia, Sanskrit, Political Science, History, Economics & Education.

- *Choice Based Credit System and range of subject options*

Not introduced so far.

- *Courses offered in modular form*

Nil

- *Credit transfer and accumulation facility*

Nil

- *Lateral and vertical mobility within and across programmes and courses*

Nil

- *Enrichment courses*

Nil

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.*

No

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?

No

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?*

Faculty members give clear understanding to the learners about university curriculum categorically in Core, Elective and Honours subject and month-wise progress as per syllabus. Academic Council with the help of stakeholders, students and teachers take measures to supplement the university curriculum so as to reach its goal and objective by the end of the academic session.

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?*

After completion of syllabus, teachers try to clear the doubt of the learners whenever required. Monthly test, half yearly and yearly examination, feedback systems are conducted to enrich thought of the students. Moreover, departmental seminars and career counselling are organised to enhance the experience of the students to cope with the needs of the dynamic employment market.

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?*

Institution has started effort to integrate cross cutting issues such as gender, climate change, environmental education, human-rights, ICT etc. in to the curriculum. Environmental Science and Indian Society and Culture are the subjects of study at degree level. The students of all the faculties pursue these courses. Special computer trainings are provided to the students. Through NSS, and YRC, steps are taken to create awareness among the students about gender discrimination and equalisation, consciousness regarding climate change and its effect in the world. Seminars have been organised on human rights.

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 added the curriculum. To ensure holistic development of students, some courses prescribed for Sanskrit, English and Odia departments are enriched with moral and ethical value which creates holistic development among learners. Curriculum is itself sufficient for employability and life skills. University has introduced some chapters in curriculum to develop better career options and community orientation.

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

Stakeholders are approached from time to time to interact with the Academic Council for up-gradation of curriculum.

Their suggestions for improvement are communicated to the university for modification.

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

Academic Council, Academic Bursars, Higher Education officials, renowned educationists, representatives of the President, Governing Body and the Principal monitor the total curricular aspect from time to time to evaluate the quality of its enrichment programme.

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?*

Institution has no role to play in the design and the development of the curriculum prepared by the university. Institution is only to implement the designed and developed curriculum of the university for the students. When faculty members give suggestions for any change and development of curriculum, it is informed to the university through the representatives of college for discussion and acceptance.

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?*

There is a mechanism to obtain feedbacks from students and stakeholders on curriculum. The college obtains feedbacks on curriculum from students through questionnaire. The Alumni Association is approached from time to time to interact with the

Academic Council for up-gradation of curriculum. The suggestions for improvement or any change in curriculum are communicated to the affiliating university for consideration.

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.

No new programme has been introduced during last four years.

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?*

The entire e-admission process is maintained by Students Admission Management System (SAMS), a Government Agency. Students take admission as per the merit list displayed in the website of Higher Education Department, Government of Odisha. Thus utmost transparency is maintained in the admission process.

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.*

Merit list for admission is decided by the Govt. of Odisha, Dept. of Higher Education through SAMS e-admission process.

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.

Maximum and minimum percentage of marks for admission at entry level for each of the programme offered by the college is comparison to other colleges of affiliating university within district.

| Streams | A.B. College Basudevpur | Motto College, Motto | Tihidi College, Tihidi | N.G. College, Kranjadia |
|---------|----------------------------|-------------------------|---------------------------|----------------------------|
| Arts | Max: 48.67 Min: 47.18 | Max: 65.00 Min:35.00 | Max:61.00 Min: 35.00 | Max:55.00 Min: 33.00 |

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?*

Yes. Admission Committee is constituted by the Principal at the beginning of the academic session. Admission Committee-in-Charge with co-ordination of other members and the Principal reviews the admission process and student profile whenever required by the Government.

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*

Representation of different categories of students in the e-admission process is done by the Government of Odisha as per the set norms and regulations. The college has nothing to intervene in the matter relating to admission process.

2.1.6 *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 | Session | Streams | No of application | No. of student admitted | Demand (approximately) | Remark |
|------------|---------|---------|-------------------|-------------------------|------------------------|------------------------|
| UG | 2011-12 | BA | 305 | 192 | 2:1 | Fluctuation in results |
| | 2012-13 | BA | 410 | 192 | 3:1 | |
| | 2013-14 | BA | 515 | 192 | 3:1 | |
| | 2014-15 | BA | 603 | 192 | 3:1 | |

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?*

Faculty members and the authorities take extra care to ease out the problem of differently abled students in adherence to the Government Policies during the study period.

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 institution has no option to assess the knowledge and skill before the commencement of the programme. Rather at the beginning of classes, their knowledge and skills are assessed through questionnaire and interface.

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?*

Terminal examination, monthly test and adoption of feedbacks system help to identify the knowledge gap of the enrolled students. Basing upon the test results, extra classes are engaged by the faculty members to enable them to cope with the programme and to bridge the knowledge gap between slow and advanced learners.

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

The college organises quarterly seminars to sensitize its staff and students on the issues such as gender, environment and climate change inviting eminent dignitaries related to the above fields. Moreover, steps are taken through NSS and YRC to sensitize and create awareness among students and staff in regard to such dominant issues of the nation.

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

Monthly, terminal and annual examinations have been undertaken by the institution to identify both advanced and slow learners. Basing upon their learning need, the authority advises the faculty members to take extra classes to clear doubt and motivate learners to reach optimum goal.

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)?*

Information on academic performance of the students from the disadvantaged sectioned of the society, physically challenged, slow learners are collected from their terminal examination. The academic problem of these students is discussed in the Academic Council. The faculty members are advised to keep personal contact with these students and inspire them to go ahead in the study in spite of all difficulties. They are encouraged to overcome their problems through the co-operation of teachers. Parents of the above students are communicated from time to time regarding progress of their wards and suggestions are sought from them to overcome risk of dropout and discontinuity of their studies.

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.)

The date of commencement of classes for +3 1st year course is notified by the Govt. of Odisha, and for other students, the Principal notifies to the students and staff the date of commencement of academic activity. Time Table and Academic Calendar are provided to the students. The department convenes a meeting of the teachers and distributes classes among them. In this meeting, the syllabi are discussed and a teacher is assigned with the units/topics of the subject, basing upon skill and specialisation. Plan and Progress Register of the subject is maintained accordingly.

Periodic review is also made keeping in view of the students' need and demand. The faculties keep the records of their performance which the authorities examine at regular intervals. The Higher Education department and the affiliating university have prescribed time schedule for examination and evaluation. Apart from this, college mechanism follows terminal evaluation system.

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

At the beginning of the academic session a meeting of the IQAC is held where annual plan of action for teaching-learning process is decided. Accordingly, faculty members are informed to take regular classes, conduct monthly test, organise inter-departmental seminars, and maintain plan and progress. They are also instructed to attend national/state level seminars/conference and pursue research work.

As per guidelines of UGC and NAAC, the IQAC holds its meeting to review the progress of teaching-learning process.

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?

The entire process of teaching-learning activities of the institution is student-centric. The institution has bodies like Staff Council and Academic Council where faculty members deliberate on their roles as facilitator of knowledge management for interactive learning, collaborative learning and independent learning among the students. The students receive motivational drives through their teachers in the classrooms. The measures like inter-departmental seminars, interaction among the students of Arts faculty is available to acquire above learning which determines value of life and parameter of good living.

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 institution makes effort to create creativity in the thought of learners through various competitions such as sports, drama, song, debate, quiz, essay writing and other activities. Experiment and observation are the final authorities of Science. It always does away with blind belief and superstitions. Scientific temper is inculcated among the youth by providing them Science Journals and organising scientific talks by eminent persons in the relevant fields. This prompts the students to possess a scientific outlook of life.

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.*

No such facilities are available and used by the faculty for effective teaching.

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

Experts from various fields are invited from time to time to give lectures in in-house and inter-departmental seminars to develop level of knowledge and skills of the students and faculty members. Supply of relevant study materials also serves as an effective tool of this mechanism.

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?*

Career Counselling Cell counsels the students inviting professional experts from different fields for their life-long benefit. The Academic Council encourages the learners to become successful in the field of their studies. The exact number of beneficiaries in this regard is not available.

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 faculty to adopt new and innovative approaches and the impact of such innovative practices on student learning?*

Lecture method occupies the major area of teaching-learning process. This method has gradually evolved towards the interactive method in the class room context.

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

Library plays an important role in teaching-learning process. Library runs on working days and provides books/journals to the staff and students. Moreover Reading Room inside the college library provides facilities to acquire knowledge. Augmentation of teaching learning process, no doubt, depends upon the enrichment of library facilities which is provided by the college.

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.*

The institution does not face any challenges normally in completing the curriculum within the planned time frame and calendar. But sometimes some challenges arise out of shortage of faculty members. Such problem is solved by engaging ad hoc lecturers.

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

The institution evaluates the teachers by students using the NAAC format with suitable modifications. The Academic Council analyses the feedbacks and recommends suggestion for better teaching-learning process. Finally the Managing Body and the Principal monitor this process for betterment of the teaching-learning.

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

Recruitment and appointment of faculty members are done by a two-tier system. One is through the Service Selection Board (SSB) and the other is through the Managing Body of the College.

The college has highly qualified and very competent teachers to reach to the satisfaction of the students. They take utmost care to teach the students with the recent development of the subject and changing requirement of the curriculum.

| Highest qualification | Professor | | Associate Professor | | Assistant Professor | | Total |
|-----------------------|-----------|--------|---------------------|--------|---------------------|--------|-------|
| | Male | Female | Male | Female | Male | Female | |
| Permanent teachers | | | | | | | |
| DSC/D.Lit | - | - | - | - | 00 | - | 00 |
| Ph.D. | - | - | - | - | 02 | - | 02 |
| M.Phil | - | - | - | - | 04 | 01 | 05 |
| PG | - | - | - | - | 05 | 02 | 07 |
| Temporary teachers | | | | | | | |
| DSC/D.Lit | - | - | - | - | - | - | - |
| Ph.D. | - | - | -- | - | - | - | -- |
| M.Phil | - | - | - | - | - | - | - |
| PG | - | - | - | - | - | - | - |
| Part-time teachers | | | | | | | |

| | | | | | | | |
|-----------|---|---|---|---|---|---|---|
| DSC/D.Lit | - | - | - | - | - | - | - |
| Ph.D. | - | - | - | - | - | - | - |
| M.Phil | - | - | - | - | - | - | - |
| PG | - | - | - | - | - | - | - |

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.*

Modern areas of study like bio-technology, IT, Bioinformatics etc have not been 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.*

The teachers are encouraged to attend different faculty-development programme such as Refresher Courses and Orientation Programmes. So far faculties of the college are not selected by the authorities to attend these.

a) Nomination to staff development programmes

| Academic Staff Development Programmes | Number of faculty nominated |
|--|------------------------------------|
| Refresher courses | |
| HRD programmes | |

| | |
|--|--|
| Orientation programmes | |
| Staff training conducted by the university | |
| Staff training conducted by other institutions | |
| Summer/winter schools, workshops, etc. | |

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

- ✓ *Teaching learning methods/approaches*
- ✓ *Handling new curriculum*
- ✓ *Content/knowledge management*
- ✓ *Selection, development and use of enrichment materials*
- ✓ *Assessment*
- ✓ *Cross cutting issues*
- ✓ *Audio Visual Aids/multimedia*
- ✓ *OER's*
- ✓ *Teaching learning material development, selection and use*

The institution organises training programme from time to time on the above fields to empower and enable the use of various tools and technology for improvement of teaching-learning technique.

c) *Percentage of faculty*

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

Nil

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

27%

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

5%

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.)*

Research grant, study leave and support for research are available to the faculty members as per guideline of UGC/State Govt. of Odisha. Some of the faculty members have contributed articles in different Journals.

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 institution has adopted feedback system by the students, alumni and stakeholders to evaluate the teaching quality of the teachers.

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 test results are communicated to the students so as to make them aware of their progress. The students' performance is reviewed in Staff Council and Academic Council. They decide to take extra initiative to increase the standard of merit level of the slow learners. Faculty members are also informed to be more practical in progress and revision of subjects for better teaching-learning process.

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?*

The evaluation reforms formulated by the concerned university have been duly adopted by the institution. In this process the feedbacks of the faculty members are taken into consideration for further reform.

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 methodologies of evaluation reforms are demonstrated before the students picking up some sample questions and answers.

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.*

Formative and summative assessment approaches are initiated in sample unit tests to measure students' achievement.

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 (weight age for behavioral aspects, independent learning, communication skills etc.*

After completion of evaluation process, answer scripts of monthly and annual tests are shown to the students. Faculty members try to detect the lacuna of the slow learners and encourage them to accept and follow the advice of the teachers for further improvement. For independent learning and communication skill, questions and answers are discussed in the classroom by the students. This is an open platform where students ventilate their thoughts freely with the teachers and fellow students.

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 college emphasizes attributes of leadership, commitment for social service and the mentality of paying back to the alma mater. Accordingly the students are trained in the institution beyond the tenets of prescribed curriculum.

2.5.7 *What are the mechanisms for redressal of grievances with reference to evaluation both at the*

college and University level?

The college has Grievance Redressal Cell to address such grievances of the students, if any, with the co-operation of relevant committee and concerned university.

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?*

Learning outcomes of the students are recorded in the tabulation register after completion of evaluation process through different tests. The results of these tests are communicated to the students in regard to their performance. Weak students are advised to work hard with strong determination and zeal for betterment of their life and fulfillment of high aspiration of their parents. Strategic interface helps the students to overcome their barriers.

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.*

Through the duration of course, the students are communicated about their progress and performance basing upon the outcome of different tests. At the end of the programme, the final examination is conducted by the university. An analysis of students' results and achievements for last four years is mentioned below.

| Session | Faculty | Total appeared | Distinction | 1 st Div | 2 nd Div | Pass | Special achievement |
|---------|---------|----------------|-------------|---------------------|---------------------|------|---------------------|
| 2012 | Arts | 93 | 06 | 16 | 00 | 48 | |
| 2013 | Arts | 100 | 08 | 18 | 30 | 29 | |
| 2014 | Arts | 121 | 25 | 24 | 24 | 24 | |
| 2015 | Arts | 116 | 20 | 31 | 17 | 08 | |

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

Basing upon the curriculum introduced by the University, periods required for completion of syllabus and the teaching-learning strategies have been divided subject-wise for a week. Accordingly subject-wise classes are distributed among the faculty members and the same is communicated to the Director, Higher Education, District Education Officer and the Principal.

Classroom teaching, organisation of seminars/in-house seminars, interaction with the students in various outside classroom activities and involvement in social activities of the students are methods by which assessments are being made to facilitate intended teaching learning outcomes.

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?*

Student placement:-

The Placement Cell of the college is very much active in notifying the job opportunities offered by different private/public sector undertakings to aware the students relating to job opportunities at the end of their study.

Entrepreneurship:-

Efforts have been made in previous years through Career Counselling to develop the idea of entrepreneurship among the students.

Innovation:-

Various innovative activities are undertaken by the teachers and the students of the college with greater impact of social and economic values. These activities include the awareness programme regarding banking transaction, small-scale savings scheme and agricultural entrepreneurship.

Research aptitude:-

The curriculum for three year degree course has been designed in such a way that a student in final year is bound to submit research project paper for final evaluation of his career. Besides this, they also submit research oriented papers in in-house/departmental seminars under the supervision of their teachers.

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?*

Exit level feedbacks and result sheets of students are collected for review and analysis. The Academic Council devised remedial measures to overcome subsequent barriers of learning.

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

Academic Council, Teachers Association,

Academic Bursar and the Principal of the institution jointly monitor and ensure the achievement of learning outcomes.

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.

The teachers are individually making assessment for evaluation of students' performance and achievement of learning by adopting their own concepts along with the prevalent system of the institution.

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?*

No

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.

The institution has a research committee whose working chief is a senior faculty member, nominated by the Principal. Representations for research from the faculties find place in the committee for consideration and recommendation.

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: Yes

§ timely availability or release of resources:
Yes

§ adequate infrastructure and human
resources

Yes

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

Yes

§ support in terms of technology and
information needs

Yes

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

Yes

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

and aptitude among students?

In the departmental or inter-departmental seminar/workshop, the students participate and present their project work on different research themes. Consultancy and guidance are provided to the learners by the faculty members.

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.*

No

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

Training programmes are organised every year for faculty members to develop their teaching-learning methods and to enable the learners to know more about their capacity building features. Sensitization programme regarding gender equalisation, environmental education, climate change and human rights have been organised for the staff and students to imbibe research culture for betterment of the society and socio-economic stability.

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

The institution's teachers and scholars have

taken up a variety of research areas for research. Basically, in the faculty of social science and literature, the scholars have made significant contributions. The research areas include the political affairs of state and its institutions, the study of life and the works of the great men of Odisha, feminist projects under literary study, study of scriptures and language studies.

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

Researchers of eminence are invited to visit the campus and interact with the teachers and students in in-house as well as UGC sponsored seminar. Moreover, eminent and dignified researchers are invited in career counselling to interact with the students for their own benefits.

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?*

Sabbatical leaves are provided for research activities as per guidelines of Department of Higher Education, Govt. of Odisha and UGC. The Principal or the governing Body has no role to deviate the principles of this designated agency. In the process of notification, the institution encourages the teachers to go on quality teaching and imbibe research culture in the campus.

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)

Research findings of the scholars of this institution such as women leadership, women empowerment and cooperative farming have been advocated and promoted. The researchers have reached out to the poor and disadvantaged fishing communities of the locality.

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 college has no budgetary provision for research development. The teachers are doing research work under the financial assistance of the Government or UGC or out of their own expenses.

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?*

No

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

No such types of financial provisions are available to the students for research project.

3.2.4 *How does the various departments/units/staff of*

the institute interact in undertaking interdisciplinary research?

Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

As there is no separate research wing, the college has no scope for inter-disciplinary research endeavour. But in case of inter disciplinary seminars, endeavours are taken by the departments, students and staff to overcome challenges faced in the path of research.

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 library and infrastructure facilities play an important role for providing support for research activities.

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 not received any special grants or financial assistance from industry or any other funding agency.

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.*

| Nature of the Project | Duration Year From To | Title of the project | Name of the funding agency | Total Grant | | Total grant received till date |
|-----------------------|-----------------------------|----------------------|----------------------------|-------------|----------|--------------------------------|
| | | | | Sanctioned | Received | |
| MRP Applied | 2015-16 | | UGC | Applied for | | |

3.3 Research Facilities

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

Computer lab, Internet linkage, Library books & journals, , infrastructure and administrative staff are available for the research facilities of the students and research scholars within the campus for their scholarly works.

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 institutional strategies for planning upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging area of research are going to be designed and developed by institution.

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.*

During the last four years this institution has not received any special grants or finances from any industry or other beneficiary agencies.

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

The Principal recommends and informs other research laboratories outside the campus to help the students and research scholars.

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

Only the library facilities are available to researchers.

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.

The institution has not developed or created any collaborative research facilities by the other research institute in the college.

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)

- Nil

- * Original research contributing to product improvement

- Nil

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

- Details are in 3.4.4

- * Research inputs contributing to new initiatives and social development

The findings of the research scholars contribute the socio-economic and cultural development of community in their respective fields.

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?*

The institution does not publish or participate in publication of research journals. Effective steps will be taken in this regard in future.

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

* Publication per faculty

Nil

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

Nil

* 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.)

Nil

* Monographs

Nil

* Chapter in Books

Nil

* Books Edited

Nil

* Books with ISBN/ISSN numbers with details of publishers

Nil

* Citation Index

Nil

* SNIP

Nil

* SJR

Nil

* Impact factor

Nil

* h-index

Nil

3.4.4 Provide details (if any) of

* research awards received by the faculty

| Sl# | Name of the Teacher | Department | Year of award |
|-----|---------------------|------------|---------------|
| 1 | Dr. B.K. Das | Odia | 2015 |
| 2 | Dr. R. Ghosh | Sanskrit | 1995 |

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

Nil

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

Nil

3.5 Consultancy

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

The entrepreneurs of local small scale industry are regularly invited for establishing institute-industry interface through Career Counselling.

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

No.

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

No.

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

No.

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?*

No.

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?*

The institution promotes institutional neighbourhood and community network through NSS, NCC, YRC, RRC and other NGOs where students and faculty members are engaged to contribute good citizenship, service orientation and holistic development programme.

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

The Government Officials, Universities and the Principal are the institutional mechanism to track students' involvement in various social movements/activities which promotes citizenship roles of the students for nation building.

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

The institution honours the views and perceptions of the stakeholders on overall performances and quality of institutions. The grey areas in performance of the institution are taken into consideration for further modification and improvement.

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.*

The Government of Odisha, the UGC and concerned University provide financial assistance for undertaking extension and outreach programme through NSS, Youth Red Cross. Accordingly Blood Donation Camp, Plantation, Mass Immunization, Health-Care Programme, Women Empowerment, Programme of Human Rights Child Care, environmental cleanness, etc. are organised in nearby villages adopted for the purpose. These activities have generated tremendous response in creation of awareness and successful application of the programmes.

In the last four year the following funds has been received and utilised for extension activities.

| Sl.No. | Session | Units | Received & Utilised fund |
|--------|--------------------|-------|--------------------------|
| 1 | 2011-12 to 2015-16 | NSS | 324000.00 |
| 2 | 2011-12 to 2015-16 | YRC | 23000.00 |

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?*

NSS:-

Under the leadership of the faculty members and NSS officers, Blood donation camp, construction of roads, literacy

campaign, Child care, AIDS awareness programme, plantation, environmental cleanness programme are organized for the development of the society. The NSS volunteers establish brotherhood in the adopted villages by developing the spirit of cooperation in social movements. During natural calamities the NSS volunteers take part in rescue and relief operation.

YRC:-

Youth Red Cross (YRC) stands up in its mission through social activities and awareness campaign. It has organised campus cleaning programme in the college and blood testing report of the students. A seminar on AIDS menace is being conducted to check the spread of HIV virus among the people. The YRC has set its vision in organising awareness programmes to educate people about the blind-belief prevailing in the society. Special training programme on disaster management are regularly held by the YRC in collaboration with state unit.

NGO:-

The college promotes community development programme inside and outside the campus with the collaboration of Non-government organizations. The faculty members, students, notable personalities of the locality and the personnel of the government bodies organise seminars on the major issues of the society by creating awareness among the people.

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?*

Social survey is made by NSS and YRC volunteers from time to time, and activities are organised such as eradication of un-

touchability, human rights, self-defense programme, child care, etc. to ensure social justice and empowerment of students from under privileged and vulnerable sections of the society.

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 objectives and outcomes of extension activities complement students' academic learning experience by providing them social justice and empowerment at personal as well as community level.

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?*

Without the community involvement, the extension activities listed above could not have been possible. Inversely speaking, the community in the region, in many ways, contributes to institutional involvement. The appreciation and admiration of the public for the institution's extension activities is evidence of this.

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.*

Inter-college NSS activities are organised by the

affiliating university and special extension activities are also conducted by this college inviting nearby institutions of this locality. This helps in forging institutional brotherhood among the learners.

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.*

Extension activities of the institution are rigorously initiated without waiting for the awards. However, NSS volunteers have received certificates of appreciation from INS, Chilika and Youth Services Department, Government of India.

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.*

Efforts will be made in future to establish a collaborative mechanism for sharing collaborative research, staff exchange, equipment and research scholarship.

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.*

Steps will be taken in the above purpose as it is necessary for the development of the institution.

3.7.3 *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. laboratories / library/ new technology /placement services etc.*

Local community:-

The local self government agency assists the institution for development of infrastructure, water supply, electrification and sanitation for up-gradation of academic facility.

State:-

The Health and Family Welfare Department, Govt. of Odisha provides health care facilities inside the campus for student and staff.

Agriculture sector:-

The Forest Department of Govt. of Odisha provides the resources to the institution in shape of saplings, manure and pesticides for plantation in the college campus.

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.*

National and international conferences were organised during last four years.

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
Nil
- b) Internship/On-the-job training
Nil.
- c) Summer placement
Nil.
- d) Faculty exchange and professional development
Nil.
- e) Research
Nil.
- f) Consultancy
Nil.
- g) Extension
Nil.
- h) Publication
Nil.
- i) Student Placement
Initiative has been taken in this year for placement in collaboration with the local small scale industries.
- j) Twinning programmes
Nil
- k) Introduction of new courses
University formulates the rules for introduction of new courses.

l) Student exchange

Nil.

m) Any other

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.

Active initiatives are undertaken by the institution and the alumni for establishing linkages/collaborations with industries and institutions of repute.

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 college has a sprawling area of 8 acres and built-up area of nearly 30,000 sq. Ft. with all kinds of infrastructural facility as learning resources. In spite of existing infrastructure, keeping in view the constant increase in student strength and to meet their needs, resource mobilization through development fund, financial assistance from Government of Odisha, UGC assistance and MP & MLA LAD funds are constantly made for enhancement of the same.

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.

A: For curricular and co-curricular activities:-

- i. *Class Rooms:* The institution has developed 20 class rooms with proper light arrangement, fitted with overhead fan and well ventilation as physical infrastructure facility to support the teaching and learning process. Efforts are on to increase more number of class rooms in near future.
- ii. *Technology enabled learning spaces:-* Though the college has no ICT class rooms the institution has developed technology enabled learning spaces to some extent. Besides that the institution provides a computer lab with 20 computers at latest version and with licensed software such as Windows, Ms Office, Powerpoint, Visual Basic, Java, Linux etc. And internet connectivity for the students and teachers in utilise.
- iii. *Tutorial Spaces:* No separate tutorial spaces are available. The class rooms are used for remedial and doubt clearing classes.
- iv. *Laboratories:-* One computer laboratory with 20 computers and internet connectivity is available for the students and teachers.

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.

i. Sports: The students of the college are participating in various sports meets in district and university level regularly and some of them

achieved success in winning different positions in the past years.

Outdoor Games: -The institution has a vast and well maintained grassy playground to provide facilities for out-doors games like football, volley, cricket, kabadi etc.

Indoor Games: Facilities for Indoor games like chess and carom are made available to the students and staff members in their respective common rooms. The boys and girls common rooms are also conducting annual competitions in chess and carom regularly.

ii. Gymnasium: Nil

iii. Auditorium: Nil

iv. NSS: The college has three NSS units, two each for men and one for women having 50 student volunteers in each. All the units are dedicated to undertake socially relevant activities regularly.

vi. Cultural activities: The college encourages to build up a skill among the students in this field. The student union and dramatic society of the college regularly conduct song, dance, debate and other similar programmes in which a good number of students participate. The students of the college have brought many laurels in debate and song competitions organised by different institutions and organizations.

vii. Public Speaking and communication skills development: The College runs many personality development programmes which involve various activities like public speaking and communication development. Besides this the faculty encourages the students to develop the art of communicative skills.

viii. **Yoga:** Nil

ix. **Health and hygiene:** The college has a health care unit attended by a doctor of the local CHC twice a week for health check up of the students and staff members. Arrangement for RO and UV purified portable water in the campus has been made available at least in three places. There are adequate number of urinals and lavatories in the campus both for

students and staff members. The institution depends upon hospital in case of emergency needs of the sick if necessary. The students volunteers of NSS and Red Cross units of the college are regularly holding health and hygiene related programmes.

4.1.3 *How does the institution plan and ensure that the available infrastructure is in line with its academic growth than despotically 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).*

Since its inception in 1992, Ghanteswar Degree College, Ghanteswar has been trying to keep pace with the changing needs and requirements for infrastructural growth to meet its academic expansion. In the last four years many new infrastructural facilities have been constructed or renovated to facilitate teaching and research.

| Session | Name of the infrastructure | Amount spent | Grand total (in Rs.) |
|---------|----------------------------|--------------|----------------------|
| 2011-12 | Academic Building | 187750.00 | 187750.00 |
| 2012-13 | Academic Building | 414780.00 | 414780.00 |
| 2013-14 | Academic Building | 430030.00 | 430030.00 |
| 2014-15 | Ladies Hostel | 3000000.00 | 3000000.00 |

| | | | |
|--|---------------------------------|------------|------------|
| | Staff and Ladies Common Room | 1895000.00 | 1895000.00 |
| | Library | 380000.00 | 380000.00 |

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

The college ensures that the students with physical disabilities don't have any physical impediments. These types of students are accommodated in the class room and library especially in ground floor. The supporting staffs always take care of differently-abled students at the time of their needs.

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

• *Hostel Facility–Accommodation available*

One Hostel for girls is under construction which will provide accommodation to 80 students from the session 2016-17.

• *Recreational facilities, gymnasium, yoga center, etc.*

Will be provided.

• *Computer facility including access to internet in hostel*

Will be provided

• *Facilities for medical emergencies*

Nil

• *Library facility in the hostels*

Nil

- *Internet and Wi-Fi facility*

Nil

- *Recreational facility-common room with audio-visual equipments*

Will be provided.

- *Available residential facility for the staff and occupancy*

Nil

- *Security*

Will be provided as per existing norms.

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?*

A health care unit in assistance with a doctor of the local hospital is attending twice a week to take care of the health related issues of the staff and students. In the emergencies the care of the sick students and staff are taken to the local PHC which is at a distance of 500 meters from the college. Provision for portable water, toilet and other hygienic needs are available in the college campus.

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.*

| Sl.N | Special unit | Location | Officer-in-Charge | Remarks |
|------|--|--|----------------------------------|---------|
| 1 | IQAC | Room inside the Staff Common Room | M. Panigrahi, Lect. In Education | |
| 2 | Grievance Redressal Unit | The Head Clerk's office | G. Nayak, HC | |
| 3 | Women's Cell | Allotted Room | Smt. S. Nayak, Lect. In Eco. | |
| 4 | Counselling and Career guidance | Allotted Room | M.M. Send, Lect. in Hist. | |
| 5 | Placement Unit | Allotted Room | Dr. R. Ghosh, Lect. in Sans. | |
| 6 | Health care center | Specific room | S.K. Das Lect. in Odia | |
| 7 | Recreational spaces for staff and students | The common rooms meant for each stakeholders | Dr. R. Ghosh, Lect. in Sans. | |
| 8 | Safe drinking water | In the common rooms and other places | T. Karan Lect. in Pol.Sc. | |

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?*

The library of the college has an Advisory committee headed by the Principal and the following members.

1. Sri M. Panigrahi, Lect. In Education
2. S.K. Das, Lect. In Odia
3. A.C. Mohanty, Lect. in English

The above committee sits regularly from time to time to frame and finalize policies for infrastructural development keeping view the academic requirements of the staff and students. The funds available in the college and assistance from UGC are properly utilised for modernization and purchase of updated reference books and journals the Advisory Committee of the library play a vital role in the aspect. The required furniture for keeping books safe and secure are also supplied to the library. The advisory committee insists upon utmost use of the library and reading room by the students and the staff.

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-resources)

Total area of the library: A two storied separate library building having the area of 2500 sq.mts.

Total seating capacity: 50

Working hours

On working days

10AM to 5PM

| | |
|--------------------------------|-------------|
| <i>On holidays</i> | 10AM to 1PM |
| <i>Before examination days</i> | 8AM to 5PM |
| <i>During examination days</i> | 8AM to 5PM |
| <i>During vocation</i> | 8AM to 1PM |

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.*

In the beginning of the Academic session the Principal issues notice to all members of the staff to furnish a list of useful books for their respective departments to be purchased for the library. Such requirements submitted by the staff are thoroughly examined by the Library Advisory Committee and decision for purchase of books are finalized keeping in view of the availability of the funds from the leading publishing houses and supply agencies. The use of funds for the library during last 4 years is as follows.

| Library holdings | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | |
|-------------------------|----------------|-------|----------------|-------|----------------|-------|----------------|-------|
| | Numb | Total | | Total | | Total | | Total |
| Textbooks | 211 | 620 | - | 620 | - | 620 | 283 | 903 |
| Reference Books | 247 | 921 | - | 921 | - | 921 | 1629 | 2550 |
| Journals/ Periodicals | | | | | | | 100 | 100 |
| e-resources | | | | | | | | |
| Any other | | | | | | | | |

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

- * OPAC : Not available
- * Electronic Resource Management package for e-journals: Not Available
- *Federated searching tools to search articles in multiple databases: Available
- * Library Website: Available a link in the college website
- * In-house/remote access toe-publications: Available
- * Library automation: Available
- * Total number of computers for public access: One
- * Total numbers of printers for public access: One printer & one Xerox machine.
- * Internet band width/speed 2mbps 10mbps 1gb
(GB): Available: ultimately Borad band
- * Institutional Repository: Not Available
- * Content management system for e-learning: Not Available
- * Participation in Resource sharing networks/consortia (like Inflibnet): Not Available

4.2.5 *Provide details on the following items:*

**Average number of walk-ins-100*

- *Average number of books issued/returned-80*
- *Ratio of library books to students enrolled-25:1*
- *Average number of books added during last three years: 1912*
- *Average number of login to opac(OPAC)-8*
- *Average number of login to e-resources-5*
- *Average number of e-resources downloaded/printed-5*
- *Number of information literacy trainings organized-Nil*
- *Details of “weeding out” of books and other materials-112*

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

- *Manuscripts-No*
- *Reference-Yes*
- *Reprography-No*
- *ILL(Inter Library Loan Service)-No*
- *Information deployment and notification
(Information Deployment and Notification)-No*
- *Download-Yes*
- *Printing-Yes*
- *Reading list/ Bibliography compilation-Yes*
- *In-house/remote access to e-resources-Yes*
- *User Orientation and awareness-Yes*
- *Assistance in searching Databases-Yes*
- *INFLIBNET/IUC facilities-No*

4.2.7 *Enumerate on the support provided by the Library*

staff to the students and teachers of the college.

The automation of library provides easy access to find out the availability/issue position of a desired book to students and staff. The support staffs of library are very much supportive to each walk-ins of the library. Proper lighting and ventilation and quiet atmosphere in the reading room of the library creates a good study atmosphere. The access to internet in the library enable the reader in finding out the latest publications made available by the reputed publishing house.

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

The business of issue/return of library books is available in the ground floor of the library building. So the physically challenged student/staff never face any difficulty in availing the services. However the requirements of such stakeholders are attended on priority basis by the staff in the library. The facility of reading room is available in the ground floor of the building. The purchase of Braille books and other study materials has not been undertaken as no visually challenged student have taken admission so far.

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?)*

Every month the suggestion of users collected from the suggestion box fitted in the library is discussed by the Library Advisory Committee and appropriate remedial actions are taken.

Annually an interactive session is held by the Advisory Committee with the stakeholders to get feedback for improvisation of the services in the library.

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): List attached*
- *Computer-student ratio 20:1*
- *Stand alone facility: 20:1*
- *LAN facility: Available*
- *Wif i facility: Not available*
- *Licensed software: Available*
- *Number of nodes/ computers with Internet facility-30/20*
- *Any other: Nil*

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

The institution has 30 computers out of which access to internet is available in 20 in the computer laboratory, one in Principal's Office and one in Library. The students and staff are taking the advantages of the same without any difficulty. So far the utility in office campus is concerned anybody could login to the college website i.e. www.ghanteswardegreecollege.org.in in for any desired information available in the webpage.

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

The institution is hopeful for upgrading IT infrastructure in the near future by way of purchasing new computers and genuine software.

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

Details of the provision made in the annual budget for up-gradation of the IT facilities of the institution are as follows.

| Session | Computer procurement | Up gradation | Deployment | Maintenance | Remarks |
|---------|----------------------|--------------|------------|-------------|---------|
| 2011-12 | 42000.00 | | | | |
| 2012-13 | 145000.00 | | | 5000.00 | |
| 2013-14 | | | | 6000.00 | |
| 2014-15 | 60000.00 | | | 8000.00 | |

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?*

The access to internet available in the computer laboratory, Library is helpful for students and staff to browse in getting and preparing study and teaching materials.

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.*

With changing times the teaching-learning process has also gone a change. It is the motto of the institution to keep pace with the changing time for use of technology for imparting quality based learning. The institution encourages the teaching staff to undergo training to learn the use of computer and computer aided teaching-learning resources. The computer laboratory with 20 PCs has access to internet and a fully computerised library are the resources made available by the institution to the students and teachers. In near future the process of upgrading ICT is on.

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?*

The institution is yet to avail the connective for through National Knowledge Network.

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)?*

The institution with available financial resources has ensured for optimal allocation and utilisation for the maintenance and conservation of the college infrastructure. The college development funds, assistance from UGC, financial assistance from MP and MLA LAD fund are the main sources for infrastructural development and maintenance. The details of the budget allocated during the last four years for the purpose are here under

| Year | Sl.No | Infrastructure | Budget allocated | Source of funding |
|---------|-------|----------------|------------------|-------------------|
| 2011-12 | 1 | Building | 187750.00 | College fund |
| | 2 | Furniture | | |
| | 3 | Equipments | | |
| | 3 | Computers | 40000.00 | College fund |
| | 4 | Vehicles | | |

| | | | | |
|---------|---|------------|------------|-------------------------|
| | 6 | Any other | | |
| 2012-13 | 1 | Building | 414780.00 | College fund |
| | 2 | Furniture | 30000.00 | College fund |
| | 3 | Equipments | | |
| | 4 | Computers | 150000.00 | MP LAD |
| | 5 | Vehicles | | |
| | 6 | Any other | | |
| 2013-14 | 1 | Building | 430030.00 | College fund |
| | 2 | Furniture | 40000.00 | College fund |
| | 3 | Equipments | | |
| | 4 | Computers | | |
| | 5 | Vehicles | | |
| | 6 | Any other | | |
| 2014-15 | 1 | Building | 3985500.00 | UGC and College fund |
| | 2 | Furniture | 40000.00 | College fund |
| | 3 | Equipments | | |
| | 4 | Computers | | |
| | 5 | Vehicles | | |
| | 6 | Any other | | |

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

The annual maintenance, repair and upkeep of the infrastructure and equipments of the college is undertaken by the college from its development fund and financial assistance from various other sources. The Building Committee, Purchase Committee and Finance Committee sit together several times in a year to chalk out plan prioritising the needs for this purpose.

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

Authorised agencies with certification by the government who supply equipments/instruments are contacted annually for procurement of useful equipments/instruments.

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

The institution has taken sufficient steps for positioning sensitive equipments and to upkeep uninterrupted power supply and check voltage fluctuation. Generators and inverters are available as per requirement for this purpose. Over-head water tanks fitted with submersible water pumps in different buildings provide constant water supply. More-over the enthusiastic technical staff keep a constant vigil over the maintenance of the sensitive equipments fitted in different locations of the college.

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

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?*

With the inclusion of this institution in the SAMS for admission of students from the year 2010-11, the common prospectus is made available in the website of the Department of Higher Education. Hence the college has stopped the publication of the prospectus of its own since then. However the institution publishes and distributes its own annual calendar where in details about the course offered, annual fees to be paid, rules of different societies and unions, the college rules, the hostel rules, the library rules, information about available scholarships and various other useful information of the institution and staff members are made available to students. The annual calendar is also updated in the college website.

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?*

| Session | Type of scholarship | Number of beneficiary | Amount of scholarship |
|---------|---------------------|-----------------------|-----------------------|
| | | | |

| | | | |
|---------|-----|----|--|
| 2011-12 | PMS | 28 | 48000.00 |
| 2012-13 | PMS | 34 | 59000.00 |
| 2013-14 | PMS | 53 | The amount paid is not available as the same is directly credited to the bank account by Govt. of Odisha |
| 2014-15 | PMS | 59 | -do- |

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

The institution is situated in a rural area where students in large number are from the economically weaker sections of the society. The college provides financial assistance to these students which are received from the central government, state government and other sources. 12.6% of the students of the college receive such type of financial assistance.

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

✓ *Students from SC/ST, OBC and economically weaker sections*

A detailed record of the students admitted in

these categories is prepared during the process of admission. The students of SC/ST categories are exempted of the tuition fees. Central Govt., State govt. and other philanthropic organizations provide different types of scholarship to SC/ST students. The students of OBC and economically weaker section are provided with different types of scholarships on poverty-cum-merit basis by different agencies like central Govt. state Govt. and UGC. The SSG fund is sanctioned as financial assistance to students of these categories. The full and half free studentships are also sanctioned to the economically weaker students.

✓ *Students with physical disabilities*

The students admitted in this category are also exempted from payment of tuition fees during their study. Besides that the state govt. allows them to get financial assistance as scholarship during their period of study. The institution takes care of these students to provide all possible assistance to attend classes and avail library facilities.

✓ *Overseas students*

No student of this category is admitted in the institution.

✓ *Students to participate in various competitions/National and International*

The interested meritorious students are encouraged and all available coaching and learning facilities are provided to them to prepare for different state and national level competitions.

✓ *Medical assistance to students: health centre, health insurance etc.*

The institution has made provision for a health care unit in the campus in association with the medical assistance and support by the local hospital. Very often the NSS and Red Cross units of the college organise awareness camps, health check up camps and blood donation camps to motivate the students to maintain a healthy life. There are provisions of insurance coverage of students under group insurance scheme made by the Govt. of Odisha.

✓ *Organizing coaching classes for competitive exams*

The interested and meritorious students are provided extra care and all possible assistance are provided to prepare them for competitive examinations after completion of their study.

✓ *Skill development (spoken English, computer literacy, etc.,)*

The departments organise seminars and symposiums regularly and the guest faculties are invited to deliver talks and the students are encouraged to present papers in English to enhance their skill in communicative English. The college has a computer laboratory with the facility to access internet and the students are encouraged to make use of it.

✓ *Support for “slow learners”*

The quarterly tests are conducted by all the departments regularly and slow learners are identified in the process. The faculty members show keen interest for taking doubt clearing and remedial classes for this category of students.

✓ *Exposures of students to other institution of higher learning/*

corporate/business house etc.

The career counselling and placement units of the college organise different awareness programmes in collaboration with the available industrial sectors of the locality and other business houses to create zeal among the students for self employment at the end of their study.

✓ *Publication of student magazines*

The college publishes its annual magazine “Paduka” regularly. The students contribute their articles on poetry, short story, fiction and non-fiction and the selected articles of the students are published in the college magazine.

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

The career counselling cell and placement cell of the college organise specific classes. The local entrepreneurs and faculties of technical institutions are invited to deliver talks to enhance the potentials of the students to decide the future of their career at the end of the study.

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

The institution encourages the students to take active part in different curricular and co-curricular activities. The students are encouraged to attend the classes regularly. The parents of defaulting students are constantly informed about the lapses of their kids. Quarterly, half yearly and test examinations are conducted regularly to prepare the students for the final examination.

So far as the co-curricular activities for the students are concerned the college union, the dramatic society and athletic association of the college encourage the students to take part in different cultural, debate, sports and athletic competitions. The skilled students of this college take part in different competitions organised in state, university level and have earned honour for themselves and the institution.

The players of College Cricket and Volleyball teams are provided with sports uniform and materials as per requirement.

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.*

The career counselling and placement cell of the college provide guidance and assistance to prepare the students for different competitive examinations. The details of the students appeared and qualified for such examination in the last year 2014 is as follows.

| | | |
|----------------------------------|-------------|--------------|
| Central services (Defence, CRPF- | Appeared-52 | Qualified-30 |
| State services | Appeared-41 | Qualified-12 |

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

The grievance and career counselling cells of the college take careful steps to provide and advices to the students. The following services are made available for the students.

Academic:- The counselling cell makes adequate arrangement for guiding the students at the time of admission to choose the right stream and subjects according to their merit to fulfill their future dream career. Career prospective of different subjects available in the college are highlighted and doubts of the students are carefully listened to by the faculties and remedial suggestions for solution of the problems are suggested.

Personal:- The faculties take care of the personality development of the students and monitor their activities in the college and suggest the role of students in building the society and nation.

Career:- The career counselling cell of the college takes all possible measures by out sourcing the external resources to build up the future dream career of the students.

Psycho-social:- The students during their period of study in the college come across several psycho-social problems. At that point of time they share their problems with the teachers who provide them personal counselling, so that a sense of inferiority complex would not grow among them. So also they are counselled via all possible sources and advised to stand tall as better human beings.

5.1.9 *Does the institution have a structured mechanism*

for a 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).

The career counselling and placement cell organise lectures for the students about the career opportunities, planning and guidance by inviting different agencies. The students get information of job opportunities, the mode of preparation of curriculum vitae to get success in the qualifying examination for different jobs in this process. Yet none of the employment providers have conducted campus interviews for placement of students. The efforts are on to invite different companies to campus for conduct of interviews and selection of qualified students for placement in different jobs.

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.*

The grievance redressal cell of the institution immediately addresses to the written and unwritten grievances of the students. All the grievances received through formal or informal process are properly heard as per rule and appropriate corrective measures are taken immediately to provide justice to the students. The examination related grievances are sorted out with the help of the F.M. University, Balasore. During last four years many minor grievances have been addressed and no grave grievances have been reported during the period.

5.1.11 *What are the institutional provisions for*

resolving issues pertaining to sexual harassment?

The Women harassment cell of the college headed by the senior most lady teachers is functional to hear and resolve the issues relating to women harassment. Any complaints in this regard are immediately heard and exemplary punishments are imposed on offender. To check the inflow of the outsiders and Road Romeos, the use of coded dress and possession of identity card by the students are made mandatory. The assistance of the local police is also sought to check this type of social crime. Due to all these measures no grave complaint of sexual harassment has been reported so far.

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?*

In accordance with the guidance of the central government anti-ragging directions are incorporated in the college calendar. Besides that just after reopening of the college after summer vacation, directions to stop ragging in the college are notified in the notice board of the college. There is also an Anti-ragging Cell in the college to monitor occurrence of such misconduct. So far no such complaint has been received by the authority in this specific issue.

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

The following welfare schemes have been made available to the students by the college in the form of scholarships, free-ship and financial assistance. Besides the provision of award of scholarships by the government the institution provides full free-ship, half free-ship and financial assistance from SSG funds to the

economically weaker students. The students having extra ordinary qualities in the field of curricular and co-curricular aspects are awarded by the college.

Incentive for small saving- The students are encouraged to open savings account in the branch of the post office in the college campus. All financial assistance to the students is credited to such accounts.

Besides the above, there are career counselling cell, placement cell, grievance redressal cell, anti harassment cell, anti ragging cell to redress the grievances of the students and to guide the future of the student.

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 a Alumni Association which has applied for registration under society's Registration Act-1860. The association plays the role of an advisory body to link all the stakeholders closer to each other.

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.*

| Student progression | % |
|----------------------------|----------|
| UG to PG | 10% |
| PG to M.Phil. | NA |

| | |
|--------------------|-----|
| PG to Ph.D. | NA |
| Employed | |
| • Campus selection | Nil |

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.*

The para 2.5.5 may please be seen

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

The career counselling cell organises different programmes to which the authorities of higher educational institutions and heads of entrepreneur units are invited to deliver lectures on future prospective in the field of higher education and employment. The faculty members also encourage the meritorious students of U.G. course and create a future for better employment opportunity.

5.2.4 *Enumerate the special support provided to students who are at risk of failure and drop out?*

The economic, cultural and psycho-social factors are mainly responsible for drop out. The institution consciously tries to

bring down the drop out rate. Different cells like career counselling, placement, grievance redressal, anti-ragging and women harassment try their level best to wipe out psycho-social related problems faced by the students. The financial assistances in the form of scholarships are awarded to the economically weaker students as a support to continue the society. For the slow learners doubt clearing and remedial coaching classes are conducted to check the rate of drop out.

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.*

Para 4.1.2 may please be referred to for details of sports, games, cultural and other extra-curricular activities provided to students.

Different sports and athletic meets of F.M. University are conducted in the months of November and December every year. The sports council of F.M. University issue circular well ahead of the programme for conduct of inter college sports and games competitions.

The student union conducts various cultural competitions generally in the month of December every year and students in large number take part in cultural and literary competitions.

The athletic Association of the college organises annual athletic meet/inter class cricket tournaments in the month of December every year. The students take part in these competitions with zeal and enthusiasm.

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.*

Several athletes of the college brought glory to the college by participating in different sprint and field events the competition of which was organised by F.M. University in yester years. One sprinter of the college continuously represented F.M. University in state level competitions during 2012 and 2013.

A good number of students of the college took part in the cultural and literacy competitions organised by neighbouring colleges and other agencies and earned fame for themselves and the institution.

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 Academic Council of the institution collects the exit level feedback from the graduates regarding their experience and feelings on learning process of the institution. This practice helps improvisation in the performance and quality of institutional provisions. The efforts have always seen made to obtain feedback from the employers but the response is very poor from that source.

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 institution regularly publishes its literary magazine “Paduka”. The students contribute their writings in the field of poems, short stories, comics etc. The students of the institution also take part in competitions organised by different agencies on cartoon and drawing. Though the student bodies were encouraged to bring out wall magazine, the response was hardly encouraging.

5.3.5 *Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.*

The institution has a nominated college union and other elected student bodies associated with different extra curricular activities like Athletics, Drama, Day scholar, SSG etc. The President, Secretary and other office bearers are elected for the union and other bodies every year. The activities of these nominated bodies are to work for the development of skills of the students in different extracurricular activities. Hence the nominated bodies conduct cultural literary and sports competitions every year during the months of November and December. The college organises its annual functions inviting luminaries in the public domain. The funds for holding all these activities are collected from the students at the time of admission.

5.3.6 *Give details of various academic and administrative bodies that have student representatives on them.*

As narrated above the college union and other bodies are represented by nominated students. Besides that the grievance redressal cell, anti-ragging cell, women harassment cell and students representatives in different departmental seminars are nominated by the Principals.

5.3.7 *How does the institution network and*

collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

The college has an Alumni association. The association keeps on meeting twice or thrice in a year and works for widening its contact with ex-students and ex-employees of the college. This association also works like an advisory body to link all the stakeholders. The institution seeks feedback from the Alumni Association to improve its quality in learning process and other progressive aspects. Invariably all former faculty members have expressed a high degree of solidarity to the improvement of the institution they belonged to.

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.?*

At the time of the inception of this institution in 1992 its founder had a vision to strengthen the inner potential of young adults through an open access to higher education irrespective of class, caste, colour or

creed in such an area which was economically and socially back-ward at that point of time. The idea of education i.e. empowerment has always been attached top priority

With the march of time and changes in the needs for vibrant teaching and learning the institution has set a mission to impart teaching for the all round development of a student thereby making him/her proficient to meet contemporary challenges of the world. Besides this the mission of this institution is to build up a skilled human resource by insisting the students and instilling in them scientific and cognitive zeal. The institution visualizes at facilitating the young generation as learners to learn moral ethics, leadership quality and sensitizing them towards inclusive social concerns, human rights and environmental issues. The vision and mission of this institution reflects the objectives of the National polices of higher education.

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

Top management in a higher education institution is its Governing Body designated and approved by the Government of Odisha. The management, Principal, the faculty and other members of the staff of this institution collectively have been planning institutions dream vision and trying for its utmost implementation.

The Principal of the college as the executive head of this institution ensures that the directions of the Government of Odisha, F.M. University and other governing agencies are adhered to as per rule in consultation with the Management, Staff Council, Advisory Committees and other bodies.

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

- *the policy statements and action plans for fulfilment 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 management and the administration of the college insist on the participation of staff in the process of policy formulation, planning and its proper implementations. The feedbacks collected from students and self appraisals from the faculty help the authorities to plan properly. The Principal's personal interaction with different stakeholders goes a long way in this direction. The active participation of the management for sustainability and proper implementation of policies encourages the administration of the college in implementing the plans and programmes in a broader prospective.

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?*

The Principal of the college as head of the institution has the autonomy to govern the institution as per prevailing rule made by the government. In the beginning of the academic session the academic council through a self appraisal process of the staff

evaluates the strength and weakness in different aspects of the curriculum, co-curricular and extra-curricular activities. Basing upon the findings in the process the staff members are instructed and advised to improve on the grey area sorted out. Besides that Principal also constitutes different committee under the supervision of senior faculty members in order to retain and enhance quality in academic, financial management, administration and other aspects. These committees submit its report to the Principal for approval and implementation.

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

The Governing Body of the college keeps continuation contact with the Principal. They also hold meetings very often for discussion on the issues related to academics, infrastructure, resource management etc. The decisions of the management are communicated to the staff member through the Principal and staff representatives in the Governing Body. In some issues the members of the governing body directly talk to the members of the staff and instruct them to serve the interests of the institution.

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

The management and Principal of the institution always stress upon the involvement of all members of staff for their improvement in the process of different activities of the college. Most of the staff members are appointed as head of different committees like, academic, purchase, finance, examination, co-curricular bodies etc. the best performance is appreciated and reflected in their respective Confidential Character Rolls.

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?

As stated above in several paras, the management and the head of the institution always insist on decentralized governance system for a better outcome. In the beginning of every academic session, the Principal constitutes several committees and forums under the active guidance of staff members. The decisions, plans and programmes of all these committees are submitted to the Principal for approval and implementation.

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

The institution always put emphasis on participation of management to run the day to day functioning of the college and decision making process. The Principal as head of the institution holds regular meetings with several forums, councils and committees under direct supervision of the staff members to take their suggestions in smooth functioning of the institution. Thus a culture of participative management is promoted for betterment of the college.

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 institution has developed a stated quality policy. A number of steps have been taken to infuse quality in the various branches. The IQAC prepares plans and policies for the academic session basing upon the suggestions and feedbacks from different

stakeholders. The faculty member are encouraged to attend seminars and symposiums in neighboring colleges where it is organized and present papers on relevant themes. They are also encouraged to attend refresher course and orientation programmes regularly to update themselves.

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

The institution's perspective plan for development is prepared with the suggestions from the teachers, students and approval of the management body. Now the institution intends to include self financing courses in its curriculum in near future.

6.2.3 *Describe the internal organizational structure and decision making processes.*

The management body formulates the policies for internal organizational structure. The Principal executes it in accordance with the suggestions of staff council, IQAC and Academic Council.

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

- *Teaching & Learning*

Keeping in view of the changes in the process of teaching and changed learning methodology the institution has also its strategy for enhancement of quality in this field. Apart from the prevailing lecture method of teaching departmental seminars, inter disciplinary and departmental seminar, group discussion, study tours and field studies etc. are regularly organized for proper comprehensive understanding of the subjects. The institution also has developed a practice to collect feedback at exit level from the graduates and self appraisal of the faculty to address the weakness.

- *Research & Development*

As the institution imparts teaching at UG level there is no scope for students in any major research works. However students are encouraged to attend the departmental seminars and take part in discussion by presenting papers on relevant theme. The teachers are encouraged to avail the scope of research work with the financial assistance from UGC and engage in active research work like Ph.D. etc.

- *Community engagement*

The institution has a policy formulated for larger community engagement for increase of skill and personality development of the students. Different NGOs and other such agencies are invited to organize awareness camps with the active support of NSS, NCC and Red Cross units of the college to highlight on social works, plantation, environment and AIDS awareness.

- *Human resource management*

The institution follows the prevailing rules laid down by the Government and UGC at the time of admission of students and recruitment of teachers on contractual basis in letter and spirit. The performance of the students and teachers in their respective areas are encouraged and rewarded.

- *Industry interaction*

Sometimes the entrepreneurs of local small scale industries are invited to talk to the students on perspective of self employment. Field tour programmes are also organized to different industrial units by which the students experience a lot.

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?*

In regard to the quality of teaching, curriculum activities, extracurricular activities, availability of other resources and

infrastructure, the head of the institution gathers the experience by collecting feedback from students, parents and alumni. The suggestions of these stakeholders are discussed in appropriate forums like management body and advisory councils and the approved proposals are implemented to enhance the quality of the institution.

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

The management is always supportive to involve the staff to improve the effectiveness and efficiency of the institution. The management endorses the distribution of curricular and co-curricular activities among members of the staff in the beginning of the academic year. The constructive suggestions of the staff are taken into consideration and implemented for effective progress of the institution.

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 council last year resolved to undertake the following works.

1. Construction of Girls Common Room.
2. Construction of Staff Common Room
3. Installation of statue of the founder of the college.
4. Beautification of the college garden.
5. Installation of Generator set
6. Plantation during Vanomohotsav and other times.
7. Construction of Computer Laboratory
8. Water supply
9. Construction of Cycle Stand

Out of the above the proposal construction of a cycle stand in the college campus could not be completed due to deficit of funds.

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?*

The affiliating university does not have any offer to accord the status of autonomy to an affiliated institution. Active initiatives are being undertaken at the government level to grant the status of autonomy to this institution.

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?*

There are two well defined cells in the institution such as the Grievance Redressal Cell and Anti-Women Harassment Cell having senior faculty as its members to take prompt step for redressing the written or unwritten grievances of students. The Anti-Women Harassment cell takes care of attending the grievances of girl students and its redressal. This committee also recommends the measures for maintaining harmonious relationship among the stake holders.

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 by and against the institution.

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?*

The institution has adopted a practice to obtain feedbacks from the students at exit level from the graduates. The inputs thus collected are discussed in Academic council and Staff Council. The outcomes of the discussions are implemented to ensure a more effective mechanism to address the weaknesses if any for the forthcoming period.

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?*

The institution ensures the participation of its faculty and non-teaching staff in different courses and programmes to enhance their skill. The faculty members are allowed duty leave to attend refresher course, seminars, sessions of different congress (Indian History Congress, Odisha, History Congress etc.). Similarly the non-teaching staffs are allowed to attend departmental training programmes on Accounts organised by the government of Odisha and other training programmes on human resource management system for development of their skill.

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?

As a matter of principle the institution allows duty leave to its faculty to attend seminars and conferences. A long term leave for nearly three weeks is allowed to the faculty selected for refresher courses conducted by Academic Staff College to attain qualification for placement under career advancement scheme. Study leave is also allowed to the members engaged in faculty development programmes like Ph.D. and M. Phil.

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.*

Every individual faculty is supplied with a plan and progress register and he/she has to prepare a plan to cover up the topics allotted to him/her in a particular paper(s) and record the progress made in teaching. The same is checked regularly by the Head of the Department and countersigned by the Principal. Apart from this the feedbacks from of the students on performance of teachers are collected in the form of a well defined questionnaire. On the basis of the findings, the Principal advises to the faculty having any lacunae verbally or in written form and such faculty tries to overcome the same without lowering his/her self esteem. In addition to this, the Principal of the institution collects self appraisal of all members of the teaching staff and taking in to account of the findings, writes Annual Report (ACR) for submission to the next higher authority. The head of the institution also uses evaluation in an informal way to improve the services of the non-teaching staff.

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?

The management always plays an active role in the performance appraisal of the staff. The management keeps a close vigil on the performance of the teaching and non-teaching staff.

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?*

There are manifold welfare schemes available for teaching and non-teaching staff as per provisions laid down by the government and the institution level. The members of the teaching staff are allowed leave with pay to attend seminars, conferences, refresher courses and other faculty development programmes like undertaking Ph.D. and M. Phil. The members of the Non-teaching staff are also allowed the same privileges of attending different training courses. All categories of staff members are allowed to enjoy casual leave, Earned leave(maximum up to 240 days), medical leave, maternity leave(in case of women employees) , institutional share to EPF(in case of employees appointed by management). Apart from this, the institution maintains a fund collected from students for welfare of the members of the staff. At the time of urgency like treatment of major diseases, cremation in case of death of the employees, financial assistances are provided from this fund.

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

Several measures are taken by the institution for attracting and retaining eminent faculty. The rich heritage of this institution, academic

and research ambience and infrastructural facilities above all harmonious relationship among the stakeholders attract the eminent faculty.

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 had developed an effective and transparent mechanism for utmost utilisation of the available financial resources.. All the incomes from student collection or other sources are supported by a printed receipt. The daily collection register is maintained to record the income from different sources. The amount is deposited in banks. Each expenditure is supported by a voucher. Before payment the related vouchers are duly checked by the competent authorities and a cheque is issued for payment of vouchers. There is provision of both internal and external audit of the accounts of the institution. In the beginning of the financial year a budget is prepared keeping in view of the income and expenditure in recurring, non-recurring and capital heads for efficient use of the available financial resources.

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.*

A two tier audit system is followed for the

purpose. An internal audit committee consisting of Accounts Bursar, Head Clerk and few other faculty members is authorized to conduct an internal audit of the accounts.

The external audit is done by the Local Fund Audit, Govt. of Odisha. The last audit has been done for the year 2014-15 without any major objections. Any audit objection is complied and steps are initiated to overcome the lapses in the forthcoming years.

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.*

The major sources of institutional receipts are fees collection from the students. Other sources of funding include grants received from the Govt. of Odisha, various grants received from UGC and grants received from MLA/MP LAD funds. The expenditure is managed with the available funds and the budgetary provisions, as a result of which the institution has never experienced a major deficit of funds.

6.4.4 *Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).*

Several steps are being taken to generate more additional funds for institutional exigency. The local MLAs/MPs are kept in touch for more financial assistance. Financial assistances are sought from UGC for organising seminars. The institution also tries to avail financial assistances provided by the Govt. of Odisha for infrastructural development.

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)? . If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

Yes, the institution has set up an internal Quality Assurance Cell. The IQAC has seven senior faculty members as internal and two reputed personalities from different walks of life as external members. The IQAC regularly holds discussion with the stakeholder for quality enhancement.

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

In the last few years the decisions of the IQAC in regard to infrastructural development, quality enhancement in teaching and learning, mobilization for financial resources generation have been approved and implemented.

c. Does the IQAC have external members on its committee?

If so, mention any significant contribution made by them.

The IQAC has two external members. One is an entrepreneur of Local small scale industry and another is an eminent educationist (Retd. Principal). Both the external members contribute valuable suggestions for academic development and building up scope to provide placement for the students.

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

The students being a major part of the stakeholders play an important role in effective functioning of the IQAC. The students show interest in providing feedbacks regarding their experiences on different aspects of the curriculum which are taken into consideration by the IQAC for quality enhancement. The students of the institution attend classes regularly and take part in curricular and extra-curricular activities. They also get the liberty of interaction with teachers and head of the institution to solve various problems of the college. The Alumni Association holds interaction with head of the institution, management committee and student bodies for implementation of different policies effectively.

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

The IQAC try to involve various constituents of institution in the most suitable and useful manner. They contribute their best through ideas, options and suggestions.

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.*

The Management is the ultimate governing council, to make decision which is accountable to all the stakeholders. The IQAC play the major role in providing useful inputs to the governing council collected from students and various committees through participatory interactions. The governing council approves the recommendations of IQAC and then these are implemented. The governing council keeps a close watch upon the appropriate implementation of the policies of the institution for betterment of the stakeholders.

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.*

Yes, the institution is committed for implementation of policy decisions basing upon the finding of IQAC. The academic as well as the administrative functioning is further smoothened by time to time interactive sessions with the teaching and non-teaching staff by the Principal and governing council.

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?*

Yes, the university to which the institution is affiliated has no direct mechanism to conduct academic audit. However the university and the department of Higher Education in the Govt. of Odisha requires the submission of annual institutional datas on academic, administrative, infrastructural, research activities of each year and thus keep a close watch on quality enhancement of the institution. Besides that the higher authorities of the above agencies visit the institution to

have on the spot look upon the institutional activities especially the academic development.

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

The F.M. University and Department of Higher Education in the Govt. of Odisha are the external regulatory authorities of the institution. The institution is committed to implement the policies and changes in the system as directed by the above agencies promptly and the institution make the compliances as sought by them.

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 approach of the institution to the learning outcome assessment is clearly defined. The faculty is best suited to determine the intended academic outcomes of their academic programmes and activities. Students evaluation through feedbacks is the useful instrument to evaluate the programme development. The inputs in the feedbacks are closely assessed and suggestive measures are taken for progress of the teaching and learning process. In regards to participation of students in teaching learning process their attendance in the class and marks secured in quarterly tests are taken into account. The students are supplied with a progress report. Sometimes the parents are also informed about the activities of their pupil.

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 institution has evolved a stakeholders web by forming different platforms like college Advisory Board, Alumni association, Parent-teachers meet and several other committees having students representation. The IQAC as a formidable unit in policy formation considers feedbacks from all the stake holders. The management also has developed evaluation tools for stakeholders to record their options, suggestions and objections for constructive developments for future.

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?*

The institution has not conducted a formal green audit so far. However, the institution is trying to make the campus eco-friendly and beautiful by providing greenery for the purpose. Plantation of more number of valuable trees has been undertaken. Efforts are also on to develop the present garden to make it more eco-friendly.

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

The institution has initiated all possible steps to make the campus more eco-friendly, and effort to make the campus polythene/plastic free has been undertaken by the volunteers of NSS and Red Cross units of the college. The institutional endeavour in this field are as follows:-

** Energy conservation*

Emphasis on low consumption of electricity has been given priority, keeping in view of this aspect, use of CFL/LED lighting equipments are used to conserve electricity.

** Use of renewable energy*

The institution is trying to install a solar system as alternative source for energy generation.

** Water harvesting*

Nil

** Check dam construction*

Not available.

** Efforts for Carbon neutrality*

The institution is situated in a rural backdrop and there are no industrial units adjacent to the college campus. There is least hazard of emission of carbon component. However the institution has made arrangement for parking of vehicles/bikes of the incomers in a place away from the class rooms and other establishment of the college. To keep the campus relatively clean the waste particles are dropped in dustbins which are buried in the soil. Besides, ninety five percent of students and employees of this institution use bicycle as a mode of conveyance.

** Plantation*

The sprawling campus of the college has adequate greenery with a number of plants. In spite of that, the college organises a plantation programme “Vanamahotsava” every year to involve all the stakeholders to plant a tree each. The unused areas in the campus are being used for this purpose.

** Hazardous waste management*

The institution has made formal agreement with the local civil authorities which charges very nominally to collect waste particles of different laboratories and recycle it at their level. They visit the college twice in a week for the purpose.

** e-waste management*

The serene ambience of the college has not so far encountered the demand for e-waste management. Effective means

will be adopted in future for e-waste management keeping in view of the increasing e-waste.

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.*

The institution has created a positive impact on the functioning to scale itself in a new height since inception several innovative mechanisms have been introduced which are as follows.

1. **Feedback Mechanism:** Collection of feedback from the graduates at the exit level has been followed since long. This helps to fill the gaps at different levels in the course of teaching and learning and make the institution and their stakeholder to bridge the gap in future.
2. **Computerisation of Library:** The institution has made the library fully computerised with internet access. This supports the fulfilment of needs of the students and staff in a finger tip.
3. **Small Savings:** the institution encourages students to open savings account in the post office situated in the college campus. All financial transactions of the students' in former of scholarships and other financial assistance are directly credited to such accounts.

7.3 Best Practices

7.3.1 *Elaborate on any two best practices **in the given format at page no. 98**, which have contributed to the achievement of the Institutional Objectives and/or contributed to the Quality improvement of the core activities of the college.*

The institution has developed a number of extracurricular units like NSS, Red Cross, to involve the students apart from, the regular curriculum for their personally development. All these units have organised different programmes having social utility. Out of which two best practices are highlighted below.

1. Blood donation Camp

Goal: to provide adequate support to save precious lives.

The context: the community-based learning combines traditional classroom teaching with community-service to enhance the learning of the students and their civic participation. Keeping in view of this the NSS, NCC and Red Cross units of the institution regularly organise Blood Donation Camps in the campus every year.

Objective of Practice:- The objective of the practice is to engage student community to create closer ties between the institution of higher education and society they have to serve.

The Practice: Ghanteswar Degree College, Ghanteswar organises blood donation camps with support of the volunteers and officer-in-charge of NSS, NCC and Red Cross units. In this regard all short of technical support and assistance are provided by the Blood Bank, Bhadrak. During last few years nearly 125 units of blood has been collected.

Obstacle faced if any and strategy adopted to overcome them: Obstacles faced include inadequacy of resources, non-availability of latest technology for operating the blood transfusion services and lack of awareness.

Impact of practice: The impact of such practice is wide ranging on community, students and teachers. The impact is apparent on personality development, moral education, and civic responsibility.

Resources required: The involvement of community as a whole, financial assistance from appropriate agencies and creation of awareness could help this practice more viable.

Contact Person:-

Principal, Ghanteswar Degree College, Ghanteswar

PO-Ghanteswar, Dist-Bhadrak

Odisha, Pin-756129

e-mail ID: bijaykumar.gtsr@gmail.com

2. Active Citizenship awareness programme

Goal: To create viable youth community aware of their social responsibilities.

Context: The youth represent the most vibrant reproductive segment of a society. So also they are most innovative, entertaining, daring and capable of taking risk to take up any responsibility for social changes if properly trained, guided and engaged. They can become active partners in the social transformations. Now-a-days the social fabric is paralyzed to some extent by gender inequality, prevalence of ill practices, intolerance towards challenged group, lack of awareness towards governance, civil responsibilities etc. Hence it has been our thrust to build the capacity of youth and ensure their participation in the process of eradication of these weaknesses from the social structure.

Objective of the Practice:- The objectives of the practice is to engage youth to create closer ties between institution of higher education and communities. They serve with the result to deepen the quality of learning and innovative practices.

The Practice:- Keeping in view of the above Ghanteswar Degree College, Ghanteswar organized an Active Citizenship Awareness Programmes with financial assistance from the Dept. of Youth Services in the Govt. of Odisha during the year 2014-15. 300 student volunteers in 2014-15 actively participated in the programme. The evils the society facing and the role of youth for social changes are presented through audio-visual mode along with deliberations made by significant social activists.

Obstacles faced if any strategies adopted to overcome them:

Obstacles faced include in adequacy of resources lack of extensive awareness and non-availability of required technological support.

Impact of the Practice: The participants attending the programme became more enthusiastic. The volunteers of the extension units such as NSS, and Red Cross etc. with the objective to fulfill their social commitments organised awareness camps in the locality to aware the community about their civic responsibilities and other social evils.

Resources required:- More financial support is needed in order to make the programme more extensive and effective by bringing more number of participants to attend this socially vibrant programme.

Contact Person:-

Principal, Ghanteswar Degree College, Ghanteswar

PO-Ghanteswar, Dist-Bhadrak

Odisha-756129

E-mail: bijaykumar.gtsr@gmail.com

3. Evaluative Report of the Departments

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 **English**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
4. Names of Interdisciplinary courses and the departments/units involved **Arts**
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 | 01 | 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 |
|------------|---------------|-------------|------------------|----------------------------|---|
| A. Mohanty | MA | Lecturer | American English | 24 | |

11. List of senior visiting faculty
12. Percentage of lectures delivered and practical classes handled(programme wise) by temporary faculty **Nil**
13. Student -Teacher Ratio (programme wise) **620:1**
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. **PG-01**
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 **Nil**
 - * 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: **Nil**
 - * 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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **25%**
 - 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
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:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| NA | NA | NA | | | |
| | | | | | |
| | | | | | |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course | % of students from the same state | % of students from States other | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 100% | Nil | Nil |

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? Extra information not available

29. Student progression

| Student progression | Against % enrolled |
|----------------------------------|--------------------|
| UG to PG | 2% |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed | |
| • Campus selection | 03% |
| • Other than campus recruitment | 11% |
| Entrepreneurship/Self-employment | 47% |

30. Details of Infrastructural facilities

- a) Library: Departmental Library-
General Library-250
 - b) Internet facilities for Staff & Students: Yes
 - c) Class rooms with ICT facility: Yes
 - d) Laboratories
31. Number of students receiving financial assistance from college, university, government or other agencies
 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts
 33. Teaching methods adopted to improve student learning : **ELT as well as interactive method**
 34. Participation in Institutional Social Responsibility (ISR) and Extension activities: *Students of the department take part in extra-curricular activities such as NCC, NSS and Red Cross. Department organised English for Special Purpose [ESP] for the disadvantage and Business English for the fishing community of the locality.*
 35. SWOC analysis of the department and Future plans

The department proposes for the establishment of a language laboratory in college by the support of the Higher Education Department, Govt. of Odisha. Necessary steps will be undertaken for opening of PG classes in English.

3. Evaluative Report of the Departments

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 **Odia**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
4. Names of Interdisciplinary courses and the departments/units involved **Taught in Arts**
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.
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 |
|------------|---------------|-------------|--------------------------|----------------------------|---|
| B.K. Das | MA | Lecturer | Modern Indian Literature | 24 | |
| S.K. Das | MA | Lecturer | Drama | 7 | |
| A. Mahalik | MA | Lecturer | Editing | 4 | |

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) **207:1**
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. **PG-03**
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: Istahar editing, Editing College Magazine “Aradhana”.
- * Books with ISBN/ISSN numbers with details of publishers: 06 Books
- * Citation Index
- * SNIP
- * SJR
- * Impact factor
- * h-index

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

21. Faculty as members in

a) National committees **Nil**

b) International Committee **Nil**

c) Editorial Boards.... **Nil**

22. Student projects

a) Percentage of students who have done in-house projects including inter departmental/programme **83**

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 **Ph.D. awarded to Teachers**

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

department

a. Dr. Ratikanta Behera, Retd. Reader, A.B. College, Basudevpur

b. S.P. Mohapatra, Former Principal, A.B. College, Basudevpur

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

a) National **One National Seminar on Modern Drama in 2014 with the financial assistance of UGC.**

b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 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 | 25% |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | Details not available |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- a) Library: 723
- b) Internet facilities for Staff & Students: Yes
- c) Class rooms with ICT facility: No
- d) Laboratories: No

31. Number of students receiving financial assistance from college, university, government or other agencies : 36

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

33. Teaching methods adopted to improve student learning : **Lecture method as well as Interactive method**

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

Students of the department take part in extra-curricular activities such as NSS and Red Cross

35. SWOC analysis of the department and Future plans

To open P.G. Classes in future.

3. Evaluative Report of the Departments

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 **Sanskrit**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
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 | 0 | 0 |
| 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 |
|-------------|---------------|-------------|----------------|----------------------------|---|
| Dr.R. Ghosh | MA, Ph. D. | Lecturer | Literature | 24 | Nil |
| H. Mohanty | MA | Lecturer | Literature | 02 | Nil |

11. List of senior visiting faculty
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty **Nil**
13. Student -Teacher Ratio (programme wise) **Pass=25:1 & Hons=24:1**
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. **Ph.D.-01, PG-01**
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
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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **15%**
 - 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
- Ph.D. award of Dr. R. Ghosh**
24. List of eminent academicians and scientists / visitors to the department
- a. Dr. K. Dash, Retd. Principal, Seemanta College, Mayurbhanja
 - b. Dr. D.C. Panda, Reader in Sanskrit, A.B. College, Basudevpur
25. Seminars/ Conferences/Workshops organized & the source of

funding

a) National One in the year 2014 funded by UGC

b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|---|-----------------------|----------|----------|-----|-----------------|
| | | | *M | *F | |
| Nil | Nil | Nil | Nil | Nil | Nil |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course | % of students from the same state | % of students from States other | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 100% | - | - |

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

29. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 30% |
| PG to M.Phil. | NA |
| PG to Ph.D. | NA |
| Ph.D. to Post-Doctoral | NA |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | 10% |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- a) Library: 450
 - b) Internet facilities for Staff & Students Yes
 - c) Class rooms with ICT facility: Yes
 - d) Laboratories: NA
31. Number of students receiving financial assistance from college, university, government or other agencies **42**
32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts
- In-house seminar is organised by the faculty member to enrich the outlook and learning capacity of the student with the participation of external subject experts. Faculty members and students are presenting research papers for discussion.
33. Teaching methods adopted to improve student learning:
- Teaching methods are descriptive and Classroom teaching method are adopted for students learning
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Participated in awareness campaign undertaken by the college: Yes
- The students of Sanskrit faculty are involved in NSS, Extension activities, YRC, RRC. They go to the society from the institution and keep social contact with the common men. They are doing a lot of activities for women empowerment, environmental awareness, plantation and donate blood to save the life of others. Institution social responsibility of the learners help them to build up their character which is primarily based upon Nation building concept.
35. SWOC analysis of the department and Future plans
- 1. Ensure 95% result in offered courses.
 - 2. Establishment of departmental library with good no of books.

3. Efforts will be made to develop computer skill of the student.
4. Efforts will be taken to develop research skill and social responsibility of the learners.

3. Evaluative Report of the Departments

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 **History**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
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 | 0 | 0 |
| 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 |
|-----------|---------------|-------------|----------------|----------------------------|---|
| M.M. Send | MA | Lecturer | Ancient India | 24 | |
| B. Majhi | MA, M. Phil | Lecturer | Medirval | 02 | |

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=24:1 Pass=30:1**
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-01 PG-01**
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: 09
 - * 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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **5%**
 - 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
24. List of eminent academicians and scientists / visitors to the department
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National **Nil**
 - b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| | | | | | |
| | | | | | |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 100% | Nil | Nil |

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

29. Student progression

| Student progression | Against % enrolled |
|---|-----------------------|
| UG to PG | 15% |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | Details not available |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

a) Library: 418

b) Internet facilities for Staff & Students: Yes

- c) Class rooms with ICT facility
- d) Laboratories
- 31. Number of students receiving financial assistance from college, university, government or other agencies **30**
- 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts **Extra class taken, seminar held with External Experts**
- 33. Teaching methods adopted to improve student learning : **Lecture method as well as Inter-active method.**
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities: students of the department take part in extra-curricular activities such as NCC, NSS and Red Cross
- 35. SWOC analysis of the department and Future plans
To open P.G. classes in History

3. Evaluative Report of the Departments

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 **Political Science**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
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 | 0 | 0 |
| 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 |
|----------|---------------|-------------|------------------------|----------------------------|---|
| G. Bhal | MA | Lecturer | Indian constitution | 24 | Nil |
| P. Karan | MA, M. Phil | Lecturer | International Relation | 03 | 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=75:1**
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-01, PG-01**
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
 - * 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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **20%**
 - b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies **Nil**
23. Awards / Recognitions received by faculty and students
24. List of eminent academicians and scientists / visitors to the department
- Dr. Basanta Kumar Parhi, Reader in Pol. Science, A.B. College, Basudevpur**
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National

b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|------------|------------|------------|-----------------|
| | | | *M | *F | |
| Nil | Nil | Nil | Nil | Nil | Nil |

*M = Male *F = Female

27. Diversity of Students

| Name of the Course | % of students from the same state | % of students from States other | % of students from abroad |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 100% | Nil | Nil |

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

29. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | 30% |
| PG to M.Phil. | |
| PG to Ph.D. | |
| Ph.D. to Post-Doctoral | |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | 5% |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

a) Library: 500

b) Internet facilities for Staff & Students: Yes

- c) Class rooms with ICT facility
 - d) Laboratories
31. Number of students receiving financial assistance from college, university, government or other agencies
 - a. UGC Scholarship
 - b. Post Matric Scholarship-20
 - c. Prerana-20
 - d. Tuition Fees
 32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts: **Extra class taken, seminar held with External Experts**
 33. Teaching methods adopted to improve student learning
Interactive method adopted
 34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Participated in awareness campaign undertaken by the college**
 35. SWOC analysis of the department and Future plans *Steps are taken to open PG classes and steps to be taken to hold National Level Seminars.*

3. Evaluative Report of the Departments

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 **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
4. Names of Interdisciplinary courses and the departments/units involved **Arts**
5. Annual/ semester/choice based credit system (programme wise) **Annual**
6. Participation of the department in the courses offered by other departments
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 | 0 | 0 |
| 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 |
|----------|---------------|-------------|--------------------|----------------------------|---|
| S. Nayak | MA | Lecturer | Statistics | 24 | |
| T. Panda | MA, M.Phil | Lecturer | Money & Int. Trade | 02 | |

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) **55:01**
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. **PG-01 M.Phil-01**
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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **5%**
 - 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
24. List of eminent academicians and scientists / visitors to the department
- 1. G. Nayak, Reader, U.N. College, Soro
 - 2. M. Sahoo, Retd. Principal, F.M. [Auto] College
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National **Nil**
 - b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|----------|----------|----|-----------------|
| | | | *M | *F | |
| | | | | | |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 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 | 10% |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | Details not available |
| Entrepreneurship/Self-employment | |

30. Details of Infrastructural facilities

- Library: 412
- Internet facilities for Staff & Students: Yes
- Class rooms with ICT facility

d) Laboratories

- 31. Number of students receiving financial assistance from college, university, government or other agencies 16
- 32. Details on student enrichment programmes (special lectures / workshops / seminar) with external experts

In-house seminar inviting Guest faculties from other colleges

- 33. Teaching methods adopted to improve student learning : **lecture method as well as Interactive method.**
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities: students of the department take part in extra-curricular activities such as NCC, NSS and Red Cross
- 35. SWOC analysis of the department and Future plans: No

3. Evaluative Report of the Departments

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 **Education**
2. Year of Establishment **1992**
3. Names of Programmes / Courses offered (UG, PG, M.Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.) **UG**
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 |
|--------------|---------------|-------------|--------------------|----------------------------|---|
| M. Panigrahi | MA | Lecturer | Distance Education | 08 | |
| B. Parhi | MA | Lecturer | Distance Education | 02 | |

11. List of senior visiting faculty **NA**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty **Nil**
13. Student -Teacher Ratio (programme wise) **PASS-100:1**
Hons=24:1
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. **PG-02**
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
 - * 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
- a) National committees **Nil**
 - b) International Committee **Nil**
 - c) Editorial Boards.... **Nil**
22. Student projects
- a) Percentage of students who have done in-house projects including inter departmental/programme **4%**
 - 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
24. List of eminent academicians and scientists / visitors to the department
25. Seminars/ Conferences/Workshops organized & the source of funding
- a) National **One organized in the year 2014 funded by UGC**

b) International **Nil**

26. Student profile programme/course wise:

| Name of the Course/programme (refer question no. 4) | Applications received | Selected | Enrolled | | Pass percentage |
|--|-----------------------|------------|------------|------------|-----------------|
| | | | *M | *F | |
| Nil | Nil | Nil | Nil | Nil | Nil |

*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 |
|--------------------|-----------------------------------|---------------------------------|---------------------------|
| UG | 100% | Nil | Nil |

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

29. Student progression

| Student progression | Against % enrolled |
|---|--------------------|
| UG to PG | Nil |
| PG to M.Phil. | Nil |
| PG to Ph.D. | Nil |
| Ph.D. to Post-Doctoral | Nil |
| Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment | Nil |
| Entrepreneurship/Self-employment | Nil |

30. Details of Infrastructural facilities

a) Library: 700

- b) Internet facilities for Staff & Students:
 - c) Class rooms with ICT facility: Yes
 - d) Laboratories: Nil
31. Number of students receiving financial assistance from college, university, government or other agencies : Nil
 32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts **In-house seminars, special lecturers**
 33. Teaching methods adopted to improve student learning : **Interactive method**
 34. Participation in Institutional Social Responsibility (ISR) and Extension activities: NSS, Red Cross and Extension Programme
 35. SWOC analysis of the department and Future plans

Executive Summary & SWOC Analysis

Strength

1. The sprawling campus having the facility for extension of infrastructural facilities.
2. The enthusiastic support of the public of the locality and Alumni for development of the college.
3. Computer laboratory with twenty computers having access to internet.
4. Computersied Library with Reading Room having adequate reference books in all the subjects.

Weakness:-

1. The institution is yet to extend adequate facilities for research activities.
2. Paucity of financial resources for opening career orientation programmes and self financing courses.
3. Financial constraints for improvisation of the campus.
4. Paucity of funds for augmentation of teaching and learning process through ICT.

Opportunities:-

1. The college has a vast playground where Tennis, Badminton and Basket Ball courts can be developed.
2. The college has a sprawling area and unused part of the campus can be used for plantation to make environment greenish.
3. Opening of Science and Commerce streams in UG level.

Challenges:-

1. Skill development of students to enable them at par with the need of global job market.

2. Regular visit of industries and other entrepreneurs to the institution for campus selection of qualified students for employment in different sections.
3. Lack of funds for publication of a research journal in which eminent academicians, researchers and teachers can contribute their articles.

**CERTIFICATE OF COMPLIANCE [AFFILIATED/CONSTITUENT/
AUTONOMOUS COLLEGE AND RECOGNISED INSTITUTION**

This is to certify that, Ghanteswar Degree College, Ghanteswar, Bhadrak, Odisha fulfils all norms

1. Stipulated by the affiliating universities and/or permanent affiliation and recognition.
2. Regulatory council/Body (such as UGC, NCTE, AICTE, MCI, DCI, BCI etc.) and registered under 2(f), 12(b) from 04-07-2012.
3. The affiliation and recognition (if applicable is valid as on date) valid till date.
4. In case of affiliation/recognition is withdrawn by the authority concerned the same will be informed to NAAC immediately.

In case of affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that, NAAC accreditation if granted, shall stand cancelled automatically, once the institution loses its university affiliation or recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking is given to NAAC will be displayed on the college website.

Date 29-01-2016

Place Ghanteswar


Principal 29.1.16

Principal/Head of the Institution

DECLARATION

I, Shri Bijay Kumar Das, Principal of this institution, certify that data given in the SSR are true to the best of my knowledge. This SSR has been prepared carefully by the institution after thorough discussions and no part of it has been outsourced.

I honestly and avidly wish that the Honourable members of Peer Team shall validate the SSR during their august visit to this institution in near future.



[Shri Bijay Kumar Das]
Principal
Ghanteswar Degree College
Ghanteswar

Ph. 23236351, 23232701, 23237721
23234116, 23235733, 23232317
23236735, 23239437, 23239627

Extension No. 413 (CPP-I Colleges)
UGC Website: www.ugc.ac.in
F. No. 8-199/2012 (CPP-I/C)



विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली-110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

June, 2012

The Registrar
Fakir Mohan University
Vyasa Vihar, Balasore – 756 019
Orissa.

4 JUL 2012

Sub: - Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

I am directed to refer to your letter No .17/GDC/2012 dated 10-04-2012 received from the Principal, Ghanteswar Degree College, AT./P.O. – Ghanteswar, Dist – Bhadrak – 756 129 (Orissa) on the above subject and to say that it is noted that the College is aided and permanently affiliated to Fakir Mohan University, Balasore. I am further to say that the name of the following College has been included in the list of colleges prepared under Section 2 (f) & 12 (B) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree:-

| Name of the College | Year of Establishment | Remarks |
|--|-----------------------|---|
| Ghanteswar Degree College, AT./P.O. – Ghanteswar, Dist – Bhadrak – 756 129 (Orissa). | 1992 | The college is eligible to receive Central assistance in terms of the Rules framed under Section 12 (B) of the UGC Act, 1956. |

The documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully,

(M.K. Rewari)
Under Secretary

Copy to:-

1. The Principal, Ghanteswar Degree College, AT./P.O. – Ghanteswar, Dist – Bhadrak – 756 129 (Orissa).
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi - 110 001.
3. The Secretary, Higher Education Department, Govt. of Orissa, Orissa Secretariat, Bhubneshwar – 751 001, (Orissa).
4. The Joint Secretary, UGC, Eastern Regional Office (ERO), LB-8, Sector-III, Salt Lake, Kolkata - 700 098, (West Bengal).
5. Publication Officer (UGC-Website), New Delhi.
6. Section Officer (FD-III Section), UGC, New Delhi.
7. Guard file.

(M.K. Rewari)
Under Secretary



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

ज्ञान विज्ञान विमुक्तये

No. CO-006/14-15

(ERO) ID No. OFM5-048

Date: 03-Feb-15

The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

S.No. 224773

Sub : Release of Grant-in-Aid during the Current financial year (2014-15), during XIIth Plan, to
Ghanteswar Degree College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **80000**
towards the scheme **Seminar/Conference**
to the Principal, **Ghanteswar Degree College**
for the Plan expenditure to be incurred during the current financial year as per details given below:

| Purpose of the grant | Approved allocation | Amount already sanctioned | Amount being sanctioned now | Total grant including the grant now being sanctioned |
|----------------------|---------------------|---------------------------|-----------------------------|--|
| History | (Rs.) | (Rs.) | (Rs.) | (Rs.) |
| 1st instalment | | | | |
| Seminar/Conference | 100000 | 0 | 80000 | 80000 |
| Total | | | | 80000 |

The College is requested to note:

- A. SC component: 15%, ST component: 7.5%, General component (including Minorities): 77.5%
B. No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

2. The sanctioned amount is debitable to Head 4.(iv)b and valid for payment during the financial year 2013-14 only.
3. The amount of the grant shall be drawn by the Accounts Officer (Drawing and Disbursing Officer), University Grants Commission on the Grant-in-Aid bill and shall be disbursed to and credited to grantee as above through Electronic mode as per the following details:

(a) Details (Name & Address) of Account Holder:
Principal,

Ghanteswar Degree College

Ghanteswar, Bhadrak

Orissa 756129

(b) Account No.: 11560100002635

(c) Name & Address of Branch: UCO Bank, ghanteswar Branch

(d) MICR Code of Branch: 756028522

(e) IFSC Code : UCBA0001156

(f) Type of Account : SB/Current/Cash Credit.

You are requested to confirm the receipt of the above amount in your account by sending back the enclosed stamped receipt within 7 days.

4. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
5. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
6. The University/Institution may follow the General Financial Rules, 2005 and take urgent necessary action to amend their manuals of financial procedures to bring them in conformity with GFRs, 2005 and those don't have their own approved manuals on financial procedures may adopt the provisions of GFRs, 2005 and instructions/Guidelines there under from time to time.
7. The Utilisation Certificate to the effect that the grant has been utilised for the purpose for which it has been sanctioned shall be furnished to the University Grants Commission as early as possible after the closing of the current financial year.
8. The assets acquired wholly or substantially out of the University Grants Commission's grant shall not be disposed or encumbered or utilised for the purpose other than those for which the grant was given, without proper sanction of the University Grants Commission.
9. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 8 Sector III Salt Lake, Kolkata 700 098

10. The grantee institution shall ensure the utilization of grant-in-aid for which it is being sanctioned/paid. In case of non-utilization/part utilization, the simple interest @10% per annum as amended from time to time on unutilized amount from the date of drawal to the date of refund as per provisions contained in General Financial Rules of Govt. of India will be charged.
11. The University/College shall follow strictly the Government of India/UGC's guidelines regarding implementation of the reservation policy [both vertical (for SC,ST&OBC) and horizontal (for persons with disability etc.) in teaching and non-teaching posts.
12. The University/College shall fully implement the Official Language Policy of the Union Govt. and comply with the Official Language Act, 1963 and Official Languages (used for official purposes of the Union) Rules, 1976 etc.
13. **The grants should not be used for Self-Financing/Unaided Courses.**
14. It may be noted that the accounts of the grant-in-aid institution shall be subject to inspection by Officers of the ERO, UGC, Kolkata.
15. **The interest earned by the University/Colleges/Institute on this grant-in-aid shall be treated as additional grant and may be shown in the UC/Statement of expenditure to be furnished by grantee institution.**
16. The sanction issues in exercise of the delegation of powers vide UGC Order No. 130/2013 [F.No.10-11/12(Admn.IA&B)] dated 28/5/2013.
17. The University/Institutions shall strictly follow the UGC Regulations on curbing the menace of Ragging in Higher Education Institutes, 2009.
18. **The University/Institutions shall take immediate action for its accreditation by National Assessment & Accreditation Council (NAAC).**
19. The accounts of the University/Institutions will be open for audit by the Controller & Auditor General of India in accordance with the provisions of General Financial Rules, 2005.
20. The annual accounts i.e. balance sheet, income and expenditure statement and receipts and payments are to be prepared strictly in accordance with the Uniform Format of Accounting prescribed by Government.
21. Funds to the extent of Rs. _____ are available under the scheme.
22. This issue with the concurrence of UGC vide Diary No 1202 (UGC) dated 27.1.2015
23. This issue with the approval of _____ vide Diary No. _____ dated _____

Details of the amount is being released:

| | |
|-----------------------------|--------------|
| General component (3A): Rs. | 62000 |
| SC component (3B): Rs. | 12000 |
| ST component (3C): Rs. | 6000 |
| TOTAL: | 80000 |

Yours faithfully,

sd
(Dr. G. Srinivas)
Joint Secretary

Copy forwarded for information and necessary action to :

1. Principal/Teacher-in-Charge,
Ghanteswar Degree College
Ghanteswar, Bhadrak
Orissa 756129
He/She is requested to abide by these instructions/Guidelines of sanction order
2. Registrar/ Director, Co-ordinator, College Development Council, Fakir Mohan University
3. Auditor General, Govt. of Orissa
4. The Secretary, Higher Education, Govt. of Orissa
5. The Director of Public Instructions (Higher Education) Govt. of Orissa
6. History

9/2/15
(Dr. G. Srinivas)
Joint Secretary