

## Higher Education Management Information System (HEMIS)

( For Colleges & Universities in Odisha)

( Data should be updated annually for submission of information as and when required. It must be reflected in the institution website every year. )

### Basic Information

1. Name of the College: **Sonepur College, Sonepur**
2. i) College code: **29082302**  
ii) State: **Odisha**  
iii) District: **Subarnapur**  
iv) Name of the Block: **Sonepur**  
v) Name of the Gram Panchayat (for rural area)/Ward (for urban area): **Two**  
  
vi) Website: **sonapurcollege.org.in**  
vii) Total Area: **10.477 acre**  
  
viii) Total constructed Area: **5248.277 Sqm.**
3. a) Complete postal address of the college:  
  
**Post office: Sonepur , Dist- Subarnapur, State: Odisha, PIN: 767017**  
Telephone number of the college (with STD code): **06654-220229**  
b) Status of the college: Whether UGC 2f / 12b status. : **UGC 2f & 12b Status**  
Accreditation Status: Accredited /Not Accredited: **Accredited**  
If accredited, mention grade and validity period: **"C" Grade, Dt: 11.01.2016**
4. Nodal officer details: ( For UGC/RUSA/NAAC separately)  
**UGC:**
  - i) Name: Sri Bhaskar Prasad Mishra
  - ii) Designation: Reader in Sanskrit
  - iii) Contact no: 9437429091
  - iv) E-mail Id: [bhaskarprasad.mishra@gmail.com](mailto:bhaskarprasad.mishra@gmail.com)**RUSA:**
  - i) Name: Dr. Ananda Chandra Tripathy
  - ii) Designation: Lecturer in Economics
  - iii) Contact no: 9178772578
  - iv) E-mail Id: [anandachandra1961@gmail.com](mailto:anandachandra1961@gmail.com)**NAAC:**
  - i) Name: Dr. Kedar Nath Mishra
  - ii) Designation: Reader in History
  - iii) Contact no: 9438729319
  - iv) E-mail Id: [mishrakedarnath@gmail.com](mailto:mishrakedarnath@gmail.com)
5. University to which affiliated: **Sambalpur University**
6. The statutory body through which recognized: UGC/AICTE/NCTE: **UGC**
7. Year of affiliation with university: **Permanent-1986**

8. Whether College is Autonomous: **No**  
 9. Status of the College: UGC 2f / 12B : **UGC 2f & 12B**  
 10. Accreditation Status: Accredited / Not Accredited/Applied for Accreditation: **Accredited**  
 11. Validity of Accreditation: **11.01.2016**

### A. College profile

1. What category of institution is this?  
 (Junior college=1, degree college=2, degree college with +2 level=3, P.G. college with +3 levels=4, P.G. college with +2 and+3 levels=5, others=6) 3
2. a) Year of establishment of the college: **1964**
- b) Year of recognition of the college: **B.A.- 1966, B.Sc.- 1975, B.Com.-1983**
- c) If upgraded to a degree college, mention the year of Up-gradation, otherwise put zeroes in the boxes. (If not applicable put 0001 in the boxes) 0
3. Status and source of funding of the college:  
 (Recognized and fully funded by the state govt. =1, Recognized aided=2  
 Recognized but not aided by the govt. (i.e. Private un-aided) =3  
 Block grant=4, others=5) 2
4. Management of the college: (Govt=1; Aided=2  
 Tribal welfare dept. =3; Social welfare dept. =4; public sector=5, Private bodies such as  
 Trusts/Missionaries/NGOs=6  
 Block grant=7; Unaided=8) 2
5. Type of college: ( Boys only=1;Girls only=2;Co-edn=3) 3
6. Is it a college exclusively for students with special needs (CWSN)? (Yes=1; No=2) 2

7. Stream wise number of sections in the college:

Stream	Whether exists (yes=1;No=2)	No. of sections in UG	No. of sections in PG
Arts	<b>1</b>	<b>Two</b>	
Science	<b>2</b>	<b>One</b>	
Commerce	<b>2</b>	<b>One</b>	
Self-financing			
Professional			
<b>TOTAL</b>		<b>Four</b>	

8. a) Area in which the college is located:

(Rural=1; Urban=2)

2

b) Whether the college is located in hilly area: (Yes= 1; No= 2)

2

c) Whether the College functions in Own building? Yes /No : **Yes**

9. Staff quarters available:

	Category	Number
Teaching staff	<b>Principal &amp; Vice-Principal</b>	<b>Two</b>
Non-Teaching staff		<b>Nil</b>
<b>TOTAL</b>		<b>Two</b>

10. I) Does the college has students' hostel? Yes/ No : **Yes**

ii) Number of hostels: Boys: **Two** Girls: **Nil**

Sl. No.	Hostel Type	Name of hostel	Intake Capacity	No. of students residing
1	Boys	Aryabhata	80	45
2	Boys	Ramanujan	50	40

11. Programme Details:

Faculty	Programme	Subject	Intake	No. of Students	Programme duration
Arts	B.A.	ENG, ODI, ECO, EDN, POL, PHI, SAN, HIS, MAT	<b>307</b>	<b>306</b>	<b>3 years</b>
Science	B.Sc.	PHY, CHE, MAT, BOT, ZOO, COM.SC.	<b>154</b>	<b>154</b>	<b>3 years</b>
Commerce	B.Com.	ACC, MGMT	<b>77</b>	<b>76</b>	<b>3 years</b>
Self-financing					
Professional					
Certificate/Diploma/Vocational					

## B. College Enrolment (Year wise)

### 1. Number of students enrolled in the college: For the Session 2015-16

Faculty	Programme	Subject	Type(General/S.F./Prof/Vocational)	Year on Roll	General Boys/Girls/Total	SC Boys / Girls/ Total	ST Boys / Girls/ Total	Minority Boys/Girls/ Total
Arts/Sc/Commerce	B.A./B.Sc/B.com/M.A./			I II III				
Arts	B.A.		General	I	159+47=206	69+11=80	16+4=20	
Science	B.Sc.		General	I	89+35=124	13+10=23	5+2=7	1+0=1
Commerce	B.Com		General	I	48+10=58	14+1=15	1+2=3	2+0=2
Arts	B.A.		General	II	126+60=186	34+8=42	6+4=10	2+3=5
Science	B.Sc.		General	II	57+40=97	9+3=12	4+2=6	1+0=1
Commerce	B.Com		General	II	32+8=40	7+1=8	0	
Arts	B.A.		General	III	110+24=134	34+10=44	12+0=12	
Science	B.Sc.		General	III	46+17=63	9+1=10	5+1=6	
Commerce	B.Com		General	III	44+9=53	6+0=6	0	1+0=1

Similarly you can enter data for B.Sc./B.Com/M.A./M.Sc/M.Com./S.F. courses/ Professional courses/vocational/certificate/diploma courses respectively.

### C. Staff Information (Teaching and Non-Teaching)

#### 1. Total number of Teachers: **Session-2015-16**

Sl #	Department /subject	Sanctioned strength	No. of Regular teachers in position			No. of part-time/temporary /contractual/Guest Teachers in			Grand Total		
			M	F	Total	M	F	Total	M	F	Total
1	Physics	06	5	1	6				5	1	6
2	Chemistry	05	1	4	5				1	4	5
3	Mathematics	04	2	0	2	1	0	1	3	0	3
4	Botany	02				0	1	1	0	1	1
5	Zoology	03	3	0	3				3	0	3
6	Computer Sc	02				1	1	2	1	1	2
7	History	03	1	0		2	0	2	3	0	3
8	Economics	04	2	1	3				2	1	3
9	Political Science	04	2	0	2	1	0	1	2	0	3
10	Education	03	1	1	2	0	1	1	1	2	3
11	Odia	05	3	0	3	1	0	1	4	0	4
12	English	05	0	2	2	0	1	1	0	3	3
13	Philosophy	03	1	0	1	1	0	1	2	0	2
14	Hindi	01	1	0	1				1	0	1
15	Sanskrit	03	2	1	3				2	1	3
16	Commerce	04	3	0	3				3	0	3

2. Training Status: **Session-2015-16**

Sl#	Name	Department	Educational Qualification	No. of Refresher courses attended	No. of Training /worksh ops attended	No. of paper s published	No. of books publish ed
	Dr.(Smt.) P.L.Jena	Chemistry	M.Sc., M.Phil.,Ph.D.	02	12	09	04
	Smt. K.Mishra	English	M.A.	01	01	-	-
	Smt. G.Pujahari	English	M.A., B.Ed.	01	02	-	-
	Sri B.D.Pradhan	Odia	M.A.	-	03	-	-
	Sri G.S.Panda	Odia	M.A., M.Phil.	02	05	10	10
	Sri S.R.Khamari	Odia	M.A., M.Phil.	04	10	15	02
	Sri M.K.Kumbhar	Odia	M.A.	-	02	-	-
	Sri G.S.Kharsel	Hindi	M.A.	03	-	-	01
	Sri B.P.Mishra	Sanskrit	M.A.	04	02	01	-
	Sri B.R.Mohapatra	Sanskrit	M.A.	-	02	-	02
	Dr. K.N.Mishra	History	M.A., M.Phil.,Ph.D.	04	07	20	02
	Sri A.Sahu	History	M.A.	-	10	07	-
	Sri S.N.Rath	Political Science	M.A., M.Phil.	02	06	02	-
	Sri A.N.Dash	Political Science	M.A.	04	04	-	-
	Dr. A.C.Tripathy	Economics	M.A., Ph.D.	03	05	-	-
	Sri R.L.Acharya	Economics	M.A., M.Phil.	02	05	-	-
	Dr.(Miss)P.Meher	Economics	M.A., M.Phil.,Ph.D.	04	05	-	-
	Smt. S.M.Mishra	Education	M.A., M.Ed.	-	-	-	-
	Sri R.D.Hota	Education	M.A., M.Phil	02	05	-	-
	Dr.D.K.Pradhan	Logic & Philosophy	M.A., Ph.D.	-	04	-	-
	Sri P.C.Panda	Logic & Philosophy	M.A.	-	02	-	-
	Sri H.K.Pradhan	Commerce	M.Com., M.Phil.	03	02	-	-
	Sri A.K.Hota	Commerce	M.Com., M.Phil.	03	05	-	-

	Sri S.K.Mohapatra	Commerce	M.Com., PG Diploma in Marketing and Advertising, PG Diploma in Public Relation.	-	-	-	-
	Sri D.Barik	Commerce	M.Com.	-	-	-	-
	Sri T.K.Mishra	Physics	M.Sc., M.Phil.	02	05	-	-
	Dr. B.N.Kalta	Physics	M.Sc., Ph.D.	05	02	07	-
	Dr. P.Rath	Physics	M.Sc., Ph.D.	-	02	-	-
	Sri A.K.Sahu	Physics	M.Sc.	-	02	-	-
	Sri A.G.Deb	Physics	M.Sc., M.Phil.	-	22	06	-
	Smt. B.Satpathy	Chemistry	M.Sc., M.Phil.	-	05	-	-
	Smt. N.Rath	Chemistry	M.Sc.	-	05	-	-
	Sri H.S.Mishra	Chemistry	M.Sc.	01	04	03	02
	Dr.(Smt.) J.Pradhan	Chemistry	M.Sc., M.Phil., Ph.D.	02	10	21	-
	Sri P.K.Mohapatra	Zoology	M.Sc.	04	02	-	-
	Sri S.K.Panigrahi	Zoology	M.Sc., M.Ed.	02	05	-	-
	Sri U.K.Nag	Zoology	M.Sc., M.Phil.	02	10	02	-
	Smt. N.Panda	Botany	M.Sc., B.Ed.	-	-	-	-
	Sri B.N.Meher	Mathematics	M.Sc.	-	02	-	-
	Sri S.R.Pujahari	Mathematics	M.Sc.	-	-	-	-
	Sri A.K.Agrawal	Computer Science	MCA, M.Tech. CCNA	-	05	02	-
	Miss N.Guru	Computer Science	MCA	-	02	-	-

3. a. No. of Ph.D.s

Sl #	Name	Department	Year of award of Ph.D.	Topic	Male/ Female
1	Dr.(Smt.) P.L.Jena	Chemistry	2002	Synthesis & Characterization of some Transition Metal Complexes of 4-Substituted 2- Thiazolyl Hydrezoenes	Female
2	Dr. K.N.Mishra	History	1999	Political and Cultural Profile of a Regional Kingdom: Study of Bamanda under the Gangas	Male
3	Dr. A.C.Tripathy	Economics	2011	A Disaggregative Regional Study of Rural Industries in Bolangir District of Orissa	Male
4	Dr. B.N.Kalta	Physics	2012	Magnetization and Specific Heat of High Tc Super Conductors	Male
5	Dr.(Smt.) P.Rath	Physics	2011	Analysis of Transformer Core Behaviour under Transient condition for the study of Series Ferro- Resonant Circuits.	Female
6	Dr. ( Smt. ) J.Pradhan	Chemistry	1992	Kinetic Studies of the Reactions of Transition Metal Complexes in Aquo-Organic Solvents.	Female
7	Dr. P.Meher	Economics	1995	Human Capital Formation and Economic Change in Orissa.	Female
8	Dr. D.K.Pradhan	Philosophy	1993	Religious Belief and Language	Male

b. No. of M.Phils

Sl #	Name	Department	Year of award of Ph.D.	Topic	Male/ Female
1	Dr.(Smt.) P.L.Jena	Chemistry	1986	Reaction of Demodone with some Erometic Aldehydes: Some New Observations.	Female
2	Dr. K.N.Mishra	History	1985	Bhois of Khordha	Male
3	Sri S. N.Rath	Political Science	1999	Political Personality of State Legislators- A Case Study of Bolangir District MLAs	Male
4	Sri G.S. Panda	Odia	1981	Surendra Mohantynka Galapa Manasa	Male



5	Sri S.R. Khamari	Odia	1993	Bhanuji Raonka Kabya Manasa	Male
6	Sri R.L.Acharya	Economics	1990	Working of Land Development Banking in Orissa with Special Reference to Primary Land Development Bank, Sambalpur	Male
7	Dr. P.Meher	Economics	1989	Population Growth and Economic Development in Orissa	Female
8	Sri R.D.Hota	Education	1990	Future Values of Youth of 2010	Male
9	Sri H.K.Padhan	Commerce	1994	Role of Bolangir Anchalik Gramya Bank in Rural Development in the District of Bolangir, Sambalpur and Sundargarh	Male
10	Sri A.K.Hota	Commerce	1999	Agricultural Finance by Nationalized Banks in Orissa: A Case Study of Bolangir District.	Male
11	Sri T.K.Mishra	Physics	2001	Comparative Study of Nuclear Matter with Different Interaction	Male
12	Sri U.K.Nag	Zoology	1993	Growth and Metabolism of Tropical Earth warms in Response to Sub-lethal Concentration of Cadmium.	Male
13	Sri A.G.Deb	Physics	1993	High Energy Density Formalism	Male
14	Smt. B.Satpathy	Chemistry	1986	Study of Ce IV Oxidation in Water	Female
15	Dr. Smt. J.Pradhan	Chemistry	1986	Preparation and Structure Elucidation of Schiff Base Metal Complexes Derived from a Heterocyclic Amine and Diketone	Female
16	Sri A. Sahoo	History	2009	Boudh- Its History and Heritage	Male

4. Out of total, number of teachers with disability:

5. Out of total number of teachers belonging to religious minority community:

**Non-Teaching Staff:**

a) Total number of non-teaching staff: Male:  Female:

b) Out of total, number of PWD(person with disability):

c) Out of total, number of teachers belonging to religious minority community:

d) Number of contractual/ temporary staff:  Male:  Female:

6. Special achievement by the individual teacher/Institution as a whole:

**Sri U.K.Nag received President award and Governor award in 2016  
for excellence in YRC**

D. Infrastructure and Teaching-Learning Facilities

1. a) Does the college has its own building? (Yes=1, No=2)

b) If yes, the total covered area (in sq. mtr.) of the college building  
Covering all the floors: **5248.277sqm.**

c) Area (in sq.m.) of vacant space in the college which can be  
Used for expansion of infrastructure facilities: **37150.638 sqm.**

d) Total area of the College in acres: **10.477 acres**

2. Type of the college building:  
(Pucca=1; partly pucca=2; kuchcha=3; tent=4; others=5)

3. Number and area of classrooms and other rooms in usable condition in the college (for each dept. /office/common room/toilet/library etc.)

Sl.No.	Dept/lib/CR/toilet/office	Number & Type of rooms	Area(in sq.m)	Remarks
1	Class Rooms	10 & Pucca	1701.426	
2	14 nos. of Departments	22 & Pucca	1528.627	
3	Office	10 & Pucca	808.256	
4	Library	05 & Pucca	418.063	
5	Common Room	03 & Pucca	290.787	
6	NCC	01 & Pucca	30.101	

7	UGC – NRC	1 & Pucca	163.509	
8	Language Lab.	1 & Pucca	240.618	
9	Toilets	19 & Pucca	66.890	

4. Does the college has the following facilities? (Yes=1; No=2)

- |    |                                    |                                 |
|----|------------------------------------|---------------------------------|
| a. | Separate room for principal:       | <input type="text" value="1"/>  |
| b. | Separate room for vice-principal:  | <input type="text" value="1"/>  |
| c. | Auditorium:                        | <input type="text" value="2"/>  |
| d. | Separate common room for girls:    | <input type="text" value="1"/>  |
| e. | Separate common room for boys:     | <input type="text" value="1"/>  |
| f. | Staff room for teachers:           | <input type="text" value="1"/>  |
| g. | Separate room for female teachers: | <input type="text" value="2"/>  |
| h. | No. of library rooms:              | <input type="text" value="5"/>  |
| i. | No. of laboratory rooms:           | <input type="text" value="10"/> |
| j. | Room for indoor games:             | <input type="text" value="2"/>  |
| k. | Co-curricular/activity room:       | <input type="text" value="1"/>  |
| l. | NCC/NSS/Scout & Guide room:        | <input type="text" value="1"/>  |
| m. | First aid/sick room:               | <input type="text" value="2"/>  |
| n. | Room to store sports equipment:    | <input type="text" value="1"/>  |
| o. | Guidance and counselling room:     | <input type="text" value="1"/>  |
| p. | Room for chowkidar /watchman:      | <input type="text" value="1"/>  |
| q. | Canteen:                           | <input type="text" value="1"/>  |
| r. | Botanical garden/social forestry:  | <input type="text" value="1"/>  |

- s. Playground: 1
- t. Conference hall: 1
- u. Health centre: 2
- v. Gymnasium/Fitness centre: 2
- w. Indoor stadium: 2
- x. Computer centre: 1
- y. Guest house: 2
- z. Toilets: (boys=1, girls=2, with running water= 3, without running water=4).Give details in numbers for each category.  
Boys: 18 nos.  
Girls: 01 no.  
With running water: 04 nos.  
Without running water: 15 nos.

5. a) Does the college has boundary walls? (Yes=1;No=2) 1
- b) If yes, what kind of boundary walls does the college have? (Pucca=1; kuchcha=2; partially pucca=3; pucca but broken=4  
Barbered wire fence=5; green fence=6; does not exist=7) 1
6. a)Does the college has electricity connection? (Yes=1;No=2) 1
- b) Does the college has Generator set as a backup or substitute For electricity facility? (Yes=1; No=2) 2
7. Number of computers in working condition available in the college:
- a) for teaching & learning purposes: **32**
- b) for use in college office: **10**
- c) for use in library: **04**

d) for use in examination section: **02**

8. a) Does the college has Internet connectivity? (Yes=1; No=2; not applicable=3)

1

b) If yes, what is the bandwidth? (If it is a broadband connection) (Less than 256 kbps=1; more than 256 kbps=2; not applicable=3)

2

9. a) Does the college has drinking water facility available to students Within the college premises? (Yes=1; No=2)

1

b) If yes, how many of the following sources of drinking water are available in the college?

Source of drinking water	Number
Tap	06
Hand Pump	03
Well	03
Bucket/pot	20

### E. Examination Results (Program wise/subject wise/Year wise)

#### i. Session 2015-16

Programme	Total students appeared			Total students passed			% of pass		
	Boys	Girls	Total	Boys	Girls	Tota	Boys	Girls	Total
B.A.	82	34	116	43	19	62	52.44	55.88	53.45
B.Sc.	42	16	58	25	11	36	59.52	68.75	62.07
B.Com.	27	09	36	08	06	14	29.63	66.67	38.89

( Keep data for at least five years)

#### ii. Session 2014-15

Programme	Total students appeared			Total students passed			% of pass		
	Boys	Girls	Total	Boys	Girls	Tota	Boys	Girls	Total
B.A.	92	28	120	68	19	87	73.91	67.86	72.50
B.Sc.	43	17	60	32	12	44	74.42	70.59	73.33
B.Com.	-	-	-	-	-	-			



**F. Total Quality Management Implementation Plan (TQMIP)**

<b>Sl#</b>	<b>Activity &amp; Sub activities</b>	<b>Indicators of Success</b>	<b>Duration &amp; Data Completion</b>	<b>Financial requirement &amp; Source</b>	<b>Infrastructure &amp; Physical facilities required &amp; their location</b>
1	Seminar on "Higher Education in the Age of IT Revolution- Challenges and Opportunities"	200 students	1 day 10.09.2015	UGC (IQAC) Rs. 31000/-	Room No. 11
2	Workshop on "Grass root Level Consultation on New Education Policy-2015"	200 students	1 day 15.09.2015	(IQAC) Rs. 5000/-	Room No.7
3	A Film Show on Active Citizenship	300 Students	2 days 08.10.2015 & 10.10.2015	Govt. of Odisha Rs. 26000/-	Room No. 11
4	A discussion on " Importance of the Line of Affluence (Dhanirekha) in the Solution of poverty and Unemployment Problems"	150 students	1 day 09.10.2015	India against Corruption, Odisha Branch Rs. 2000/-	Room No. 11
5	Discussion on "Condition of Primary Education"	200 students	1 day 07.12.2015	Prathama Education Trust, Odisha Rs. 500/-	Room No. 11
6	Seminar on "Chitta Buddhi Bahyateeta Dhyana"	100 students	1 day 14.12.2015	IQAC Rs.500/-	Room No. 11
7	Seminar on "Environmental Management"	200 students	1 day 18.02.2016	IQAC Rs.26000/-	Room No. 11
8	Seminar on "Holocene to Anthropocene: The Human Imprint"	250 students	1 day 01.09.2016	IQAC Rs.15000/-	Room No. 11

### G. Human Resources Blueprint for Total Quality Management (TQM)

Functions /Teachers	Planning	Guiding	Teaching	Examination	Management	Human relation	Professional development	Mode & length of training
Total of 49 teachers	Lesson Plan and Progress Register maintained by all teachers	Two teachers guiding Ph.D students	UG Classes	<ol style="list-style-type: none"> <li>College (Home) Exam.</li> <li>University Exams.</li> <li>+2 H.S. Exam</li> <li>All Private Exams of Sambalpur University</li> <li>IGNOU Exams.</li> <li>OSOU Exams</li> <li>State &amp; District Level Recruitment Exams</li> <li>Entrance Exam.</li> </ol>	Two teaching & one Non-teaching Staff acting as members of G.B.	YRC, NSS & NCC	Refresher & Orientation Courses	21 days in Academic Staff College

### H. Institutional Planning Form

Target Year	Goals	Activities	Responsibility	Monitoring	Resources
2015-16	Academic Calendar	<ol style="list-style-type: none"> <li>Commencement of classes +3 2<sup>nd</sup> Yr: +3 3<sup>rd</sup> Yr:</li> <li>Admission of +3 1<sup>st</sup> Yr.</li> <li>Facilitation programme for Rank Holders</li> <li>Honours Counselling</li> <li>Unit Tests</li> <li>Test Exam</li> <li>Filling of Forms</li> <li>Athletic Meet</li> <li>Cultural Week</li> <li>Organisation of NSS, YRC &amp; NCC Camp</li> <li>Organisation of Competitions</li> <li>Departmental / UGC sponsored / State Level Seminars</li> </ol>	All teaching Staff are given the responsibility	Principal & IQAC	Govt. of Odisha, UGC & College Fund



**I. (a) Cost of Quality**

(Comparative cost per hour of teacher & non-teacher employee)

<b>Item</b>	<b>Non-Teacher</b>	<b>Teacher</b>	<b>Remarks</b>
No. of working days in a year	270	240	
No. of hours per day	7 hrs.	5 hrs.	
Working hours per year	1890 hrs.	1200 hrs.	
Annual salary cost per hour	5,029	22,840	

**(b) Average cost of course by College:**

<b>College Name</b>	<b>Direct</b>	<b>Indirect</b>	<b>Total</b>	<b>% of student tuition</b>
Science	23,78,639	1,04,532	24,83,171	5.86%
Arts	22,34,760	1,56,798	23,91,558	7.79%
Commerce	27,73,662	17,422	27,91,084	14.32%
Self-Financing courses				
Physical Education				
Engineering				
Fine Arts				

**(D)**

**(i) Financial Analysis (For university only)**

**(a) Expenditure:**

**Table: Approved Budget and actual expenditure (year wise):**

<b>Sl. No.</b>	<b>Categories</b>	<b>Budgeted</b>	<b>Actual</b>	<b>% Spent</b>

**(b) Income:**

1. Government Subsidy:
2. Other Sources of Income:
3. Past Trends and

constraints:

**(c) Table: Financial Indicators:**

Sl.No	Description of the financial Indicators	
1	Average cost per faculty member	
2	Average cost per administrative staff member	
3	Average cost per student (includes capital	
4	Average cost per student (excludes capital	
5	Expenditure for academic staff as a percentage of total expenditure	
6	Expenditure for administrative staff as a percentage of total expenditure	
7	Running and administrative expenditure as a percentage of total expenditure	
8	Capital expenditure as a percentage of total	

**(d) Structure of financial management:**

1. The budget process
2. Basis of distributing internal resources:

Resources are allocated internally taking into account the following factors;

- i) Number of academic staff per department;
- ii) Number of students per department;
- iii) Other specific needs.

3. The latitude of departments to spend:

The latitude of the departments to spend governmental resources is restricted by:

- i) availability of funds;
- ii) type of expense items;
- iii) internal rules and control systems;
- iv) allocation of funds for capital items is restricted to library books and periodicals and laboratory equipments. All other expenditures may be controlled centrally.

- v) the distribution of expenses on various expenditure objects.

## ii) The cost of education activities at University:

The analysis of the cost of education at University for the Fiscal Year should be based on the criteria of cost per course/student. Data should be collected from the finance section, and registrar, utilizing information derived from the computerized system of expenditures and revenues.

1. The cost analysis should be based on the cost per credit hours and not cost per student, in general, since a student in any discipline is required to take many credit hours provided by other colleges. For example, each student in the university regardless of his field is required to take 21 (as a university requirement /hours) and 27 credit/hours as college requirements. The cost per student varies from one discipline to another and from one college to another. Therefore, the cost per credit hour achieves the following advantages, and it is more accurate than cost per student at large.
2. Tying the direct cost to units (cost centres) to achieve a clearer picture of unit cost, since indirect cost of education is not tied to a specific college.
3. Excluding expenses which are not related directly to education purposes.
4. Determining the optimal economic size of each department for future planning.

To achieve the above-mentioned purpose, the study should concentrate on the following points.

1. Analysis of current cost per course/section in each college provided by various academic departments and the teaching cost of the University staff, determined by the number of students registered for each faculty member in each department.
2. Analysis of actual expenditure for financial year, for determining direct/indirect expenses according to academic disciplines and administrative departments.
3. Determination of the cost of the courses, which is then calculated as per section/students.
4. Determination of the cost objects of other departments

activities. Table: **Average teaching load by College:**

<b>College name</b>	<b>Total course</b>	<b>Faculty member</b>	<b>Average load for each member</b>	<b>Extra load payment</b>
Science	<b>3 years</b>	<b>18</b>	<b>25</b>	<b>Nil</b>
Arts	<b>3 years</b>	<b>21</b>	<b>25</b>	<b>Nil</b>
Engineering				
Physical Education				
Commerce	<b>3 years</b>	<b>04</b>	<b>25</b>	<b>Nil</b>
Education & Fine Arts				

## **Expenditure Analysis:**

For this purpose, an examination of expenses on university activities as it relates to education is categorized as follows.

1. Expenses which have no direct relation to teaching/education activities are excluded.

These  
are:

Model children's schools, Capital expenses (stocks, etc.), Restaurants, Scholarships, Credited accounts (commitments), Infrastructure, Deanship of research, Continuing research, Housing etc.

2. Administrative and operations expenses (distributed proportionally according to the number of courses offered by each college):

Central administration, computer Centre, Public relations, Student deanships. Library, Admission and register, projects office, Auditing office, Finance, Services, Social security, insurance, Personnel, Development office, Production, Supply, Security, Building, Tender office, Total

Data analysis should be carried on:

- i) Cost share of college employees in social security for each faculty's teaching expenses;
- ii) the cost share of college employees of overload expenses;
- iii) college share of saving fund for their employees;
- iv) college share of cost on health insurance, investment, department production and maintenance.

3. Direct expenditures are distributed among colleges on the basis of course/student cost:

- i) Recurrent expenditures:

Recurrent expenditures constitute the largest proportion of expenditure item in the University budget. Wages, salaries, employee benefits and securities are the main consumers of University finance.

- ii) Capital expenditure such as equipments, laboratories, vehicles, buildings and land acquisition.

- iii) Expenditures including central administration and services consume the rest of the budget.

Table: Average cost of course by college:

College name	Direct	Indirect	Total	% of student tuition share of direct cost
Science				
Arts				
Commerce				
Engineering				
Physical Education				
Education & Fine Arts				

-----  
---  
  
28/11/16  
PRINCIPAL  
SONBPUR DEGREE COLLEGE  
SONEPUR