

Self-Study Report
(For second cycle)

Submitted to

NATIONAL ASSESSMENT AND ACREDITATION COUNCIL
P.B. No.1075, Nagarbhavi, Bangalore-560072



Submitted by
SONEPUR COLLEGE, SONEPUR
DIST-SUBARNAPUR, ODISHA
767017

OCTOBER 2015

<u>Contents</u>	<u>Page No.</u>
NAAC Steering Committee	01
Preface	02
Executive summary and SWOC of the Institution	03
Profile of the College	14
Criterion wise Analytical Report	
Criterion I : Curricular Aspects	25
Criterion II : Teaching - Learning and Evaluation	41
Criterion III: Research, Consultancy and Extension	60
Criterion IV: Infrastructure and Learning Resources	76
Criterion V : Student Support and Progression	87
Criterion VI : Governance, Leadership and Management	103
Criteria VII : Innovations and Best Practices	126
Post Accreditation Initiatives	133
Evaluative Report of the Departments	
Department of Botany	138
Department of Chemistry	142
Department of Commerce	148
Department of Computer Science	152
Department of Economics	156
Department of Education	161
Department of English	165
Department of Hindi	169
Department of History	173
Department of Mathematics	177
Department of Odia	181
Department of Philosophy	185
Department of Physics	189
Department of Political Science	193
Department of Sanskrit	197
Department of Zoology	201

Declaration by the Head of the Institution	205
Annexure-I- UGC Recognition under 2(f) and 12 b	206
Annexure-II- UGC XII Plan General development Grant copy	207
Annexure-III- Quality Profile	210
Annexure-IV- NAAC- 1 st Assessment and Accreditation Certificate	211
Annexure-V- Peer Team Report of Cycle-I	212
Annexure-VI- Xerox copy of the Master Plan	220
Annexure-VII- AISHE Certificates	221
Annexure-VIII- Academic Calendar	226
Annexure-IX- Common Minimum Standard (CMS) Guideline	228
Annexure-X- Approval of Courses by Affiliating University	234

Sonepur College, Sonepur
Odisha-767017
NAAC Reaccreditation – Second Cycle
Steering Committee

Dr. Priyalata Jena, Principal	- Chairman
Dr. K.N.Mishra, Reader in History	- Coordinator, Steering Committee
Sri H.K.Pradhan, Reader in Commerce	- Member
Sri B.P.Mishra, Reader in Sanskrit	- Member
Sri S.N.Rath, Lecturer in Political Science	- Member
Dr. A.C.Tripathy, Lecturer in Economics	- Member
Sri S.K.Mahapatra, Lecturer in Commerce	- Member
Sri U.K.Nag, Lecturer in Zoology	- Member

Preface

Sonepur College, Sonepur is a premier institution in the district of Subarnapur. During more than fifty years of its glorious existence, it has embraced a large group of stakeholders belonging to this backward tract of Odisha. Sonepur College was assessed and accredited by National Assessment and Accreditation Council (NAAC), Bangalore in its first cycle in September, 2010 and was awarded C Grade with CGPA 1.87 out of a possible 4.

During the past five years, most of Peer Team recommendations were attended to and the college has made giant strides with tiresome efforts not only to comply with those stipulations but also go a little ahead in this regard. A functional IQAC with well-defined roles and responsibilities was a major initiative taken up by the college. The college has witnessed a sea change in perception and attitude of all concerned during these formative years. Some experienced teachers have retired and the next generation of young and aspiring teachers has taken over the responsibility of carrying forward the tradition of the age-old institution. Some new streams like Commerce and Computer Science (Hons.) have been introduced. A state-of-the-art Language Laboratory is going to be started in collaboration with IIT, Kharagpur for enhancement of communication skills of the students.

I take this opportunity to express my sincere thanks to each and every individual colleague for his/her valuable contribution in preparing the SSR. I would also like to acknowledge the tireless striving of all seven Criteria In-charges, HODs, members of the Steering Committee and all teaching and non-teaching staffs for their selfless support in the culmination of this report. I am extremely happy that the entire work of preparation of SSR has helped in defining policies, strategies, systems and procedures in a better way to serve as a blueprint for further growth and development of the college.

The second cycle visit of NAAC peer team, which we are eagerly looking forward to, would make a positive impact on us in realizing the unfulfilled dream of the people of the region and keep pace with the emerging new challenges in Higher Education in the future.

Dr. Priyalata Jena

PRINCIPAL

Executive Summary

Established in 1964, Sonepur College, Sonepur is one of the leading Non-Government Aided Colleges under Sambalpur University. Initially affiliated to Utkal University with Pre-University Arts, the college came under the jurisdiction of Sambalpur University on dt.01.01.1967. It was formally started in the old Judge Court Building of Sonepur State till it was shifted to the majestic mansion of “Mitrodaya Bhawan” the royal guest house of the Chouhan Ruling Family, situated on the bank of the river Mahanadi amidst the scenic mango groves offering the much needed rest to the students during the intervals of the hectic activities. The building was donated by the Trust Fund, Sonepur in 1966. Its geographical background tells the tales of a congenial atmosphere that reels round the heated academic trend.

The college started B.A. classes in 1966, Intermediate Science in 1971 and B.Sc. and B.Com. in 1975. By then the college attained its full-fledged status in all branches of Arts, Science and Commerce with almost all the essential core subjects. Subsequently, it got Honours affiliation in all subjects over the years. However, the Department of Commerce was de-affiliated from the academic session 2002-03 to 2013-14 as most of the senior teachers were deployed to different Government colleges. But due to public pressure and demand of the students, the department of commerce was re-affiliated during the academic session 2013-14 and accordingly, all the senior teachers of the Department, deployed elsewhere were reposted. Computer Science Department was opened from the session 2014-15. Our students from several Departments were enlisted in the Best-stands in 2014-15 examination.

Of late, the Department of Higher Education enhanced the Honours strength from 16 to 24 owing to the excellent academic performance of the

students. Presently, the college is in the frontline of the whole KBK region as an outstanding value higher education institution. Over the years, it has sustained many financial hardships primarily due to the predominance of inputs coming from the BPL section. Obviously therefore, there is little scope for introducing any self-financing course despite its ever-growing demand under globalization. Unfortunately, the Trust Fund of the erstwhile Sonapur State, which laid the financial foundation of the college, has been embroiled in a court case since 1991 due to some administrative deadlock, restricting the college from obtaining any financial aid. Thus the institution basically thrives on UGC grant, students' donation and WODC grants. Situated in a non-industrialized region, the college is deprived of any sort of financial assistance from the corporate sector. Despite above drawbacks, the institution has spent a sum of Rs.35,69,680/- on infrastructure during the last five years.

One of the best practices of the institution is the SAMS (Student Academic Management System) since academic session 2010-11. Under this system managed by the State Government, online selection and admission has become mandatory. The Admission Brochure is issued by the SAMS which is in application all over the state of Odisha and our college supplements the same by its annual college calendar.

The Peer Team of the NAAC visited our college on dt.27.09.2010 and stayed up to dt.29.09.2010 with Prof. G. N. Talukdar as the Chairperson, Prof. K. K. Bajaj as Member Coordinator and Dr. P. A. Bhat as the other Member. After thorough inspection, the Peer Team reported here the major features such as:

- i. Catering to the higher education needs of the tribal / marginalized students of socio-economically backward area.
- ii. Sprawling campus with ample scope for future development.
- iii. Disciplined students with dress code and talent to excel in curricular

activities.

Motivated by the above, the institution has been striving to implement the recommendations for quality enhancement of the students. Accordingly, it has set up the Placement and Guidance Cell to provide logistic support to the students in the field of employment. In addition, IQAC has been reconstituted as per prescribed guidance to assess the students' response and requirements along with amicable discharge of responsibilities of the teachers.

The new Central Library instituted in 2012-13 academic session is a positive compliance of the Peer Team recommendation.

Steps have also been taken to involve the Alumni Association through social media for participating in additional resource mobilization.

Research, Consultancy and Extension

Teaching is enriched through research. In a way, research provides the necessary input to the quality of teaching. A teacher is a perpetual beginner in the field of research. Without it, knowledge is partial, parochial and prejudiced.

This college, being primarily an undergraduate institution, does not have university approved research centre. However, teachers from different departments carry out research activities establishing linkage with P.G. Depts. of Sambalpur University and other places. Many of them have contributed papers to various journals of national and international repute. Some have published books and quite a few have contributed chapters to the books. Some faculty members have also acquired experience for guiding research scholars both at M.Phil. and Ph.D. level. About three of the teaching staff have been awarded Ph.D. degree, three are with M.Phil. and the remaining five are to be awarded Ph.D. degree very soon. The state govt. grants study leave to the teachers engaged in Ph.D. work. It also allows duty leave for the presentation of papers in the national/ international

seminars organized under UGC funding. The college has good supportive infrastructure for research activities. It boasts of having a good library, computer lab, photocopy facility, internet connection, audio-visual kits and other related equipment for academic improvement. Steps are also being taken to procure more journals and to install Wi-Fi facility in the campus. INFLIBNET connection has already been given to the Library to have access to more e-books and e-journals.

The college regularly organizes state/national level seminars, workshops for the enrichment of knowledge. Many of these are inter-disciplinary. Persons of eminence from different areas have adorned the campus on many occasions. Needless to say, the teachers and the students are immensely benefited through such interactions.

The college has a career counseling cell which keeps liaison with business organizations for possible job opportunities to the students. To meet the demands of the industries, add-on courses and application oriented programmes need to be developed. We believe in promoting community network through education. Participation of students in NSS, NCC and YRC activities is a must where various social works like tree plantation, blood donation, AIDS awareness etc. are undertaken on a routine basis. Students also make survey/field study/study tour organized by their departments to utilize the acquired knowledge for better social integration.

Infrastructure and Learning Resources

Good infrastructure of an institution adds to the quality of the campus. It also helps in academic improvement. Judging from this angle, our college has sound infrastructural facilities for a good academic environment. It has a total land area of 10.477 acres. The campus is well fenced with a high boundary wall and guarded by a night watchman. It has a Library, SAMS Lab., a Computer Lab., a Badminton court, a Volleyball court, a Canteen, two Boys' Hostels,

Principal's Quarters. The buildings have well furnished classrooms, laboratories etc. Meetings, seminars, workshops etc. are held in the conference hall. Functions with large gatherings are held in the open stage behind the college building. In addition to the normal curricular and co-curricular activities of the college, the building is also spared for holding private and public examinations conducted by OJEE, S.S.C., SBI, and for conducting general elections by the district administration. For central valuation of answer scripts, this is a favoured choice by the CHSE and the Sambalpur University.

The College mainly gets its infrastructural funding from the state government and the UGC. Besides, financial help from industries through District administration is utilized for the development of infrastructure. During the last four years, SAMS, Computer Lab., Students' Common Room and a new academic block have been added to the already enriched college building. It has a small but beautiful garden in front of the main building. The college building is cleaned by appointed sweepers regularly. Campus-cleaning drives are undertaken as and when necessary, with the cooperation of NSS, NCC and YRC teams. All the students and employees consider the institution their own and co-operate in all possible ways towards its cleanliness.

The central library is well maintained and updated by the librarian and the staff. It has more than 16,394 books for students and staff. It also has a reading room. Many periodicals are regularly subscribed. The automation process is on. Constant power supply is assured through inverter and generator. There is a feedback system to improve the functions and make it more user-friendly. The Library staffs are cordial, gentle and helpful to the needs of the students.

The college has improved its infrastructural facilities over these years significantly but still there are many areas where it can be further augmented. There is no Internet facility to the individual depts., Laptops are not provided to

all members of the teaching staff. There is no auditorium for the students. With increasing number of students taking admission in the college, more hostel rooms are required for the boarders. Our efforts are on to make it better every year.

Student Support and Progression

Students are the most precious assets of the institution. They are the future of the nation. Hence every effort should be made to realize their potential in all aspects of life. Keeping this in mind, a healthy and supportive environment is created for the students in the college. In the beginning of each year, the college calendar is published and circulated to the students to keep them aware of the rules and regulations, their duties and responsibilities, curricular and extracurricular activities, the faculty in different departments, number of holidays and so on. Apart from that, the Principal and the members of staff conduct orientation meeting after admission.

As a matter of Government policy, the meritorious and socially and economically backward students are always given special attention through different types of scholarships. In addition, stipend is given to the SC, ST, SEBC students. The college also gives financial aid to the poor students from SAF and medical aid from YRC. The college alumni are very active and help supplying books to the needy students. The college gives special education to the minorities and SC/ST students through UGC sponsored CCM and RCC classes. The Govt. of Odisha has decided to open one English Language Lab in our college very soon to augment the communication skills of the students.

The college conducts various types of competitions in the campus throughout the year. Students are also encouraged to participate in the district and state level competitions. Many of our students have brought laurels for this institution in different extra-curricular activities held outside the campus. The

college holds annual sports, annual cultural programme, Inter-College tournaments and so on. Many students actively participate in such activities. The performance of the students on the academic front is also quite tangible. They do very well in the university examinations and majority of rank holders belong to this college almost every year.

The college believes in the holistic development of the students. Hence it imparts various training like yoga, self-defense training for girls, dances, music etc. Guest lecturers are invited for holding communicative English classes for the benefit of the students. The college publishes annual magazine “**MANISHA**” for their literary development. There is also a wall magazine which is published regularly. The boarders in the hostel have their own wall magazines. To give the students better information about the emerging job opportunities, a Career Counselling Cell has been formed.

Since it is a co-education college, utmost care is taken to preserve the security and dignity of the girl students. The college has a Proctorial Cell where each proctor is assigned the responsibility of looking after the well-being of a group of students. There is a students’ Grievance Redressal Cell that looks into their problems and takes corrective measures in a time-bound manner. There are also Anti-ragging and Anti-harassment Cells to give protection to the newcomers and the vulnerable ones. So far there is not a single instance of any kind of misdemeanour inside the campus. The institution enjoys a healthy and cordial relation between the students and the staff.

Governance, Leadership and Management

The college is wholly managed by the Dept. of Higher Education, Govt. of Odisha. The Hon’ble Minister, Higher Education, Secretary, Dept. of Higher Education and other members of the High Power Committee of the state decide

and adopt principles relating to recruitment of staff, transfer, posting, budgeting, auditing, resource mobilization and its effective utilization, financial management etc. These principles in turn are executed by the Principals of all colleges of the state. The Director of Higher Education and the Regional Directors supervise the implementation policy of the government in the college. The Principal is the sole authority of the college and he/she takes all important decisions in consultation with the members of staff. There are Academic, Administrative and Accounts Bursars to help the Principal in academics, administration and matters of accounts respectively. There is a Head Clerk to deal with all official matters with the ministerial staff. All important decisions of the college are taken in a democratic manner in the staff council.

The college adheres to the Common Minimum Standards (CMS) prescribed by the Dept. of Higher Education. This in turn is reviewed by the Principal, the Regional Director, District Level Consultant at regular intervals. The IQAC of the college also makes a quarterly review of the situation and suggests suitable remedies. The Governing Body of the college takes stock of all the important matters pertaining to the college and provides necessary support for the overall development. Students' participation in the setting of standards is done through the students' union, PTA, Alumni Association and The Grievance Redressal Cell. The institution provides a base for the students to take leadership at various levels. Students' Union and other elected body Associations organize various functions, meetings and competitions round the year. They also get themselves involved in different social awareness campaign through NCC/NSS/YRC etc.

It is our aim for quality improvement on all fronts. This is reflected in Teaching and Learning, Research and Development, Community engagement, Human Resource Management and interaction with the local industries. The faculty makes efforts to constantly enhance their ability through Seminars,

Refresher course, Research publications etc. which in turn help the final stakeholders. The performance of the teachers is evaluated by the Government through the Performance Tracking Cell, by the Principal through the Performance Appraisal Report and by the students through the feedback system.

The college receives grant mainly from the State Govt. and the UGC. Its funds are properly utilized and are periodically audited by the Dept. of Higher Education and the Accounts General of the Govt. of Odisha. Internal audit is also conducted each year by the members of the staff for various sections and departments. The process makes the system clean and transparent.

Innovations and Best Practices

The college understands the importance of an eco-friendly social system. The students are taught to conserve energy, plant trees and to keep the campus clean and beautiful. The NSS, NCC wings of the college take special initiative in this regard. As stated earlier the institution strives for holistic development of the students on all fronts. To realize this, it adopts two best practices: 1) Capacity Development classes and 2) Inculcation of Values.

1. Capacity Development Classes

The college has introduced the practice of providing instruction in innovative areas that ensures the all-round development of students. In the present age of globalization, when the job market needs persons proficient in communicative English, the college has ensured that its students do not lag behind. Initiative has been taken in organizing spoken English classes where the resource person laid emphasis on phonetics, word power, sentence generation skills and the like. Students have benefitted immensely from this practice. The college also gives importance to creativity in this age of mechanization. Keeping in mind the importance of pursuing music and dance, particularly during the adolescent period of a student's development, the college encourages for music

and dance beside their regular study.

The college, being aware of the necessity of self-defense classes for the girls in the present times of barbarity, has taken steps to materialize the training of girl students. All girl students of the institution have successfully undergone training from 2013-14 and the process is going on. A case study conducted later showed a perceptible change in the students' morale and an increase in their self-confidence.

2. Inculcation of values

The institution lays special emphasis on value education as a key ingredient to a wholesome personality. In the current age of degrading morals, inculcation of good values in students through literature classes, tree planting drives, bicycle rally for *Swachh Bharat Abhiyan*, blood donation camps and Active Citizenship Programmes etc. is a major achievement of the college.

SWOC ANALYSIS

Strength

- Most peaceful, un-politicized and conducive academic environment
- Well qualified, sincere, hard-working, supportive faculty members
- Healthy value system
- Innovative teaching-learning and evaluation method
- A very strong N.C.C team which promotes team work, sportsman spirit and leadership qualities
- Strong community outreach programmes and vibrant co-curricular activities through YRC team
- Participatory management in the true democratic spirit
- Consistent academic result, securing top ranks in the university

Weakness

- Insufficient infrastructural facility
- Shortage of human resources in faculty
- Poor communication skill of students in English
- Lack of financial backing from corporate sector

Opportunity

- More number of classrooms with LCD projector, other audio visual aids
- Total computer literacy of students
- Regular Personality Development and Communicative English classes
- Creating avenues for more research work
- Stronger Industry-Academic relationship
- Timely recruitment of SSB-sponsored teachers

Challenges

- Provision for auditorium to conduct seminars, conferences and meetings
- Installation of Wi-Fi for the whole campus
- Opening of self-financing courses
- MOU with industries
- Affiliation to other universities

SECTION B : PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / ~~Constituent~~ College

1. Name and Address of the College:

Name :	Sonepur College, Sonepur		
Address:	At/Po- Sonepur, Dist- Subarnapur		
City:	Sonepur	PIN: 767017	State: Odisha
Website:	Sonepurcollege.org.in		

2. For communication :

Designation	Name	Telephone with STD code	Mobile	Fax	Email
Principal	Dr. Priyalata Jena	6654-220229	9437891763	6654-220229	priyalatajena@gmail.com
Vice principal	ShriK.C.Panigrahi	6654-220229	9439088167	6654-220229	principalsnpr@gmail.com
Steering Committee Coordinator	Dr. K.N.Mishra	6654-220229	9438729319	6654-220229	mishrakedarnath@gmail.com

3. Status of the Institution:

Affiliated College

Constituent College

Any other (specify)

✓

4. Type of Institution:

- i. For Men
- ii. For Women
- iii. Co-education

✓

a. 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

Self-financing

Any other

✓

7. a. Date of establishment of the college: 02/07/1964

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

Sambalpur University, Odisha

c. Details of UGC recognition: Certificate attached.

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks (If any)
i. 2 (f)	17-06-1972	
ii. 12 (B)	17-06-1972	

(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.)

N.A.

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

iii.				
------	--	--	--	--

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

Yes ☐ No ☒

If yes, has the college applied for availing the autonomous status

Yes ☐ No ☒

9. Is the college recognized?

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

Yes ☐ No ☒

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

- b. For its performance by any other government agency?

Yes ☐ No ☒

If yeas, name of the agency and
Date of recognition _____ (dd/mm/yyyy)

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

Location*	Semi-Urban
Campus area in sq. mts.	10 acres 477 decimals
Built up area in sq. mts.	1923.86 sq.mts.

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

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

- Auditorium /seminar complex with infrastructural facilities - **Nil**
- Sports facilities

- * Playground
 - a. Football / Cricket field = 01
 - b. Volleyball & Badminton Court = 02

- * Swimming Pool- **Nil**
- * Gymnasium - **Nil**

- Hostel

- * Boys hostel

- (i) Number of Hostels = 02
 - (ii) Number of Inmates = 100
 - (iii) Facilities(Mention available facilities)
Mess, Newspaper, Library, TV Set

- * Girls' hostel: **Nil**

- (i) Number of Hostels
 - (ii) Number of Inmates
 - (iii) Facilities(Mention available facilities)

- * Working women's hostel : **Nil**

- (i) Number of inmates
 - (ii) Facilities(Mention available facilities)

- Residential facilities for teaching and non-teaching staff(give numbers available – cadre wise)

- *Staff quarters- For teaching staff = 02
 - For non-teaching staff = 02

- * Cafeteria - One canteen

- * Health care - **Nil**

First aid, Inpatient, Outpatient, Emergency care facility, Ambulance

Emergency health Care facilities are available with adjacent District Hqs. Hospital, Sonepur

Health centre staff:

Qualified doctor	Full Time	Nil	Part time	Nil
Qualified nurse	Full Time	Nil	Part time	Nil

- Facilities like banking, Post office, book shops

One Sub post office is functioning inside the college campus

- Transport facilities to cater the needs of students and staff - **Nil**
- Animal House – **Nil**
- Biological waste disposal- **Nil**
- Generator or other facility for management / regulation of electricity and voltage

At present, 04 numbers of inverters are being used in offices and library

- Solid waste management facility - **Nil**
- Waste water management- **Nil**
- Water harvesting - **Nil**

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

Sl. No.	Programme Level	Name of the Programme / Course	Duration	Entry Qualification	Medium of instruction	Sanctioned /Approved student strength	No of students admitted
1	Under Graduate	+3 Arts +3 Science +3 Com.	03 years	HSC or equivalent	English	Arts-307 Science-154 Com.-77	307 154 77
2	Post-Graduate						
3	Integrated Programmes PG						
4	Ph. D.						
5	Certificate Course						
6	UG Diploma						
7	PG Diploma						
8	Any Other (Specify and provide details)						

13. Does the college offer self-financed Programmes?

Yes ☐ No ☒

If yes, how many?

14. New Programmes introduced in the college during the last five years, if any

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	Number	03
-----	-------------------------------------	----	--------------------------	--------	----

1. Honours course in Computer Science under Physical Science group
2. Management Honours course in Commerce stream
3. Accounting Honours course in Commerce stream

15. List of 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 (eg. Physics, Botany, History etc.	UG	PG	Research
Science	Physics, Chemistry, Mathematics, Botany, Zoology, Computer Science	UG Honours		
Arts	English, Odia, Sanskrit, Economics, History, Pol. Science, Education, Philosophy	UG Honours		
Commerce	Management & Accounting	UG Honours		
Any other (Specify)				

16. Number of Programmes offered
(Programme means a degree course like B.A, B.Sc.,M.A,.M.Com etc.)

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) ☒

University annual examinations are being held as per the guidelines of Samablapur University, Odisha

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

Yes ☐ No ☒

If yes,

- a. Year of introduction of programme(s)
(dd/mm/yyyy)
and number of batches that completed the Programme ☐

- b. NCTE recognition details (if applicable)

Notification No.

Date (dd/mm/yyyy)

Validity

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

Yes ☐ No ☐

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

Yes ☐ No ☒

if yes,

- a. Year of introduction of programme(s)
(dd/mm/yyyy)
and number of batches that completed the Programme ☐

- b. NCTE recognition details (if applicable)

Notification No.

Date (dd/mm/yyyy)

Validity

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

Yes ☐

No ☐

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

Positions	Teaching Faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	M	F	M	F	M	F	M	F	M	F
Sanctioned by the UGC/ University/ State Government Recruited			05	01	20	09	15		09	02
Yet to recruit					20		11			
Sanctioned by the Management /Society or other authorized bodies Recruited					08	05	02	01	01	
Yet to recruit										

21. Qualifications of the teaching staff

Highest Qualification	Professor		Associate professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./ D.Litt.							
Ph.D.			01	01	03	03	08
M.Phil			02		04	01	07
P.G.			02		13	04	19
Temporary teachers							
Ph.D.							
M.Phil							
P.G.					03	01	04
Part time teachers							

Ph.D.							
M.Phil						01	01
PG						04	04

22. No. of Visiting Faculty /Guest Faculty engaged with the college- **Nil**

23. Furnish the number of 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	Female	Male	Female	Male	Female	Male	Female
SC	33	05	49	11	50	12	39	23
ST	05	01	17	01	10	06	22	06
General/ OBC	153	45	200	50	205	108	218	83
Others								

24. Details of 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 located	1340	-	-	-	1340
Students from other states of India	-	-	-	-	-
NRI Students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	1340	-	-	-	1340

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

UG

27.46% (2013-14)
19% (2014-15)

PG

26. Unit cost of education

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

a. including salary component

Rs.24702/-

b. excluding the salary component

Rs. 2674/-

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 granted such registration

Indira Gandhi National Open University

c) Number of Programmes Offered

03

- Bachelor's Programme
- Master's Programme
- PG Diploma and Certificate Programme

d) Programme carry the recognition of the Distance Education Council

Yes

☒

No

☐

28. Provide student-teacher ratio for each of the programme /course offered

- +3 Arts 1:24
- +3 Science 1:22
- +3 Commerce 1:26

29. Is the college applying for

Accreditation?

Cycle-1

☐

Cycle-2

☒

Cycle-3

☐

Cycle-4

☐

Reassessment

☐

(Cycle 1 refers to first accreditation and cycle 2, Cycle 3, Cycle 4 refers to reaccreditation)

30. Date of Accreditation (Applicable for cycle 2, cycle 3, cycle 4 and reassessment only)

Cycle 1 - 27/09/2010 Accreditation outcome /result- "C" Grade

Cycle 2 -..... Accreditation outcome /result-.....

Cycle 3 -..... Accreditation outcome /result-.....

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

31. Number of working days during the last academic year

239 days

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

180 days

33. Date of establishment of Internal Quality Assessment Cell(IQAC)

IQAC 03 /12 /2009

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

AQAR(i)2011-12 (dd/mm/yyyy)

AQAR(ii)2012-13 (dd/mm/yyyy)

AQAR(iii)2013-14 (dd/mm/yyyy)

AQAR(iv)2014-15 01/10/2015

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

Our College is under All India Survey of Higher Education (AISHE) of MHRD for last 3 years i.e. 2013, 2014 & 2015.

**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.

VISION:

Sonepur College, Sonepur is a premier educational institute which came into existence on 2nd July 1964. It is a much sought after institution exclusively dedicated to fulfil the aspirations of students belonging to different strata of society including the under-privileged, tribal, backward and minority communities of Western Odisha. It has been accredited C grade by the NAAC. The long term vision of this institution is to keep imparting high quality education and emerge as a major destination for the brightest and best students of the State.

Affirming and building upon its heritage, the college has envisioned that it

- Educates to empower students
- Avows to make students assert themselves
- Aims at transforming them into complete human beings

MISSION :

Striding ahead, having completed 50 glorious years in 2014, (after its Golden Jubilee) the college has reaffirmed its pledge and rededicated itself to the broader mission that it has always stood for i.e.

- To equip the students with necessary skills making them self-reliant in every sphere of life.
- To enable students to realize and sharpen their inherent potential and thereby lead a happy, productive and dignified life.

- To enrich students by preparing them to become active role models in nation building.
- To enlighten them for their harmonious growth amidst the wide diversity of identities and existence.
- To provide a caring, positive and conducive academic environment for the students to optimize their latent potential.
- To stimulate the intellectual curiosity of the students and broaden their mental horizon.
- To motivate the students to seek and strive for excellence in every sphere of human activity.
- To inculcate moral, ethical, civic and human values so as to enable the students to grow into good human beings apart from academic excellence.

Grounded upon the above mentioned broad vision and mission that the college has envisaged, the following action plan has been chalked out for the vertical and horizontal growth of the institution :

- Academics.
- Policies of Social outreach and Extension activities.
- Preservation of Tribal Culture and Heritage of Western Odisha.

The vision, mission and objectives of the institution are communicated to the students, teachers, staff and other stakeholders through its web site www.sonepurcollege.org.in.

It truly reflects our holistic approach to education based on scholastic achievement and humanitarian ethos.

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 college meticulously develops action plans for effective

implementation of the curriculum. At the outset, the advisory committee of the college conducts protracted meetings with the staff members of various department heads to develop various strategies for effective implementation of the curriculum. Teachers are motivated to impart the curriculum through innovative teaching methods such as presentations through power point, assignments, discussions workshops, seminars, computer education apart from regular/ traditional teaching methods.

Thereafter, the staff members of various teaching departments conduct internal meeting and develop academic plans for the coming academic year. Keeping in view the number of working days available, the syllabus is divided into units which are to be finished by a given time. Each department of the college follows the academic calendar issued by the affiliating university. Thereafter, the college plans its annual academic schedule which clearly mentions the topics to be taught and number of working days allocated to respective topics, the amount of syllabus to be tested in various class, monthly, terminal or half yearly exams. The exams are planned to be conducted in different patterns i.e. University as well as entrance tests to enable the students for higher studies in different premier institutes of India.

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

The curriculum prepared by the Sambalpur University, Odisha to which the college is affiliated, is well transacted to the students after serious preparation as well as critical thought by the teachers concerned. Being an affiliated institution, we are always in tune with the latest trends in education and guidelines of the University. At the outset, orientation classes/refresher courses are conducted for the teaching faculty. Six nos. of teachers from this institution have completed the 21 days refresher course conducted by UGC during last four years. The faculties are guided on preparation of lesson plan, maintenance of progress register, conduct of unit test, student teacher rapport, maintenance of academic atmosphere of the college etc. They are provided with the college calendar, academic calendar, list of holidays and syllabus. Students attendance register are provided by the office. The college library provides reference books and journals. A few departments are provided with laptops and LCD projectors

The Sambalpur University regularly organizes refresher courses, orientation programs and workshops to keep the knowledge and teaching aptitude of the teachers updated. The faculties of the college discuss their issues or problems, if any, while participating in the meeting of the Board of Studies. The college also encourages the teachers to participate in the Orientation/ Refresher Course/ Workshops/ Seminars organized by the affiliating university and other institutions to update the knowledge and improve teaching practices. Some members of our staff act as members of the conducting Board & Board of Studies of the affiliating university and other nearby autonomous colleges.

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.

Though the curriculum is designed and revised by the Sambalpur University, Odisha, for effective curriculum delivery, we use the following practices:

- Timely distribution of college calendar and syllabus.
- Ensure availability of requisite text books and reference books in the library.
- Provide students with probable question pattern through question bank.
- Assess the data gained through internal tests and monthly tests.
- Show the answer sheets to the students to make them realize and rectify their mistakes and weaknesses.
- Provide remedial coaching to weaker and interested students.
- Discuss the academic and personal problems of individual students through the proctor.
- Inform the parents of the achievements and percentage of attendance of the students.
- Hold parent-teacher meeting to discuss problems relating to academic, personal and financial matters.

- Plan Field tours, special educational tours to trade fairs, exhibitions, and places of importance as per the curriculum of different streams.

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

The college has a career counseling cell which maintains professional relations with the representatives of industry. The HR managers of various companies are invited to the college campus to interact with the students. The students of various departments of the college are taken for industrial visits from time to time to keep them abreast of the latest developments in the market.

Research Bodies:

To keep the research temper alive in the campus, research Scholars from various fields are invited to the college to motivate the students to take up research projects in their further studies. The faculty members of the college are also encouraged to take up research projects initiated by the affiliating university or the UGC. Faculty members also with their personal interest reach out to the various research bodies and participate actively in various projects. Some of the faculty members being members of various Boards of studies and conducting Board members attend the conferences which in turn help them in effective operationalization of curriculum. Some of the faculty members are doing research in collaboration with the Depts. of Sambalpur and other University. They are further encouraged to take up membership of different research bodies and organizations.

University:

The faculty members of the college keep regularly in touch with their counterparts at the affiliating university and get latest information regarding their own respective subjects. They keep on visiting the Parent University time to time to keep themselves abreast of the latest trends in their field of study. Further, Professors from the parent university campus are also invited often to the college for seminars and talks to the faculty

members.

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.)

Though the college faces a few constraints to modify the syllabus on its own, yet the affiliating university has a system in place to get recommendations from its affiliated colleges through Board of Studies. Large numbers of faculty are in academic bodies of the Sambalpur University, Odisha who regularly join in the process of syllabus design. Various Depts. of the college like Chemistry, History, Sanskrit, Education, and Zoology are the members of the academic committee. Teachers of our institute also take part in the discussion relating to the curriculum design and also conduct workshop on behalf of the university. Whenever they find that the syllabus needs to be modified to suit the present trends, they communicate their ideas to their respective members of the Board of Studies. While recommending or forwarding the suggestion to the Board of Studies, our teachers normally take into consideration the students' feedback as well as the other faculty members of various departments. It has been a regular practice of the college to survey the opinion of students in the classroom to get their informal feedback.

Name of the Faculty	Department	Member BOS/ Year
Dr. S. K. Padhy	History	2012-2014
Dr. P. L. Jena	Chemistry	2012-14
Dr. J. R. Bohidar	Education	2013-15
Sri B. P. Mishra	Sanskrit	2013-15
Sri P. K. Mohapatra	Zoology	2013-15

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 college does not enjoy the freedom of framing its own curriculum for any of the academic programs. However, the college tries to supplement the syllabus by arranging special classes for students or by inviting experts from various fields keeping in view to train the students for different Competitive exams and higher studies.

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

- The institution has formed communication channels among all the stakeholders to ensure that objectives of the curriculum are achieved in the course of implementation.
- Once the academic session is in full swing and all the laid action plans are being followed, the college at various points takes stock of the effectiveness of these action plans. Also, the college ensures that during the course of implementation, the stated objectives of the curriculum are achieved. To do this, various tests along with half yearly and monthly tests are conducted to monitor the outcomes of the syllabus. Systematic documentation is also maintained to review the outcomes of the curriculum. If the college realizes that the laid objectives are not sufficiently achieved, it plans for a remedial action and strategies are devised to cover up the gaps, if any.
- This is also ensured through students' feedback on curriculum.
- Students' performance and result analysis.
- Overall performance of the college at university examination. The students of this college are consistently showing good results and holding top ranks.
- Research activities-Minor and major research projects are undertaken by the staff. Moreover, organization of seminars, workshops, extramural lectures, training programs etc. is a part of the research activities.
- Extension activities- Participation in social outreach and extension activities.

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.

A computer laboratory is set up to cater to the needs of the students at the degree level. Computer Science Honours has been introduced from the session 2014-15. Apart from these regular courses which are duly affiliated with the Sambalpur University, Odisha, the college also offers certain Skill Development programs to enhance students' knowledge. Course like Communication Skills, Personality Development, Modern Office Management, EDA, Banking are also provided to students to hone their interpersonal skills.

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

No.

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**
- **Choice Based Credit System and range of subject options**
- **Courses offered in modular form**
- **Credit transfer and accumulation facility**
- **Lateral and vertical mobility within and across programmes and courses**
- **Enrichment courses**

Considering the regional demand and to cater the younger generation with all possible facilities, the college provides computer application subject at +2 (Higher Secondary) level in addition to traditional B.Sc. course in Physics, Chemistry, Mathematics Computer Science, Botany and Zoology. An interdisciplinary course in Environment Science is also introduced for all degree classes so as to shoulder their responsibility as a good citizen and to ensure a safe environment. In B.Sc., the students have to study "Indian Society and Culture" as a subject. All these courses definitely develop employable skills among the students and thereby, help them progress in higher studies and have better job options.

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

The college provides instructions for B.A. / B.Sc./ B.Com.(Hons.) at Under Graduate level. The Sambalpur University, Odisha does not give academic flexibility to the affiliated institutions. However, the institution offers the following compulsory and optional subjects in Undergraduate level.

Sl. No	Class		Subjects	Marks	Student strength
1	B.A.	Compulsory	English Paper I & II	200	
			M.I.L, Paper I & II	200	
			Indian Society & Culture	100	
			Environmental Studies	100	
		Optional	Education/ History/ Political Science/ Oriya/Philosophy/ English/Economics/ Mathematics / Sanskrit/ (Total 8 Papers)	100 for each paper	
2	B.Sc.	Compulsory	English	50	
			M.I.L (Hindi/ Oriya/ Alt. Eng.)	50	
			Indian Society & Culture	100	
			Environmental Studies	100	
		Optional	Physics/ Chemistry/ Mathematics/ Botany/ Zoology/	200 per each paper	
3	B.Com	Compulsory	Environmental Studies	100	
			Communicative English	100	
			Indian Society & Culture	100	

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

The courses are offered as per modules prepared by the Sambalpur University, Odisha and there is no CBCS system.

- **Courses offered in modular form**

Courses are provided unit wise and are arranged in the modular form at department level by academic committees comprising HOD's, staff members and Principal. The modules so arranged are also used for

analyzing the students in the exam, (Monthly and Half yearly tests.)

- **Credit transfer and accumulation facility**

No credit transfer and accumulative facility exists till date but the system will be expected to be implemented from the session 2016-17 by Sambalpur University, Odisha.

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

No lateral mobility within and across the programs exists; however, vertical mobility exists.

- **Enrichment courses**

The existing courses are enriched by guiding the students in designing small projects and presentations with regard to theory work. Power point presentations are also prepared to develop communication skills among the students. Seminars and symposiums are also organized from time and again to refresh the knowledge of our students. Some of the courses among them are namely soft skill development, computer training and environmental studies. The Dept. of Mathematics has recently introduced C⁺⁺ programming language into its curriculum.

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, the institution does not offer self-financed programmes.

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

The college regularly conducts Personality Development Programs which enhance the IQ level and communication skills of the participants. College also invites Guest speakers from the reputed institutes and organizations with global employment opportunities for the students. In

addition, special classes are taken on communication skills and personality development taking into consideration the rural backgrounds of the students.

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, the university does not allow the flexibility of combining conventional face to face and distance mode of education.

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?

The institution being an affiliated college of the Sambalpur University does not have the freedom of formulating its own curriculum. Still, the courses running at UG levels have their relevance to the institution’s goals and objectives. The college aims to impart such knowledge as may be necessary for the all-round development of the students, thereby making them capable of earning dignified employment at par with the highly competitive job markets. To reach out to the goals and objectives, the institution has come out with additional inputs in the syllabus to face the current trends in the competitive areas. A series of focused Group Discussion among the faculty members at departmental level throw light on the limitations in the syllabus. The college has also started UGC sponsored Remedial classes for the empowerment of students belonging to SC/ST and other backward castes. The college ensures that the University curriculum is followed in the best way possible. The college academic calendar is prepared in every session with the active involvement of the heads of various departments and the college advisory committee. The Principal makes sure that the curriculum framed by the university is carried out in such a way that it reflects “The Mission and the Vision” of the college. To achieve the goal more effectively, the college organizes value added talks by eminent personalities, conducts workshops, training programs and seminars on social, political, economic and psychological issues.

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?

Being an affiliated college of the Sambalpur University, the institution does not have the freedom to modify the curriculum. However it is enriched by certain skill development programs.

At university level-

The faculty members who are in the Board of studies try to modify, enrich and organize the curriculum as per the needs of the market. The Mathematics department has recently added C⁺⁺ programming language to its curriculum keeping in mind the rising importance of the subject.

At institution level-

The institution tries to enrich the curriculum by supplementing it through seminars, projects, workshops, field trips etc. The department of History conducts tours to nearby places of historical importance to give the students first-hand information on the subject and to enhance the field knowledge of the students. The Botany department makes visits to the Botanical garden of nearby horticulture department. We also try to supplement the course by conducting personality development and communicative English classes.

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?

Gender studies:

The college gives utmost importance to the study of gender. The college has planned to organize one national level seminar and two state level seminars on women empowerment and rights and status of women. It regularly organizes workshops, training programs, slide presentation and talks on gender related issues. College has arranged a film show on ACTIVE CITIZEN, a Central Govt. initiative to create awareness among the students.

Climate change:

Global warming has been a burning issue of today's world. Climatology is a part of the degree curriculum. Besides, we conduct seminars, expert talks, projects on topics related to climate change and a sustainable Earth.

Environmental education:

Environmental Studies is a compulsory subject at the degree level. We broaden the curriculum by creating awareness among the students to keep their environment clean and eco-friendly. They are motivated to take projects, present seminar papers, and Power Point presentations on the issues of environment. We also conduct essay, debate, poster presentation, slogan writing, drawing and painting competitions on the burning issues like communal harmony, environmental problems, Anti-liquor, child labour, sex ratio etc. Our NCC and NSS wings encourage students for plantation of trees.

Human Rights:

This is a part of the curriculum of Political Science at the degree level. The college has the provision of having a Grievance Redressal cell which deals with this issue. We sincerely try to infuse the value through all our curricular programs.

ICT:

We have e-admission, e-governance, and computer lab. We are now on the process of making e-library and Wi-Fi campus. Our teachers use ICT as a means of teaching. Students are encouraged to use power point mode of presentation during the seminars.

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**

The value add-ons include -

Moral and ethical values:

Moral and ethical values are not taught as a separate subject rather they are infused into the curriculum. During the regular teachings and day

today interactions the students are taught moral values through examples. Yoga classes are also organized to enhance their morality. Extramural lectures on the life and philosophy of Swami Vivekananda, Mahatma Gandhi, Sri Aurobindo and Mother Teresa help to add in the value system. Observance of Gandhi Jyanti, Vivekananda Jayanti, Teachers' Day, Netaji Subash Chandra Bose Jayanti, Gangadhar Meher Jayanti, National Youth Day is a regular practice of this college which teaches moral and ethical values to the students.

Employable and life skill:

Communicative English classes, soft skill development classes, Group discussion, Personal interview, Mock interview are conducted from time to time. We also enhance students' life skills by motivating them to join NCC, NSS, Scout & Guide, Red Cross and serve the country to develop sportsman spirit and be a good sports person, to develop aesthetic spirit through song and music classes, to develop self-defense skills through self-defense programme for girls. By keeping pace with the changing needs of the society, we go beyond the classroom teachings and try to enhance the life skills of the students.

Better career option:

The college provides regular computer classes for all students to develop their skills of operation on basic computer principles. Subjects like Physics, Chemistry, Mathematics, Computer Science and Education also give better career options.

Community Orientation:

This institution has very strong NCC and NSS wings which are regularly involved in community services. The Youth Red Cross society creates and inculcates a sense of belongingness towards the community among the students. All these programs offer the students enough and ample scopes to develop mental as well as physical ability.

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

The institute does not have the freedom to change the curriculum. However, feedbacks from the students at the informal level and from the

parents in the parents' teachers' association meetings are taken at regular intervals to improve the existing curriculum. The teachers of this institute suggest such changes at the various boards of studies meetings of the affiliated university.

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

The institute regularly collects feedback from the students regarding the quality of various organized programs and the teachers' involvement in them. The Heads of Department conduct meetings with their members to widen the participation of the students.

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?

The college is not directly involved in the framing of the curriculum. However, senior faculty members attend the Board of Studies which designs the curriculum. The existing courses are restructured and updated to meet the challenges of today by reviewing the syllabus of reputed institutions, by organizing and attending seminars and conferences on recent trends in various sectors. Our faculties keep themselves abreast of the changing national and global trends by attending refresher courses, seminars etc. The institution gives suggestion through its different feedback system which is conveyed to the University. The inputs from alumni are also taken into consideration.

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?

Feedbacks are normally collected from the students through classroom teaching by the respective teachers. It is communicated to the university through the faculties who are the members of BOS. Feedback is also collected from the alumni and parents during the PTA meets.

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.

- Computer Science Honours.
- Commerce with Management and Accounting as Honours.
- Enhancement of honours seats from 16 to 24.
- New subjects: Hindi as M.I.L.

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?

With the introduction of e-admission process SAMS (Student Academic Management System) ever since 2010-11 by the Department of Higher Education, Government of Odisha, admission process has become transparent. A uniform schedule of date-line is published through govt. website www.dheorissa.in which contains detailed information regarding admission procedures, Common Prospectus, dateline etc, applicable to all colleges of Odisha. Besides, the newspaper and print media also give publicity of admission. Further, the telephone numbers of Principal, Admission I/C, Data Entry Operator have been published in the above website so that parents and applicants can contact and make different queries regarding admission process. The college also displays admission notices in the Notice boards.

Further, the college has made provision of HELP DESK consisting of four teachers who help the students and parents / guardians to fill up form for admission correctly.

The transparency is being ensured since every bit of information regarding admission is updated in govt. website as noted above and admission status is updated every day. The selection of candidates done purely on merit basis is prepared and published in the govt. website. An Admission Committee comprising Help Desk, Validation Team members, and one Admission I/C looks into the detailed process of admission.

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.

SAMS (Student Academic Management System) is devoted to the task of selection of students purely on MERIT BASIS and adequate representation as per govt. norm is given to SC /ST/ Physically Handicapped applicants.

Govt. of Odisha's effort in introducing e-admission process has

become a significant milestone in educational history of Odisha. The second criteria i.e. the selection of Honours is done through 'Honours Counseling' process in which a student is allowed to opt a subject for honours according to his choice on the basis of his marks.

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.

The minimum percentage of marks for admission at entry level for each programme offered by the college (2015-16) is provided below along with a comparison with other colleges of Sonepur district.

Sl#	District	College	Stream	GEN	SC
1	Sonepur	Sonepur (Degree) College, Sonepur	Arts	53	43.7
2	Sonepur	Sonepur (Degree) College, Sonepur	Commerce	39.7	35
3	Sonepur	Sonepur (Degree) College, Sonepur	Physical Science	60.7	49
4	Sonepur	Sonepur (Degree) College, Sonepur	Biological Science	57.8	52.8
5	Sonepur	A.E.S. (Degree) College, Tarbha	Arts	41	35
6	Sonepur	Anchalik (Degree) College, Subalaya	Arts	40.2	35
7	Sonepur	Anchalik (Degree) Mahavidyalaya, Sindhol	Arts	35	35
8	Sonepur	BijuPattnaik Women's (Degree) College, Sonepur	Arts	47.2	35
9	Sonepur	BijuPattnaik Women's (Degree) College, Sonepur	Physical Science	55.2	40.7
10	Sonepur	BijuPattnaik Women's (Degree) College,	Biological Science	46.8	40.2

		Sonepur			
11	Sonepur	Birmaharajpur (Degree) College, Birmaharajpur	Arts	50	40.7
12	Sonepur	Birmaharajpur (Degree) College, Birmaharajpur	Physical Science	45.5	-
13	Sonepur	Birmaharajpur (Degree) College, Birmaharajpur	Biological Science	46.5	41.3
14	Sonepur	Dunguripali (Degree) College, Dunguripali	Arts	46.7	36.8
15	Sonepur	Gram Panchayat (Degree) College, Lachhipur	Arts	44	35
16	Sonepur	Jaloe (Degree) College, Ullunda	Arts	40.2	35
17	Sonepur	MaaMetakani Women's (Degree) College, Ulunda	Arts	35	35
18	Sonepur	PanchayatSamiti (Degree) College, Ullunda	Arts	52.7	42.2
19	Sonepur	Ramesh Prasad (Degree) Anchalik Women's College, Ulunda	Arts	-	-
20	Sonepur	Shreeram (Degree) College, S. Rampur	Arts	42.3	35.5
21	Sonepur	Shreeram (Degree) College, S. Rampur	Commerce	35	-
22	Sonepur	Shreeram (Degree) College, S. Rampur	Physical Science	53.5	45.5
23	Sonepur	Shreeram (Degree) College, S. Rampur	Biological Science	51.8	45.8

24	Sonepur	Siddhartha (Degree) College, Binka	Arts	38.3	35
25	Sonepur	Sri Jagannath (Degree) College, Bausuni	Arts	35	-

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 is connected through e-process centrally by the Department of Higher Education, Govt. of Odisha which reviews the admission process throughout the admission period. Besides, an admission committee is constituted to review the admission process and student profile (ROM) annually. The Admission I/C supervises and facilitates the admission process. It results in transparency, streamlining and systematizing the admission process. The outcome of such efforts has brought about good results.

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

The admission policy of the institution and its students profiles demonstrate / reflect the national commitment to diversity and inclusion by adopting the following strategies to increase / improve access for following categories of students.

*** SC/ST**

As per the norm 22.5% seats have been reserved for ST and 16.25 % for SC. These categories also receive post-matric scholarship. Odisha govt. has introduced e-scholarship to ensure transparency and quick selection and disbursement. Also Remedial Coaching classes are held as a special academic assistance to those SC /ST students.

*** OBC**

Proctorial assistance and Remedial coaching are provided to Other Backward Class (OBC) students who are socially and educationally backward to keep them abreast of latest developments on the subjects.

*** Women**

Sonepur College although a co-educational college, special emphasis is given on women's development. Self-defense training programme is imparted to them so much so that they can defend themselves in times of need, especially in a male-dominated society.

Empowering women and making them fit for their various role and responsibilities in the changing scenario, efforts and measures have been taken. It is expected that they will prove their mettle in all fields.

*** Differently-abled**

Students belonging to differently-abled category are provided with special assistance in regard to their academic activities. That is, blind students are allowed to bring a companion as writer to the examination hall on their behalf. They also get Banishree Scholarships.

*** Economically weaker sections**

Special financial assistance in the form of Free Studentship and Student Aid are provided to economically weaker sections.

*** Minority community**

Remedial classes are also arranged for SC /ST/ OBC and Minority community students to improve their standard of knowledge.

NCC / NSS Rangers

NCC cadets and NSS Rangers are given adequate weightage by Govt. of Odisha at the time of admission.

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.

During the last four years, an increasing trend of applicants for admission may be noticed from the following table:

Programme	Year	Number of applications	Number of students admitted	Demand Ratio
UG	2012-13	1417	276	5.13:1
	2013-14	1389	330	4.20:1
	2014-15	1896	402	4.72:1
	2015-16	2148	536	4.01:1

The above table indicates an increasing trend because of qualified staff, infrastructure facilities, effective teaching-learning process and transparent admission. To keep pace with higher demand Govt. has increased the sanctioned strength gradually over the years.

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?

Special weightage is given to differently-abled students. They are being awarded financial assistance in accordance with governmental norm and policies besides special care for promotion of their academic interests. They are being provided special aids during examination as per university norms.

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.

Yes, the college has devised mechanism of 'HONOURS

COUNSELLING CELL' which assesses their knowledge and skill before commencement of their programme. The students are being apprised of the academic programme in order that they can cope with it.

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?

The college has devised strategies like REMEDIAL COACHING / PROCTORIAL Classes frequently to clarify their doubts by learned faculties. Attempts have been made to bridge the knowledge gap of the students by undertaking different programmes like- Seminars / Workshop / extra coaching class / extramural lectures.

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

The college sensitizes its students and teachers and other staff members by holding seminar and symposium on gender issue, empowerment of women, Human Rights, Awareness on Environmental Protection and other subjects like inclusion of marginalized classes of society .Special workshops are organized to that effect.

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

Advance learners are identified through

1. Academic history
2. Aptitude test
3. Counseling
4. Orientation programme
5. Involvement and academic activities
6. Feedback from peers
7. Academic report
8. Faculty feedback

Our college responds to the needs of these advanced learners through the following:

1. Extended library facilities.
2. ICT learning for enhancement of skill
3. Leadership positions in academic and curricular committee / activities
4. Encourage research activities and paper presentations.
5. Recognition at various forums.
6. Award and reward.

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?)

Academic performances of the students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. are detected by the teachers during their lectures in classroom. Students are subjected to various methods of evaluation, vocal responses, sample individual responses & written test after each unit of syllabus. Those students who do not seem to cope up with the pace of learning are advised and counseled by the teachers. They are specially advised and counseled so as to help them improve themselves. Based on their performances, students are identified as slow and advanced learners. The morale of the slow learners is boosted by counseling sessions, remedial classes and intensive interactive sessions. They are also given advice after class hours and are motivated by providing additional learning material such as text books and solved question papers from exams. All the students are exposed to peer group learning where both the slow and advanced learners are combined. A friendly environment is created to improve the communication skills of the slow learner.

The academic performance of students is monitored through:

- a. Classroom interaction
- b. Assignment
- c. Group discussion
- d. Seminars
- e. Quiz test
- f. Project work

2.3 Teaching –Learning Process

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

The college has planned a one-page Academic Calendar which visualizes the programmed schedule for the entire year. Besides, the college calendar also highlights the broad framework regarding the curriculum and co-curricular activities. The college also strictly conforms to the Common Minimum Standard (CMS) guidelines as prescribed by the Department of Higher Education, Govt. of Odisha.

Each teacher has a lesson plan and the progress register reflecting the course covered and classes required for completion of course.

So far as evaluation blueprint is concerned, there has been a provision of holding Unit Tests besides the Half-yearly and Annual Examinations.

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

The IQAC has facilitated the creation of a learner-centric environment conducive for quality education and faculty maturation to adopt the required knowledge and technology for participating in teaching and learning process. The college has devised mechanism to collect feedback from students, parents and other stakeholders on quality related instructional process. Further the college also organizes inter-and intra-institutional workshop, seminars on quality-related themes and promotion of quality circles. The college acting as Nodal Agency for YRC / SAMS / Self-Defence and Laptop distribution coordinates quality related activities including adoption and dissemination of good practices.

IQAC contributes substantially to the teaching-learning process through the following mechanism

- a. Recommendations of IQAC are applied to improve the teaching learning process.
- b. The academic activities are monitored through teacher interaction, teaching methodology etc.

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?

In order to make the learning student-centric, the college has adopted the following practices as follows.

- a. Assignment, Seminars, debates and quizzes programs.
- b. Chart and Model preparation.
- c. Paper presentation and poster presentation.
- d. Participation in elocution, debate etc.
- e. College and University level Games and Sports.
- f. Publication of Annual College Magazine “MANISHA” and wall magazines “Catalyst” & “The Nirryasa” to foster creative genius among students .

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?

Teacher of the college extends academic teaching by helping students develop critical thinking, solve 'real life' problems, develop knowledge of local and global issues, communicate ideas, engage in public debate and express creativity through actions. Value added programmes like Computer Science is imparted along with the regular course. Students avail some independence and autonomy, learn to manage time and become confident of their academic and personality development.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? E.g. 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.

Computer is provided to departments of Chemistry, Zoology, Computer Science, Education and Mathematics besides one in central library and three computers in SAMS centre. The college has five (NME-ICT) Broadband connections for use of students, staffs and official use. A computer laboratory has been set up with LAN and Broadband facility.

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

The students and faculty are exposed to advanced level of knowledge through holding seminars by inviting resource persons from outside, by arranging extramural lectures and expert lectures.

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 Counseling cell of the college has entered into interaction with students and guide students in their quest to a vocation best suited to them. A workshop has been held in the month of September 2015 and the aviation sector has selected 51 students for placement. Besides, 'Remedial Coaching' under UGC sponsorship are arranged to assist students for their academic problems.

The no. of student beneficiaries is given in the table below:

Sl. No.	Date	Topic	No. of Student beneficiaries
1	19.11.2013 20.11.2013	Disaster Management Training by OSDMA	120
2	2013-14, 2014-15, 2015-16	Self-Defence Training for Girl Students	360
3	25.09.2015	Career Planning by DISHA Aviation Centre.	140
4	10.10.2015	Active Citizenship Program	300

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?

The college has urged its faculty to make use of library resources to update learning. Teachers are constantly motivated to adopt alternative method of teaching. A few examples are stated thus:

- Participation in national and state level seminars.
 - Guest lecturers
 - Lectures from expert persons
 - Teaching through power point presentation.
 - Peer Group teaching
- These develop students' interest and attitude towards learning.

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

The college has enhanced library space and reading facilities, as recommended by the peer team members in their last visit. More books and Journals have been added during the last four years and books have been catalogued for easy access of students. The library is being regularly used by the students and faculty. INFLIBNET facility is readily available for students and faculties to make use of e-books and e-journals.

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 college is facing shortage of human resources but has

succeeded in overcoming challenges of completing course within the planned time frame. The following measures have been adopted.

- Hiring of Guest Faculty
- Hiring of contractual lecturers
- Extra classes
- Motivating students for self study through library and internet
- Providing Xerox material to students

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

The Principal and the Bursars visit the departments and sometimes prefer to sit inside the college deliberating over the bottlenecks in quality teaching learning in the campus and decide on taking corrective measure if necessary. Students' participation is ensured in teaching-learning process.

Feedback mechanisms have been devised to elicit both formal and informal feedback from students, so also feedback from Alumni and parents are received to adopt corrective measures.

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.

Being a Govt.-Aided institution, the college has no role in the recruitment and retention of its staff. All the recruitment and retention are done by the DHE, Odisha. The college only can appoint lecturers on contractual basis as and when necessary with the permission of the G.B.

The following teachers were appointed on contractual basis:

Highest qualification	Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	
Ph.D.	-	-	-	-	-
M.Phil.	-	-	04	01	05

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.

During the last three years, Computer Science (Honours) has been introduced in Degree classes. Commerce stream has been reintroduced with Management and Accounting honours. Also MIL Hindi has been opened. Honours seats have been increased from 16 to 24 in almost all subjects in the current session 2015-16.

So in view of the introduction of these new programmes, we are feeling severe scarcity of qualified faculty to cater to the need of the increased strength. In order to cope with the growing demand, we are trying to engage some guest faculty purely on temporary basis in the face of our serious resource crunch.

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 college as always has adopted a liberal policy in allowing teachers to go on study leaves & attending Refresher, Orientation Courses and National Seminars in different universities. In the last four years, only one faculty member has availed the study leave for Ph.D. work.

From time to time seminars on interdisciplinary topics are held and persons from different departments/ fields are invited to share and deliver their knowledge and experience which also benefit our staff to broaden their database of information and knowledge.

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

The teachers are encouraged by the college authority to apply for Minor/Major Research Projects and their proposals are forwarded to UGC sanction of Research grants. The teachers are granted duty leave on their request to visit different Library/Laboratory for the purpose. The College Library is now equipped with INFLIBNET facility which will be a shot in the arm for research.

- 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.**

No faculty has received any such award / recognition.

- 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?**

Yes, the IQAC of the college has asked students' feedback through HODs of the college in which students evaluate teachers. Each year the students give feedback of individual faculty members on their teaching skills/innovation in a prescribed format. If any teacher fails to meet the benchmark, he/she is counseled to improve.

2.5 Evaluate 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 evaluation is an integral part of teaching learning process. Time to time, staff meetings are conducted to discuss every aspect concerning evaluation. General instructions are issued to the students as well as faculty members which are displayed on the notice-boards. And periodic instructions if any, issued by the affiliating University are also communicated promptly to the stakeholders. The tentative dates of different examinations are also communicated to the students vide the academic calendar at the start of the session.

- 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?**

NIL

- 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?**

There is no such major evaluation reform undertaken by Affiliated

University in recent past. But in the college level we have started implementing the system of Unit Tests.

After the examination, the staff council consisting of all teachers reviews the performance of students and derives appropriate measures to further their improvement and modification of evaluation system, if required.

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.

Exams: The performance of students in monthly Unit Test, Test Exam & Annual University Exams is reviewed and when required, they are explained to adopt the best possible method as applicable to them.

Co-curricular: We are encouraging to students to come forward and participate en masse in different co-curricular activities and competitions. Special attention is given to those who are better than the lot to allow them represent the college at inter-college, Universities, State/National level competitions. Our efforts bore fruits. The results are here to see.

For example

1. Sri Sansit Ratha (Chem), of our college participated in the Sambalpur University Inter-College Debate Competition in 2012 and stood FIRST winning the Chancellor's Cup.
2. Sri Sachin Kumar Sahu (Eng), another student participated in the Namtional Level Youth Red Cross Camp, at Panchkula, (Haryana) in September, 2015 and was adjudged the Best Student Co-ordinator.
3. Sri SpandanPurohit (Comp. Sc.), of this college stood SECOND in the Extempore Speech Competition, at the said National Level YRC Camp in September, 2015.

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

Methods have been devised to ensure transparency. Soon after the assessment and evaluation by teacher, they have freedom to check the valued scripts and find the omission and commission. Much weightage is attached to their behavioral standard and independent learning process and to their communication skill.

Academic Bursar along with senior faculties supervises the academic activities of students. Different committees are constituted to monitor co-curricular activities like students' Union, Dramatic Society, Science Society, Athletic Association, NCC, NSS, Red Cross etc which organize multifarious events and competitions for their overall development.

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 University has not specified any Graduate attributes. But the college has always kept in mind certain desirable attributes while implementing teaching learning process. It has the idea that a student after completing the course should be equipped with the following skills/qualities:

1. A responsible global citizen.
2. Good Communication Skills.
3. Life Skills.
4. Basic Practical Knowledge for a work-culture.
5. Sound knowledge on the subject.
6. Knowledge on environment.
7. Self-Reliance

The college helps the students in attaining these attributes not only through academic trainings, but also through different co-curricular and extra-curricular activities available in the campus.

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

The college and University have a well-defined process for addressing the grievances with reference to the evaluation.

- a) College level : Appropriate form is filled up by the student to make necessary corrections within the stipulated time period by the College Examination Cell.
- b) University level: Appropriate form is filled up by the student which is forwarded to the University with proper authentication. The University Examination Centre makes the necessary correction.
- c) A student can get the photocopy of his answer sheets by applying through proper channel within a stipulated time period.

2.6 Students 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?

Yes the college has clearly stated learning outcomes mentioned in its vision and mission.

- Vision and Mission of the college is prominently put up at the strategic place and in the college website.
- Issue of syllabus and college calendar to students
- Alumni-students interaction
- PTA meeting.

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.

The college has made provisions for a supportive and vibrant learning environment to its students through the structured curriculum by Sambalpur University- 75% attendance is strictly adhered by the college besides Continuous Comprehensive Evaluation (CCE) , class test, unit test, Remedial coaching, project and seminars etc. Mainly, poor performance by students is communicated to their parents by informing them personally or in the Parent-Teachers meetings.

Result Analysis:

Year	2010-11	2011-12	2012-13	2013-14
B.A.				
Appeared	106	120	126	119
Passed	68	75	80	109
Completion Rate	64.15%	62.5%	63.4%	91.5%
B.Sc.				
Appeared	42	49	46	56
Passed	31	22	28	39
Completion Rate	73.8%	44.89%	60.8%	69.6%

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

The Teaching, Learning and Assessment strategies have been well coordinated, resulting in the achievement of intended learning outcome. Sambalpur University frames curriculum and our college students are being oriented through meetings, on the economic and social relevance of different subjects like Computer Science, Economics, Mathematics and Political Science etc.

Teaching		Learning		Assessment	
Strategy	Structure	Strategy	Structure	Strategy	Structure
Effective communication		Understanding the subjects	By doing Practical Library Resources	Training process	Established mechanism as per University Guideline
Updation of knowledge	Open learning and Library Resources			Formative	Oral/ Viva-Voice Competitions, Essay & Debate
				Summative	Written and Practical Examinations

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?

Our college analyses data on students' learning outcome through monthly Unit Test and Continuous Comprehensive Evaluation (CCE). Most of the students of this region come from a poor economic background. Hence only pursuing the existing curriculum without its social and economic impact on the society is irrelevant. So the students are always advised to prepare themselves in such a manner so that they can fit into any job or take up a profession of their choice on their own after they pass out. The college organizes various career or job oriented workshops like those of Mushroom Cultivation, Honey-bee farming, tips on services in Banking Sector and entrepreneurship skills through its Career Counseling Cell.

Initiatives have been taken for students' placement through its Placement Cell. Different organizations come down to college campus and provide orientations for the students to take up challenging job suitable to their qualification and aptitude.

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

The institution collects data through Unit Test, Half yearly and Annual Examination. Through Remedial and Proctorial classes students clear their doubts and their specific deficiencies are met through interface discussion and advice.

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

The principal of the college, HODs of all department, Administrative Bursar and Academic Bursar keep a vigilant eye for academic growth of the institution through the following measures:-

- Attendance is compulsory for every class.
- Regular holding of class and maintaining the mark register.
- Remedial classes for slow learner.
- Evaluation of performance of students and suggestion of remedy for poor performance

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

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

Yes, different assessments as noted above act as indicators for evaluating students' performance. Monitoring the students' progress is an integral part of the functioning of the college. Subject wise analysis of results showing comparative performance of students in internal assessment examination is prepared. This data help in understanding academic weakness of the student. The student is counseled to improve.

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?

Institute does not have any recognized research centre of the affiliating University or any other agency/organization.

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.

This college happens to be an affiliated undergraduate college of the Sambalpur University. Being an under graduate college, the scope of research is limited. There is no research committee as such. However, the Principal recommends the application of staff members for any Minor or Major research project to the UGC as per guidelines.

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

- autonomy to the principal investigator
 - timely availability or release of resources
 - adequate infrastructure and human resources
 - time-off, reduced teaching load, special leave etc. to teachers
 - support in terms of technology and information needs
 - facilitate timely auditing and submission of utilization certificate to the funding authorities
 - any other
-
- As per norms prescribed by the UGC for teacher fellowship, the faculty members are provided with required facilities for undertaking research works.
 - The Department of Higher Education, Government of Odisha also has made provision for Study Leave for the faculty members to undertake research work. This college supplements the efforts of the DHE in this regard.
 - Special Leave etc. is provided to teacher undergoing research.

- The college facilitates timely auditing and submission of utilization certificate to the funding authorities.
- Duty leave is granted for presenting papers as and when required. Our teachers are given freedom to enrol scholars from other Universities. For science researchers, we provide sufficient laboratory, equipment, gadgets (Mainly DTP and computers) and Journals to the faculty researchers and above all full autonomy to the principal investigator.

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

To develop scientific temper and attitude, Departmental Seminars are organized almost on weekly basis. Moreover, study tour, participation in projects and field study, workshops, symposiums etc. are arranged regularly for updating their knowledge & skill more effectively.

Sometimes, eminent personalities of a specific field are also invited by the departments to deliver lectures on current topics to the students.

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.

- Total numbers of Teachers with Ph.D : 08
- Numbers of Teacher awarded Ph.D Degree during the last four years : 03
- Number of Teachers engaged in active research : 05

Details of Research Projects:

Sl. No.	Name of the Teacher	Ongoing Ph.D. Topic
1	Sri A.G. Deb, Lecturer in Physics	Giant dipole resonance studies of rapidly rotating hot nuclei
2	Sri S.R. Khamari, Lecturer in Odia	Bhanujee Raonka Kavyajagata
3	Sri H.S. Mishra, Lecturer in Chemistry	Synthesis characterization and Bioactive of cobalt (II), Mickle (II) and Copper (II)

		macro cyclic complexes.
4	Sri A.Sahoo, Lecturer in History	Boudh- Its History and Heritage (Early period to 1948 A.D.)
5	Smt. K.Mishra, Lecturer in English	Expression of Exile: Space, Identity and Transformation-A Comparative Study of Selected Novels of Anita Desai and Bharati Mukherjee from a Feminist Perspective

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 imbibing research culture among the staff and students.

Seminars/Lectures were organized by various departments during the last five years.

(Details of workshop / Seminars enclosed in the Dept. Profile)

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

Our priority is student's empowerment through education in Western Orissa. The following faculty members have worked on related studies.

Name of Faculty	Topic
Dr. Kedarnath Mishra	"The political and cultural profile of a Regional kingdom: Study of Bamanda under the Gangas."
Dr. Priyalata Jena	"Synthesis and characterization of some transition metal complexes of 4-substituted 2- Thiazolylylhydrazone."
Dr. Ananda Chandra Tripathy	"A Disaggregative Regional study of Rural Industries of Bolangir District in Odisha."
Dr. Jyotshnamayee Pradhan	"Kinetic studies of the reactions of transition metal complexes in aquo organic solvents"
Dr. Premasila Meher	"Human Capital Formation and Economic change in Orissa."
Dr. Pratima Rath	"Analysis of transformer core behaviour under transient conditions for the study of series ferroresonant circuits "
Dr. Bijayananda Kalta	"Magnetization and specific heat study of some high T _c superconductors"

Dr. Debendra Ku. Pradhan	“Religious belief and language”
--------------------------	---------------------------------

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

Time and often, we have invited Teachers of eminence to visit the campus and to interact with the students. The following scholars delivered talks during 2011 to 2015.

1. Prof. Kali Prasad Mishra, Professor of English, Sambalpur University, JyotiVihar, Burla
2. Dr. S.N. Dash, Retired Reader in Economics & Principal, Biramitrapur College, Sundargarh.
3. Dr. Atish Kumar Dash, Asst. Professor, Central University, Bihar.
4. Dr. C.S. Panda, Retired Professor in Chemistry, Berhampur University.
5. Dr. B.K. Mishra, Retired Professor in Chemistry, Sambalpur University.
6. Dr. D.C. Dash, Retired Professor in Chemistry, Sambalpur University.

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?

Staff members are given the facility to avail study leave and duty leave for their research works. Teachers enlighten the students about the latest trends in their respective fields.

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)

Teachers are requested to present the findings of their research to the students in the seminars of their respective departments through leaflets or hand notes and power point presentations.

Teachers create a definite research atmosphere during practical classes in the laboratory to attract the students in the field of research.

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.

- ❖ We utilize grants received from UGC as per the specifications both for Seminars and Research works and send the utilization for each.
- ❖ Being not financially well up, the college does not have sufficient funds earmarked for research and depends mainly on Government funds & UGC finance.

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?

Nil. There is no provision by the Government for financial support to carry out research projects by the students.

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

No such inter-disciplinary research project has been undertaken by our staff yet. However, under the supervision and guidance of the Principal, the college organizes Seminars of State/ National levels. Besides, resource persons from various disciplines are invited at regular intervals to enlighten the students and staff members in their respective fields.

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

Each Dept. has relevant infrastructure for basic research work. Students refer to the books and journals and take photo copy of the

research materials in the library. The college also has electronic gadgets such as Computers, Laptops, Printers, LCD Projector, UV spectrometer, P^H Meter, Electronic weighing machine besides internet connections.

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.

No, the institution has not in receipt of any special grant or finances from the industry. The institution receives grants only from UGC for organizing seminars. Staffs are getting MRP grants for research from UGC.

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

Year	Project	Funding agency	Name of the faculty	Amount	Status
2012-13	MRP	UGC	Dr. J.R.Bohidar	12,400 /-	Completed
2012-13	MRP	UGC	Sri S.R.Khamari	74,250 /-	Yet to be completed

3.3 Research Facilities

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

We have a good library with around 16,394 books. The teachers and students use the library facilities of the college. Recently INFLIBNET-N-LIST facilities have been made available in the library which can be utilized for the purpose of research.

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?

- Internet connection to the college.
- A good library with 16,394 books and useful journals.
- INFLIBNET connection to the Library.

The following strategies are to be adopted for upgrading and creating

infrastructural facilities for research:

1. Wi-Fi campus.
2. Well-equipped computer laboratory.
3. Quantitative data analysis package and training of DEO and IT teacher in its use.

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

No, the college has not received any special grants or finances from the industry or other beneficiary agency for developing research facilities. However, the college has only received grant of Rs.21,98,682/-for procurement of equipment, books to develop research facilities in last 4 years. The list of equipments procured is given below.

List of equipments:

Sl. No.	Equipments	Nos.
1	Cubic Spectrometer	01
2	pH Meter	03
3	Laptop	01
4	LCD Projector	04
5	Weighing Machine	02
6	Soil & Water Testing Kit	01
7	Turbidity Meter	01
8	Olympus Microscope	04
9	Simple Microscope	06
10	ZoomStereoscopic Binocular Microscope	01
11	Slide Cabinet	02
12	UV Spectrophotometer	01
13	Incubator	01
14	Digital Camera	01
15	Research Microscope with web camera	01
16	Computer	04
17	Electronic Balance	02
18	Calorimeter	01
19	Trinocular Microscope	01
20	Digital Weighing Machine	02
21	Adjustable Camera	01
22	Digital Centrifuge	01

24	Printer	01
25	Refrigerator	02

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

At present, there are no such research facilities available outside the campus or other research laboratories.

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

Our library is well developed and has around 16394 books, and some selected journals. The college has Photocopy facility in the library. In addition, steps are being taken to make the library fully automated. The library is connected with INFLIBNET to go through the e-books and e-journals.

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.

Within the college campus, we have laboratories, library, internet facilities, computer and other equipments which can be utilized for teaching as well as research activities. The students and teachers take keen interest in organizing seminars and project works. But no such collaborative research facilities are made available here yet.

3.4 Research Publications and Awards

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

- ★ Patents obtained and filed (process and product)
- ★ Original research contributing to product improvement
- ★ Research studies or surveys benefiting the community or improving the services
- ★ Research inputs contributing to new initiatives and social Development

a. Nil

b. Nil

c. Research done by

1. Dr. Ananda Chandra Tripathy, Department of Economics on

Regional Study of Rural Industries.

d. Nil

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?

No.

3.4.3 Give details of publications by the faculty and students:

- ★ **Publication per faculty**
- ★ **Number of papers published by faculty and students in peer reviewed journals (national / international)**
- ★ **Number of publications listed in International Database (for E.g. 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**

Name of the Faculty	No. of paper published	National	International
Dr.P.L.Jena	12	12	-
Dr.B.N.Kalta	15	08	07
Dr.J.M.Pradhan	21	18	03

Mr.H.S.Mishra	04	04	-
Mr.A.G.Deb	06	03	03

3.4.4 Provide details (if any) of

- ★ research awards received by the faculty
- ★ recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally
- ★ incentives given to faculty for receiving state, national and international recognitions for research contributions.

Nil.

3.5 Consultancy

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

The college has a Career Counselling cell which keeps liaison with the local industries. Students are given information about the possible job opportunities available in industries and agricultural sector.

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

We are planning to hold workshops on Mushroom cultivation, Vermiculture, Textile designing and Spoken English etc. in the college. Then only we can claim to have some expertise in these fields & promote consultancy after that.

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

The college motivates its staff to utilize their expertise for consultancy services by networking with different organizations and institutions. Department of Education gives consultancy in the use of intelligence test, psychological inventories.

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

- AIDS awareness camp, pulse polio drive camp in the nearby villages
- Consultancy on health & hygiene in the nearby villages by NCC

Cadets and NSS volunteers.

- Literacy drives campaign in the said area.
- Computer literacy for the students.
- Swachh Bharat rally in the vicinity.

All these services are rendered free of cost.

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 income is generated through consultancy.

3.6 Extension Activities and Institutional Social Responsibility (ISR)

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

The institution endeavours to promote institution-neighbourhood community network by engaging the students and staff members in social work such as tree plantation, blood donation, AIDS awareness campaigns to promote good citizenship. The important activities which are undertaken by the institution are as follows:

- Rally on Road Safety Week to create public awareness on traffic.
- Rally on National Sports Day.
- Celebration of AIDS safety day by YRC Volunteers for creating public awareness.
- Collection of data on the literacy of girl child and identifying the causes of illiteracy.
- Cleaning of Hospital campus by NCC Volunteers.
- Cleaning of the drains in municipality area by NSS volunteers on the NSS day.

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

For the promotion of students' involvement in various social movements/ activities, a number of societies/ committees have been formed by the institution under the leadership of teachers. These are:

- a. National Social Service
- b. National Cadet Corps
- c. Youth Red Cross

These bodies have enrolled, monitored, advised and guided the students for different activities throughout the year. Different functions are also celebrated and social activities are conducted on the days related to the societies under the guidance of college authority.

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

The institution regularly solicits the perception of various stakeholders on the overall performance and quality of the institution through the process of feedback accumulated from Parent-Teacher Association, ALUMNI association, Internal Quality Assurance Cell, Student Grievance Cell, Governing Body Meet and Students' Advisory Council.

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 list of extension and outreach programmes is planned well in advance for every academic session. The college understands its institutional social responsibility. The faculty and the students work tirelessly for social, cultural, political and other related issues for a better future. The following are some of the programmes undertaken in this direction.

Budgetary details for extension and outreach programs session wise:

Session	YRC	NCC	NSS	DSA	SAF	SDT
2011-12	6620	3310	12000	3310	3310	0
1012-13	7040	3520	12000	3520	3520	0
2013-14	7680	3840	12000	3840	3840	30,000
2014-15	8990	22460	23250	4490	4490	30,000

Our college being the Nodal centre for the Youth Red Cross (YRC) and the Self-Defence Training programme (SDT), all the government funding is routed through us for distribution to all the colleges of the District.

The college undertakes different programmes every year by utilizing the amounts available under each head. It is found that these initiatives have a positive impact in shaping the attitudes and temperament of the students towards the society. It is also believed that this helps in building the future citizens of India.

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?

The institution has made a unique provision by which each and every student has to enroll himself/herself at least in one of the Organizations like NSS, NCC or YRC. These Organizations have undertaken a variety of activities with the active involvement of the faculty and participation of the students.

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?

To ensure social justice and empower students from under-privileged and vulnerable sections of society, the institution had undertaken certain programmes such as:

The NSS Unit of the college performed cleanliness drive and other social activities in the local area along with the community.

For empowerment of students from under-privileged and vulnerable sections of society provision of Remedial class, doubt clearing class, SSG & SAF is there. Separate SC/ST Hostel facilities are made available for the students.

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.

While undertaking extension activities, students are highly benefited by learning the technique of data collection like preparation of questionnaire during field study and collection of specimen by the science

students for practical purposes.

It has enhanced the leadership Quality of the students and also increased the co-operative spirit and generated the spirit of sympathy, humanism, generosity. The ability of the students to communicate with the local people and to focus on a particular matter or issue is strengthened through such activities.

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

The institution has the ALUMNI Association and the Parent-Teacher Association for its outreach activities. Some members of the association have visited the areas where the extension activities were to be conducted and persuaded the inhabitants of locality to participate in the programme and explained the benefits they would get out of it.

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.

Constructive relationships have been forged with B.P Women's College, Sonapur and the District Legal Cell to carry out certain outreach programmes like creating awareness against Sexual Harassment and Domestic Violence etc.

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.

Our YRC team under the leadership of Sri U.K. Nag has received wide acclaim for their selfless services rendered as volunteers during the Car Festival at Puri over the years. They have also received best volunteer awards for their active participation in Blood donation camps. Sri Sachin Kumar Sahu, a student of 3rd year B.A. (H) of our college has received the Best Student Coordinator and our teacher Sri U. K. Nag has received the Best Resource Person awards at the National Level YRC Camp at Panchkula, Haryana in the month of September, 2015.

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.

The college is having UG programme at all levels. Research is not a part of UG curriculum. Only the Teaching staffs are involved in research work. However, the students are encouraged to take up research work in future and are told to learn the nuances while working in the Practical classes.

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.

We are in the process of keeping contacts with SBI and other nationalized banks in devising modalities for undertaking the skill development programme of our students in our 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.

This area does not have such industries. So no industry-institution-community interactions have been made.

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.

No such National or International conferences were held.

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

- a. Curriculum development/enrichment
- b. Internship/ On-the-job training
- c. Summer placement
- d. Faculty exchange and professional development
- e. Research

- f. Consultancy**
- g. Extension**
- h. Publication**
- i. Student Placement**
- j. Twinning programmes**
- k. Introduction of new courses**
- l. Student exchange**
- m. Any other**

The college is a UG level degree college and research activities at the student's level are not undertaken as research is not a part of the curriculum. This is the major reason that the college has not been involved in signing any MOU that could help facilitate any of the above mentioned requirements.

A number of companies are visiting the college for campus interviews. Large number of students have benefited in getting placement offers. It is a matter of pride to mention that one student of Chemistry (Hons.) Ms. Ipsita Tripathy got internship in RWSS of the Govt. of Odisha.

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.

The college makes Initiatives to promote interdisciplinary learning. Seminars are organized to provide a platform for healthy exchange of ideas.

Extension service worth mentioning:

- Organizing Disaster Management Camp.
- Organizing Workshop on mushroom cultivation and vermiculture in collaboration with the Agriculture Department.

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?

As the college is an aided institution, it depends mainly upon the College Development Fund. College also receives infrastructure grant from the state govt. However, we also get UGC grant for the construction of Hostel. From time to time we receive financial aids from M.P. and M.L.A. aid funds through the District Collector, Sonapur.

4.1.2 Detail the facilities available for

- a) **Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.**
- b) **Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.**

a. Curricular activities-

- There are 13 class rooms.
- There are 08 Laboratories in the Dept. of Physics, Chemistry, Botany, Zoology, Computer Science and one SAMS Lab.
- Electronic gadgets like Laptop, LCD Projectors are used in teaching and learning process.

b. Co-curricular activities

The college has one playground which is in the back side of the college building. Besides, there are badminton and volleyball courts inside the college premises. There are facilities for playing indoor games like Chess and Carom. By the able guidance of the members of our Athletic Association, our students have successfully brought laurels to the college. The college organizes a variety of co-curricular activities catering to the needs of different categories of students. Activities of Athletic Society, Dramatic Society, Literary Society, Science Society,

Commerce Society, College Union, DSA, YRC, NSS units etc. are conducted throughout the year. Keeping in mind the growing atrocities on women, the college trains its girl students through self-defence training. There is one open stage behind the college main building for organization of various cultural activities.

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

Presently, the Degree College and Junior College run in the same campus. To keep pace with the changing environment, additional infrastructure is being added from time to time. The infrastructure is utilized to its fullest extent for achieving academic growth. The facilities developed during the last four years are---

- Construction of a new building for Library, Reading room with a cost of Rs.35 lakhs.
- Two classrooms with the help of infrastructure grant from the state govt. were constructed at a cost of Rs. 19,26,226/-
- Computer Laboratory to facilitate learning with new technology in Computer Science Honours.
- Student Academic Management System centre (SAMS) to facilitate e- admission and administration.

Curricular Facilities

Chemistry	Dept. Room	01
	+2 Laboratory	01
	+3 Laboratory	01
	Class Room	01
	Store	01
Philosophy	Dept. Room	01
Computer Science	Dept. Room	01
	Laboratory	01
Physics	Dept. Room	01
	+2 Laboratory	01
	+3 Laboratory	01
	Class Room	03
	Dark Room	01
	Store	02
Zoology	Dept. Room	01
	Laboratory	01

	Class Room	02
Botany	Dept. Room	01
	Laboratory	01
	Class Room	01
Economics	Class Room	01
Odia	Class Room	01
Education	Dept-cum Class Room	01
History	Class Room	01
Political Science	Class Room	01
English	Dept-cum Class Room	01
Commerce	Dept-cum Class Room	01
Sanskrit	Dept-cum Class Room	01
Staff Common Room		01
Boys' Common Room		01
Girls' Common Room		01
NSS Store		01
NCC Store		01
Union Room		01
IQAC		01
Career Counselling Cell		01
General Store Room		03
General Class Room		13
Wash Room		05
Sexual Harassment Redressal Cell		01

Co-curricular Facilities

1. Badminton and Volleyball Courts.
2. Open stage for play and dramatic activities.
3. Sports field for Practice and Athletic Meet.
4. Co-curricular Activities like Rangoli, Alpana, Flower Arrangement and many more as suggested by students.
5. Cultural & Dramatic activities like Dance, One-Act Play, Mono Action, Quiz, Speech / Elocution, Essay Competition, Debate Competition are conducted in various rooms.
6. Seminars / Workshops / Conferences in all departmental rooms.

Master plan of the college is enclosed in Annexure-6

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

The institution takes special care in making arrangements for the physically disabled students on the ground floor, especially front seating arrangement, comfortable furniture, attendant facility etc. There is no ramp facility for physically disabled students at present.

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

- **Hostel Facility – Accommodation available**
- **Recreational facilities, gymnasium, yoga center, etc.**
- **Computer facility including access to internet in hostel**
- **Facilities for medical emergencies**
- **Library facility in the hostels**
- **Internet and Wi-Fi facility**
- **Recreational facility-common room with audio-visual equipments**
- **Available residential facility for the staff and occupancy**
- **Constant supply of safe drinking water**
- **Security**

- **Hostel facility-**
There are two hostels for boys having capacity of 100 each. One is inside the college campus and another is at the Block Chowk of Sonepur town.
- **Recreational facilities-**
Common Room for hostel boarders with newspaper and indoor game facilities.
- **Computer and Internet facility-No**
- **Facilities for medical emergencies-** A vehicle is hired by the hostels to take the ailing students to the hospital / Nursing homes located in the town.
- **Library facility in the hostels-** A small library is there for Hostel inmates.
- **Deputy Superintendents of the hostels are provided with accommodation. Constant supply of safe drinking water is available.**
- **Night watchmen are provided in the hostels.**

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?

In case of any medical emergency, the patient is rushed to the District Headquarters Hospital. For this purpose, 108 Ambulance facilities are available in the Hospital. It is only 5 minute's drive from the

Hostel to District Headquarters Hospital. College authority and staff are always ready to lend a helping hand in case of any emergency.

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.

There is provision for staff and student Common room.

There are Career Counselling Cell, IQAC Cell, and Grievance Redressal Cells in the college. Canteen and safe drinking water facility are also available in the college. The members of staffs are provided with a T.V. set, newspaper, chess and carom-boards in the staff common room. The students have their own common rooms where facilities for chess, carom and other indoor games are provided. There is no auditorium at present. Proposal for the construction of an Auditorium has been sent to UGC.

4.2 Library as a Learning Resource

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

Yes, the library has a Library Advisory Committee with the following composition:

1. Principal- Chairman
2. Three Senior teaching staff of the college- Members
3. Librarian-Member Secretary

The committee supervises the functioning of the Library and suggests measure for any improvement. It monitors the list of books and journals requisitioned by the departments and ensures that the books are procured according to their lists. The committee has taken the following initiatives:

- Maintenance of Visitors’ Book to record the number of both faculty and students’ walk-ins.
- Library automation is going on.
- Provision of Reprography facility.
- Question Bank and Syllabus are provided on demand.
- INFLIBNET facility has been provided to avail reading e-books and e-journals.

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 - 443 Sq. Mts.
- Total seating capacity -40
- Working hours- 10A.M. to 4.30 P.M.
- During vacation- Library remains closed.

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.

The HODs of different departments give their requirements at the beginning of the academic session. The Library Committee finalizes the list as per the provision of funds. Usually, the books of the library are procured from the UGC fund by the Purchase Committee.

The amount spent on procuring new books, journals and e-journals during last four years is given in the table below:

Library holdings	2011-12		2012-13		2013-14		2014-15	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	81	10000	53	7381	264	99010	103	27023
Reference Books	-	-	-	-	344	90990	47	14015
Journals/ Periodicals	-	-	-	-	-	-	04	5310
e-resources	-	-	-	-	-	-	-	-
Any other (specify)	-	-	-	-	-	-	INF LIB NET	5700

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

- **OPAC - Nil**
- **Electronic Resource Management package for e-journals - Nil**
- **Federated searching tools to search articles in multiple databases - Nil**
- **Library Website** - Library is disseminated through college website.
- **In-house/remote access to e-publications - Nil**
- **Library automation** - On the process
- **Total number of computers for public access - 01**
- **Total numbers of printers for public access - 01**
- **Internet band width/ speed - 2mbps**
- **Institutional Repository - Nil**
- **Content management system for e-learning-Nil**
- **Participation in Resource sharing networks/consortia (like INFLIBNET)– INFLIBNET-N-LIST connection is there for e-books and e-journals.**

4.2.5 Provide details on the following items:

- **Average number of walk-ins - 50**
- **Average number of books issued/returned - 50**
- **Ratio of library books to students enrolled -1:14**
- **Average number of books added during last three years - 225**
- **Average number of login to opac (OPAC) - Nil**
- **Average number of login to e-resources - Nil**
- **Average number of e-resources downloaded/printed - Nil**
- **Number of information literacy trainings organized - Nil**
- **Details of “weeding out” of books and other materials-Nil**

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts - Nil**
- **Reference** -Books issued to students and faculties-Yes, Reference Books are issued to students and faculties on temporary basis.
- **Reprography** - Facility is provided as and when necessary.
- **ILL (Inter Library Loan Service) - Nil**
- **Information deployment and notification-Facility is provided as and when necessary.**
- **Download - Nil**
- **Printing - Yes**
- **Reading list/ Bibliography compilation -Nil**
- **In-house/remote access to e-resources - Nil**
- **User Orientation and awareness -Nil**
- **Assistance in searching Databases - Nil**

- INFLIBNET / IUC facilities - Yes, INFLIBNET facilities are there for staffs.

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

Library access is open for all on every normal working day. Students have to requisition the list of books written by different authors to the Library staffs one day in advance and the books are issued to him next day. Library cards are issued to the students at the time of admission. Library clearance is required at the time of form fill-up for University Examination. Library Clearance is also required by the teaching and non-teaching staff on transfer or retirement.

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

No special facilities are available for the physically challenged persons in the library at present.

4.2.9 Does the library get the feedback from its users? If yes, how is it analysed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analysed and used for further improvement of the library services?)

Yes, there is feedback system to improve the functioning of Library. Students, feedback are normally collected by the faculty members and it is reported to the Library Committee. The Library Committee takes effective decisions for the improvement of the Library services.

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)-30
- Computer-student ratio 1:45
- Stand-alone facility – Inverter and generator facility available.
- LAN facility – LAN facility is available at SAMS Lab, college office, Principal's chamber, examination section, Computer Lab.
- Licensed software – e-admission software, HRMS and monthly salary bill provided by the Govt.
- Number of nodes/ computers with Internet facility – Internet facility is available in SAMS Lab., College Office, Principal's

- chamber, Examination Section and Computer Lab.
- Any other – Computer Lab.

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

Chemistry, Physics, Botany, Zoology, Mathematics, Computer Science, Education etc. departments are provided with Laptops/Desktops for the use of the faculty as well as for the students.

Due to limitations and other constraints, Internet facility is provided only to a few departments like Chemistry and Computer Science. However, faculty members are using their own dongles for internet. Besides, faculty members are also using internet at SAMS Lab. and College Office. The college is having a computer laboratory where 08 nos. of computers are installed.

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

A proposal for Wi-Fi campus to all nodal colleges in Odisha is under active consideration of the Govt. of Odisha. There is a proposal to supply tablets to students at a concessional rate by the state Govt. The institution also plans for the full computerization of library. More departments are yet to be provided with computers, teachers are to be fully trained in ICT. As a whole, the institution plans to be a technology oriented hub in a few years to come.

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)

Year	2011-12	2012-13	2013-14	2014-15
ICT Maintenance	20,000	25,000	25,000	36,000

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?

Most of the science departments and a few arts departments have computer, internet facilities and LCD projector. The students are encouraged to present their seminar papers, project works through power point presentation. Uninterrupted power supply facility is also available

inside the campus.

- 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.**

The institution understands that the role of a teacher is that of a facilitator. The teaching learning process has to be learner-centric. Hence the teacher has to be knowledgeable enough to handle all queries of his students. The college is not having any ICT enabled classroom where the faculty members and students use IT enabled teaching/ learning process. The institution provides computer aided training to its staff. It also motivates its staff to undergo computer aided training. We are planning to have ICT enabled classrooms in future.

- 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?**

No

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 college is managed by the Governing Body that oversees the utilization of available allocation of budget. The realization of anticipated income as well as actual expenditure is monitored by it. The details of the budget allocation in last 4 years:

		2011-12	2012-13	2013-14	2014-15
A	Building	300000	500000	225000	50000
B	Furniture	194550	207150	219750	245250
C	Equipment	152000	35000	37000	40000
D	Computers	-	38800	-	-
E	Vehicles	-	-	-	-
F	Any other (Books)	-	-	125000	150000

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

The college prepares and submits financial requirements under various budget heads to the Governing Body every year. The proposed budget that covers all departments and activities is presented to the G.B. The G.B. scrutinizes the budget and gives an approval subject to the availability of funds. The college has appointed one technician for maintenance of all electrical appliances. Computers and printers in the campus are maintained by outsourcing technicians from the locality. Campus upkeep (cleaning of campus including parking areas, toilets and bathrooms) is maintained through appointed sweepers. Garden Maintenance is outsourced.

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

The maintenance of Laboratory equipments is carried out from the college fund as and when required. The computers and electronic instruments are repaired and maintained from time to time with the fund available in the college. There is no such fixed frequency for calibration and other precision measures.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)? Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include.

The college has no fund for the maintenance of high-end sensitive equipments. Four numbers of Inverters are there for uninterrupted supply of power which are installed in different sections of the college. One electrician has been appointed to maintain electrical equipments in the college and laboratories. Water supply to college is provided by PH Department of the State Govt. The college has two bore wells inside the campus .One employee is there to maintain and regulate the supply of water.

CRITERION V:

STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

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

Yes, the institution publishes its updated prospectus annually in the shape of a college calendar. It provides information to students regarding the courses available, faculty members, library, hostel facilities, and academics. Utmost care is taken to ensure that the institute functions as per the schedule communicated through the college calendar.

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

Post-Matric Scholarship (Prerana)

Year	Details				Total no. of students
	SC	ST	OBC	MINORITY	
2011-12	123	15	140	0	268
2012-13	133	20	145	0	298
2013-14	109	18	160	0	277
2014-15	123	21	155	0	299

Type of Scholarship	Amount	
	Day scholar	Boarding
1. Prerana Post-matric Scholarship		
a. SC / ST students	@ Rs. 300 P.M.	@Rs. 570 P.M
b. OBC Students	@ Rs. 210 P.M.	@ Rs. 400 P.M.
2. Banishri Scholarship (for students with Physical disabilities)	@ Rs 160 P.M.	

All the financial aids were disbursed on time.

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

Year	Percentage of students receiving scholarship / financial assistance.
2011-12	40.36%
2012-13	42.32%
2013-14	36.06%
2014-15	34.6%

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

Students from SC/ST, OBC and economically weaker sections

Students with physical disabilities _____

Overseas students _____

Students to participate in various competitions/National and International _____

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

Organizing coaching classes for competitive exams _____

Skill development (spoken English, computer literacy, etc.,) _____

Support for “slow learners” _____

Exposures of students to other institution of higher learning/corporate/business house etc.---

Publication of student magazines Facilities/ Support for students from SC/ ST, OBC and economically weaker sections:-

- For SC/ST, OBC and economically weaker section students there is provision of Post-Matric Scholarship (PRERANA).
- Students with physically handicapped can avail BANISHREE Scholarships.
- No provision for overseas students.
- Students can avail T.A and D.A. as admissible to them while attending various competitions. The attendance for the said period is also considered.
- There is provision of Health Insurance for every student.
- Skill Development programme is introduced in the curriculum from the session 2015-16.
- There is a college magazine for all students.

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

Guest lectures are arranged by the Career Counseling cell to nurture the entrepreneurial skill of the students. Experts from different organizations like agricultural sector, banking sector, insurance sector are invited to create awareness among the students towards the openings in job market. For the personality development of the students, we are also conducting soft skill development classes. Though much has not been done in this area, the college now has opened a placement cell under the guidance of a lecturer who will look into the development of entrepreneurial skill, professional skill, managerial skill and marketing skill of the students and organize their campus placement.

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

★ Additional academic support, flexibility in examinations

Today's education system has become a multifaceted endeavour to enable students to face the challenges of life. This education system caters to the integrated development of personality. Hence co-curricular activities must go along with the curricular activities.

The college has the following Societies which work throughout the year under the leadership of a senior faculty member and organize several activities to encourage the students to participate in various co-curricular and extracurricular exercises.

- ❖ Students' Union
- ❖ Dramatic Society
- ❖ Athletic Society
- ❖ Literary Society
- ❖ Science Society
- ❖ Commerce Society

- ❖ Career Counseling Cell
- ❖ N.C.C. Unit
- ❖ Day Scholars Association
- ❖ N.S.S Unit
- ❖ Youth Red Cross Unit

The above Societies and Cells organize various events, competitions and functions throughout the year and invite reputed artists, players, coaches and speakers to inspire the students and act as Judges in various competitions as well. All these societies observe important days related to their society, such as:

- a. National Youth Day
 - b. International Women's Day
 - c. National Science Day
 - d. World Environment Day
 - e. World Human Rights Day
 - f. National Sports Day
 - g. Teachers' Day
- All the above societies celebrate an Annual Function in the month of January to commemorate their activities throughout the session. Highly acclaimed personalities of the state are invited as Chief Guests, Chief Speakers and Guests of honour to address and inspire the students. Large number of prizes and certificates are distributed to the winners of various competitions held throughout the year while observing various important days.
 - Throughout the year, students are sponsored to participate in various cultural, literary and athletic activities and competitions organized by the District Administration, Local Organizations, University and nearby Institutions.
 - The Literary Society organizes the following competitions on different occasions:
 - I. Essay (Odia, English,)

- II. Debate (Odia, English,)
- III. Recitation (Odia, English,)
- IV. Quiz
- V. Group Discussions
- The Dramatic Society organizes the following competitions:
 - I. Inter-college and Inter-class one-act play
 - II. Inter-class Song competitions (Solo & Group)
 - III. Inter-class Dance competitions (Solo & Group)
 - IV. Fancy Dress competitions
 - V. Alpana/ Rangoli competitions
- The Athletic Society conducts the following competitions:
 - I. All regular sports on the Annual Athletic Day
 - II. Badminton (Inter-class)
 - III. Chess (Inter-class)
 - IV. Cricket (Inter-class)
 - V. Athletic Association in collaboration with Sambalpur University arranged Inter-College Football Tournament from 22.09.2015 to 28.09.2015 for the session 2015-16. One Coaching Camp was held from 03.10.2015 to 10.10.2015 for the selection of the University Team.
- The Science Society conducts various competitions such as:
 - I. Science Quiz/ Health Quiz
 - II. Poster relating to environment
 - III. Essay / Debate competitions
- The Career Counseling cell organizes meetings/ Seminars/ Workshops on relevant burning issues such as: Women's Rights, Rights of the Girl child, AIDS, Female foeticide, Sexual Abuse of Women, India against Corruption etc. to create awareness and inculcate moral values among the students.

★ **Special dietary requirements, sports uniform and materials**

- ❖ No special Diet is provided to the sports persons of the college, but whenever students participate in sports activities, Glucose, Horlicks, Fruits, and Biscuits are provided to all the participants.
- ❖ All sports materials such as balls, shuttle-cocks, racquet, javelin,

discuss, hurdles and all other accessories and equipment are provided as and when required.

- ❖ Sports persons who participate in National or State level games and sports are provided with uniform / jerseys carrying college name and logo.
- ❖ In case of sports persons who regularly attend various activities outside the college, special tests are conducted for their academic pursuits and promotions.
- ❖ While calculating the percentage of attendance, the sports persons of the college are given relaxation.

★ **Any other**

- ❖ The Govt. policy relating to admission encourages the sports persons because 10% weightage is given to all the students who have got certificate from the Director of Sports, Odisha for participating in state level or national level games and athletic meets.

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.

- ❖ Basically the college is an under-graduate college. Coaching for NET, SLET etc. is not applicable to the institution.
- ❖ Students are prepared and motivated to join the Defense Services through NCC.
- ❖ Remedial Coaching classes are held for the benefit of the SC/ST/OBC /Minority students.

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

The following counselling services are provided by the institution:

- ❖ The Proctorial Cell engages Proctors for students in groups. Each member of the faculty performs the duties of a Proctor for

an allotted group. The Proctors are made responsible for the following activities:

- I. Meet the students in their group at least once a week and maintain the records.
- II. Counsel the students in their group regarding personal or academic activities.
- III. Keep record of their achievement in the monthly/ special tests.
- IV. Inform the parents in case of a student securing very less marks or remaining absent in the classes.
- V. Monitor the activities of the students and report to the authorities in case of violation of college rules.

❖ The Career Counselling Cell is responsible for the following:

- I. Organize regular counselling classes.
- II. Invite experts/ resource persons to guide students of different streams.
- III. Establish rapport with managers/ CEOs of local industries/business houses and invite them or their representatives to motivate and guide the students for entrepreneurship.
- IV. To prepare ground for signing MOUs with local companies, organizations, industries, business houses, NGOs to provide employment opportunities to the students.

❖ The Right to Information Cell promotes transparency and accountability in the college administration. Anyone can access information from the Public Information Officer (PIO).

❖ The teachers are always available to help the students in resolving their personal and psycho-social problems. Psychiatrist, psychologists, social workers are also invited to the college and hostels on different occasions to guide the students.

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

The institution has a placement cell. The college also has a career guidance unit which organizes meetings and talks on different career related issues to make the students aware of the job opportunities. DISHA AVIATION institute, Bhubaneswar came to the college through Placement Cell and arranged a placement drive. Out of 127 students they have short listed 51 students. They will provide jobs to the students after final selection, on completion of their studies.

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 institution has a Grievance Redressal cell which encourages the students to intimate their genuine grievances to the authority in writing. The Grievance Redressal Cell addresses the grievances of the students relating to the academic and intuitional/ infrastructural problems.

Year	Grievance Reported	Redressal Measure
2011-12	Nil	N.A.
2012-13	Nil	N.A.
2013-14	Nil	N.A.
2014-15	Nil	N.A.

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

An Anti-Sexual Harassment Cell has been established to provide a congenial atmosphere to the students.

The functions of the Anti-Harassment cell are:

- I. To register complaints by students, both boys and girls.
- II. To make inquiry into cases of harassment.
- III. To provide counselling to students regarding legal rights and laws of protection from sexual harassment through lectures and seminars.
- IV. To visit hostels during night time to counsel and assuage the feelings of insecurity of the boarders.

Not a single case of sexual harassment has been registered in the last four years.

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?

The Anti-Ragging Cell functions to counsel the students regarding the legal outcome of ragging. The activities of the Anti-Ragging Cell are:

- I. Display of Anti-ragging banner
- II. Counselling of new entrants
- III. Keeping undertaking from the students on Anti-ragging at the time of admission.
- IV. Making rounds of the college campus and hostels to locate indiscipline and report to the authorities.

Not a single case of ragging has been reported in the last four years.

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

Welfare Schemes: Scholarships from Govt.

- ❖ Financial Aids from SAF fund on merit cum means basis.
- ❖ Medical Aid to needy students through Youth Red Cross.
- ❖ Distribution of essential goods and books through Alumni association.
- ❖ Canteen facility is there for day scholars.

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?

Alumni Association meetings are held twice a year and discussion about the activities and achievements of the college are reported to the association. To enhance the image of the college some famous alumni of the college have been invited and felicitated. It has been decided to collect annual registration fee and donations to have an accumulated fund for the association. The association also takes feedback on the curricular, co-curricular, infrastructural and other aspects of the institution and gives valuable suggestions for improvement of the college in various fields.

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	60%
PG to M.Phil.	
PG to Ph.D.	
Employed • Campus selection • Other than campus recruitment	Nil No information

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.

Furnished 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.

+ 3 Wing:
For Sonepur College:

Year	Stream	No. of students enrolled	No. students Appeared	No. of students Passed	Percent age
2010-11	Arts	112	106	68	64.15
	Science	43	42	31	73.8
2011-12	Arts	135	120	75	62.5
	Science	50	49	22	44.89
2012-13	Arts	140	126	80	63.4
	Science	53	46	28	60.8

2013-14	Arts	142	119	109	91.5
	Science	59	56	39	69.6
2014-15	Arts	140	140	94	67.1
	Science	87	87	57	65.5

Comparative performance with local college in the Final degree class during the last four years:

For B.P.Women's College, Sonapur:

Year	Stream	No. students Appeared	No. of students Passed	Percent age
2011-12	Arts	100	61	61.0
	Science	52	31	59.6
2012-13	Arts	108	59	54.6
	Science	54	32	59.3
2013-14	Arts	112	62	69.4
	Science	50	32	64.0
2014-15	Arts	115	75	65.2
	Science	55	33	60.0

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

The institution facilitates students' progression to higher level of education and employment through career counseling and guidance. The career counseling cell conducts pre-placement training programme for UG students to prepare them to face job interviews successfully. The institute from time to time makes arrangements for various guest lectures. Expert from diverse fields are invited to interact with the students.

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

Special support is provided to the students to rule out failure and dropout such as:

- Special remedial classes
- Counseling through Proctors

- Counseling to parents through Parent-Teacher Association
- Information to parents about shortage in attendance and poor performance.
- Individual attention by subject teacher

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

- The range of activities available to the students are as follows:
-
- Sports and games:-Indoor: Badminton/ Chess/ Carom Outdoor: Kabadi/ Football/ Cricket
- Athletics:-Run/ Jump/ Throws (Discus/ Javelin, Shot-Puts) etc.
- Cultural & Extracurricular: - Song (solo & group), Dance (solo & group), Mono-Acting, Debate, Group Discussions, Essay, Quiz, Slogan writing, Painting, Poster making, writing poems, short-story writing, Rangoli, Flower arrangements etc.
- Participation and Programme Calendar:
- On significant days like Independence Day, Republic Day, College Foundation day.
- Celebration of International Women's Day, AIDS Day, Earth Day, NCC Day.
- Literary Week from 1st to 7th December.
- Athletic Week from 16th to 25th December.
- College Annual Function,(Usually in 2nd/3rd week of January)
- College Annual Athletic Meet (Usually in 2nd week of January)

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.

Name	Event	State/Univ./ Zonal/National	Year
Sansit Kumar Rath	Essay	1 st in State	2011-12
Sansit Kumar Rath	Debate	1 st in Univ.	2012-13
Sansit Kumar Rath	Literary Competition	1 st in State	2013-14
Sachin Kumar Sahu	National YRC Camp	Best Student Coordinator	2015-16
Spandan Kumar Purohit	Elocution	2 nd in National	2015-16

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 institute has a clearly set and well-defined mechanism of obtaining feedback from its graduates to improve the quality of the institution. All the individual departments collect the exit level feedbacks. The institution also collects feedback from its Alumni and PTA .This has been helpful in improving the overall standard of the college.

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

The college encourages its students to publish regularly the college magazine “**MANISHA**”. They also write articles in the college Wall Magazine. Besides, Departments have also their own Wall Magazines. The teaching faculty constantly encourages and motivates the students to write for college magazine, wall magazine, writing of articles, poster presentation, slogan writing etc.

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

Yes, the college has a Students’ Union which remains the sole tribune of students’ opinion within the college. Every student is a member of the Union. The office bearers are:

- i. The President
- ii. The Secretary
- iii. The Vice President
- iv. The Assistant Secretary
- v. Class Representatives

They are all elected members by the students.

One Advisor and some Associate Advisors are appointed by the Principal from among the Staff to guide the students in the works of the Union.

The functions of the Union are:

- a. To organize discussions on general, cultural, academic, national and international problems.
- b. To organize Quiz, Debate and Essay competitions & Alpana competitions.
- c. To invite eminent persons to address the Union.
- d. To represent to the authorities the views of the members in all matters.

College Union Fund:

- a. All members of the College Union pay a consolidated membership fee of Rs.30.00 per annum to be collected by the college office.
- b. The accounts of the Union are subject to audit by the Principal or his/her nominee from time to time.

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

The college believes in giving equal opportunities to the students in supporting the authorities to maintain discipline and in overall activities of the college. The details of student representation are as follows:

- 1) College Union – (Details have been provided in 5.3.5)
- 2) The Athletic Society – One Secretary and an Assistant Secretary from among the students are elected. The Society organizes

Annual Athletic Meet, indoor and outdoor games, intra- and inter-college meets throughout the year.

- 3) The Dramatic Society – One Dramatic Secretary and an Assistant Secretary are elected from among the students. All other students are the members of the society. The society organizes Annual Drama and Cultural Programmes and competitions throughout the year.
- 4) The Day Scholars' Association – All the day scholars are its members. Student representation consists of the Secretary, the Asst. Secretary and a class representative. The Association conducts Saraswati Puja, Ganesh Puja and competitions like debate, quiz, essay etc.
- 5) The Girls' Common Room – The College provides a common room for the girl students. Newspapers, Periodicals are provided. Indoor game facilities like, carom, chess are also provided. Secretary and Asst. Secretary are elected from among the students.
- 6) The Boys' Common Room – The College also provides a separate common room for the boys. Newspapers, Periodicals are provided. Indoor game facilities like, carom, chess are also provided. Secretary and Asst. Secretary are elected from among the students.
- 7) The Students' Assistance Fund (SAF) – This association grants financial assistance to the needy and deserving students of the college. Each student of the college contributes an annual subscription of Rs.5.00 towards the medical assistance fund. The Secretary, Asst. Secretary are elected from among students.
- 8) Literary Society – The society conducts all kinds of extramural lectures. It also organizes various literary competitions like essay, debate, elocution etc.
- 9) The Science Society – The society spreads scientific knowledge by means of popular lectures and discussions. It also organizes quiz competitions debate and essay competitions. The Secretary and Asst. Secretary are the representatives of the society.

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 institution has an Alumni association which meets twice a year. Besides, the college also invites the Alumni as guests in other functions of the college. Some of the former faculties are also appointed as IQAC members. They are invited to different meetings and functions of the college or those related to college matters. They serve as guest faculty, speakers and subject experts etc.

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.?

VISION:

Sonepur College, Sonepur is a premier education institution which came into existence on 2nd July 1964. It is a much sought after destination exclusively dedicated to fulfil the aspirations of students belonging to different strata of society including the under-privileged section of tribal, backward and minority communities of Western Odisha. Affirming and building upon its heritage, the college has envisioned that it

- ❖ Educates to empower students academically
- ❖ Avows to make students assert themselves
- ❖ Aims at transforming students into complete human beings

MISSION:

Striding ahead after having completed its Golden Jubilee in the year 2014, the college rededicates itself to the broader mission that it has always stood for i.e.

- ❖ To equip students with necessary skills making them self-reliant in every sphere of life.
- ❖ To enable them realize and shape their inherent potentials, thereby lead a dignified life.
- ❖ To reach out to the under-privileged and deserving section of our society and lend them a helping hand.
- ❖ To include national spirit and respect for our culture among our students and society at large.

Grounded upon the above mentioned broad vision and mission that the college has delineated, the college presently chalks out the following time-framed vision and action plan for the vertical and horizontal growth of the institution.

- ❖ Under Graduate Studies
- ❖ Preservation of Culture and Heritage of Western Odisha.

Plan to add vocational courses in:

- ❖ Financial Literacy and Banking
- ❖ Modern office management
- ❖ Electrical Domestic Appliance

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

The college, being an aided one is controlled by the rules and regulations of the State Government. The policy and plans for quality education is implemented through the Department of Higher Education, Government of Odisha and Director of Higher Education.

The top management consists of

- a) Secretary to the Govt., Department of Higher Education**
- b) Addl. Secretaries**
- c) Director of Higher Education**
- d) Regional Director of Education**
- e) Governing Body**

Their role is to implement the policies, rules and regulations framed by the government for the inclusive growth of higher education in the state. The Governing Body is the highest decision making body of the college. The college has constituted different committees with the teaching staff which play an important role in the planning and implementation in different spheres of institutional functions. The personal interaction of the Principal with various stakeholders, the faculty, the non-teaching staff, the students, the guardians plays an important role in this.

Some of the functions of Top Management are:

- i. Opening of new courses and subjects.
- ii. Sanction of funds: both recurring and developmental.
- iii. Monitoring e-admission to different courses and streams.
- iv. Monitoring the effectiveness of teaching through the Performance Tracking Cell.

Principal

The Principal is the academic and administrative head of the institution. He is the ex-officio member Secretary of the Governing Body and evolves strategies for academic growth within the purviews of University / Government regulation. The faculty participates actively in policy making through two representatives in the college Governing Body. Faculty members are also the members in various committees such as Building Committee, Purchase Committee, Examination Committee, Library Advisory Committee, Grievance Redressal Cell, Sexual Harassment Cell etc.

During the Governing Body meeting, the Principal's report is reviewed by the members of the Governing Body. Actions taken on recommendation from the previous meeting are also reviewed to monitor the progress and take necessary follow-up action. Principal communicates the policy decision to the faculty in the staff meetings. The Principal bears the ultimate responsibility for the smooth running of the college. The role of Principal is multidimensional. As the head of the institution, the Principal is responsible for both the academic and administrative functions of the college. The Principal is a bridge between management and faculty / non-teaching staff.

Some of the important duties of the Principal are:

1. As DDO, draw and disburse salary to all employees, carry out all financial transactions.
2. Plan and regulate the academic calendar of the college as per Government prescribed norms under the CMS (Common Minimum Standards) guideline.
3. Supervise, monitor and review all academic activities such as:
 - a) Planning and progress of lessons

- b) Classroom teaching
 - c) Examination and evaluation
 - d) Admission
4. Maintenance and development of infrastructural facilities.
 5. Carry forward all student welfare programmes and extension activities.
 6. Establish rapport with local administration, leaders, NGOs, Banks, industries, various other service sectors.
 7. As the warden, monitor all activities and financial transactions of the hostels.
 8. Submit reports, returns, and information as required by the authorities in a time-bound manner.
 9. Carry on correspondence with various offices.
 10. Organize election to different student bodies and their activities.
 11. Monitor all extracurricular and co-curricular activities of the institution.
 12. Represent the college in various local and state level Seminars and Conferences.

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**

Policy statements and action plans for all colleges are formulated by the Ministry of Higher Education and conveyed to the colleges through the Secretary and monitored through Director of Higher Education and Regional Director of Education.

Strategic Action Plans

For the incorporation of the action plans into the institutional strategic plans, a Common Minimum Standards (CMS) is prescribed which has to be followed by all colleges.

- I. Periodic review meetings by Secretary.
- II. Periodic review meetings by RDE
- III. Monthly review meetings by the Principal
- IV. Annual review meetings by the Social Audit and Monitoring Committee
- V. Quarterly review meetings by the Internal Quality Assurance Cell.

Interaction with Stakeholders

- The college has an elected student union with a President, Secretary, Class representatives, who interact with the teachers, counselor and Principal regarding their needs and grievances.
- The college has the following associations and cells for interacting with students, parents and the local society:
 - a) The Alumni Association
 - b) The Grievance Redressal Cell
 - c) The Proctorial Cell

Need Analysis

Need analysis and analysis of research inputs as well as consultation with stakeholders are done by the top management before designing curriculum.

Reinforcing the culture of Excellence

- Participatory Leadership is ensured at every level to promote the culture of excellence. A fair representation of all the faculties, science, humanities and commerce is kept in mind while constituting committees for various aspects of college functioning.

- Student performance in both academic and extracurricular fields is adjudged by teachers annually and the best performers are appreciated by prizes, certificates, medals by the departments as well as by the college during the College Annual Function.
- Creativity and innovation are inspired in the students through the organization of various competitions, functions, and writings in the annual magazine and quarterly wall magazine.
- The names of the best students are displayed in the Scroll of Honor Board each year.
- The names of the achievers are displayed in the college notice board and near the entrance of the institution building as a sign of inspiration.

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?

To monitor and evaluate the implementation of policies and plans the following procedures are adopted:

- a. The Performance Tracking Cell of the Dept. of Higher Education keeps a vigilant eye on the performance of the institution.
- b. Inspection by the Regional Director of Education, Sambalpur as and when required.
- c. Inspection by the DLC (District Level Consultant) appointed by the Govt. who is a retired Reader of the neighboring District.
- d. The Internal Quality Assurance Cell reviews the functioning of the college from time to time.

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

Academic leadership is provided to the faculty by the top management through the following:

- a) The Principal being the de-facto and de-jure institutional head

leads the academic and administrative mechanism to new heights. He / She shoulders the responsibility and accountability of success in all the parameters of the predefined mission components.

- b) The principal appoints the senior most staff member as Vice-Principal and one senior staff member as the academic bursar who look after the smooth functioning of the academic environment.
- c) Administrative bursar and Accounts bursar are also appointed by the principal from among the senior staff members to help him/her on the administrative and accounts matters.
- d) The senior faculty member of the department acts as the HOD, who carries out the responsibility of coordinating the departmental work.
- e) Faculty members are given the charges of various societies. They act as Officer in Charge (OIC) of the concerned society and prepare plans and programmes for the whole academic year.

6.1.6 How does the college groom leadership at various levels?

The college offers the following opportunities for grooming leaders:

- a. Holding election each year to elect an Executive Body of the students with President, Vice-president, Secretary, Joint Secretary and Secretaries of various Associations.
- b. Giving freedom to the student bodies to organize their functions, meetings and competitions.
- c. Allowing students to participate in various literary, cultural, sports oriented competitions organized by the different institutions, Societies, organization at the district, State and national level.
- d. Taking leadership in various social welfare activities through NCC/NSS/YRC.
- e. Allowing students to organize route march or protest rally against social evils or injustice to poor and down-trodden

people.

- f. The N.C.C. wing of the college is very much active. Some of our students regularly represent the college in the Republic Day camp at New Delhi and are engaged in a number of social works year round in campus as well as off campus.

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?

For decentralized governance system, the college follows the principles as stated below:

- a. Each Department is headed by the senior most members from the teaching faculty who functions as the Head of the Department and link between the teachers, students and administration.
- b. Each Dept. maintains its own :
 - 1) Departmental stock and store
 - 2) Departmental Rooms and laboratory
 - 3) Departmental library
 - 4) Departmental timetable
 - 5) Departmental registers such as-
 - Student attendance registers
 - Staff attendance register
 - Daily progress register
 - Lesson Plan and progress registers of faculty members
 - Tabulation registers for recording internal/monthly test marks
 - Seminar register
- c. Each Dept. holds its own seminars, cultural functions and competitions.
- d. Each Dept. is allotted required number of rooms, required

furniture and certain amount of contingency which they can spend for their own need or development.

- e. In addition to the academic responsibility, the faculty also takes up administrative responsibility and is in the functional committee that covers all aspects of governance of the institution.

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

Yes, the college promotes a participative management at all levels through the following mechanisms:

- a. All decisions relating to administrative issues are taken by the Staff Council, of which each faculty is a member.
- b. All decisions related to social, cultural events are taken by the Staff Association. Each teacher is a member of the Association.
- c. All decisions relating to academic innovation, review or implementation are taken in the meetings of Heads of the Departments.
- d. Teachers are given charge of various offices, Associations, societies as Vice Presidents, Associate Vice-Presidents, Officers in-charge and members as part of their Co-curricular and Extra-curricular assignments.
- e. Senior members of staff are given the responsibility to act as Vice Principal, Administrative Bursars, Academic Bursars, Accounts Bursars, so that they can oversee a particular area of work diligently.
- f. Teachers are given the responsibility of Hostel Superintendents to look after the hostel inmates.

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?

The institution has a formally stated quality policy, which is reflected in its curricular and co-curricular programmes. The curriculum is provided by the affiliating university. The Academic Committee, all H.O.Ds and members of IQAC Cell develop the quality policy for the whole academic session. The teachers and students are made aware of

the policy in the induction programme. The Govt. also monitors the quality policy through Performance Tracking Cell and CMS.

Participation of teachers in conferences, seminars, refresher courses and participation of students in different state and national level competitions provide scope to ascertain their SWOC and review them. The feedback collected from the students, Alumni and PTA also helps in reviewing the quality policy.

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

Yes, the institute has a perspective plan for development. Committees are constituted for each and every development work. Students are part and parcel of this plan. Committees like, administrative, academic, UGC, examination, Dramatic, Athletic, Literary, Library etc. coordinate with one another for the holistic growth of the institution.

The curricular aspects include the teacher, students and the teaching-learning process. The Academic Bursar and all the H.O.Ds help the Principal in the development of this aspect. They continuously work in co-ordination with each other for the development of the institution.

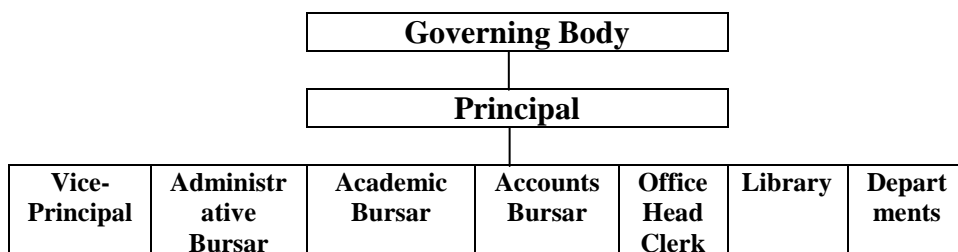
All the HODs, Committee heads, Program Coordinators generate perspective plans which are thoroughly analyzed and actions are taken thereof. The strength is enhanced, weak areas for improvement are identified, opportunities are evaluated and efforts are made to nullify the threats.

The following are some of the perspective plans of the college:

- Up gradation of Computer Laboratory.
- Opening of Language Lab (With the help of IIT, Kharagpur)
- Full computerization of the office.
- Conduct of National Seminars.
- Construction of an auditorium.
- Construction of a mini stadium.
- New add-on courses & self-financing courses.

- A Girls' Hostel inside the campus.
- Guest House
- Staff quarters inside the campus

6.2.3 Describe the internal organizational structure and decision making processes.



The college is an Aided Degree College affiliated to Sambalpur University. There is a Governing Body headed by the President and some other GB members. The Principal is the Ex-officio Secretary of Governing Body. The Principal heads both the academic and administrative departments of the college. The senior-most Faculty member acts as the Vice Principal, who looks after the affairs of the +2 stream. Three senior members from the faculty look into the administrative, academic and accounts matter of the college. Besides H.O.Ds of the respective departments regulate and supervise the activities of their departments. O.I.Cs of the different committees along with their associates and student representatives carry out different co-curricular activities. There is a well-organized central library which is maintained by a librarian and the staff.

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

Teaching & Learning

The institution follows the syllabus prepared by Sambalpur University. For quality improvement of teaching learning process the college follows the following measures:

- ❖ Admission on merit basis.
- ❖ Orientation of students at the beginning of the session.
- ❖ Compulsory attendance of 75%.
- ❖ Remedial Coaching / Extra class.

- ❖ Student Feedback System.
- ❖ Unit tests.
- ❖ Individual attention by the teachers.

Research & Development

Our teachers are engaged in active research. Recently three staff members have been awarded Ph.D. degree. Other research activities include presentation and publication of research papers in seminars, conferences and journals. Staff members also take on minor research projects funded by UGC. Though research is not a part of UG curriculum, students undertake different projects and field trips as per the requirement of the curriculum.

Community engagement

The institution is very active in rendering community services like Plantation of trees, Organizing Blood Donation camps, AIDS awareness camp, “Value the Girl Child” programme, Undertaking march routes and rallies to create awareness in and around the society.

Human resource management

The institution is running short of human resources because there is no new recruitment from the Govt. in most of the departments. But it manages the situation by appointing guest faculty, appointing experienced persons on contractual basis. Our staff members are regularly attending quality improvement programs like refresher and orientation courses organized by the affiliating university. The staff members are assigned duties as per their capabilities. They support the authority whole-heartedly in carrying out their responsibilities.

Industry interaction

There is no major industry in and around the locality. So we do not have the scope for interaction with them. However, the students get a chance to interact with the experts from banking sector, insurance sector, agriculture sector, health sector, NGOs etc. at the behest of our Career Counselling cell. The college organizes lectures through this cell for the students.

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?

The PTC of the DHE reviews the activities of the institution. There is also a feedback mechanism which collects data from the students, PTA and Alumni, which are analyzed, reviewed and steps are taken accordingly for further improvement. Principal sends letters of information to the Director of Higher Education and puts up the notes to the President, Governing Body.

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 curricular activities are monitored by the Principal, Academic Bursar and the H.O.Ds. The staff is encouraged to participate in Seminars, Workshops, Conferences and for the publication of paper in journals of National and International repute.

The staff members also involve themselves in various committees like admission, examination, anti-ragging, dramatic, athletic, Science Society, literary, library etc. These committees help the institution in carrying out different developmental works.

Each and every member of the staff gets involved in observance of days of national importance like Independence Day, Republic Day, International Yoga Day, World Literacy Day, International Women's Day etc. They also remain present whole-heartedly in all the celebrations of the college.

The staff is also engaged in different co-curricular and extension activities.

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

The Governing Body is the apex body of the institution with the President as Chairman and persons of repute being its Members. The last meeting was held on 14.09.2015. The following resolutions were adopted last year:

1. It was resolved to take action in the illegal unauthorized construction work on the college land. Principal was authorized to request the Tahasildar for the demarcation of college land.
2. The Governing Body unanimously resolved to request the Principal

to convene a Staff Council Meeting after the reopening of the college to review results. The individual Progress Register with Lesson Plan should be maintained by the members of staff.

3. Discussion was made on the installation of transformer and three-phase line. It was resolved to meet all the expenditures required for the installation of transformer and three-phase line from the College Development Fund.
4. It was resolved for the renovation of the Extension Block of the Chemistry department for the purpose of UGC-NRC Room, Computer Lab and Chemistry classroom all in one block.
5. It was resolved to appoint guest faculties in the subjects i.e. Odia, English, Political Science, Education, Mathematics, Commerce and Botany.

STATUS:

All the resolutions made in the Governing Body were implemented in toto.

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?

After the second cycle of re-accreditation of NAAC, the institution will go to seek the autonomous status.

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

Yes, the institution has a Grievance Redressal Cell. It is headed by the Principal with some senior faculty members as its members. When a complaint is received, the members take immediate steps in resolving the grievance.

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?

Here are the cases pending in the Odisha Educational Tribunal against the State Government and the Director of Higher Education wherein our college is also a party:

Sl. No.	Cases	Status
1	Case No. 209/2012 filed by Sri Anil Ganga Deb, Lecture in Physics, to avail Grant-in-Aid in place of Block Grant he is getting now.	Pending
2	Case No.210/2012 filed by Sri H.S.Mishra, Lecturer in Chemistry, to avail Grant-in-Aid in place of Block Grant.	Pending
3	Case No. 211/2012 filed by Sri U.K.Nag, Lecturer in Zoology, to avail Grant-in-Aid in place of Block Grant	Pending
4	Case No.228/2015 filed by Sri R.N.Mishra, Demonstrator in Chemistry, to avail Grant-in-Aid in place of Block Grant	Pending

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 college has created a well-defined mechanism for obtaining the feedback from the students to improve the performance and quality of the institution. The student feedback forms are used regularly and suggestion-cum-complaint box is kept for students, Alumni and parents. Students’ feedback on the curriculum, performance of the staff, the facilities provided by the library, infrastructural provision and on hostel facilities are all taken into account. The inputs obtained thus are analyzed, discussed and steps are taken to improve the quality.

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 rapid changing scenario of higher education calls for a continuous development of skills. The institution lays much stress on improving the pedagogical skills of the faculty members. Following are some of the major efforts made by the institution for the professional

development of its staff:

- ❖ Holding departmental seminars in all the Honours Departments
- ❖ Motivating teachers for taking up Minor Research projects funded by UGC
- ❖ Publication of research work, presentation of seminar papers (Individual profiles of the faculty attached)
- ❖ Attending Refresher courses
- ❖ Training in ICT
- ❖ Members of Board of Studies

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?

A teacher has the most important role to play in the teaching learning process. The professional educators in the formal educational system play a leading part to shape the instinctive endowments of the present and future generations. Hence, the institution is very keen on the faculty empowerment programme. Some of the strategies adopted are:

- ❖ ICT training
- ❖ Seminars, workshops
- ❖ Refresher and Orientation programs
- ❖ Publication and presentations of papers
- ❖ Minor Research Projects
- ❖ Personal counselling by the Principal and H.O.D

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.

Performance appraisal system of the staff is a three-tier process.

- 1) Appraisal of the staff is handled by the Principal through the supervision of lesson plan and progress register, also by supervising the class and by personal counselling if necessary
- 2) Student appraisal of the staff is done through the Feedback forms collected from the students on the performance of the teacher, completion of the course in time, methodology adopted by the teacher, clarity of expression, knowledge on the subject etc. The data collected thus are analyzed and

appropriate actions are taken thereafter.

- 3) Performance appraisal report of the staff is sent accordingly to the next Reporting Authority(DHE) at the end of the academic session online through HRMS website.

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?

Performance appraisal report is of utmost importance as a teacher is the backbone of any teaching learning process. Based on the report, proactive suggestions are provided to internalize dedication and commitment in the staff. Corrective measures and disciplinary actions, if needed, are taken by the higher authority. Hence the Principal and the HODs thus believe in personal counselling at the first instance.

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?

Some of the welfare schemes available for the teaching and non-teaching staffs:

1. Group Insurance Scheme (GIS) is provided to every member of the staff.
2. General Provident Fund is compulsory for every staff where 8.7% interest is given by the Government.
3. Employees Provident Fund (EPF) provided to all the Block Grant and Management staffs.
4. Maternity leave of 6 months and medical leaves are also provided.
5. Duty Leave facilities where applicable.

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

This is a Govt.-Aided educational institution. So the whole process of recruitment, transfer, career advancement and retirement is done by the Govt. The institution has no role to play. However, our institution boasts of a conducive environment to work and hence can attract and retain 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 financial management of the resources is under prerogative power of the Governing Body which works through and by the Principal as the ex-officio member Secretary. The college manages the UGC fund through the UGC Planning Board and Purchase Committee. Coordinator of UGC, all the HODs and the Accounts Bursar are members of this committee. The college also has a separate Accounts department with a senior faculty member as its Accounts Bursar. It also manages other state govt. funds, salary of the employees etc.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

The account section gets the accounts audited by Local Fund Audit. Internal Audit is conducted in each financial year by the Principal with the help of Accounts Bursar and Administrative Bursar. Periodic audit is conducted by the Local Fund and by the CA Firm. The last audit of the college was conducted in 2013-14. There were no major audit objections.

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.

Besides grants received from the UGC, the major resources of institutional receipt and funding are made by Student Development Fees collected at the time of admission. The major share of such receipts is incurred under the salary heads, Non-salary and development activities are a small proportion of assistance sanctioned by the State Government (Government of Odisha). The college prepares annual budget keeping in view the projected in-flow of funding and the expenditure side is managed accordingly so as to minimize the scope of deficit.

Audited Statement		
Year	Receipt	Payment
2011-12	Rs 61,84,916 /-	Rs 52,84,389 /-
2012-13	Rs 64,36,770 /-	Rs 67,94,426 /-
2013-14	Rs 66,01,099 /-	Rs 66,61,023 /-

2014-15	Rs 88,65,270 /-	Rs 85,00,071 /-
---------	-----------------	-----------------

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

As the college is an aided institution, government funds are utilized as per government norms for infrastructure development. Moreover, efforts have been made in procuring assistance from Western Odisha Development Council (WODC) and MLA / MP lad funds.

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 established an Internal Quality Assurance Cell following the guidelines of NAAC. The institution has been actively pursuing quality assurance in all academic and administrative matters. Quality assurance is the responsibility of everyone in the institution. It is a continuous and ongoing process. The IQAC is very much concerned with regard to the quality assurance policy. Some of the contributions of IQAC are:

- ❖ Appointment of Guest Faculty for teaching
- ❖ ICT training for staff
- ❖ Implementation of feedback mechanism
- ❖ Conduct of more National Seminars
- ❖ Full automation of library
- ❖ Capacity building classes
- ❖ Formation of PTA

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

Within the existing academic and administrative system, the institution has developed mechanism for the quality assurance. The IQAC meets at regular intervals and the outcome of such meetings are

communicated to all the staff members. Almost all the suggestions of IQAC are implemented.

- ❖ Unit tests for better academic performance.
- ❖ Organization of national seminars
- ❖ Organization of health camp
- ❖ Students' feedback on teachers
- ❖ Formation of PTA
- ❖ Opening of a Computer Lab

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

Yes, IQAC has three external members:

- b. Ms. R.Mishra, Retired Principal & GB member, Sonapur
- c. Sri S.N.Mishra, Retired Registrar CAT, Sonapur
- d. Sri R.N.Bishi, Principal, Siddhartha College, Binka (Alumnus)

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

Students' feedback on teachers has helped to improve upon teaching methodology. Alumni of the college also contribute to quality improvement through feedback and interaction with the college staff. Seminars, extension activities, extramural lectures, all add to the academic environment of the college.

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

The IQAC Team comprises members from different streams and external source. IQAC has been conducting state level seminars. The administration of the institution is maintained through the involvement of the staff at every level. Principal takes a close review of all the staff activities and suggests improvements. The suggestion of IQAC is implemented.

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 academic functions and administrative set up of the college have been vastly streamlined. The academic bursar, the administrative

bursar and the heads of all the committees and subcommittees play a vital role in the quality assurance.

Organization of seminars, workshops, skill development programs for students, up gradation of library and office automation etc. supplement the quality assurance procedure.

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, At the beginning of the session, one orientation program is conducted for the staff. They are thoroughly explained about the academic functioning, teacher student rapport, guidance and counselling of the student, necessity of flexibility in teaching methodology, team work etc. Training on ICT is provided to the staff for teaching expertise. Besides, organization of seminars, workshops, extramural lectures have over the time helped a lot in the quality assurance.

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, recently Academic Audit has been introduced. The college undergoes an academic audit by the Govt. agency. The outcomes are closely followed to improve upon the preparation of lesson plan and progress register, teaching methodology, inclusion of ICT in teaching, remedial coaching etc.

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

The college is affiliated to Sambalpur University and is under the direct control and supervision of DHE Odisha. Besides, by its own internal quality assurance mechanism, the college follows the quality assurance mechanism of its regulatory bodies. The DHE Odisha has a Performance Tracking Cell (PTC) which thoroughly looks into the quality assurance. The college normally follows the common minimum standard (CMS) for quality assurance.

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 following are the institutional mechanisms for reviewing the teaching learning process.

For Teachers:

Sl. No	Structure	Methodology	Outcome
1	Preparation of progress register and lesson plan	As per the guidelines of CMS & PTC, continuously supervised by H.O.D & Principal, PTC members report to DHE on line	Continuous growth of teachers, well versed with latest technology and information, updating of knowledge
2	Use of ICT in teaching-learning process	Use of internet and PPT presentation	
3	Seminars, Extramural Lectures, workshops	Paper presentation, Talks, active participation	

For Students:

Sl. No	Structure	Methodology	Outcome
1	Orientation class at the beginning of the session	Students are acquainted with the academic and administrative set up of the college	Development of sense of belongingness
2	Compulsory attendance	75 % attendance is compulsory for students	Regular attendance in the class.
3	Monthly test	Monthly test is conducted in the 1st week of every month. Marks register is maintained. Non-appearance and poor performance is communicated to the parents.	Creates seriousness among students towards their studies. Marks register acts as a ready reckoner.

4	Remedial class/ Proctorial class	Students are divided into different groups. Register is maintained and special coaching/ doubt clearing classes are held for them.	Improvement in standard.
5	Use of technology	Students are encouraged to make use of PPT and internet.	Well versed with new technology.

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 communicates its quality assurance policies, mechanisms, and outcomes to the various internal and external stakeholders at regular intervals. The quality assurance policies & mechanisms are discussed in the H.O.D. meetings and staff meetings. Besides, there are academic bursar, examination committee, remedial coaching group, Proctorial group, who look after the smooth functioning of the academic activities.

The Principal regularly keeps track of lesson plans and progress registers. Classes are regularly supervised by the Principal and Vice Principal. Progresses of the syllabus, poor performance of the students are discussed in the H.O.D meetings and are communicated to the staff members.

The students and parents are made aware of the policies in the orientation class. Their academic progress is communicated to them through the marks of unit tests, remedial coaching classes. The parents are also made aware of their wards' progress through PTA.

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?

No. The institution has not conducted Green Audit in any direct form. But it has a regular mechanism to ensure keeping the campus and its facilities free from pollution in any form and to keep the campus green. The campus has a number of old mango trees spread along its length and breadth besides other smaller trees and green grass. Plantation is done during Ban Mahotsav every year. Dustbins are provided as destination for litters and wastes in the campus.

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

- * Energy conservation**
- * Use of renewable energy**
- * Water harvesting**
- * Check dam construction**
- * Efforts for Carbon neutrality**
- * Plantation**
- * Hazardous waste management**
- * e-waste management**

*** Energy conservation**

Students and staff are instructed and educated to switch off lights, fans and laboratory gadgets when not in use. Watchman is instructed to ensure that all switches are turned off at the end of day's work, except the emergency ones.

*** Use of renewable energy**

The college management has finalized a plan for installing solar panels for generation of electricity in collaboration with OREDA. This will generate a substantial amount of electricity to partially fulfil the increasing needs of the campus and reduce dependence on state-owned conventional hydel power sources.

*** Water harvesting**

Water Harvesting- Nil

*** Efforts for Carbon neutrality**

Efforts for Carbon Neutrality- Nil

*** Plantation**

Plantation is done by the college on a regular basis. Locating vacant patches of land and arranging for filling it with plants or grass is done under a fixed programme. During Ban Mahotsav plantation of trees is done and old trees are taken care of.

*** Hazardous waste management**

There is no such hazardous waste in the campus except a small lot arising in the laboratories. These are carefully destroyed and disposed off under a systematic waste management procedure.

*** e-waste management**

Nil

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.**

Academic Innovations:

A plethora of academic innovations have been introduced in the institution to create and maintain a congenial academic atmosphere. They comprise introduction of monthly tests, unit tests, remedial coaching, proctorial classes, question bank facility and career counselling.

Feedback Mechanism:

The institution has a sound feedback system from students, parents and alumni which provides a continuous appraisal of performance and bottlenecks of all sectors in curricular, extra-curricular, infrastructural facilities, hostels, library etc. All issues are attempted to be resolved at two levels: at the lower levels by holding H.O.D. meetings of various

forums, and if necessary at the highest level in a committee comprising the Principal and senior staff members formed for the purpose.

Capacity Building Classes:

The state government has introduced a specially designed self-defence training programme for girl-students of all the colleges of the state from the session 2013-14. The institution acts as a Nodal Centre for imparting self-defence training to its students and those of all the other 47 colleges of the District. During the last two years a total of 3840 girl students of the district have been successfully imparted training.

e-Admission:

Admission into all classes is done since last 5 years through a state sponsored e-admission mechanism, named SAMS (Student Academic Management System). A team comprising members of teaching staff, non-teaching staff and the DEO handles the entire admission procedure with utmost transparency.

e-Governance:

The governance of the institution is partially computerized. Drawing and disbursing of salary of the employees is done by the IFMS (Integrated Financial Management System), Odisha. All communications are done through an e-Despatch system.

Parent-Teacher Association:

A Parent-Teacher Association has been formed to look into and resolve problems encountered by both the sides with a view to creating a nice congenial academic atmosphere.

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.**

FORMAT FOR PRESENTATION OF PRACTICE

(1)

CAPACITY BUILDING CLASSES

(A)

1. Title of the Practice

Empowering Girl students through Self-Defence Training

2. Goal

It was realized that girl students need a sort of catalytic morale booster to equip themselves through a proper regimen of physical and mental ability training in making them capable of self-defense in case of any eventuality. Besides, contributing to physical fitness, Martial Arts also helps build mental health leading to self-esteem, self-control, emotional maturity and spiritual wellbeing.

3. The Context

Ours is a co-education college and about half of the students are girls and their requirements are uniquely different from those of boys which need to be addressed too. To equip girls with the changing times, a plan was mooted to train students in self-defence skill. As present day career women are travelling alone, they are easily targeted by anti-social elements. It is essential that in capacity development this aspect be also taken into consideration so that girl students are adequately trained to encounter and successfully overcome such exigencies.

4. The Practice

The idea to train girl students in martial arts through self-defence materialized in the session 2013-14 by the Govt. of Odisha. All girl students of the college successfully completed two weeks of training free of cost in different batches, each batch consisting of 30 participants. Gradually the students and their parents became aware of the benefits. As per the requirement of the state Government, the institution is acting as a nodal centre to facilitate and monitor the self-defence programme in the district of Subarnapur. It has imparted training to 3840 students in the district during the last two years.

5. Evidence of Success Provide evidence of success such as performance against targets and benchmarks and review results. What do these results indicate? Describe in about 200 words.

After the training, a case study was undertaken to ascertain the impact of the programme on students. It was observed that there was a perceptible change in students' morale, a paradigm shift in confidence on their own physical strength. Two unidentified miscreants entered into the Girls' Common Room of the college at about 3.00 P.M on 25/08/2015. Before they could do any harm to the students, the girls trained on SDT programme caught hold of one of them. The boys and other staff members of the college joined them forthwith and things became easier then. Subsequently, the Principal handed over the man to the local police. The culprit was a hard-core criminal and the police praised the courage of the girls. The serious aspect of the incident was that after the body search the police seized a spring-loaded knife, a metal punch and some drugs from the man taken into custody. A serious mishap was obviously averted. The confidence of the girls has increased manifold by this incident.

6. Problems Encountered and Resources Required

Problems encountered were basically contributed to time and infrastructure. There is no specific hall for this programme. So the programme is held in the open field. The SDT programme of the college is usually held before the classes are started on working days. Govt. of Odisha is providing fund for this training programme.

7. Notes (Optional)

Being the Nodal College of the District, we have to monitor the SDT programme for all the colleges in the District. This programme is drawing appreciation and praise from all quarters of the society.

BEST PRACTICES –II (B) INCULCATION OF VALUES

1. Title - Title of the practice– Fostering Social Responsibility

2. Goal

The issue of imparting value education has been projected as one of national priorities in the National Education Policy, 1986. To be educated in the real sense of the term is to be able to think right, to feel right kind of emotions and to act in the cognitive, co-native and affective dimensions of personality development.

3. The context

An educational institution must prepare students to become responsible components of the society. Teachers have to formulate a plan as to how they could help students develop an inner poise and an attitudinal shift 'for the better' through curricular, co-curricular and extracurricular activities of the college. The teachers have to set an example before the students so that they develop a sense of belongingness towards the society, sensitivity towards the vital issue affecting the country and the world as a respect for cultural and religious differences.

4.. The Practice

The programme of spreading value education among students has been realized through various activities of the college. Personal, neighbourly and community values are imparted in literature classes through interesting discussions related to the prescribed texts which range from biographies of great men to pieces highlighting social, political, cultural and economic ethics. Yoga and self-defense classes teach students the importance of self-discipline and the art of self protection. Sensitivity towards environmental issues is improved through campus cleaning and tree plantation drives. Students are also given the opportunity of exhibiting their environmental awareness through relevant one-act plays in NSS camps. Debate, Essay, Quiz and Elocution contests held in the college, inspire the students to voice their opinions on varied matters of importance to the social milieu to which they belong. Spiritual development of the students is enhanced through extramural lectures on ideal figures like Swami Vivekananda and observation of Jayantis of popular local figures e.g. Gangadhar Meher, Veer Surendra Sai and the like.

NCC activities encourage the students to inculcate the most important value of self-importance. They are taught that individual transformation is the key to success in any sphere of life. By involving YRC student volunteers in various programmes organized by the college, teachers guide them in learning the art of serving others and the etiquettes to be followed in a social gathering. They also imbibe in the students the important value of peaceful co-existence in a diverse society like in and around us. By treating students of varied socio-economic backgrounds with an equal eye, teachers encourage the students to respect differences in caste, creed, religion and opinion. By showing films on ACTIVE CITIZENSHIP, awareness has developed among the young mass about the duties and responsibilities of a citizen in the society. Training and capacity building on improved Governance

is arranged at the college level for Disaster Response and Preparedness from time to time. College encourages the students to participate in social outreach programmes, which gives an opportunity to the students to work with various civil society organizations. Our students are trained in the capacity building training for college students on Disaster management under OSDMA and are prepared to face the natural calamities and help others by using different modern techniques. Apart from that they are trained in administering First Aids.

5. Evidence of Success

Our effort at imparting value education to students has achieved success to a considerable degree. The local community often speaks of our students as disciplined, talented and humble. Our students never let go of an opportunity to be compassionate, understanding and supportive towards the less fortunate ones of the society. For instance, when the college authority decided to organize rallies to support the cause of Sports Day and Swachh Bharat Abhiyan, students in huge numbers came out on to the street with self-designed, thoughtful posters. We have got positive feedback from the parents as well as alumni regarding the moral strength and uprightness of the students graduating from this college. The success of our NCC cadets in staging impressive performances both within and outside the state speaks volumes about the values that they have learnt in course of their education here. Be it Youth Red Cross camps, Blood Donation drives, disaster management camp or community outreach Programmes, our students never hesitate to participate in large numbers proving that they have learnt much more than just the syllabi. During the days of admission in our college, we feel proud when parents encourage their wards to join our college. The examination system of our college is transparent and accountable. The students of our college do not resort to any type of unfair means at the time of examinations. And this has not been achieved in a day.

6. Problems encountered and resource required

There is a paucity of funds when we think of organizing more extramural lectures and inviting officials and personalities from all over India to boost the morale of our students. We also lack in adequate infrastructure. The most important problem faced while implementing this programme is the issue of transportation. We face problems while encouraging them to participate in the events outside the college campus. Another problem is the losing interest of students and parents in moral science. It is disheartening to see that they give more importance to their tuition and degrees rather than to the quality of being a functionally educated person and a good human being.

Post-Accreditation Initiative

Recommendations for Quality Enhancement of the Institution 1st Cycle. September 2010

- College may introduce employment and self-employment oriented courses like mushroom cultivation, computer aided textile designing, handicrafts, etc.
- Strengthening of computer and internet facilities and access in departments, library and across the campus.
- Special efforts be made to improve communication skills of students for their better employability.
- Effective measures are to be taken for increasing enrollment of students and reducing drop-out rate.
- Placement Cell and Guidance Cell be started and should be made more functional. College may develop short term and long term perspective plan.
- Teachers may be encouraged to pursue research and submit research proposals to funding agencies.
- IQAC should be proactive and its role and contribution be institutionalized.
- ICT facilities have to be increased substantially specially by procuring large number of computers, multimedia projectors, educational CD's and DVD's.
- Library space and reading facilities may be enhanced. More books and academic journals are to be added to library; books be catalogued for their easy access to the students.
- Alumni Association be activated for its greater participation in additional resource mobilization.
- Accounting procedures be computerized expeditiously.
- May attempt harnessing solar energy and water harvesting.
- May train and motivate students for their greater national participation to showcase their heritage and culture.

Recommendation I:

- College may introduce employment and self-employment oriented courses like mushroom cultivation, computer aided textile designing, handicrafts, etc.

College is going to conduct workshops on employment and self-employment-oriented courses like mushroom cultivation, computer aided textile designing, tailoring, handicrafts etc. very soon. The institution, from the academic session 2014-15, took initiative in this

regard and introduced Computer Science as an honours subject in science stream. Some qualified teachers were recruited to impart intensive training on various employment-oriented computer programmes.

Recommendation II:

- Strengthening of computer and internet facilities and access in departments, library and across the campus.
- a. Computer is provided to the Departments of Botany, Zoology, Chemistry, Mathematics, Computer Science and Education with LCD projectors.
- b. Internet connection is provided to the College Office, SAMS, Library, Departments of Chemistry, and Computer Science under NMEICT.
- c. INFLIBNET facilities have been provided to the library for ensuring easy access of e-books and e-journals.
- d. Expansion of internet facility to other departments is in the priority list.

Recommendation III:

- Special efforts be made to improve communication skills of students for their better employability.
- a. IQAC monitors special classes in English, Odia and Hindi literature to develop communicative skills of students for the better employability.
- b. It also reviews the student's feedback and recommends suitable steps to be taken by the teachers.

Recommendation IV:

Effective measures are to be taken for increasing enrollment of students and reducing drop-out rate.

- a. Extra classes are to be taken by every department to review the previous chapters with priority to critical discussion on important questions. By doing so, students are motivated to develop belongingness to the subject in particular and institution in general.
- b. Remedial classes are being sponsored by the UGC. State Govt. provides incentives to the tribal and marginalized students. 20% increase in students' enrolment is registered with effect from

academic session 2014-15 as a result of the above effective measures.

- c. Study materials are provided to the students along with class-notes.
- d. Special classes in General Awareness are to be introduced.

Recommendation V:

Placement Cell and Guidance Cell be started and should be made more functional. College may develop short term and long term perspective plan.

- a. Placement Cell and Guidance Cell have been activated with effect from academic session 2015-16 under the supervision of Sri S.K.Panigrahi, Lecturer in Zoology.
- b. In September 2015, it invited DISHA, Bhubaneswar for campus selection from all the three streams for training them in civil aviation. Accordingly, 51 under graduate students were selected by DISHA for this purpose.
- c. The Guidance Cell sponsors career counselling to the under graduate students both for inspiring them to opt for internship under various Industrial and corporate sectors and making them aware of state and national level competitive examinations.

Recommendation VI:

Teachers may be encouraged to pursue research and submit research proposals to funding agencies.

- a. Six Minor Research Projects (Three in Science and three in Arts streams) have been submitted to the UGC during the last five years.
- b. Three Minor Research Project proposals are pending for approval.
- c. Three Assistant Professors were awarded Ph.D. Degree in Physics and Economics respectively during 2013-14 academic sessions.

Recommendation VII:

IQAC should be proactive and its role and contribution be institutionalized.

- a. IQAC has been reconstituted during the current academic session as per UGC guidelines for the purpose of monitoring the crucial issues of teaching learning process.
- b. Unit Test has been made mandatory for Honours and Pass subjects under the purview of the IQAC.
- c. Proctorial system has been introduced by the IQAC to minimize the

- communication gap between the teachers and students.
- d. It also monitored the student's feedback to assess the quality for classroom teaching.
 - e. A new NRC Room is being set up with UGC grant with A/C and internet facility.
 - f. Two state level seminars have been sponsored by the IQAC on "Higher Education in the Age of IT Revolution: Challenges and opportunities" and "Grassroot Level Consultation on New Education Policy, 2015" in September 2015.

Recommendation VIII:

ICT facilities have to be increased substantially by procuring large number of computers, multimedia projectors, educational CD's and DVD's.

- a. Computers have been provided to the Departments of Botany, Chemistry, Zoology, Mathematics, Computer Science and Education with LCD projectors.
- b. Internet connection is provided to the Departments of Chemistry, Mathematics and Computer Science under NMEICT scheme.

Recommendation IX:

Library space and reading facilities may be enhanced. More books and academic journals are to be added to library; books be catalogued for their easy access to the students.

- a. A new central Library Building worth of Rs. 35 Lakh has been set up with adequate space and accessories for preservation and display of books.
- b. An attached Air Conditioned Reading Room is provided for the students.
- c. INFLIBNET is also provided for easy access of e-books and e-journals.
- d. More books and journals have been added to the previous stocks which are catalogued for easy access to the students.
- e. Automation of library is under process.

Recommendation X:

Alumni Association be activated for its greater participation in additional resource mobilization.

- a. Inspired by the active cooperation of the Alumni Association during the 1st cycle visit of NAAC Peer Team in September 2010, our institution has been in constant touch with it through social media

- and print media.
- b. A committee has been set up comprising the local teachers to chalk out various action-plans for additional resource mobilization.

Recommendation XI

Accounting procedures be computerized expeditiously.

- a. Computerization of accounting procedures is under progress in collaboration with the specialized training units of the State Government.
- b. The Accounts Bursar post is entrusted to Sri H.K.Pradhan an experienced Reader in Commerce, who minutely carries out the imparted inputs to accomplish the goal.

Recommendation XII:

May attempt harnessing solar energy and water harvesting.

- a. The Governing Body has been impressed upon to initiate action plan to take technical guidance from specialized agencies to harness solar energy and water harvesting.
- b. We have also requested OREDA (Odisha Renewable Energy Development Agency) through the district Collector for installation of Solar Power Plant in our campus.

Recommendation XIII:

May train and motivate students for their greater national participation to showcase their heritage and culture.

- a. Frontline students are regularly fine-tuned by the teachers on and off the campus to exhibit their positive attitude at the national level.
- b. Apart from NCC, NSS and YRC volunteers, all the students are being infused to play significant roles in showcasing their heritage and culture in the national arena
- c. The college has arranged Inter-college football tournament of Sambalpur University to motivate more students to choose sports as a career. One student has represented our University at Kashi Biswavidyalaya, Varanasi for the session 2015-16.

Evaluative Report of the Department of BOTANY

1. Name of the department: **BOTANY**
2. Year of Establishment: **1975**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **U.G. COURSE**
4. Names of Interdisciplinary courses and the departments/units involved :
Course: Environmental studies, Dept. involved Chemistry & Zoology
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments:
Minor Elective
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons :**No**
9. Number of Teaching posts:

	Sanctioned	Filled
Professors		
Associate Professors / Reader		
Asst. Professors / Lecturers	02	01

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

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Mrs. N.Panda	M.SC., M.Phil, B.Ed.	Lecturer	Biochemistry	5 Yrs.	-

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): **U.G. Programme:**

Year: 2011-12 2012-13 2013-14 2014-15

56:1 68:1 76:1 78:1

14. Number of academic support staff (technical) and administrative staff;
Sanctioned and filled:

Staff (Technical and Administrative)	Sanctioned	Filled
Demonstrator	02	02
Lab. Attendant	02	02

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: **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:
- ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **No**
 - ★ Monographs
 - ★ Chapter in Books
 - ★ Books Edited
 - ★ Books with ISBN/ISSN numbers with details of publishers:
 - ★ Citation Index
 - ★ SNIP
 - ★ SJR
 - ★ Impact factor
 - ★ h-index
20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in: **Nil**

Name	National committees	International Committees	Editorial Boards

22. Student projects:

- a) Percentage of students who have done in-house projects including inter departmental / programme: **60%**
- b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

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

Faculty	Student	Awards / Recognitions
	Shyamlal Meher	University Topper- 2012

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

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

- a. National:
- b. International:

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
Biological Science 2014-15	344	41	21	20	-
2015-16	370	58	33	25	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	students from abroad
Under graduate	100%	Nil	Nil

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

29. Student progression:

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil Data not available

30. Details of Infrastructural facilities:

a. Library	Seminar library
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	01

31. Number of students receiving financial assistance from college, university, government or other agencies: **15% students receiving SC/ST scholarship**

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

33. Teaching methods adopted to improve student learning: **Proctorial class, Remedial class**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **YRC, NCC, NSS**

35. SWOC analysis of the department and

Strength- Disciplined students

Weakness-Shortage of teaching and support staff

Opportunities- Botany is a demanding subject.

Future plans: Two more rooms are needed.

Eminent scientist will be invited to interact with the students.

Evaluative Report of the Department of CHEMISTRY

1. Name of the department: **CHEMISTRY**
2. Year of Establishment: **1971**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG COURSE**
4. Names of Interdisciplinary courses and the departments/units involved :
Environmental Studies
Other Departments Involved: Zoology, Botany
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments:
Major Elective
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 / Reader	01	01
Asst. Professors / Lecturers	04	04

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. P.L. Jena	M.Sc., M.Phil, Ph.D.	Reader & In-charge Principal	Organic Chemistry	35 Yrs.	-
Mrs.B.Satpathy	M.sc., M.Phil	Lecturer	Inorganic Reaction Mechanism & Enzyme Kinetics	29 Yrs.	-
Mrs. N. Rath	M.Sc	Lecturer	Physical	22 Yrs.	-

	B.Ed		Chemistry		
Sri H.S. Mishra	M.Sc.	Lecturer	Industrial Chemistry	22 Yrs.	-
Dr.(Mrs.)J.M. Pradhan	M.Sc M.Phil Ph.D.	Lecturer	Inorganic Reaction Mechanism & Enzyme Kinetics	16 Yrs.	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:
13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15 2015-16
8:1 8:1 10:1 15:1 19:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled:

Staff (Technical and Administrative)	Sanctioned	Filled
Demonstrator	04	04
Lab. Attendant	04	02
Store Keeper	01	-

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:
Ph.D-02, M.Phil.-01, M.Sc.-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:

★ Publication per faculty

Name	Paper published
Dr.P.L.Jena	National-12
Dr. J.M.Pradhan	Nat.-18, Int. - 03
Sri H.S.Mishra	National-04

★ Number of papers published in peer reviewed journals (national /

international) by faculty and students: **As given above.**

- ★ Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**

- ★ 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:

Name	National committees	International Committees	Editorial Boards
Dr. P.L. Jena	02		-
Smt. B.Satpathy	01		-
Dr. J.M. Pradhan	01		Catalyst (Wall magazine)

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **20%**
Sukanya Pradhan (CIPET, BBSR)
Sangita Bishi (IMMT, BBSR)

23. Awards / Recognitions received by faculty and students:

Faculty	Student	Awards / Recognitions
	SansitRath	Chancellor Cup in Debate 2013
	Chinmaya Guru	K.K Patnaik award from OCS. 2012

		(Best student in the state)
	SansitRath	1 st in state level Essay 2012
	Deepak Ku. Sahu	9 th position in Sambalpur Univ.-2012
	SansitRath	1 st in State Level inter college literary competition 2014
	SangitaBishi	2 nd position in Sambalpur Univ.-2013

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

Name of the scientist	Affiliating University	Topic	Date
Dr. C.S. Panda	Berhampur University	Green Chemistry	10.01.2012
Dr. B.K. Mishra	Sambalpur University	Madame Curie	10.01.2012
Dr. D.C. Das	Sambalpur University	Co-ordination Chemistry	15.09.2013
Dr. C.S. Panda	Berhampur University	IR Spectra	16.09.2013

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

International Year of Chemistry-2011 (College Funding)

- National Nil
- 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	
2012-13	-	42	37	05	-
2013-14	-	49	40	09	-
2014-15	432	75	49	26	-
2015-16	435	96	74	22	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the	% of students from other States	students from abroad
--------------------	------------------------	---------------------------------	----------------------

	same state		
UG Course	100%	Nil	Nil

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

29. Student progression:

Student progression	Against % enrolled
UG to PG	60%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	Nil Data not available
• Campus selection	
• Other than campus recruitment	

30. Details of Infrastructural facilities:

a. Library	Department Library (No. of Books-89)
b. Internet facility for staff and students	Yes, available for staff
c. Class rooms with ICT facility	Available
d. Laboratories	Lab-1 lab-2

31. Number of students receiving financial assistance from college, university, government or other agencies: **20%**
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts: **Workshops on Global Warming, IYC-2011.**
33. Teaching methods adopted to improve student learning:
Lecture Method, Question-answer method, Discussion & Debate, Bimonthly unit test, Seminar Meeting, Remedial Classes, Proctorial Classes.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NCC, NSS & YRC**
35. SWOC analysis of the department and Future plans:
Strength: 1. Well versed sincere faculty members.
2. Students with good academic performance & well defined aspirations.

Weakness: 1. Limitation of physical infrastructure.
2. Limitation imposed by university syllabus.

Opportunity: 1. Increasing demand for better quality of learning Chemistry.

Challenges: 1. Overcoming constraints of physical infrastructure.
2. Increased competition from other institution offering B.sc.(Pass & Hons.) programs in Chemistry.

Future Plan: 1. To hold National Level Seminars.

Evaluative Report of the Department of **COMMERCE**

1. Name of the department: **Commerce**
2. Year of Establishment: **1980**
3. Names of Programmes / Courses offered (UG, PG, .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 / Reader	02	02
Asst. Professors / Lecturers	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
Sri Kishore Chandra Panigrahi	M.Com M.Phil	Reader	Accountancy	35	-
Sri Harekrishna Pradhan	M.Com, M.Phil	Reader	Accountancy	34	-
Sri Santosh Kumar Mahapatra	M.Com	Lecturer	Accountancy	29	-
Sri Damodar Barik (Guest Faculty)	M.Com LLB,MA English PGDCA	Lecturer	Accountancy	04	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **30%**
13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
N.A. N.A. 12:1 19:1
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.-02, P.G.- 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: **Nil**
 - ★ Publication per faculty
 - ★ Number of papers published in peer reviewed journals (national / international) by faculty and students: **Nil**
 - ★ Number of publications listed in International Database (For E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ 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:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:

a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**

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

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

Faculty	Student	Awards / Recognitions

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

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

a. National

b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
B.Com(2014-15)	114	48	39	09	-
B.Com(2015-16)	161	76	64	12	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	students from abroad
B.Com (Hons)	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	N.A.
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **10%**

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

33. Teaching methods adopted to improve student learning:
Lecture method, Bimonthly Tests

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NCC, YRC, NSS

35. SWOC analysis of the department and Future plans:
Strength: Experienced teaching staff.

Weakness: Student with low communication skill.

Opportunities: It is a job oriented course.

Challenges: Introducing self-financed course in Banking.

Evaluative Report of the Department of **COMPUTER SCIENCE**

1. Name of the department: **COMPUTER SCIENCE**
2. Year of Establishment: **2014**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG COURSE**
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 / Reader	-	-
Asst. Professors / Lecturers	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
Mr. Ashish Kumar Agrawal	MTech (CS), MCA	Lecturer	Network Communication	1 Yr.	-
Miss Niroja Guru	MCA	Lecturer		1 Yr.	-

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): **U.G. Programme:**

Year: 2014-15
2015-16

6:1
14:1
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.Tech.-01, MCA-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
 - ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ 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:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:
 - a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
 - 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:

Faculty	Student	Awards / Recognitions
	Spandan Purohit	Second in Extempore Speech YRC Camp 2015
	Ankit Sahu	Third in Spoon Race Competition, YRC Camp 2015 (Panchkula)

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

25. Seminars/ Conferences/Workshops organized & the source of funding:
IQAC seminar funded by UGC held on 10 September 2015 organized by Sonepur College.

- a. National
- b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG 2014-15	15		6	6	-
2015-16	15		11	4	-

*M = Male *F = Female

27. Diversity of Students:

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

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

29. Student progression:

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

30. Details of Infrastructural facilities:

a. Library	Department Library
------------	---------------------------

b. Internet facility for staff and students	Yes, available for staff
c. Class rooms with ICT facility	Yes
d. Laboratories	Lab-1

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: **Nil**
33. Teaching methods adopted to improve student learning:
Lecture Method Question-answer method, Discussion & Debate, Class Test, Surprise Test, Bi-monthly unit test, Seminar Meeting, Remedial Classes, Proctorial Classes.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
35. SWOC analysis of the department and Future plans:
Strength: 1. Well versed sincere faculty member
2. Students with good academic performance & well defined aspiration.

Weakness: 1. Limitation of physical infrastructure.
2. Limitation of imposed by university syllabus.
3. Lack of laboratory facility.

Opportunities: 1. Increasing demand for better quality of learning technology.

Challenges: 1. Overcoming constraints of physical infrastructure.
2. Laboratory facility is a big constraint.

Evaluative Report of the Department of ECONOMICS

1. Name of the department: **ECONOMICS**
2. Year of Establishment: **23.05.1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
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: **Taking classes in +3 Commerce(Business Economics)**
7. Courses in collaboration with other universities, industries, foreign institutions, etc.: **Nil**
8. Details of courses/programmes discontinued (if any) with reasons:
9. Number of Teaching posts:

	Sanctioned	Filled
Professors		
Associate Professors / Reader	-	-
Asst. Professors / Lecturers	04	04

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. Ananda Chandra Tripathy	M.A, Ph.D	Lecturer	Rural Industrialisation	30 Yrs.	Nil
Sri RajibLochan Acharya	M.A, M.Phil	Lecturer	Monetary Economics & Monetary Management	26 Yrs.	Nil
Dr.(Miss) PremasilaMehar	M.A, M.PhilPh.D	Lecturer	Economics Development	23 Yrs.	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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
12:1 18:1 18:1 21:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled:
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: **Ph.D-02**
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: **Nil**
 - ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ 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:

Name	National committees	International Committees	Editorial Boards
Sri R.L. Acharya			College magazine & calendar

22. Student projects:

- Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- 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:

Faculty	Student	Awards / Recognitions
	AnkitMahakud	4 th position in Sambalpur University- 2010
	ChinmayanandaPatra	3 rd position in Sambalpur University- 2010
	Rojalin Pradhan	6 th position in Sambalpur University- 2012
	Itshree Pradhan	9 th position in Sambalpur University- 2013
	Binita Mishra	8 th position in Sambalpur University- 2014
	JyotshnaMeher	8 th position in Sambalpur University- 2014
	KarunakarMeher	3 rd position in Sambalpur University- 2015

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

- Late Prof. Narayan Pruseth, Ex-Principal, Panchayat College**
- Dr. S.N. Dash, Ex-Reader in Economics & Ex-Principal, A.E.S. College,**
- Mr. P.K. Tripathy, B.M, Utkal Gramya Bank, Sonepur**
- Dr. S.C. Acharya, Reader in Commerce, G.M. college**

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

UGC workshop-cum-Economics conference on “The Problems & Prospects of Economic Development in Sonepur District of Odisha.”

- National : **National Seminar**
- International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG Programme 2014-15	1006	238	166	72	-
2015-16	1182	306	244	62	-

*M = Male *F = Female

27. Diversity of Students:

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

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

29. Student progression:

Student progression	Against % enrolled
UG to PG	40%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	<p>Nil</p> <p>N.A.</p>

30. Details of Infrastructural facilities:

a. Library	Yes, There is a Departmental Library
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **15%**
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts: **Departmental Seminars are organized every year by inviting eminent resource persons from outside.**

- 33. Teaching methods adopted to improve student learning:
Lecture method with application of blackboard, Doubt clearing classes.
- 34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NSS, NCC, YRC.
- 35. SWOC analysis of the department and Future plans:
Strength: Qualified Experienced and highly motivated faculties.

Weakness: Lack of Internet facility, ICT facility

Opportunities: Job opportunities in Banking sector.

Challenges: Introducing new courses on Banking and Modern Office Management.

**Future plans: 1. ICT facility in Classroom.
2. More Seminars / Workshops by inviting guest speakers**

Evaluative Report of the Department of EDUCATION

1. Name of the department: **Education**
2. Year of Establishment: **1980**
3. Names of Programmes / Courses offered (UG, PG, .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 / Reader	-	-
Asst. Professors / Lecturers	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
Smt. Swarnamayee Mishra	M.A. M.Ed.	Lecturer	Educational vocational	26 Yrs.	-
Sri Ramdhari Hota	M.A. M.Phil	Lecturer	Educational Statistics	23 Yrs.	-
Miss. S.Bohidar (Guestfaculty)	M.A.	Lecturer			-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **30%**

13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
20:1 20:1 19:1 21:1
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 P.G-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:
- ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ 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:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **60%**
- 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:

Faculty	Student	Awards / Recognitions
	Elina Hota	4th position in Sambalpur University- 2015

24. List of eminent academicians and scientists / visitors to the department: **Nil**
25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**
- c. National
- d. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG course 2013-14	1006	238	166	72	-
2014-15	1182	306	244	62	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	50%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	

<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil N.A.
---	---------------------------

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **25%**

32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts:**Seminar with Expert Dr. Jyoti Ranjan Bohidar, Retd. Reader.**

33. Teaching methods adopted to improve student learning:
Lecture Method, Learning by Doing Method

34. Participation in Institutional Social Responsibility (ISR) and Extension activities:
NCC, NSS, YRC.

35. SWOC analysis of the department and Future plans:

Strength: Motivating teaching faculties.

Weakness: Shortage of staff.

Opportunities: Job opportunities in teaching & higher studies.

Challenges: ICT enabled Teaching.

Evaluative Report of the Department of ENGLISH

1. Name of the department: **English**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG (Hons.)**
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: **Arts / Science / Commerce**
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 / Reader	-	-
Asst. Professors / Lecturers	06	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
Smt. Kalpana Mishra	M.A.	Lecturer	Comparative Literature	25 Yrs.	-
Smt. Geetanjali Pujari	M.A. B.Ed.	Lecturer	Comparative Literature	15 Yrs.	-
Smt. Likhita Pattnaik (Guest Faculty)	M.A.	Lecturer	American Literature	-	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **One temporary faculty, 20% lectures.**

13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
85:1 123:1 117:1 251:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled: **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:**P.G.- 03**
16. Number of faculty with ongoing projects from (a) National (b) International Funding agencies and grants received : **Mrs. K.Mishra , Continuing Ph.D.**
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:
- ★ 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 E.g. 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**
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Kalpana Mishra	-	-	Editor, Coliege Magazine & Wall Magazine

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- 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:

Faculty	Student	Awards / Recognitions
	Sachin Sahu	Rajiv Gandhi Pratiba Award-2015 Best Volunteer YRC National Level-2014 Second in National Level Debate-2014

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

Dr. Kalidas Mishra, Prof. in English, Sambalpur University.

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

- a. National
- b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
2014-15 Arts	1006	238	166	72	-
2015-16	1182	306	244	62	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	35%

PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed <ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **08%**

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

College level Seminars are conducted by the department.

33. Teaching methods adopted to improve student learning:

Informal interactions with teachers, doubt clearing classes are held

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students participate in social work during the calamities like flood, cyclone etc.**

35. SWOC analysis of the department and Future plans:

Strength: College has a good library.

Weakness: Students with poor communication skill.

Opportunities: Establishment of seminar Library

Challenges: To address deficiency in spoken English of students to augment their employability.

Future plans: 1.Seminars to be organized by inviting eminent professors.

2. Establishment of Language Lab.

Evaluative Report of the Department of HINDI

1. Name of the department: **Hindi**
2. Year of Establishment: **2015**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG**
4. Names of Interdisciplinary courses and the departments/units involved :
Arts/Science/Commerce
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments: **Arts/Science/Commerce**
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 / Reader	-	-
Asst. Professors / Lecturers	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
Sri Ghanashyam Kharsel	M.A.	Lecturer		16 Yrs.	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): **U.G. Programme only started this year.**
14. Number of academic support staff (technical) and administrative staff;

Sanctioned and filled: **Nil**

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: **P.G.-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:
- ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ Monographs
 - ★ Chapter in Books
 - ★ Books Edited
 - ★ Books with ISBN/ISSN numbers with details of publishers:
 - ★ Citation Index
 - ★ SNIP
 - ★ SJR
 - ★ Impact factor
 - ★ h-index
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in: **Nil**

Name	National committees	International Committees	Editorial Boards
Ghanashyam Kharsel	-	-	College Magazine

22. Student projects:
- Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
 - Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

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

Faculty	Student	Awards / Recognitions

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

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

- National.
- International.

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG 2015-16	128	128	80	48	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	N.A.
PG to M.Phil.	

Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	<p>Nil</p> <p>N.A.</p>

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **08%**
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts: **College level seminars are conducted by the department.**
33. Teaching methods adopted to improve student learning:
Providing note, study material & guidance, TMA.
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Social works, NCC, NSS.**
35. SWOC analysis of the department and Future plans:

Future plans: 1. Plan to open Hons. in Hindi

2. Library facilities in the Department

Evaluative Report of the Department of HISTORY

1. Name of the department: **History**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG with Honours**
4. Names of Interdisciplinary courses and the departments/units involved :
Indian Society & Culture, Department Of Political Science & Economics
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments:
Science & Commerce
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 / Reader	01	01
Asst. Professors / Lecturers	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
Dr. KedarNath Mishra	M.A. M.Phil Ph.D	Reader	Modern History	27 Yrs.	Nil
Sri Amaresh Sahu	M.A. M.Phil	Lecturer	Orissan History	04 Yrs.	Nil
Sri Karunakar Naik	M.A. M.Phil	Lecturer	Orissan History	02 Yrs.	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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
100:1 83:1 115:1 135:1
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, M.Phil. -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:
- ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ Monographs
 - ★ Chapter in Books
 - ★ Books Edited
 - ★ Books with ISBN/ISSN numbers with details of publishers:
 - ★ Citation Index
 - ★ SNIP
 - ★ SJR
 - ★ Impact factor:
 - ★ h-index
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in: **Nil**

Name	National committees	International Committees	Editorial Boards

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**

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

Faculty	Student	Awards / Recognitions

24.

List of eminent academicians and scientists / visitors to the department: **Nil**

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

- a. National
- b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG	1006	238	166	72	-
UG	1182	306	244	62	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	40%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	Nil
• Other than campus recruitment	N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **Nil**
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts: **Seminar Under Faculty exchange programme was held in the department with Prof. R.S. Nayak on Varnasramadharma in August 2015**
33. Teaching methods adopted to improve student learning: **Dialectical method is adopted to improve the student learning.**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Inspiring the students to participate in blood-donation camp under YRC & NSS.**
35. SWOC analysis of the department and Future plans:
- Strength: 1. Location of the college in an antiquity-prone region.**
- 2. Enthusiastic teachers.**
- Weakness: 1. Lack of departmental Library.**
- 2. Lack of LCD Projector.**
- Opportunities: Regionalization of history.**
- Challenges: 1. Better infrastructure.**
- 2. ICT enabled Classroom.**
- Future Plan: To introduce P.G. course in History.**

Evaluative Report of the Department of MATHEMATICS

1. Name of the department: **Mathematics**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
4. Names of Interdisciplinary courses and the departments/units involved :
Arts & Science
5. Annual/ semester/choice based credit system (programme wise): **Annual**
6. Participation of the department in the courses offered by other departments:
Physics, Chemistry.
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 / Reader	-	-
Asst. Professors / Lecturers	04	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
Sri B.N. Meher	M.Sc. B.Ed.	Lecturer	O.R., Graph Theory	22 Yrs.	-
Sri S.R. Pujahari	M.Sc., M.Phil	Lecturer	A.N.T. & O.R. Theory	02 Yrs.	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **50%**

13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
141:1 130:1 144:1 149:1
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 P.G-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:
- ★ 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 E.g. 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**
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in: **Nil**

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:
- Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
 - 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:

Faculty	Student	Awards / Recognitions
	Sagarika Acharya	1st position in Univ. Examination-2013-14
	Sridhara Pradhan	1st position in Univ. Examination -2015
	SumitRath	2nd position in Univ. Examination -2015

24. List of eminent academicians and scientists / visitors to the department: **Nil**
25. Seminars/ Conferences/Workshops organized & the source of funding: **Nil**
- National
 - International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG 2014-15	432	75	49	26	-
2015-16	435	96	74	22	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	40%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> Campus selection Other than campus recruitment 	<p>Nil</p> <p>30%</p>

30. Details of Infrastructural facilities:

a. Library	College library & Departmental library
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Computer laboratory with 8 nos. of computers

31. Number of students receiving financial assistance from college, university, government or other agencies: **8%**

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

Department seminars are held inside the college.

33. Teaching methods adopted to improve student learning: **Inductive, Deductive, Synthetic & Lecture method**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Students participate in social work during flood & other calamities.**

35. SWOC analysis of the department and Future plans:

Strength: Dedicated teachers and motivated students.

Weakness: Shortage of teaching staff.

Opportunities: Vast scope for employment and higher studies after passing.

Challenges: Stiff competition from nearby colleges offering Mathematics (Hons.) course

Future plans: To get connect internet & teaching through power point presentation.

Evaluative Report of the Department of ODIA

1. Name of the department: **Odia**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .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: **Arts and Science.**
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 / Reader	-	-
Asst. Professors / Lecturers	06	04

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
Sri Girija Shankar Panda	M.A. M.Phil	Lecturer	Linguistic	28 Yrs.	Nil
Sri Buddhadeb Padhan	M.A.	Lecturer	Fiction	28 Yrs.	Nil
Sri SouravRanjan Khamari	M.A. M.Phil	Lecturer	Modern poetry	22 Yrs.	Nil
Sri Meenaketan Kumbhar	M.A.	Lecturer	Fiction (Katha Sahitya)	02 Yrs.	Nil

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

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: **30%**
13. Student -Teacher Ratio (programme wise): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
85:1 85:1 90:1 100:1
14. Number of academic support staff (technical) and administrative staff;
Sanctioned and filled: **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:
M.Phil- 02, P.G.-02
16. Number of faculty with ongoing projects from (a) National (b) International
Funding agencies and grants received:
S.R. Khamari minor research project entitled-"Bhanuji Raonka Kavya Jagat"- UGC (MRP), grants Rs.74,420 /-
17. Departmental projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total
grantsreceived: **Nil**
18. Research Centre /facility recognized by the University: **Nil**
19. Publications:
 - ★ 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 E.g. 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**
20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
S.R. Khamari	-	-	College Magazine Manisha

22. Student projects:

- Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- 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:

Faculty	Student	Awards / Recognitions
Nil	Nil	Nil

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

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

- National
- International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
2014-15(arts)	1006	238	166	72	-
2015-16	1182	306	244	62	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	40%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	Nil N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **15% from State Government.**

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

33. Teaching methods adopted to improve student learning: **Nil**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NSS, YRC**

35. SWOC analysis of the department and Future plans:

Strength: Motivated students.

Weakness: Shortage of faculties.

Opportunities: Better job opportunities.

Challenges: Increased competition from the nearby institution offering B.A. honours.

Evaluative Report of the Department of PHILOSOPHY

1. Name of the department: **Philosophy**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
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 / Reader	-	-
Asst. Professors / Lecturers	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. Debendra Kumar Pradhan	M.A.Ph.D.	Lecturer	Religious Belief and Language	23	-
Sri Prakash Chandra Panda	M.A.	Lecturer	-	05	-

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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
15:1 17:1 17:1 19:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned

and filled:

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:**Ph.D-01
P.G-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:

★ 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 E.g. 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 :

★ h-index

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

21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:

a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**

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

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

Faculty	Student	Awards / Recognitions

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

25. a. Seminars/ Conferences/Workshops organized & the source of funding:
Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/other agencies: **Nil**
a. National
b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG 2013-14	160	48	40	08	-
2014-15	153	48	35	13	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	20%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	Nil Data not available
<ul style="list-style-type: none"> Campus selection Other than campus recruitment 	

30. Details of Infrastructural facilities:

a. Library	Nil
------------	-----

b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **Nil**
32. Details on student enrichment programmes (special lectures / workshops / Seminar) with external experts: **Nil**
33. Teaching methods adopted to improve student learning: **Nil**
34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **Nil**
35. SWOC analysis of the department and Future plans:

Strength: Sincere teachers.

Weakness: Lack of communication skills of students.

Opportunities: Job prospects after skill development.

Challenges: To cope with the enhanced strength of Hons. students.

Future plans: ICT enabled classroom.

Evaluative Report of the Department of PHYSICS

1. Name of the department: **Physics**
2. Year of Establishment: **1971**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
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:
Chemistry and Mathematics
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 / Reader	01	01(Deployed in Rajendra College)
Asst. Professors / Lecturers	04	04

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
Sri T.K. Mishra	M.Sc., M.Phil	Reader	Nuclear Physics	32 Yrs.	Nil
Dr. B.N. Kolta	M.Sc., Ph.D	Lecturer	Nuclear Physics	29 Yrs.	Nil
Dr.(smt.)P. Rath	M.Sc., Ph.D	Lecturer	Electronics	27 Yrs.	Nil
Sri A.K. Sahoo	M.Sc	Lecturer	Electronics	22 Yrs.	Nil
Sri A.G. Deb	M.Sc., M.Phil	Lecturer	Nuclear Physics	22 Yrs.	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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
15:1 17:1 17:1 19:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled:

Staff (Technical and Administrative)	Sanctioned	Filled
Demonstrator	02	02
Lab. Attendant	03	03

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:
Ph.D-02, M.Phil-02, P.G-01
16. Number of faculty with ongoing projects from (a) National (b) International Funding agencies and grants received.: **01 (Sri A.G. Deb)**
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:
- ★ Publication per faculty: **Dr. B.N.Kalta- 15**
Sri A.G. Deb - 06
 - ★ Number of papers published in peer reviewed journals (national / international) by faculty and students:
Dr. B.N. Kalta (National-08, International-07)
Sri A.G. Deb (National-03, International-03)
 - ★ Number of publications listed in International Database (For E.g. 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 :

★ h-index

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

21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:

a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**

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:

Faculty	Student	Awards / Recognitions
	Dr. K.K. Nanda, (Ex-student)	Samanta Chandra Shekhar Award by Govt. of Odisha
	Shibadatta Purohit	5th position in Sambalpur University 2015

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

1.Dr. A. Hota (Astrophysics & Radio physics)

2. Dr. P.K. Pujari (High Energy Physics)

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

c. National

d. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
UG 2014-15	432	75	49	26	-
2015-16	435	96	74	22	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	70%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
<ul style="list-style-type: none"> • Campus selection • Other than campus recruitment 	<p>Nil</p> <p>N.A.</p>

30. Details of Infrastructural facilities:

a. Library	Central library & Seminar library
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	+3 Hons. & Pass Laboratories

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: **Nil**

33. Teaching methods adopted to improve student learning: **Nil**

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: **NSS, YRC**

35. SWOC analysis of the department and Future plans:

Strength: 1. **Sincere teachers and motivated students.**

2. **Students are regularly occupying top positions in Univ. Exams.**

Weakness: **Lacking in infrastructure and well-equipped Laboratory.**

Opportunity: **Alumni are well placed, can lend a helping hand for the development of the department.**

Challenges: **To start P.G. course in Physics.**

Evaluative Report of the Department of POLITICAL SCIENCE

1. Name of the department: **Political Science**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
4. Names of Interdisciplinary courses and the departments/units involved :
Course-Indian Polity & Indian Society & culture, Departments Arts, Science and Commerce.
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 / Reader	02	Nil
Asst. Professors / Lecturers	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
Sri Satyanarayan Rath	M.A. M.Phil	Lecturer	International Politics	31 Yrs.	Nil
Lt. Ananta Narayan Dash	M.A.	Lecturer	Political Sociology	24 Yrs.	Nil
Sri Jitendra Kumar Jena (Guest faculty)	M.A.	Lecturer	Indian Govt. & Politics	-	-

11. List of senior visiting faculty: **Nil**
12. Percentage of lectures delivered and practical classes handled (programme wise)

by temporary faculty: **30%**

13. Student -Teacher Ratio (programme wise): **U.G. Programme:**

Year: 2011-12 2012-13 2013-14 2014-15

100:1 115:1 100:1 135:1

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, P.G.-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:

★ 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 e.g. 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**

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

21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Nil	Nil	Nil	Nil

22. Student projects:

- a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**
- 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:

Faculty	Student	Awards / Recognitions
Nil	Nil	Nil

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

1. **Dr. S.P. Guru, Retd. Professor, Sambalpur University**
2. **Prof. R.N. Bishi, Principal, Siddharth College, Binka**
3. **Dr. Dadhi Baman Mishra, Retd. Professor, G.M. College, Sambalpur**

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

- a. National
- b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
U.G. Course 2013-14		256	166	90	-
U.G. Course 2014-15		256	160	96	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	60%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	Nil
• Other than campus recruitment	N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

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

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

Holding departmental seminar/symposium every year by inviting eminent persons from outside.

33. Teaching methods adopted to improve student learning: **Black-board operation, interface, discussion & doubt clearing class.**

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

35. SWOC analysis of the department and Future plans:

Strength: The teachers are sincere and hard working.

Weakness: Shortage of staff.

Opportunities: Organize a National seminar in near future.

Challenges: Infrastructural bottlenecks.

Future plans: To open P.G. in Political Science.

Evaluative Report of the Department of SANSKRIT

1. Name of the department: **Sanskrit**
2. Year of Establishment: **1964**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
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 / Reader	01	01
Asst. Professors / Lecturers	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
Sri Bhaskar Prasad Mishra	M.A.	Reader	Grammar	33 Yrs.	Nil
Smt. Jyostna Rani Pattnaik	M.A.	Lecturer	Sahitya	23 Yrs.	Nil
Sri Bhagirathi Mahapatra	M.A	Lecturer	Sahitya	18 Yrs.	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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
16:1 16:1 16:1 16:1

14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled: **Nil**
15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG: **P.G-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:
 - ★ 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 E.g. Web of Science, Scopus, Humanities International Complete, Dare Database - International Social Sciences Directory, EBSCO host, etc.): **Nil**
 - ★ Monographs: **Nil**
 - ★ Chapter in Books: **05**
 - ★ Books Edited: **02**
 - ★ Books with ISBN/ISSN numbers with details of publishers: **Nil**
 - ★ Citation Index: **Nil**
 - ★ SNIP: **Nil**
 - ★ SJR: **Nil**
 - ★ Impact factor: **Nil**
 - ★ h-index: **Nil**
20. Areas of consultancy and income generated: **Nil**
21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Sri B.P. Mishra	01	-	02

22. Student projects:
 - a. Percentage of students who have done in-house projects including inter departmental / programme: **Nil**

- 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:

Faculty	Student	Awards / Recognitions
	Ranjan Ku. Samal	2nd position in Sambalpur University-2015
	Smitarani Nayak	6th position in Sambalpur University-2015
	Sarit Kumar Kar	7th position in Sambalpur University-2015

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

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

- a. National
b. International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass percentage
			* M	*F	
U.G. Programme 2013-14	-	16	12	04	-
2014-15	-	16	12	02	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	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	80%
PG to M.Phil.	
Ph.D. to Post-Doctoral	
Employed	
• Campus selection	Nil
• Other than campus recruitment	N.A.

30. Details of Infrastructural facilities:

a. Library	Nil
b. Internet facility for staff and students	Nil
c. Class rooms with ICT facility	Nil
d. Laboratories	Nil

31. Number of students receiving financial assistance from college, university, government or other agencies: **15**

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

Seminar on a Relevance of Sanskrit in 21st Century.

Resource person: Sri Narendra Kumar Pradhan, Lecturer in Sanskrit, Govt. College, Sundargarh, in this session 2015-16

33. Teaching methods adopted to improve student learning: **Black-board operation**

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

35. SWOC analysis of the department and Future plans:

Strength: 1.A rich heritage of Sanskrit Language in the locality.

2. Enthusiastic teachers in the Department.

Weakness: Lack of departmental library, infrastructure etc.

Opportunities: Utilization of Sanskrit Language.

Challenges: Better infrastructure and ICT enabled classroom.

Future plans: To involve students in reviving the oldest Sanskrit manuscripts of the area.

Evaluative Report of the Department of ZOOLOGY

1. Name of the department: **Zoology**
2. Year of Establishment: **1975**
3. Names of Programmes / Courses offered (UG, PG, .Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.): **UG Programme**
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: **Minor Elective**
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 / Reader	-	-
Asst. Professors / Lecturers	04	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
Sri P.K. Mohapatra	M.Sc	Lecturer	Fisheries including Ichthyology	31 Yrs.	Nil
Sri S.K. Panigrahi	M.Sc., M.Ed	Lecturer	Physiology	24 Yrs.	Nil
Sri U.K. Nag	M.Sc., M.Phil	Lecturer	Fisheries including Ichthyology	22 Yrs.	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): **U.G. Programme:**
Year: 2011-12 2012-13 2013-14 2014-15
42:1 39:1 44:1 46:1
14. Number of academic support staff (technical) and administrative staff; Sanctioned and filled:

Staff (Technical and Administrative)	Sanctioned	Filled
Demonstrator	02	02
Lab. Attendant	03	03

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil/PG:**P.G.-02**
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:
- ★ 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 E.g. 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**
20. Areas of consultancy and income generated: **Nil**

21. Faculty as members in:

Name	National committees	International Committees	Editorial Boards
Sri U.K. Nag	03	-	-

22. Student projects:

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

Faculty	Student	Awards / Recognitions
Sri U.K.Nag		Best Resource person in National Level YRC-2015 Camp
	Deepali Kumari Bhut	4th position in Univ. Exam. -2015

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

- National
- International

26. Student profile programme/course wise:

Name of the Course/programme (refer question no. 4)	Applications received	Selected	Enrolled		Pass %
			* M	*F	
Biological Sc. 2012-13		25	14	11	-
2013-14		30	18	12	-
2014-15	344	41	21	20	-
2015-16	370	58	33	25	-

*M = Male *F = Female

27. Diversity of Students:

Name of the Course	% of students from the same state	% of students from other States	students from abroad
Undergraduate	100%	Nil	Nil

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

29. Student progression:

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed	
• Campus selection	Nil
• Other than campus recruitment	N.A.

30. Details of Infrastructural facilities:

a. Library	Seminar Library (55 no. of books)
b. Internet facility for staff and students	N.A.
c. Class rooms with ICT facility	LCD projector & Computer
d. Laboratories	01

31. Number of students receiving financial assistance from college, university, government or other agencies: **20% students receiving SC/ST Scholarship**

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

33. Teaching methods adopted to improve student learning:
LCD projector, Proctorial Class, Remedial Classes, Student seminar, G.D Classes

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

35. SWOC analysis of the department and Future plans:

Strength: Students placed in the merit list every year.

Teachers are hard working.

Weakness: Non availability of infrastructure for lab activities.


Future Plan:

- 1. Eminent Scientists will be invited to the Department.**
- 2. To arrange a National Seminar in the Department.**

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge. This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced. I am aware that the Peer team will validate the information provided in this SSR during the peer team visit.

Place: Sonepur
Date:


14/10/15
Signature of the Head of the institution

Principal
with seal:
Sonepur College
Sonepur
Dist Subarnapur

Annexure - I

Home About Us Organization Commission Universities Colleges Publications

Universities & Colleges

- Colleges Under Section 2(f) & 12(B)
- Autonomous Colleges
- Colleges With Potential for Excellence
- Academic Staff Colleges
- Universities (UPE)
- Centres (CPEPA)
- Basic Scientific Research
- Visiting Committee Reports
- Central Universities
- State Universities List
- Deemed Universities
- Private Universities
- Fake Universities

Colleges under section 2 (f) & 12(B) of the UGC Act 1956

Consolidated List of Colleges under section 2(f)&12(B) as on 31.08.2015

The University Grants Commission (UGC) provides financial assistance to eligible colleges which are included under Section 2(f)* and declared fit to receive central assistance (UGC grant) under Section 12 (B)** of UGC Act, 1956 as per approved pattern of assistance under various schemes.

* The UGC had notified Regulations for recognition of colleges under Section 2(f) of the UGC Act, 1956. The colleges are brought under the purview of UGC in terms of these Regulations as and when the proposals are received from the colleges for inclusion under Section 2(f) and they are found fit for inclusion as per the provisions contained in the Regulations.

** Apart from inclusion of colleges under Section 2(f), the UGC includes the Colleges under Section 12(B) of its Act in terms of Rules framed under the Act. This makes the colleges eligible for central assistance from the Government of India or any organization receiving funds from the Central Government.

Colleges Search by State Grants Released to colleges:

Colleges Search by State

Search

S.No.	College	University	Status
401	Sidheswar College of Science & Technology Amrinda Road, Distt., Balesore, Orissa Orissa		Under Section : 2(f)&12(B)
402	Silicon Institute of Technology Silicon Hills, Patia Bhubaneswar, Orissa 751024 Orissa 751024	Biju Patnaik University of Technology	Under Section : 2(f)
403	Simulia College Markona, Distt., Balesore, Orissa Orissa		Under Section : 2(f)&12(B)
404	Sinapali College Sinapali, Distt., Nuzvid, Orissa 766 108 Orissa 766 108		Under Section : 2(f)&12(B)
405	Sindhadevi Mahavidyalaya Nandapur, Distt., Konark, Orissa Orissa		Under Section : 2(f)
406	Sohela College Sohela, At/Po: Sohela, Distt., Bargarh, Orissa Orissa		Under Section : 2(f)&12(B)
407	Sonepur College Sonepur Raj, Distt., Subarnapur, Orissa Orissa		Under Section : 2(f)&12(B)
408	Sreeram College Rampur, Distt., Subarnapur, Orissa Orissa		Under Section : 2(f)&12(B)
409	Sri Bharat Pati Mahavidyalaya Samantpali, Distt., Ganjam, Orissa 761 053 Orissa 761 053		Under Section : 2(f)&12(B)
410	Sri Jagannath Mahavidyalaya Rambha, Distt., Ganjam, Orissa 761 028 Orissa 761 028		Under Section : 2(f)

12/10/17
MUNICIPAL
SONEPUR DEGREE COLLEGE
SONEPUR
Sonepur



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

Annexure - 2

No. AGO-385/11-12

(ERO) ID No. OS2-058

Date: 12-Mar-15

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

S No. 225422

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

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. **877746** towards the scheme **Additional Grant (Equipment)** to the Principal **Sonepur 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 (Rs.)	Amount being sanctioned now (Rs.)	Total grant including the grant now being sanctioned (Rs.)
General District				
2nd instalment				
Additional Assistance (Equipment)	2194364	1092182	877746	1969928

Total **877746**

The College is requested to note:

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

- The sanctioned amount is debitable to Head 1.B-(i)(L)(ii) and valid for payment during the financial year 2013-14 only.
- 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,
Sonepur College
Sonepur Subarnapur
Odisha 767 017

(b) Account No.: 11404543801

(c) Name & Address of Branch: State Bank of India, Sonepur

(d) MICR Code of Branch: 767002102

(e) IFSC Code: SBIN0001085

(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.

- The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution.
- The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure.
- 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.
- 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.
- 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.
- A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form.

Received online on 12-03-15
B. 877746/- (Rupees 877746)
Name: Principal
Principal
Sonepur College
Sonepur
Dist Subarnapur



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

Recd by
13/3/15

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. 2035 (UGC) dated 27.02.2015
23. This issue with the approval of _____ vide Diary No. _____ dated _____

Details of the amount is being released:

General component (3A): Rs. 680253
SC componen (3B)t:Rs. 131662
ST componen (3C)t: Rs. 65831
TOTAL: 877746

Yours faithfully,

Dr. G. Srinivas
(Dr. G. Srinivas)
Joint Secretary

Copy forwarded for information and necessary action to:

1. Principal,
Sonepur College
Sonepur Subarnapur
Odisha 767 017
He/She is requested to abide by these instructions/Guidelines of sanction order
2. Registrar/ Director, Co-ordinator, College Development Council, Sambalpur University
3. Auditor General, Govt. of Odisha
4. The Secretary, Higher Education, Govt. of Odisha
5. The Director of Public Instructions (Higher Education) Govt. of Odisha
6. General District

Dr. G. Srinivas
(Dr. G. Srinivas)
Joint Secretary



UNIVERSITY GRANTS COMMISSION
EASTERN REGIONAL OFFICE
LB 5 Sector III Salt Lake, Kolkata 700 098

AGC-325/11-12 ERO
The Accounts Officer
University Grants Commission
Eastern Regional Office, Kolkata 700 098

Date 01.06.12
S.No. 21257

Sub: Release of Grant-in-Aid during the Current financial year, during Xlth Plan, to
Sonepur College

Sir/Madam,

I am directed to convey the sanction of the Commission for payment of Rs. 1097182 towards the scheme Additional Grant (Equipment) to the Principal, Sonepur 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
General District	(Rs.)	(Rs.)	(Rs.)	(Rs.)
Additional Grant (Equipment)	2194064	0	1097182	1097182

The College is requested to note:

Total

1097182

- General District: General-77.5%, SC-15%, ST-7.5%.
- SC District: General-62.5%, SC-30%, ST-7.5%.
- ST District: General-55%, SC-15%, ST-30%.
- No photocopy of bills/vouchers or the originals and detailed list of purchases should be sent with the accounts submitted unless specifically called for.

The sanctioned amount is debitable to the major head I.B-(i) and valid for payment during the current financial year only. 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 Demand Draft. The grant is subject to the adjustment on the basis of Utilisation Certificate in the prescribed proforma submitted by the University/College/Institution. The University/College shall maintain proper accounts of the expenditure out of the grant which shall be utilised only on approved items of expenditure. 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. 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. A register of assets acquired, wholly or substantially out of the grant shall be maintained by the University/College in the prescribed form. 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. The University/College shall follow strictly all the instructions issued by the Government of India from time to time with regard to reservation of posts to Scheduled Castes and Scheduled Tribes. 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. The sanction issues in exercise of the delegation of powers vide Commission Office Order No. 25/92 dated May 01, 1992. An amount of Rs. out of the grant of Rs. sanctioned vide letter No. F (ERO) dated has been utilized by the College for the purpose for which it was sanctioned and noted in the Grant-in-Aid Register. The funds to the extent are available under the Scheme.

Principal forwarded for information and necessary action to:

Sonepur College

Sonepur Subarnapur

Orissa 767 017

Principal is requested to abide by these instructions/Guidelines of sanction order.

Registrar/ Director, Co-ordinator, College Development Council, Sambalpur

Auditor General, Govt. of Orissa

The Secretary, Higher Education, Govt. of Orissa

The Director of Public Instructions (Higher Education) Govt. of Orissa

General District

Yours faithfully,

(Dr. Ratnabali Banerjee)
Joint Secretary

(Dr. Ratnabali Banerjee)
Joint Secretary



Annexure - 3

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Sonepur College

Place : Sonepurraj, Dist. Subarnapur, Orissa

Criteria	Weightage (W_i)	Criterion-Wise Grade Point Averages (Cr_i GPA)	$W_i \times Cr_i$ GPA
I. Curricular Aspects	050	2.00	100
II. Teaching-Learning and Evaluation	450	1.91	860
III. Research, Consultancy and Extension	100	1.80	180
IV. Infrastructure and Learning Resources	100	1.70	170
V. Student Support and Progression	100	2.20	220
VI. Governance and Leadership	150	1.73	260
VII. Innovative Practices	050	1.60	080
Total	$\sum_{i=1}^7 W_i = 1000$		$\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA}) = 1871$

$$\text{Institutional Score} = \frac{\sum_{i=1}^7 (W_i \times Cr_i \text{ GPA})}{\sum_{i=1}^7 W_i} = \frac{1871}{1000} = 1.87$$

Grade = C

Descriptor = SATISFACTORY

12/10/11
Principal
SONEPUR COLLEGE
Sonepur

Date : January 08, 2011



HARANJAN
Director

- This certification is valid for a period of Five years with effect from January 08th 2011
- An institutional CGPA on four point scale in the range of 3.01 - 4.00 denotes A grade (Very Good), 2.01 - 3.00 denotes B grade (Good), 1.51 - 2.00 denotes C grade (Satisfactory)
- Scores rounded off to the nearest integer



Annexure - 4

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वयत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Sonepur College
Sonepurraj, Dist. Subarnapur, affiliated to Sambalpur University, Orissa as
Accredited
with CGPA of 1.87 on four point scale
at C grade
valid up to January 07, 2016*

Date : January 08, 2011



Sen
12/10/14
Principal
SONEPUR COLLEGE
Sonepur
HAR...
Director

NAAC

For Quality and Excellence in Higher Education

PEER TEAM REPORT

on

Institutional Assessment

and

Accreditation

of

Sonepur College

Sonepur, Dist Subarnapur- 767017

Orissa

(27th - 29th September, 2010)



Sen
12/10/15
Principal
SONEPUR COLLEGE
Sonepur

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
P.O.Box 1075, Nagarbhavi, Bangalore - 560072

PEER TEAM REPORT ON
Institutional Accreditation of Sonepur College, Sonepur
Dist: Subarnapur, Orissa – Pin 767017

Section-I	General Information
1.1. Name & Address of the Institution	Sonepur College, Sonepur At/Post: Sonepur.Dist: Subarnapur.(Orissa) Pin Code - 767017
1.2. Year of Establishment	1964 (02-07-1964)
1.3. Current Academic Activities at the Institution (Numbers)	B.A Pass & Hons B.Sc Pass & Hons
• Faculties/Schools	2 (Arts and Science)
• Departments/Centers	13
• Programmes/Courses Offered	2 (UG)
• Permanent Faculty Members	44 (M-32, F-12)
• Permanent Support Staff	16
• Temporary Teachers	Temporary 2 (M-1, F-1)
• Students (2010-2011)	Total : 514 (M- 393; F- 121)
1.4 Three major features in the Institutional context (As perceived by the Peer Team)	<ul style="list-style-type: none"> • An old co-educational college catering to higher education needs of the tribal/marginalized students of socio-economically backward area • Sprawling Campus with ample scope for future development • Disciplined students with dress code and talent to excel in curricular activities
1.5 Dates of visit of Peer Team	27 th -29 th September 2010
Composition of Peer Team which undertook the on- site visit	
Chairperson	Prof. Talukdar. G.N. (Former Vice Chancellor, Gauhati University)
Member Coordinator	Prof. K.K. Bajaj (Former Dean CDC & Controller of Examinations, Himachal Pradesh University, Shimla)
Member;	Dr. P.A. Bhat. Formerly, Principal, Dr A.V. Baliga College, Kumta (Karnataka)
NAAC Coordinator	Dr Ganesh Hegde

Section II CRITERIONWISE ANALYSIS	Observations (Strengths and / or Weaknesses) on Key – aspects. (Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all three bullets each time ; write only the relevant ones)
2.1.Curricular Aspects	
2.1.1 .Curricular Design and Development	<ul style="list-style-type: none"> • It has the mission aiming at offering Higher Education opportunities relevant to the local area needs • Curriculum as prescribed by affiliating Sambalpur University, Jyoti Vihar, Burla, Orissa, is followed • Offers B.A., and B.Sc Pass and Hons Courses in English and Oriya medium
2.1.2Academic Flexibility	<ul style="list-style-type: none"> • Range of programme options is constrained by University rules • Little academic flexibility in curriculum options, update or enrichment • Add-on or vocational region-specific courses yet to be identified and introduced
2.1.3.Feedback on Curriculum	<ul style="list-style-type: none"> • There is no formal institutionalised / feedback mechanism
2.1.4. Curriculam Update.	<ul style="list-style-type: none"> • Syllabi revised once in five years by the university • Last major revision in 2005 and some marginal revision in the academic year 2008-09
2.1.5Best Practices in Curricular Aspects(If any)	<ul style="list-style-type: none"> • Oriya medium for greater reach and compatibility of courses among students • The college has signed an MOU with 'e-sahaj' for self-financing computer education • E-admission introduced from 2010-2011 as an initiative of state government
2.2.Teaching –Learning : Evaluation	
2.2.1 .Admission process and Student Profile	<ul style="list-style-type: none"> • Admission process is publicized through college prospectus and website • Transparent admissions process as per university and government norms • The college admits students on the basis of result of previous qualifying year
2.2.2.Catering to the Diverse Needs	<ul style="list-style-type: none"> • Remedial coaching arranged for slow learners under WODC (Western Orissa Development Council) and

	U.G.C. Scheme <ul style="list-style-type: none"> Higher education needs of weaker sections of the area being Addressed
2.2.3. Teaching-Learning Process	<ul style="list-style-type: none"> Academic calendar and teaching plan are prepared and followed by faculty Conventional lecture/black board teaching method is predominant
2.2.4. Teachers Quality	<ul style="list-style-type: none"> Teachers are appointed as per government norms, 8 teachers hold Ph.D and 13 M.Phil degrees Teachers attend Refresher and Orientation courses
2.2.5 Evaluation process and reforms	<ul style="list-style-type: none"> The evaluation schedules and methods are made known to the students through prospectus and college calendar Mechanism to redress the grievances relating to college examinations exists
2.2.6. Best Practices in Teaching- Learning and Evaluation (If any)	<ul style="list-style-type: none"> Occasional and informal guest lectures in some Departments arranged to expose students to outside scholarship, current problems and issues Participation in seminars
2.3. Research ,Consultancy and Extension	
2.3.1 .Promotion of Research.	<ul style="list-style-type: none"> No institutional budget provided for promotion of research Interest in research though helpful in teaching is not institutionalized
2.3.2. Research and publication output.	<ul style="list-style-type: none"> Three teachers of the college are recognized research guides for Ph.D. Four minor research projects completed and two are in progress One teacher has published one book during the last five years
2.3.3. Consultancy	<ul style="list-style-type: none"> No formal consultancy initiative or practice The college does not publish the expertise of its teachers Social consultancy avenues yet to be identified
2.3.4. Extension activities	<ul style="list-style-type: none"> One N.C.C, three N.S.S units and youth Red Cross are in place Students undertake various social outreach and extension programmes like Aids Awareness, Health Camps, Literacy, tree plantation etc in collaboration with Govt. departments and local community

2.3.5.Collaborations	<ul style="list-style-type: none"> No structured collaboration on record An MoU has been signed with e-sahaj for imparting computer education
2.3.6.Best practices in Research, Consultancy and Extension	<ul style="list-style-type: none"> Community centric extension activities by NSS and NCC

2.4 Infrastructure and Learning Resources	
2.4.1 Physical Facilities	<ul style="list-style-type: none"> The college has a sprawling campus of 10 acres 477 dcmls and built up area of 12191.16 q.ft. accommodating 23 class rooms 5 laboratories and other common facilities Substantial amount has been spent for augmenting and renovating infrastructure facilities during the last five years
2.4.2 Maintenance of infrastructure	<ul style="list-style-type: none"> Appropriate budgetary allocation for maintenance of infrastructure called for Classroom furniture and electrical fittings call for attention
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> Library advisory committee constituted for management and development of library resources Departmental libraries are yet to start Process of partial computerization of library is in process Cataloguing of books for open simultaneous consultation by students yet to be done
2.4.4 I.C.T as Learning Resource	<ul style="list-style-type: none"> The college has 14 old and new computers of different makes and configuration besides its own website www.sonepurcollege.org. Desktop, LCD Projector and broadband internet facility available
2.4.5 Other Facilities	<ul style="list-style-type: none"> A Women's Hostel with capacity of 30 seats is in an inanimate state of construction Vast playgrounds and a small canteen facility available
2.4.6 Best practices in Infrastructure and Learning Resources(If any)	<ul style="list-style-type: none"> To upgrade infrastructure college seeks cooperation of WODC, local MLA and M.P and Dist administration
2.5.Student Support and Progression	
2.2.1 Student Progression	<ul style="list-style-type: none"> Academic progress is satisfactory considering the diverse and marginalized background of the students

	<ul style="list-style-type: none"> ✓ Progressively decreasing enrolments and drop-out rates
2.2.2 Student support	<ul style="list-style-type: none"> • College publishes its updated prospectus containing information about admission procedure, courses available and fee structure • Informal grievance redressal method is in existence ✓ Placement and counseling services for students are yet to take shape
2.2.4 Best practices in student support and progression.(If any)	<ul style="list-style-type: none"> • Guidance given to students promotes their interest in curricular and academic activities
2.6 Governance and Leadership	
2.6.1.Institutional Vision and Leadership	<ul style="list-style-type: none"> • Vision and Mission in tune with higher education policy • Responsibilities are defined and entrusted to staff through task specific work committees • Principal is a key person to provide leadership in academic matters and acts liaisons with Govt and other bodies for financial and administrative benefits of the college
2.6.2 Organizational Arrangement	<ul style="list-style-type: none"> • Governing body was dissolved in 1999. ADM is now the Ex-officio President • Administration is decentralized through the allocation of work to various committees and bodies • Grievances of employees redressed by the Principal
2.6.3.Strategy Development and Deployment	<ul style="list-style-type: none"> • Academic plan prepared in consultation with faculty • Large number of committees is constituted for the management of various institutional activities. ✓ 11 teaching and 04 non-teaching positions are vacant besides the post of Librarian's which is also vacant
2.6.4. Human Resource management	<ul style="list-style-type: none"> ✓ Formal mechanism for performance assessment is yet to be fully developed ✓ Staff members appointed against management posts are paid small consolidated salary
2.6.5Financial Management and Resource Mobilization	<ul style="list-style-type: none"> • Government Grant, UGC Developmental assistance and students' fees are the main source of revenue • Accounts are audited by internal and external auditors
2.6.6.Best Practices in Governance and Leadership:	<ul style="list-style-type: none"> • Despite financial crunch the management of the college attempts to deliver its visualized dispensation in academic and co-curricular activities
2.7 Innovative Practices	
2.7.1 Internal Quality Assurance System (IQAC)	<ul style="list-style-type: none"> ✓ College is yet to constitute IQAC while awaiting UGC financial assistance for this ✓ Mechanism for quality monitoring and assurance is yet to be a part of institutional culture

2.7.2 Inclusive Practice	<ul style="list-style-type: none"> • All eligible students from different sections given admission as demand ratio is less than one
2.7.3 Stakeholders' relationship	<ul style="list-style-type: none"> • All stakeholders namely students, parents and alumni get together in formal and informal meetings and contribute to the college vision to the extent possible
Section III OVERALL INSTITUTIONAL ANALYSIS	
3.1. Institutional strengths	<ul style="list-style-type: none"> • A sprawling campus with old yet good infrastructure facilities • Adequate land for future expansion • College aided by State Government and supported the UGC with its developmental assistance
3.2 Institutional Weaknesses	<ul style="list-style-type: none"> ✓ Shortage of regular staff as ad hoc appointments dilute the quality of teaching ✓ Lack of resource mobilization other than grant-in-aid ✓ Non-availability of institutional budget for research ✓ Very few publications ✓ Innovative ICT-enabled teaching practices not there
3.3 Institutional Challenges.	<ul style="list-style-type: none"> • Introduction of career-oriented region specific courses to promote employability of youth • Preparation of action plan towards full realization of its vision and mission in making education relevant to the societal needs of the area • Retaining enrolled students ✓ • Self-financing programmes may be difficult to introduce since about 60% of students belong to SC/ST/OBC and many come from poor families
3.4. Institutional Opportunities	<ul style="list-style-type: none"> • Scope for starting add-on courses and diversification of courses • Adoption of ICT-enabled teaching-learning methods ✓ To attract and retain girl students in the hostel being constructed with UGC assistance ✓ Greater Involvement of community and Alumni in extension activities • Collaborations and linkages with industries and organizations which offer many opportunities for and students

Section IV Recommendations for Quality Enhancement of the Institution

(Please limit to ten major ones and use telegraphic language)

(It is not necessary to indicate all the ten bullets)


- College may introduce employment and self-employment oriented courses like mushroom cultivation, computer aided textile designing, tailoring, handicrafts, etc.
- Strengthening of computer and internet facilities and access in departments, library and across the campus
- Special efforts be made to improve communication skills of students for their better employability
- Effective measures are to be taken for increasing enrollment of students and reducing drop-out rate
- Placement Cell and Guidance Cell be started and should be made more functional. College may develop short term and long term perspective plan
- Teachers may be encouraged to pursue research and submit research proposals to funding agencies
- IQAC should be proactive and its role and contribution be institutionalized
- ICT facilities have to be increased substantially specially by procuring large number of computers, multimedia projectors, educational CD's and DVD's
- Library space and reading facilities may be enhanced. More books and academic journals are to be added to library; books be catalogued for their easy access to the students
- Alumni Association be activated for its greater participation in additional resource mobilisation
- Accounting procedures be computerized expeditiously
- May attempt harnessing solar energy and water harvesting
- May train and motivate students for their greater national participation to showcase their heritage and culture

I agree with the observations made in this report

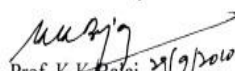
Seal

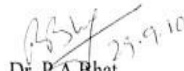
Place: Sonepur
Date: 29th September, 2010.

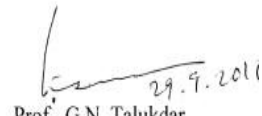



29.9.10
Signature of Principal
PRINCIPAL
SONEPUR COLLEGE
SONEPUR

Names and Signatures of PEER TEAM members with date:


29/9/2010
Prof. K.K. Bajaj
Member co-coordinator

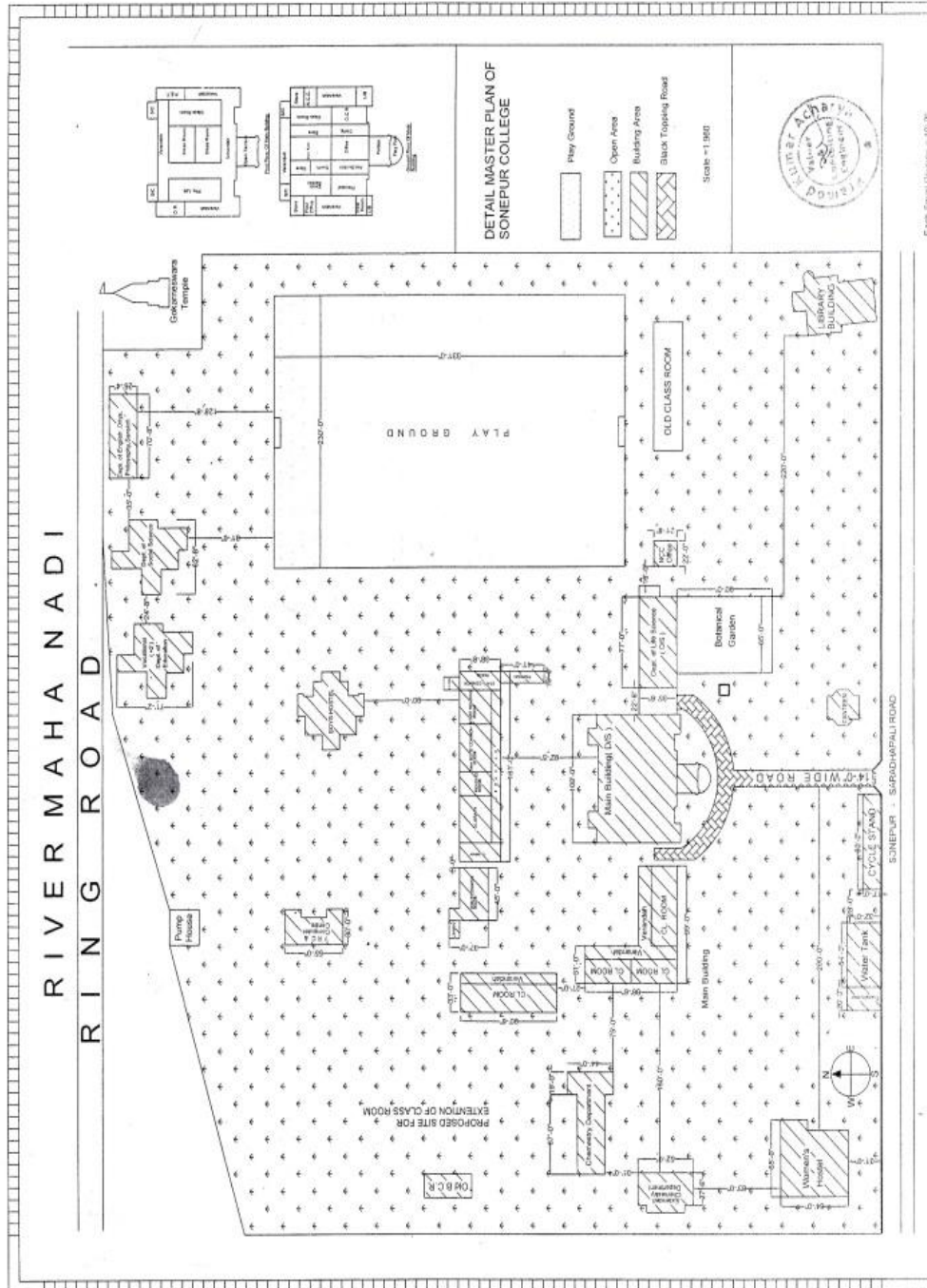

29.9.10
Dr. P.A. Bhat
Member


29.9.2010
Prof. G.N. Talukdar
Chairman

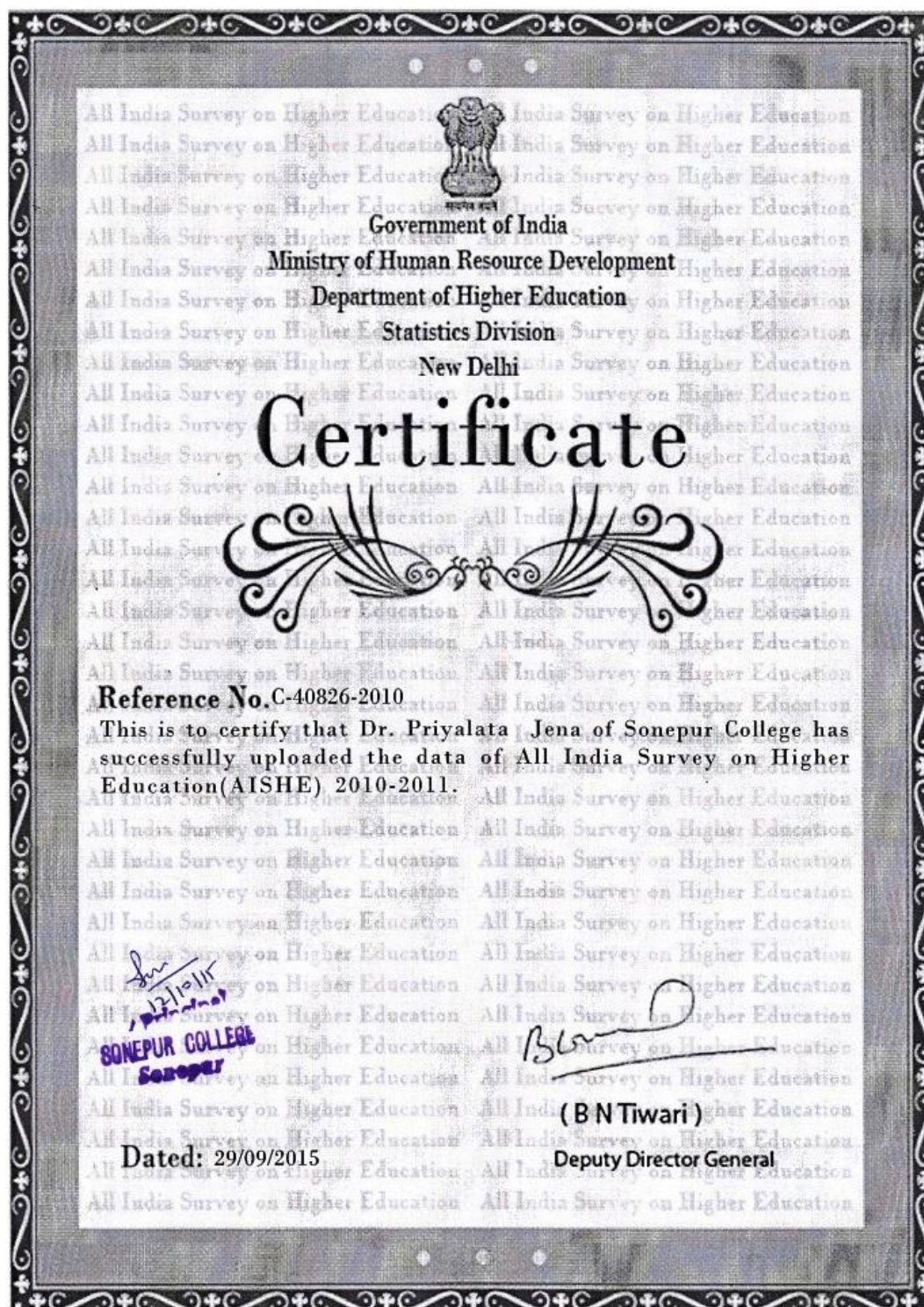
Sonepur
29th September, 2010

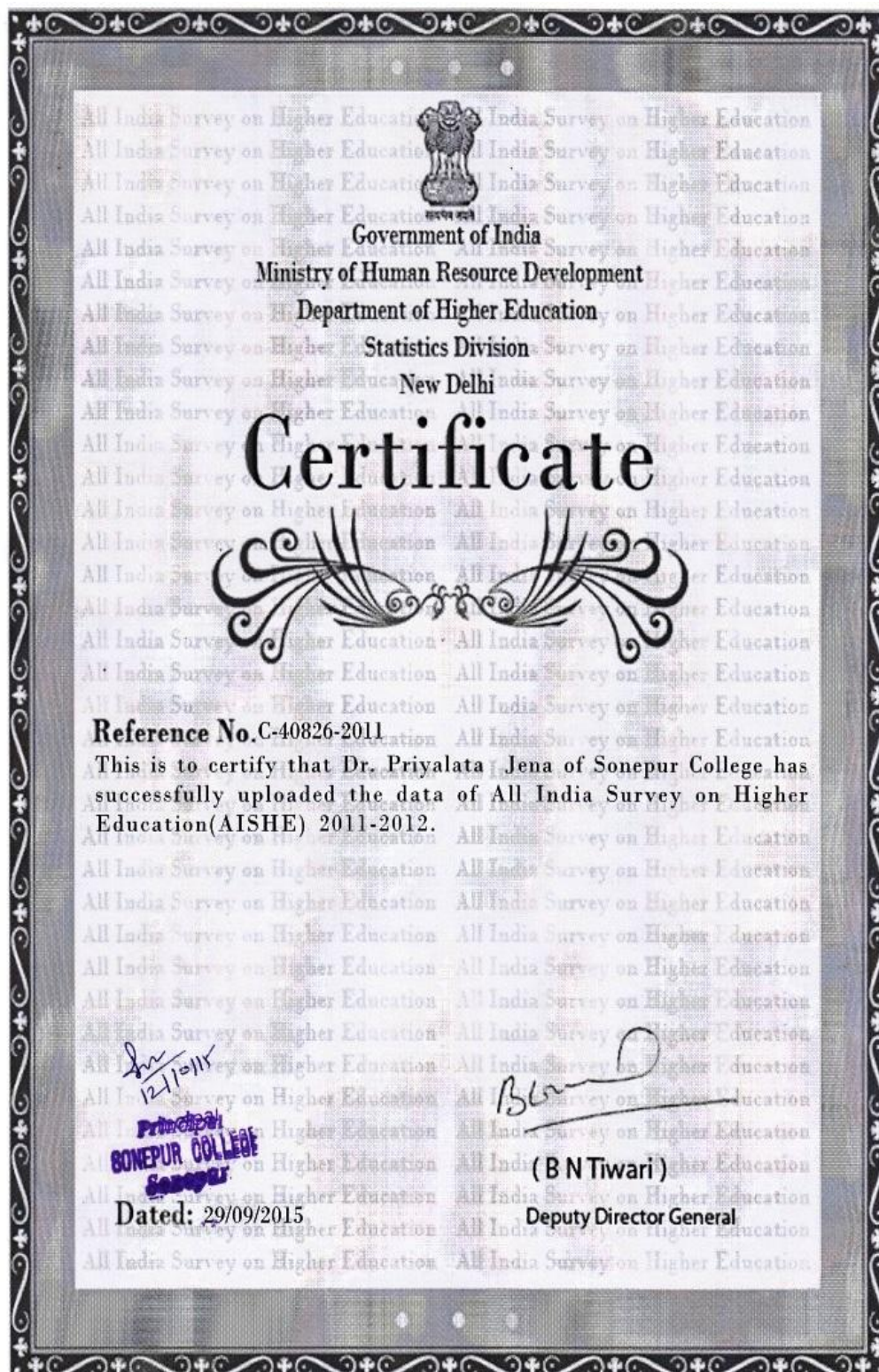
MASTER PLAN

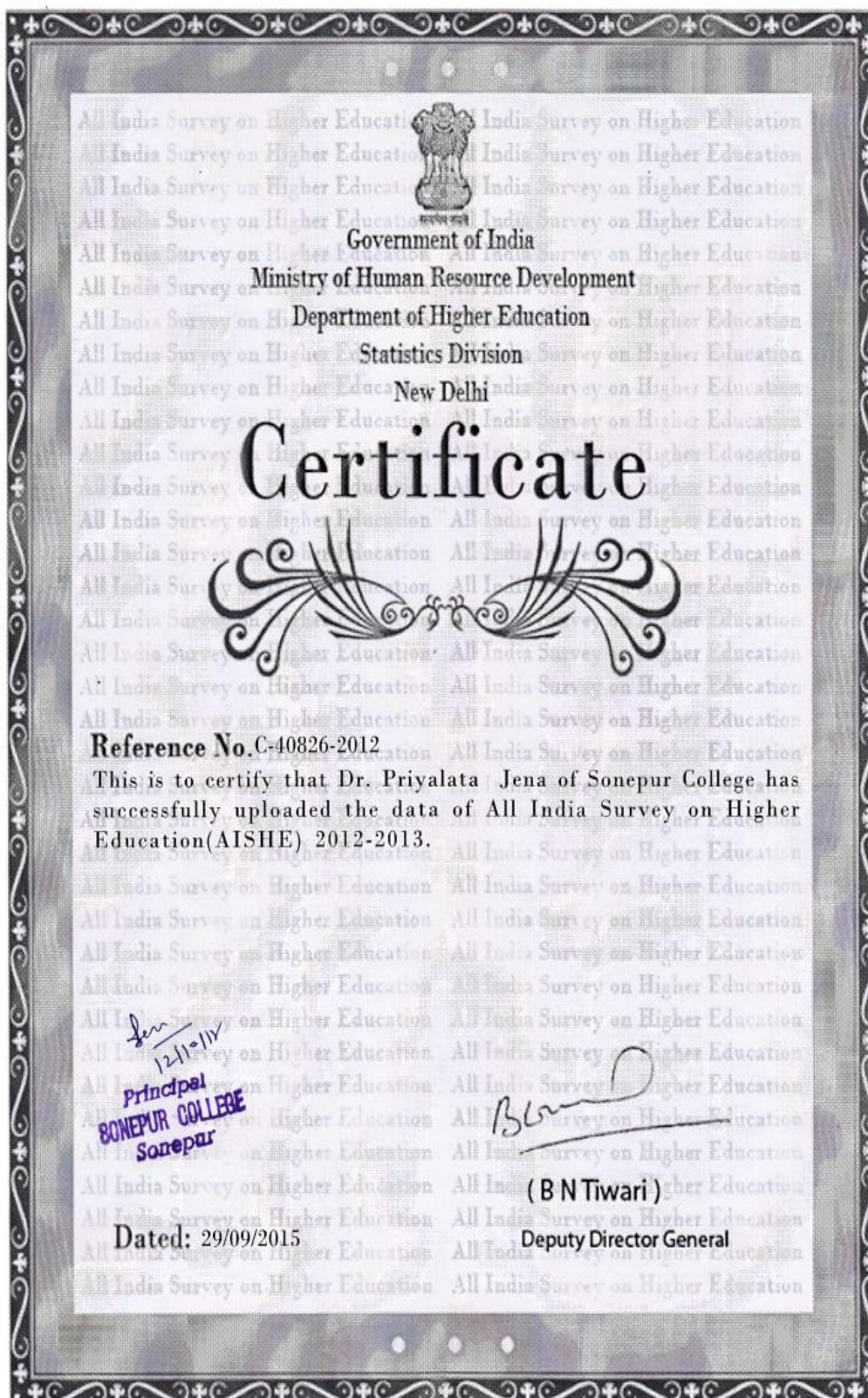
Annexure - 6

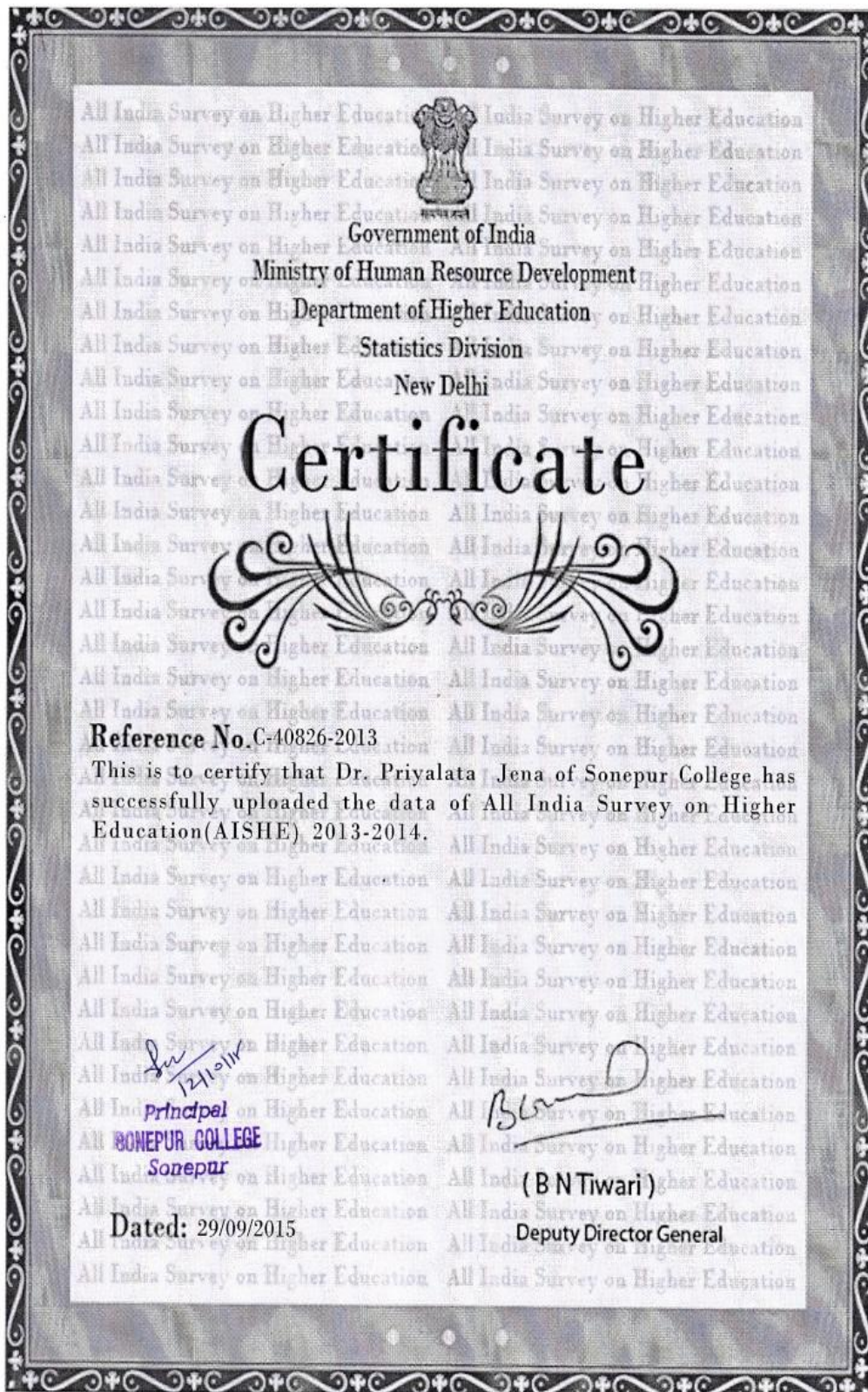


12/10/11
Principal
SONEPUR COLLEGE
SONEPUR











Government of India

Ministry of Human Resource Development

Department of Higher Education

Statistics Division

New Delhi

Certificate

Reference No. C-40826-2014

This is to certify that Dr. Priyalata Jena of Sonepur College has successfully uploaded the data of All India Survey on Higher Education (AISHE) 2014-2015.

Signature
14/09/15

Principal
SONEPUR COLLEGE
Sonepur

Signature

(B N Tiwari)

Deputy Director General

Dated: 29/09/2015



SONEPUR COLLEGE, SONEPUR

ACADEMIC CALENDAR FOR 2015-16

1. Reopening of the College : 19.06.2015
2. Commencement of Classes : 25.06.2015
(For +2 2nd Year & +3 2nd /3rd Year students)
3. Admission into +2 1st Year Classes : 08.06.2015 To 31.07.2015
4. Admission into +3 1st Year Classes : 22.06.2015 To 06.08.2015
5. Felicitation Ceremony for the Achievers in +2 & : 10.07.2015
University Rank Holders of the College
6. Commencement of Classes for +2 1st Year streams: ³⁰⁻⁰⁷
~~01.08~~ 2015
7. Commencement of Classes for +3 1st Year streams: 07.08.2015
8. Honours Counseling for +3 1st Year Classes : 10.08.2015
9. Unit Test I : 26.08.2015 To 31.08.2015
(For +2 2nd Year & +3 2nd /3rd Year students)
10. Interaction with parents : 1st Week of September & January
11. Unit Test II : 25.09.2015 To 04.10.2015
(For All +2 & +3 Students)
12. Election to College Union & other : As per the Direction from the
Cultural Associations Dept. Of Higher Education,
Odisha (Before Puja Vacation)
13. Puja Vacation : 20.10.2015 To 27.10.2015
14. Half Yearly / Test Examinations : 3rd week of November 2015
15. Filling of Forms for AHSE 2016 : During December 2015
(To be Notified by CHSE, Odisha)
16. Filling of Forms for University Exams. 2016 : To be Notified by Sambalpur University
(During Dec. 15 To January 2016)
17. Annual Athletic Meet : 1st week of January 2016
18. Unit Test III(For +2 1st year Classes) : 2nd Week of January 2016

- | | | |
|--|---|--|
| 19. Organization of Various Competitions | : | 3 rd Week of January 2016 |
| 20. Cultural Week & Golden Jubilee Celebration | : | Last Week of January 2016 |
| 21. Annual Examination(For +2 Classes) | : | 2 nd Week of February 2016 |
| 22. Verification of Stocks
(Library/Furniture/College Store etc.) | : | April 2016 |
| 23. Departmental Seminars | : | Every Saturday(Weekly) |
| 24. Meeting with Alumni | : | 2 nd Saturday of Every Month |
| 25. Organization of NSS/YRC/NCC Camps | : | On Sundays & Holidays |
| 26. Organization of Special Camps(NSS) | : | During Puja Vacation, Last week of
December 2015 & Summer Vacation. |
| 27. Organization of UGC/State Sponsored
Seminars/Symposiums etc. | : | As per date line fixed by the
Sponsoring Agency |

-0-

ben
01/07/15
Principal
SONEPUR COLLEGE
SONEPUR COLLEGE
Sonepur

GOVERNMENT OF ODISHA
Department of Higher Education

Common Minimum Standard (CMS) Guidelines, 2015-16

[The following guidelines shall be strictly followed by all Govt. / Non Govt. (Aided/Block Grant)/Autonomous Colleges of the state]

1. Common Academic Calendar: 2015-16

Sl #	Subject	Time Line
i.	Reopening of College after Summer Vacation of 2014-15	19.06.2015
ii	Admission + 2, 1 st Year + 3, 1 st Year	08.06.2015 to 30.07.2015 22.06.2015 to 06.08.2015
iii.	Commencement of Classes +2, 2 nd year +3, 2 nd Year +3, 3 rd Year P.G., 2 nd Year +2, 1 st Year +3, 1 st Year P.G. 1 st Year	19.06.2015 - do - - do - - do - 30.07.2015 07.08.2015 To be notified by respective Colleges/Dept.
iv	Parents-Teachers Meet +2, 1 st Year +2, 2 nd Year +3, 1 st Year +3, 2 nd Year +3, 3 rd Year	07.09.2015, 29.02.2016 Within 07 days of the publication of Result of Test Examination 12.09.2015 21.09.2015 28.09.2015 (At U.G. Level, parents-teachers meet can be arranged at Hons Level/Stream Level. It is to be decided by the College Authorities)
v	College Students' Union Election	Election to students' Union & other societies will be held on one day for all colleges and universities in a single date to be fixed by the Govt.
vi	Puja Vacation	19.10.2015 to 27.10.2015
vii	Test / Semester End Examination + 2, 2 nd Year +3, 1 st year +3, 2 nd Year +3, 3 rd Year P.G. 1 st year P.G. 2 nd Year	1st Week of December, 2015 - do - - do - - do - - do - - do -
viii	X- Mass Holiday	25 th December 2015
ix	Annual Sports / Cultural Week to conduct all competitions & functions	05.01.2016 to 20.01.2016
x	Filling up of forms for CHSE(O) / University Exam	As notified by CHSE(O) / Concern University / Autonomous Colleges
xi	Commencement of CHSE(O) / University Exam	As notified by CHSE(O) / Concern University / Autonomous Colleges

Ben
Principal
SONEPUR COLLEGE
Sonepur

xii	Annual College Examination for +2 1 st year classes	3 rd week of April, 2016 onwards
xiii	Publication of Result AHS Exam – 2016 +3 1 st /+3 2 nd / +3 3 rd Degree University Exam PG 1 st Year/PG 2 nd Year	Before 10 th June -2016 Within 45 to 60 days from the date of last Theory Examination
xiv	Total No. of Holidays	72 days, excluding Sundays
xv	Total No. of Reserve Holidays	Maximum 2 days
xvi	Total No. of Teaching Days	Minimum 180 days
xvii	Summer Vacation	9 th May to 17 th June 2016

(N.B: - The above time line may be modified by the Government as and when required)

2. Admission:

- All admission into +2 and degree classes shall be done strictly as per e-admission procedure and datelines announced by the Govt.
- As per Govt. Letter No.27546 dt.14.09.2009 and letter No.6383 dt.11.03.2014, tuition fees and other related fees, examination fees, certificate fees shall be exempted for the disabled students those who are blind and use Braille for studies /hearing impaired & dumb/orthopedically handicapped with disability more than 75%.

3. Time Table:

Time table shall be prepared by each college as per the following guidelines:

Sl. No.	Subject	
i	Duration of one period of general class	45 Min
ii	Duration of one period of practical class	3 × 45 Min (3 periods)
iii	No. of students in a section	128
iv	No. of Students in a Practical group +2 Class +3 Class	Maximum 32 16
v	No. of general classes per week in each subject of + 2 stream: English / MIL (having affiliation)/Elective Subject Yoga / Environmental Education/Basic computer Education No. of practical classes per week for each group No. of General / practical classes per week in +3 / P.G classes	Weekly 4 periods & Yearly minimum 80 periods Weekly 01 period & yearly 30 periods Weekly 01 practical period & yearly minimum 20 periods As prescribed by concern universities

- One teacher shall be allotted maximum 25 periods per week.
- All teachers shall be assigned classes on every working day of a week.
- For + 2 Classes all the general classes of a particular subject of a section shall be allotted to one teacher only. For + 3 classes a particular theory paper shall be taught by one teacher only.

- ix. Names of teachers should be reflected in the time table against respective classes allotted and the time table should be uploaded in e-space for information of the Govt./DHE/RDEs.

4. Lesson Plan & Progress Register:

- Lesson plan as per the syllabus shall be prepared by each teacher for the papers / units allotted to him/her. It should be reflected in the "Lesson Plan-cum-Progress Register" of the department.
- Progress of syllabus shall be maintained by each teacher in the individual "Lesson Plan-cum-Progress-Register". A model format for printing progress register was annexed as "Annexure A" in the letter No. 19389/HE/27.07.12. It should be strictly followed by each teacher. The progress register shall be signed by the Principal on last working day of every month.

5. Students' Attendance:

- Students' attendance shall be maintained by each teacher in each class and put his/her full signature with date.
- The common practice of maintaining students' attendance as given below:

A format for the same is given below:

Roll no.	Name	19.06.15	20.06.15	22.06.15	23.06.15
IA14001	A. Mohanty	1	2	3	4
IA14002	P. K. Panda *	1	X	2	X
IA14003	G.M. Marandi	1	2	X	3
Full Signature of Teacher					

- For every absent a 'X' mark shall be given and the present total attendance shall be recorded.
- Students' attending less than 75% classes up to the end of every month shall be warned through a notice, notified in the college notice board specifying the % of attendance.
- Parents of such students should be intimated by a post card message at the end of September and December of each year.
- Parent-Teachers meeting should be organized as per the datelines.

6. College Examination / CHSE, University Exam and Question Bank:

- CHSE (O)/University question patterns should be followed in Monthly test / Annual and Test Examinations conducted by colleges.
- The valued answer scripts should be preserved till CHSE (O)/University examination of the same admission batch.
- Subject wise question bank for +2, +3 and P.G. classes may be made available to students, Sets of questions may be prepared by the teachers and preserved in the library for reference of students.
- For +2 classes Question Bank will be developed by CHSE (O).
- Necessary steps be taken for safe custody of question papers / answer scripts of CHSE / University Exams.

7. Conducting Departmental Seminars:

- i. Seminars on honours subjects may be conducted at the end of every week/month.
- ii. The participation of the concern students' in the seminar is mandatory.

8. Library, Laboratory and Common Infrastructure Facilities:

- i. Every college should have adequate library facilities with sufficient text books, reference books and journals.
- ii. The separate laboratories for +2, +3 and PG classes of practical subjects should be well equipped with required furniture, equipment and chemicals as per syllabus.
- iii. Library books, furniture, equipment and chemicals shall be preferably purchased at the beginning of the academic session in one lot and stock registers (separately for College fund and UGC Fund) be maintained by concern department/Library with articles in alphabetical order. The stock registers shall be updated at the end of academic session.
- iv. Language Laboratories, setup in different colleges must be fully utilized.
- v. Adequate infrastructure for general classes, students and staff common room, office, lavatory, drinking water facility etc., be made available properly.
- vi. The college campus should have wall boundary.
- vii. Every college should have at least one computer, printer with internet facility.
- viii. The status of the buildings should be supervised and certified by an engineer not below the rank of Asst. Engineer in the beginning of every session. Necessary action should be taken for demolition/repairing of unsafe buildings/structures.

9. Time schedule for work of ministerial (Clerical Grade) staff:

- i. Time schedule as prescribed in the employees' charter (SANKALP) shall be strictly followed by ministerial staff of the college.
- ii. All ministerial staff of the college shall be assigned specific works / section to deal with.
- iii. Applications from staff, students (for admission, issue of CLC/TC or any other grievance) and guardians etc./letters from Higher Education Department / DHE or any other institutions shall be registered in the diary register and acknowledgement shall be given to the applicant.
As e-dispatch system has been introduced by the Govt., the letters from the Govt., DHE, RDEs, CHSE, and Universities etc. should be verified everyday and downloaded from the concern websites.
- iv. The activity of each section shall be displayed for the information of students' and guardians.
- v. Subject wise applications shall be marked by the Principal to concern ministerial staff for preparation of notes / compliance report etc. within specified timeline.

10. Financial and Service Matters:

- i. All purchase for the college / departments should be done with due procedure preferably in the beginning of the academic session under the supervision of the purchase committee.
- ii. Payment against purchase should be made within specified time from the date of supply through RTGS/NEFT or account payee cheque only.

- iii. Cash Book & DCR should be maintained properly.
- iv. Daily collection shall be deposited in the college account on the same day as far as practicable and cash in hand should be avoided.
- v. The Cash Book and the Pass Book of the college account should be commensurate with each other on the last day of every month and the financial year also. Cheques issued, but actually the amount not encashed from the account against it shall not be considered for this purpose.
- vi. All accounts of the college should be audited by appropriate auditing agency for every financial year.
- vii. Service books in duplicate & CCR of the employees shall be maintained and updated every year.
- viii. Any type of leave availed by these employees as per leave rule shall be sanctioned immediately after his/her joining in duty.
- ix. No unauthorized fees/fines shall be collected from the students, without approval of the Govt. or the concern governing body .Non.govt. Colleges shall not enhance fees without sufficient reasons. No fees shall be enhanced, once the process of admission for an academic session is announced.
- x. Subject combinations as per University/CHSE rules shall be prepared by concern colleges, so that minimum work load is depicted and maximum numbers of students are accommodated in minimum no. of subjects.
- xi. For passing any bill for payment, the sign. Of all concern members of the Co-curricular and extracurricular committee/ H.O.D. of the Dept. etc. as the case may be shall be mandatory.
- xii. No additional remuneration shall be paid to teaching and non-teaching staff, except admissible for NSS/NCC/CHSE or University exam. Etc.

11. Co-curricular and Extra Curricular Activities:

- i. Colleges should organize Annual Sports, Annual Cultural Week Celebration, Science Exhibition, Essay & Debate Competitions and Group Discussion etc. among the students to develop their extracurricular activities.
- ii. Colleges having NCC/NSS/YRC/Rovers & Rangers Units should encourage the students to participate in such activities and proper functioning of units be focused. Self-defense programme for girl's students" should be organized as per Govt. notification.
- iii. All records related to above shall be properly maintained.
- iv. All the teaching staff of the college shall be assigned co-curricular and extra curricular duties in different teams headed by senior most of the team and others as members.
- v. The work of such teams shall be reviewed by the Principal in the staff council meeting in frequent intervals in which the attendance of all the members of the teams is mandatory. For lapses, the head and members of respective teams shall be held responsible.
- vi. Anti-ragging cell, sexual harassment redressal cell, career counseling cell, discipline committee, equal opportunity cell, placement cell, Internal Quality Assurance cell etc. should be constituted along with teams for other co-curricular and extra curricular activities.
- vii. Special attention should be given for discipline and security of hostel and college campus of women's college.
- viii. Activities affecting security and privacy of students in hostel and college campus of women's college shall be strictly prohibited.

12. Preservation of Records and Assets

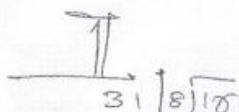
- i. A master data base register to enlist all the registers, records, files used by different departments, library, office etc. shall be maintained.
- ii. The master database register and G.B. resolution books shall be kept by the Principal only, in case of Govt. & Non Govt. aided colleges. For missing/damage/any tampering of these, the concern Principal shall be held responsible.
- iii. All files and registers shall be numbered serially and acknowledgement of the custodian should be obtained in the master data base register.
- iv. Annual stock verification of office/Library/ Departments should be conducted at the end of the session.

13. Updation of data through on-line SIP, CIP and CMS formats

- i. As per Govt. Letter No. 23733 dt. 26.09.2012, data should be updated regularly in respect of teaching and non teaching staff, infrastructure position of the college and fulfillment of CMS norms.

14. UGC Grant and NAAC Accreditation


- i. Every Govt. Or non-govt. aided degree college should persue to be covered under 2(f) and 12(b) of UGC Act to become eligible for grant from UGC. The grant received from UGC should be utilized properly with due procedure and utilization certificate should be issued in time.
 - ii. It has been made mandatory by the UGC of every degree college to obtain NAAC accreditation. Steps should be taken by the govt. and non govt. degree colleges for NAAC accreditation and subsequent reaccreditation.
 - iii. The Utilization certificates in respect of Grant received from Higher Education Department like infrastructure assistance, assistance for purchase of laboratory equipment / furniture and also from UGC must be submitted immediately, and otherwise the next allotment to be respective colleges must be stopped.
15. Always visit the e-Dispatch, Web Site of Higher Education Department (www.dheodisha.gov.in) , UGC Web Site (www.ugc.ac.in) and NAAC Web Site (www.naac.gov.in) for day to day updating of information.


Joint Secretary to Govt.

List of Colleges affiliated to Sambalpur University

Sl. No.	Name, address & Contact No. of the college	Year of Estt.	Status Govt/ Pvt. ? Aided Non-aided	Gen / Profes sional PG ! WC !	Present Status of Affilia- tion (P/T)	2f or 12b	Exam Code	Stream with Sanctioned strength (subject to change: to be verified from the college office/website)				
								Arts	Sc.	Com.	Others (Prof)	Total
1.	+3 Degree College, Karlapada, Kalahandi, 9937526567, 9777224521	1996 (96-97)	Pvt. Non-aided	Gen	Perma- nent (P)	-	139	96	-	-	-	96
2.	+3 Women's College, Kantabanji, Bolangir, 9437243067, 9556159589	1995	Pvt. Non-aided	Gen W	P	-	130	128	-	64	-	192
3.	+3 Degree College, Sinapali, Nuapada 9778697083, 6671-235601	1990	Pvt. aided	Gen	P- 2003 (03-04)	12b	055	128	-	-	-	128
4.	+3 Degree College, Tora, Dist. Bargarh, 9238773781, 9178005393	1995	Pvt. Non-aided	Gen	P-2005	-	159	128	-	-	-	128
5.	Area Education Society (AES) College, Tarbha, Subarnapur, 06654-296902, 9437020830	1989	Pvt. Aided	Gen	P- 2002	12b	066	64	-	-	-	64
6.	Asian Workers' Development Institute, Rourkela, Sundargarh 06612640116, 9238345527 www.awdibmt.net , awdibmt@rediffmail.com	1984	Pvt. Aided	Prof	P	12b	-	-	-	-	64 PGDIRPM 48 B.Lib.Sc. 24 DEEM	136
7.	Agalpur Panchayat Samiti College, Roth, Bolangir 06653-278241, 9938322893 www.apscollge.net	1989	Pvt. Aided	Gen	P- 2003	12b	003	128	64	-	-	192

167.	Sidhartha College, Binka, Subarnapur, 6654-211351, 9437637549 www.sidharthacollegebin ka.org, SiddharthaCollegeBinka@g mail.com	1994	Pvt. Aided	Gen	P-2004	12 b	099	128	-	-	-	128
168.	Sohela College, Sohela, Bargarh, 6685-220235, 9861321585 www.sohelacollege.org sohelacollege@rediffmail.c om	1989	Pvt. Aided	Gen	P-2003	12 b	056	128	64	32	-	224
169.	Solapada +3 Degree Mahavidyalaya , Thakurgarh, Angul, 9777254199, 9861168020	1996	Pvt. Non- Aided	Gen	T-2007	-	133	128	-	-	-	128
170.	Sonepur College, Sonepur, Subarnapur, 6654-220229, 9437254325 www.sonepurcollege.org principalsnpr@gmail.com	1964	Pvt. Aided	Gen	P-1986	12b	057	192	80	32	-	304
171.	Sovan Memorial Panchayat College, Kirmira, Jharsuguda, 9658467377	1994	Pvt. Non- Aided	Gen	T	-	102	128	-	-	-	128
172.	Sri Nrusinghanath Ayurvedic College, Paikmal, Bargarh 6684-230713, 9178640519 ssnayc.rc@gmail.com	1983	Pvt. Non- Aided	Prof	T-2005	-	-	-	-	-	30 BAMS	30
173.	S.R.D.M.N. Panchyat College, Sargipali, Sundargarh	1994	Pvt. Non- Aided	Gen	T	-	105	128	-	-	-	128


 21/10/18
Principal
SONEPUR COLLEGE
 Sonepur