



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

S.C.S. (AUTONOMOUS) COLLEGE, PURI

- Name of the Head of the institution PROF (DR) SUJATA MISHRA
- Designation Principal
- Does the institution function from its own campus? Yes

- Phone No. of the Principal 06752222055
- Alternate phone No. 8895174999
- Mobile No. (Principal) 8895174999
- Registered e-mail ID (Principal) principalscsacollege@gmail.com
- Address CHANDAN HAZURI ROAD, PURI
- City/Town PURI
- State/UT ODISHA
- Pin Code 752001

2. Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) 30/01/1999
- Type of Institution Co-education

- Location Urban

- Financial Status **UGC 2f and 12(B)**
- Name of the IQAC Co-ordinator/Director **DR. MAHENDRA KUMAR MISHRA**
- Phone No. **9090040437**
- Mobile No: **9090040437**
- IQAC e-mail ID **iqacscsacollege@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) www.scscollege.nic.in

4.Was the Academic Calendar prepared for that year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: <http://scscollege.nic.in/IQAC.htm>
[1](#)

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	83	2005	Nil	Nil
Cycle 2	A	3.02	2017	Nil	Nil

6.Date of Establishment of IQAC **12/05/2007**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Nil	Nil	Nil	Nil	Nil

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

9.No. of IQAC meetings held during the year **03**

- Were the minutes of IQAC meeting(s) and **Yes**

compliance to the decisions taken
uploaded on the institutional website?

- If No, please upload the minutes of the meeting(s) and Action Taken Report
- No File Uploaded

10. Did IQAC receive funding from any funding agency to support its activities during the year? Nil

- If yes, mention the amount

11. Significant contributions made by IQAC during the current year (maximum five bullets)

seminar conducted workshop conducted project mobilised alumini connect

12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:

Plan of Action	Achievements/Outcomes
Nil	Nil

13. Was the AQAR placed before the statutory body? Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Nil	Nil

14. Was the institutional data submitted to AISHE ? Yes

- Year

Part A**Data of the Institution**

1.Name of the Institution	S.C.S. (AUTONOMOUS) COLLEGE, PURI
• Name of the Head of the institution	PROF (DR) SUJATA MISHRA
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	06752222055
• Alternate phone No.	8895174999
• Mobile No. (Principal)	8895174999
• Registered e-mail ID (Principal)	principalscsacollege@gmail.com
• Address	CHANDAN HAZURI ROAD, PURI
• City/Town	PURI
• State/UT	ODISHA
• Pin Code	752001
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	30/01/1999
• Type of Institution	Co-education
• Location	Urban
• Financial Status	UGC 2f and 12(B)
• Name of the IQAC Co-ordinator/Director	DR. MAHENDRA KUMAR MISHRA

• Phone No.	9090040437				
• Mobile No:	9090040437				
• IQAC e-mail ID	iqacscsacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	www.scscollege.nic.in				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://scscollege.nic.in/IQAC.html				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	83	2005	Nil	Nil
Cycle 2	A	3.02	2017	Nil	Nil
6.Date of Establishment of IQAC			12/05/2007		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI	View File				
9.No. of IQAC meetings held during the year	03				
• Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?	Yes				

<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded
10. Did IQAC receive funding from any funding agency to support its activities during the year?	Nil
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
seminar conducted workshop conducted project mobilised alumini connect	
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:	
Plan of Action	Achievements/Outcomes
Nil	Nil
13. Was the AQAR placed before the statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name of the statutory body	Date of meeting(s)
Nil	Nil
14. Was the institutional data submitted to AISHE ?	Yes
<ul style="list-style-type: none"> Year 	
Year	Date of Submission
2020	30/12/2020
15. Multidisciplinary / interdisciplinary	
16. Academic bank of credits (ABC):	

17.Skill development:	
18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):	
20.Distance education/online education:	
Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	33
File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded
2.Student	
2.1 Total number of students during the year:	3321
File Description	Documents
Institutional data in Prescribed format	No File Uploaded
2.2 Number of outgoing / final year students during the year:	1202
File Description	Documents
Institutional Data in Prescribed Format	No File Uploaded
2.3	1155

Number of students who appeared for the examinations conducted by the institution during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	No File Uploaded	
3.Academic		
3.1	33	
Number of courses in all programmes during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	No File Uploaded	
3.2	95	
Number of full-time teachers during the year:		
File Description	Documents	
Institutional Data in Prescribed Format	No File Uploaded	
3.3	110	
Number of sanctioned posts for the year:		
4.Institution		
4.1	321	
Number of seats earmarked for reserved categories as per GOI/State Government during the year:		
4.2	45	
Total number of Classrooms and Seminar halls		
4.3	5	
Total number of computers on campus for academic purposes		
4.4	2000000	
Total expenditure, excluding salary, during the year (INR in Lakhs):		
Part B		

CURRICULAR ASPECTS**1.1 - Curriculum Design and Development**

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The Programme Outcomes, Programme Specific Outcomes and Course Outcomes, clearly specified are implemented to enhance the knowledge, understanding, creative thinking and application by students when confronted with challenges as well as opportunities. The College offers a number of Programmes,. To be specific, the College offers: UG B.Ed, BBA, MBA, Computer Science & PG Programmes in inconsistent with the recommendations of NCTE/DHE to develop greater professionalism- integration of subject mastery, pedagogy, enhanced employability, making them job-ready, IT enabled to work with greater efficiency and effectiveness.

- The prescribed curricula for different streams and disciplines contain three sets of course objectives- general course outcomes, paper-specific outcomes and unit specific outcomes to streamline the teaching-learning processes, assessment and learning assessment.
- Relevant local, national, regional and global issues and concerns are being incorporated in different subjects as deemed appropriate.
- Local issues and Global issues such as Geography of odisha climate change, environmental pollution, sustainable development, globalisation, human rights, fight against terrorism, humanitarian law, India's diplomatic relations with other countries etc. have been included in the appropriate subjects. The Board of Studies of different disciplines periodically review the curriculum in order to reflect issues and concerns at various levels- from local to global.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	Nil

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

35

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

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

10

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

1.2 - Academic Flexibility

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

35

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

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

35

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

1.3 - Curriculum Enrichment

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

The prescribed curriculum takes into cognisance several cross-cutting/intersecting issues and concerns that impinge on individuals and the society in several ways. These issues and concerns include professional ethics irrespective of the profession one chooses, gender equality and equity, protection of environment, prudent use of resources belonging to "commons" and human values. This is being implemented through:

(i) integration of such issues and concerns in the curriculum (intended/written and hidden/invisible) for holistic development of students;

(ii) Environmental Education and Ethics and Values have been introduced as compulsory papers for undergraduate courses of all streams;

(iii) inclusion of Separate Chapters/Units in certain Papers to have greater focus and intensity; and

(iv) Observance of significant days like World Environment Day, International Women's Day etc. with their practical implications.

Care has been taken to assess the performance of students in such issues and concerns through adoption of appropriate assessment technologies- paper-pencil tests and ethnographic, (a silent observation of activities students are engaged in) .seminar and projects

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

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

0

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

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

0

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

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

901

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

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is

B. Any 3 of the above

obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

File Description	Documents
Provide the URL for stakeholders' feedback report	Nil
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following

B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	Nil
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

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

1417

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

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

482

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

2.2 - Catering to Student Diversity

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

Holding students-assessments a continuous basis is a regular Feature of the College. Regular formative assessments and one Summative Tests are regularly conducted. In practice, the College and its faculty members conduct assessment of students' learning, understanding, analytical and reflective skills through various continuous assessments. These assessments are designed to take mid-course redress of learning deficits and to prepare the students for the end term test. Performance of students is represented in terms of achievement scores, percentage of marks secured convertible to grades. Instruction is given to the question setters to gravitate on higher-order skills and competencies rather than knowledge and information based test items. This mandatory requirement set by the College is intended to enhance the quality of student-performance. Performance scores are maintained through record keeping and computerised devices for easy retrieval and reference. Assessment results at the Summative Tests are critically analysed at the department level. Based on this analysis, the following steps are taken:(i) organising special programmes for slow as well as advanced learners; (ii) redesigning teaching-learning process to make it more student centric; and (iii) fixing accountability as a measure of good governance.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
Nil	3847	110

File Description	Documents
Upload any additional information	No File Uploaded

2.3 - Teaching- Learning Process

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

Many innovative teaching learning methods are used for the academic enhancement in teaching-learning process. as per the suggestions and guidelines of the IQAC. Efforts are taken to make teaching-learning more students centric and making it more experiential, participatory and interactive.

Field/Historical Places/ Bank & Trade Fair Visit:

Visit to historical place is a part of curriculum. Through these visits students get information about tradition and culture of those days. The students of History department visit famous historical places, Geography department also visit different places to study the types of rocks, soil, geographical and environmental conditions. Political Science Students various villages to understand the function of Gram panchayat. Commerce & management Students are motivated to visit nearby banks to learn the procedure of banking.

Language Lab:

It proves useful for the language classes to develop communication skills of the students. For that sake, the institute has established English Language Lab.

Seminars, Project, Group Discussion:

The faculty assigns project works and seminars. An important element of the participatory learning activity is poetry-reading competition, public lectures by eminent persons.

Sports activities-

The students are motivated to participate in various sports

competitions. By organizing cultural programmes, college provides the platform for students to have participative and experiential learning.

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

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

COVID-19 Pandemic during 2020-21 caused serious disruption to the face-to-face instructional strategies. Despite the threat of the pandemic, the College had planned virtual instruction using ICT technologies such as online classes, google classrooms, conduct of online tests and evaluation of student performance. Availability of internet network used by the students had, however, at times being affected by disruption in internet connectivity. To compensate the learning-loss due to absence of direct face-to-face instruction, selected reading materials were supplied to the students to supplement the virtual instruction. Nevertheless, the virtual classrooms were planned to be student-centric and interactive, leading to active participation of students. While immersed in the teaching-learning process, the students raised questions for greater clarity. For conducting virtual classes, the Teachers were asked to develop their Lesson Notes reflecting therein the amount of materials collected and shared with their colleagues for additional inputs. In view of this, there were no complaints and queries from the students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	Nil
Upload any additional information	No File Uploaded

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

2.3.3.1 - Number of mentors	
87	
File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	No File Uploaded
Circulars with regard to assigning mentors to mentees	No File Uploaded
2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution	
<p>Development of Academic Calendar has been a regular feature of management of all instructional programmes. Academic Calendar as an instrument of streamlining instructional programmes in our College is developed with three distinct objectives: first, planning lessons in different disciplines enriched with critical reflection and dialogue with members of the learning community of the College for effective teaching; second, timely coverage of planned instructional programmes within 180 days of the Academic Year; and third, to maximise "time-on-task" i.e., meaningful engaged instructional time for effective teaching-learning. The Academic Year 2021 was an exceptional year due to COVID-19 Pandemic and its attendant problems. It affected normal classroom instructions, even virtual classes through internet network issues. Considering loss of instructional hours, the College adopted the Government-designed Plan of Action (Department of Higher Education, Government of Odisha), which entailed reduced curriculum load, assessment focussing on selected Units, and setting Multiple Choice Type Test items. Despite this, the instructional process (Virtual Teaching-Learning) tried to maximise effective use of available time and meaningful learning. Having been constrained by disruptive COVID-19 Pandemic, the institutional governance stuck to UGC Guidelines and Government of Odisha-designed Action Plan.</p>	
File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	No File Uploaded
2.4 - Teacher Profile and Quality	
2.4.1 - Number of full-time teachers against sanctioned posts during the year	

87

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

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

35

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

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

43

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

2.5 - Evaluation Process and Reforms

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

45

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	No File Uploaded

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

87

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

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

The year 2020-21 made it inevitable for educational institutions to take recourse to IT. IT has become a apart and parcel of not only the teaching-learning process but also the process of assessment and more particularly Continuous Formative Evaluation (wherein there is provision for feedback loop) are held to evaluate the levels of students performance and to identify learning deficiencies and appropriate diagnosis. IA are held periodically and the schedule of internal assessments are declared in advance and sometimes unscheduled and during teaching too. The faculty members set the question papers which include both higher order and lower order questions and the answer scripts are evaluated by the concerned teachers,. Due to the Pandemic google forms and sheets were the medium of examination. Presentations, debates, discussions in the classroom were held in virtual mode. Google Meet and Zoom are some of the platforms used by the teachers for their classes. This integration of IT into the Internal Assessment system has made the process more accurate and transparent. The takeaway experience from this has led the College authorities to prepare faculty members to conduct teaching-learning process during emergencies such as outbreak of pandemics, natural disasters lie flood, cyclone and earthquake.

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

2.6 - Student Performance and Learning Outcomes

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

Programme Outcomes and Course Outcomes determine the intended learning outcomes towards which investment of resources and efforts are directed to achieve them. The College being ICT-intensive in its approach and initiatives, outcomes of all programmes and Course-wise Outcomes have been displayed in the institution's website for their transmission to students and teachers to act accordingly.

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

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

The conduct of different Programmes and Courses was disrupted by COVID-19 Pandemic during the Academic Year 2020-2021. The Programmes and Courses were conducted using ICT enabled mechanisms and strategies. The outcomes were also assessed through online tests, concentrating on a few selected academic areas. There was no evidence of "learning-loss" as the students' performance was better than that of the normal academic sessions. This has been demonstrated by evidenced-based assessment results. The better performance could be attributed partly to reduced curricular coverage and partly to effective use of instructional technology during COVID19 Pandemic.

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

2.6.3 - Pass Percentage of students

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

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<http://scscollege.nic.in/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

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

The Department of Higher Education, Government of Odisha has, in the year 2021 formulated a policy and procedure for conduct of research in the Departments of various universities of the state. Though there exists no policy on research to be pursued in the affiliated Colleges, our College follows, by and large, the principles stipulated in this policy document. The College has an ecosystem for research which encourages the members of the teaching community to undertake the UGC sponsored research projects and projects sponsored by OURIP. This aside,

faculty of various Departments work as Research Guides. Nine PG Departments have provisions for research-based projects. Research Methodology as a core paper is being taught in the UG & PG. During 2020-21, the Ministry of Science and Technology, Government of India has approved a research project submitted by the College and sanctioned Rs. 40 lakhs. All relevant information in respect of promotion of research has been uploaded on the College website. Dr. Debdas Sahoo, Assistant Professor in Zoology have been awarded a major research project, Similarly Dr. Pallavi Mishra and Dr. Elina Kanungo from the Department of Zoology and Department of Commerce are working on OURIP sponsored projects. The College has a dedicated Research Committee in place with a suitable tech-environment, where i-connectivity with all sorts up updated equipment for social science researchers are provided by the college. Further, library with e-books are also been provided by the college without any cost to any researcher or any students as they prepare their project reports

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

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

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

0

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

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

0

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

3.2 - Resource Mobilization for Research

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

31

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

3.2.2 - Number of teachers having research projects during the year

03

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

3.2.3 - Number of teachers recognised as research guides

05

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

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

02

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

3.3 - Innovation Ecosystem

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

The college has taken various initiatives to create an interest in research and to transfer knowledge among students and faculty. Significant number of faculty members have written and published books. Some of the faculty members have also contributed in writing the chapters in the reference books. Many articles of our

teachers have been published in the newspapers ,magazines and journals. Staff members of the college are encouraged to participate in research activities like 'Research Conclave" organized by Odisha State Higher Education Council every year. The college has constituted various associations like, Literary Association, Social Science Association, and Commerce Association. These associations undertake different activities throughout the year to develop knowledge base of the students. The research Committee guides and motivates faculty and students to publish and present their research works in reputed journals. The College organizes conferences, seminars, workshops and guest lectures on current topics of research activities in various subjects. Our faculties teach students to use and acquire knowledge from web-sites, PPTs, YouTube and social media. The institute has well equipped central library and departmental libraries. College invites eminent alumni to visit the college and interact with students. The college organizes various activities for students as a part of education beyond curriculum to build confidence among students and giving them an opportunity to test themselves with the recent happenings in the fields of study and research.

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

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

01

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

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee

A. All of the above

Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

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

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

3.4.2.1 - Number of PhD students registered during the year

0

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

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

5

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

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

44

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

05

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

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

3.4.6.1 - h-index of Scopus during the year

01

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

3.5 - Consultancy

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

0

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

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

0

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

3.6 - Extension Activities

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

Organisation of extension activities has been a regular feature of the College. However, the year 2020-2021 have experienced COVID-19 Pandemic seriously affecting conduct of extension activities. Despite the Pandemic, the College had organised three webinars during the year for widening and deepening the information field of staff and students. The details of the webinars are:

Date

theme

speaker

chair

14.01.2021

Imagine, Dream and create opportunities for yourself

Shri. Subroto Bagchi

Prof. Sujata Mishra

09.03.2021

Women in research challenges and problems

Dr. Sanghamitra Pati

Prof. Sujata Mishra

27.02.2021

Weather Forecasting in India: an overview

Dr.Mrutyunjaya Mohapatra

Prof. Sujata Mishra

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

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

0

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

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

20

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

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

180

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

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

01

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The College with a sprawling campus consisting of five blocks with classrooms, laboratories, seminar halls, conference room, language lab, computer centres, auditoriums. All the classrooms are well furnished, well-ventilated with the required facilities for effective teaching-learning process. There are smart classrooms which are equipped with modern IT facilities. Computer Centres with desktops and laptops in an wifi enabled campus are provided to the students with trained and highly qualified trainers and teachers. Each Department has a television, laptop, camera and projector for use in the teaching-learning processes. All the laboratories in the departments for practical are well equipped. The DBT Star College recognition has further enriched the laboratories of the Departments of Botany, Chemistry, Physics and Zoology with financial support from the Department of Biotechnology, Government of India. The College has four open air classrooms ("Pista", "Bakula Bana", "Surjyamukhi" and "Prakruti Bandhu"). The concept of open air classrooms is unique to our institution to sensitize the students about their environment and their responsibility to it. Different departments are given the responsibility of cleaning and maintaining the classrooms. Classes and practical sessions (Geography Department) are held regularly in these open air classrooms. However, COVID-19 pandemic made the teaching-learning process confined to the virtual mode. The college has well established system and procedures for maintaining and utilizing physical, academic and support facilities. All matters are discussed in College Development Committee for necessary approval, accordingly informed to the PWD for required action.

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

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

The mission of the College is the all-round development of the students ranging from academic excellence to physical well-being. To realize its mission the College provides facilities for Yoga, sports, cultural activities and a gymnasium. There is a separate hall for practice of yoga and self defence training of the girl students. Yoga training is imparted by one of the renowned trainers in the state and two auditoriums are there for the organisation of various cultural activities. A gymnasium with various equipments is there for the students which are regularly cleaned and well-maintained. The College has a huge playground for students where they engage in various sporting activities and the auditorium is also used for organising indoor sports.

The College very often organises various district level sports and cultural activities and competitions which is a witness to its adequacy of infrastructure.

Despite the existence of a range of facilities, these could not be utilised during 2020-21 due to the outbreak of the COVID-19 Pandemic.

File Description	Documents
Geotagged pictures	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

11

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

0

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

4.2 - Library as a Learning Resource

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

Leveraging ICT technology, the College library, one of the largest among the affiliated Colleges in the state has been automated. Information and Library Network (INFLIBNET) facility is there in the College. The INFLIBNET subscription is renewed every year which provides access to e journals to both students and staff.

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

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

B. Any 3 of the above

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

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

Nil

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

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

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

200

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

4.3 - IT Infrastructure

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

Like other institutions of Higher Education, the College does not have a stipulated IT policy. However, Government of Odisha has an IT policy governing IT related activities and, practice and procedures, which are applicable to IT related activities of the College. There exists a framework of guidelines for IT related activities. The Campus is Wi-Fi enabled and all the IT related purchases are supervised through a PPP Committee of six members including the Administrative Bursar, Accounts Bursar, Comptroller

of Examination and. All the purchases are done through calling of tender which reflects transparency of the process. Maintenance of IT related equipments is done through external agency hired by the institution. Cyber security is taken care of by the National Informatics Centre (NIC). NIC is responsible for the maintenance and updation of the College website. Web enabled services like SAMS, HRMS, IFMS, PFMS are run by concerned government departments. Out of the two Scholarship Portals, one is under the central government and the other is under the state government. Therefore, updating the IT facilities and budget concerning it does not come under the domain of the College authority. The concerned government departments are responsible for updating the IT facilities and NIC also does it free of cost.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3847	175

File Description	Documents
Upload any additional information	No File Uploaded

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

D. 5 Mbps - 20 Mbps

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

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing

D. Any one of the above

System (LCS) Mixing equipments and software for editing

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

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

0

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

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

The college has well established system and procedures for maintaining and utilizing physical, academic and support facilities. All matters are discussed in College Development Committee for necessary approval, accordingly informed to the PWD for necessary work. There is a purchase committee in the college. In the matters of purchase, repairs and augmentation of physical, academic and support facilities, college follows rules and regulations laid down by Government and UGC.

Maintenance of Laboratory:

The college has eighteen Laboratories. all science laboratories are maintained through the grants received from Govt. every year. The computers are connected to each other through LAN. Maintenance and minor repairs of computers and other electronic instruments are done by hiring external agency. The college uses licensed software. Licensed copies of antivirus are installed every year whenever necessary. Any repair to hardware is done by hiring external agencies.

Maintenance of Library:

Library automation is in progress, Library subscribes many national and international research journals, magazines, periodicals and Odia, Hindi and English newspapers. Library is member of N-List - INFLIBNET through which we get e-resources and databases. Daily and timely cleaning of stacks and racks is done with sweeping, wiping and removing dust by vacuum cleaner.

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

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**

452

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

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

35

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

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

A. All of the above

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

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

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

52

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

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

A. All of the above

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

5.2 - Student Progression

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

53

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

5.2.2 - Number of outgoing students progressing to higher education

485

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

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

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

25

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

5.3 - Student Participation and Activities

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

00

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

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

The College very much recognises its commitment as an educational institution for the youth of the country. Therefore, for the holistic development of the students, the College provides a democratic learning space where the focus does not remain confined to the classroom teachings only. The students learn the democratic way of living through participation in decision making and various other activities of the institution. This voice of the students is channelled through the presence of an active Students Union with students' representatives as members of the Union.

The various other students' body includes Dramatic Association, Cultural Association, Athletic Association, Science Society, DSA. The members of these bodies actively participate in the decision making process of the institution and are consulted by the institution on matters concerning the welfare of the students. Students and their representatives are also active members of various administrative and academic bodies which include RUSA and IQAC. This platform of the College prepares the future responsible citizens of a democratic state and a democratic society.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

05

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	No File Uploaded

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The College has a rich legacy of a robust Alumni Association contributing to the greatness of the College in multiple ways. They render significant service primarily through two major mechanisms: first, financial support for institutional development; and second, academic support in the form of expert-based discourses, debates and discussions, leading to human capital formation. The year 2020-21 witnessed new additions to the existing Alumni Association. The virtual platform widely used during the Pandemic bridged the gulf between the institution and the members of its Alumni Association. Several interactive sessions were held in the form of webinars.

The College has began an Alumni Connect Programme in the year 2020-2021 which prepares the list of Alumni and their field of expertise and arranges programmes to connect them with their Alma Mater. The Pandemic though witnessed not a very vibrant connect with its Alumni but has tremendous hope with it for its contribution in further strengthening the institution in varied dimensions.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The Vision and Mission statement of the college reflects all of these national aspirations and college has oriented all its academic and administrative programs towards the realization of vision and mission statements. The college plans and executes its entire academic, administrative and developmental program in tune with the vision and mission of the college and the parent institution. The college makes no discrimination in region, religion, caste, creed or class. The college tries to uplift the downtrodden and socio-economically deprived, which is really from the major bulk of society. It is seen that no one is deprived from education on account of poverty. The college has some free-ships and welfare schemes such as 'Student Aid Fund', 'Earn and Learn Scheme'. Incentives and Prizes are offered to provide student support. The college strives hard to impart not only curriculum oriented education but also to develop the student's personality and make them capable to face the challenges of 21st century. Outreach programs and extension activities are organized through NSS and extension service departments which aim at community development. These programs inculcate values and promote sense of social responsibilities among students. The college always keeps in mind the mission statement.

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

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

Though the head of the institution is the principal leader, the governance of the College firmly believes in distributive leadership with a culture of decentralisation of decision-making. The principal and other officials democratically iron out the conflictual tensions and forge a unified and coherent working system to achieve the established institutional vision and mission. Democratic Decentralisation forms the crux of college administration. Decision making has never been a solitary affair rather a collective decision is always preferred. At the top most level the principal consults different bursars dealing with the three main aspects i.e administration, academics and accounts. There are different committees who deal with various administrative academic student centric and other related matters. The feedback and suggestions from different stakeholders like students, parents and members of civil society is gathered by the HODs of different departments and their suggestions are channelized through the bursars and accommodated in the final decision. In some cases the committees also have student representatives to give their views. Each and every member of faculty and support staff have been assigned duties to complete a host of co-curricula and extra-curricular activities. Students council, dramatic association, athletic association, DSA, students common room and maintenance of different college infrastructure are the various responsibilities allotted to all the members, they work at the ground level and report to the principal.

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

6.2 - Strategy Development and Deployment

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

In a government-governed institution like ours, the College works within the broader operational framework set by the Department of Higher Education, Government of Odisha. Our College has taken a conscious decision to move away from an overriding centralised system within the broader framework set by the Department of Higher Education. Believing that the College is the basic institutional unit for its comprehensive development, the College prepares, on the basis of reflective consultations involving its teaching and non-teaching staff, two types of plans: perspective plan, and annual work plan. There exists an Institutional Development Planning Committee with the Principal as the Chairperson. The perspective plan is guided by the Government order and instructions and developed on the basis of inputs and ideas emerged from consultative meetings, in which the whole range of stakeholders including students and their parents, the alumni and community members creatively engage themselves. Like the institutional vision, the Perspective Plan encapsulates all the relevant perspectives received from the stakeholders. Thus, the Institutional Development Plan reflects the genuine participation of relevant stakeholders, who are essentially the architect of the Plan. This practice and procedure has a distinct advantage building a sense of ownership for all stakeholders and ensuring their creative engagement with the implementation of the Institutional Development Plan. The Five-Year Perspective Development Plan is broken into annual plans and programmes for its year to year implementation.

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

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

The College functions as an overarching democratic system with its constituents/organisational units coherently working towards realisation of its intended goals and objectives. As stated

earlier, the College itself functions as an organisational ecosystem with its functional units working as its interdependent subsystems. The philosophy, principles and practices of the governance system of the College are visibly reflected in the working of its functional units and its extended range of programmes and activities- administrative, academic and co-scholastic. The teaching and non-teaching staff of the College, different departmental units and the students work with a unified purpose- comprehensive development of the institution. Appointments and Service Rules are prescribed and instructed by the Government of Odisha. To put it in short, the College functions in an ambience of cooperation, collaboration, distributed leadership, teamwork and shared vision. All these are reflected in the democratic governance of the institution, with the head of the institution as the principal leader and others as the members of coherent teams striving towards common good- building a robust and resilient institution based on a solid democratic foundation.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil

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

A. All of the above

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

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and

avenues for their career development/ progression

The institution provides various welfare measures for teaching and non teaching staffs to make a healthy and satisfied work environment. The main objectives of welfare measures are to relieve employees from work place stress, make employees happy and satisfied. So the employees can maximize their potential to the best for the development of institution.

Welfare schemes:

1. General Insurance Schemes
2. Fee concession
3. Conveyance Allowance PH
4. Festival advance
5. House Building Advance
6. Motor Car Advance/ Electrical Vehicle Car loan - interest free
7. Travelling allowance
8. Dearness allowance
9. Transfer allowance
10. R.C.M
11. Annual Increments
12. Pension and Gratuity benefits:
13. Leaves
 - Casual leaves- 15 days (10 C.L. + 05 Special C.L.)
 - Earned leave (13 days for both teaching & non teaching staff)
 - Academic leaves (for teaching staff 15 days)
 - Medical leave
 - Funeral expenditure(In case of death of an employee during service period an amount of Rs.5000/ may be paid as the financial relief in the shape of funeral expenses to the family of the employee)
 - Maternity leaves-(180 days)
 - Fraternity leaves- (15 days)
 - Half -pay leaves (240 days full pay in entire service period)
 - Study Leave

As far the career development is concerned study leaves are given to teaching staffs for pursuing higher education. Lifelong learning is paramount to ensure they continue to be efficient and employable educators. New ideas are always emerging and new methods of teaching are always being introduced. Teachers are also

need to be update their skills with the advanced of technology. Various in-service trainings are organised by the institution for the employees.

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

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

0

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

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

01

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

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

05

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

Funds allocated in the annual budget of the College are subject to periodic audit- both internal and external. The external audit of the finances is conducted by the administrative Department i.e., the Department of Higher Education, Government of Odisha and the Accountant General (AG) Odisha. While the audit by the Department is more comprehensive, audit by the AG is a kind of sample audit with overall observations and feedback. In addition to the external audit, the College has an internal audit system which examines availability of resources (Funds) and their utilisation. The internal audit system serves as a building block for external audit either by the Administrative Departments or by the AG. The audit objections are complied with and observations thereof are taken note of for future guidance. The year 2020-2021 being an exceptional year for COVID-19 Pandemic no audit was taken up during the year, which could be taken up in the subsequent years.

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

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

0

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

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

Financing education comprises three major facets, viz., availability of resources (budget allocation); (ii) utilisation of resources; and (iii) mobilisation of additional resources. Since funds for education are limited and subject to curtailment, two imperatives are to be adhered to- effective utilisation of available resources and mobilisation of additional resources from diverse sources to undertake new initiatives and programmes. This depends on the vision and initiative of the educational institution itself, be it a school or a college. Ours is a government managed College, funds for which are provided in the Department's budget. With several terms and conditions set by the Department, the College is constrained to leverage funds from other external sources.

Mobilisation of funds from different sources such as Mo College, Alumni Association, RUSA, Institutional Research Projects, MPLAD, CSR and other Foundations

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

6.5 - Internal Quality Assurance System

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

The IQAC has been actively functioning to contribute in the quality assurance strategies and processes. The college has

entrusted the responsibility of planning, monitoring and executing different activities to the IQAC for quality assurance.

1. **Research:** The IQAC decided to promote the research culture in the institute. The IQAC encourage faculty members to organize the seminars and workshops, to publish the research papers in national and international UGC referred and peer reviewed journals, to participate in the seminars and workshops, to write and publish books. The college provides duty leave to the faculty. The IQAC also encourages the faculty he IQAC also encourage the faculty to undertake Minor and Major Research Projects. As a result 02 faculty members have undertaken the Minor Research Projects sponsored by OSHEC and one Faculty undertaken Major Research Project sponsored by DBT.Govt. of India.

2. **Short -Term Courses:** Only degree certificate is not sufficient for students. They also require certificate of skill oriented courses. Taking into consideration the need of time the IQAC of the college decided to motivate students for pursuing the short term courses sponsored by IGNOU and OSOU Study Centres of our college. The short term courses are optional to the students, according to their interest they choose the short term course. The output of short term courses is job orientated. Some of our students got the job, some have their own business.

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

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

The mechanism works under the guidance and instructions of IQAC. The mechanism begins with analysis of Annual results and followed by inspection of the academic diary of the faculty by the Principal every month. The IQAC takes the review of the activities conducted as per the academic calendar. Syllabus completion reports are submitted by the HODs and at the end of every semester to the IQAC. Regular Meetings are conducted to take the reviews regarding the teaching. The faculty maintains Lesson Plan & Progress register consisting the lecture notes and teaching methodology of every lecture which is signed by HOD & Principal every month. The faculty conducts tests in the classroom. As per

the recommendation by NAAC peer team, the faculty makes maximum use of ICT in teaching learning process. Digital classrooms, LCD projectors and English language lab are made available for effective teaching learning process. All the classrooms and departments are provided computer with internet connections. The faculty prepares PPT on prescribed curriculum. Faculty makes use of YouTube. The faculty sets the question papers as per the pattern of university and examinations are conducted as per the rules and regulations. The schedule of the examinations is declared in advance. Besides this our college conducts seminars and projects. The faculty conducts the seminars and projects for all UG & PG Courses. The given marks are conveyed to examination Controller. Thus, IQAC chalks out the programs and the college implements it.

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

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

B. Any 3 of the above

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

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

The institution gives priority for gender equality and also provides safety and security to the students. The following committees are formed for safety and security.

1. Anti -Sexual Harassment Cell
2. Anti-ragging Cell.
3. women empowerment and equal opportunities cell.

The composition of Sexual Harassment Prevention Cell as per UGC norms. Principal is the chairperson of the Cell, there is a wall compound for the safety and security of students. A night watchman is appointed by the college. Taking into account, the safety and security of students CCTV cameras are installed in the campus. Fire Extinguishers are installed in the main building and Library. Discipline is maintained in the college through Discipline committee. The Time-Table Committee prepares time-table of campus supervision for maintaining discipline in the veranda and campus. Nutrition awareness program for rural women was organised by NSS. The college in collaboration with NGOs organizes various programs on gender sensitivity to create awareness among students. Personal and group counselling are regularly conducted on their personal problems, health, Security, Educational problems. Common room facilities for girls and boys with sanitary blocks are available in the college. The students use those common rooms facility. separate toilet facility is available for ladies & gents staff in the college. Yoga classes are conducted in the college. Self Defence training is especially started for girls considering the importance of their safety and security.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	http://scscollege.nic.in/index.html

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

C. Any 2 of the above

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

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

Solid Waste Management - The Institute has a solid waste management system which works under the guidance of Head Clerk. The institution has used the ideology best from waste, so the institute has a system of the production of natural fertilizer. In the college campus, dustbins are made available. We collect all type of garbage including dried leaves, waste food, waste papers and drop it in the structure made to produce natural fertilizer. We use natural fertilizer for the plants in the college campus.

Liquid Waste Management. The institute has underground drainage pipeline system. Plumbing maintenance is done on regular basis to prevent wastage of water. Initiative for rain water harvesting has been undertaken in the campus.

Bio Waste Management:- The college has uses Bio Waste material, chemicals, outdated medicine, cotton, etc. are kept in yellow bag. Polluted plastic, tubes etc. are kept in red bag. Materials, made of glass are kept in blue bag and needles, blades etc. are kept in white bag.

E-waste management:- Our College, has a e-waste management system to collect E-waste from all departments.

Waste Recycling System-: Waste water recycling system is maintained in the college. Waste water is collected in the tank and it is used for plants and trees in the campus.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	A. Any 4 or all of the above
File Description	Documents
Geotagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3.Pedestrian-friendly pathways 4.Ban on use of plastic 5.Landscaping	A. Any 4 or All of the above
File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy undertaken by the institution	
7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: 1. Green audit 2. Energy audit 3.Environment audit 4. Clean and green campus recognitions/awards	A. Any 4 or all of the above

5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

C. Any 2 of the above

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

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

The "Vision" of our College, in addition to other desirable dimensions, embodies its institutional culture. It has carved out a culture, distinctive of its own, providing space for diversities such as religion, caste, class, creed, gender and other facets

such as cultural, regional of an inclusive organisational culture and climate. In short, the institutional culture of the College has turned into a melting pot for wide range of diversities which are transformed these diversities into an advantage- a secular space with zero tolerance towards animosity, enmity, hostility, non-cooperation and discrimination. To provide an inclusive environment to students the college organizes various activities to provide inclusive environment. The college celebrates 'Birth Anniversary of various personalities every year to inculcate thoughts among the students. Birth Anniversary of Mahatma Gandhi is celebrated on 2nd October. Birth Anniversary of Swami Vivekanand is celebrated on 12th January as National Youth Day to inculcate brotherhood among the students. Birth Anniversary of Dr. Babasaheb Ambedkar is celebrated on 14th April to give the message of communal and socioeconomic equality among all the citizens of India. Cultural activities are organized to imbibe cultural and traditional diversity among the students. Sports Tournaments are organized for national integrity. Thus college tries to inculcate an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities among the students through above activities. Never have there been intolerant and hostile waves of indiscipline among students based on intolerance towards diversities of any form.

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

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

The college always organizes various activities for inculcating values, rights, duties and responsibilities of citizen of India such as abiding by the Constitution and respect its ideals and institutions, the National Flag and the National Anthem; following the noble ideals which inspired our national struggle for freedom; promoting harmony and the spirit of common brotherhood amongst all the people of India; transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women; preserving the rich heritage of culture; protecting the natural environment including forests, lakes, rivers, and wildlife; developing the scientific temper, humanism and the spirit of inquiry and reform; safeguarding public

property and to abjure violence. As per the constitution of India, the citizens has to follow the responsibilities like integrity, brotherhood, peace, keeping law and order in society, protecting and respecting the values of democracy, impartial voting, etc. National Voters Day is celebrated on 25th January. Besides this the college organizes Voters Awareness Rally to inculcate the value of their votes and impartial voting . The college creates awareness among students and society regarding their registration as voters. Independent Day on 15th August and Republic Day on 26th January are celebrated to inculcate the respect for the National Flag and the National Anthem. Birth Anniversary of Mahatma Gandhi is celebrated on 2nd October to inculcate the principles like truth, non-violence and brotherhood among students and employees. To inculcate the thoughts of Mahatma Gandhi among students,

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

<p>7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization programmes in this regard: The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized</p>	<p>A. All of the above</p>
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File Description	Documents
Code of Ethics - policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution organizes national and international commemorative days and festivals. State and Central Government also issue the circular regarding celebration of national festivals like Independence Day, Republic Day, International Women's Day, Science Day etc. These festivals are celebrated to inculcate significance of the national importance among the students. Independence Day on 15th August and Republic day on 26th January are the national festivals of our country and the institution celebrates it with great enthusiasm which inculcates patriotism among the students and citizens. Constitution Day is celebrated on 26th November to inculcate the importance of National Integrity and importance of constitution. On this occasion, the head of the institution, faculty and students commonly read out the preamble of Indian Constitution. The college celebrates birth anniversary of Mahatma Gandhi on 2nd October. 5th September is celebrated as Teachers Day on Birth Anniversary of Dr. Sarvepalli Radhakrishnan. To inculcate the principles and philosophy of the great Indian thinkers, social reformers and national heroes, the Institute pays tribute to them and recalls their contribution on their birth and death anniversaries. The institute organizes lectures of eminent personalities on such occasions to make the students aware about their thoughts and contribution for social and national development. The Institute plans and celebrates various activities such as essay, elocution, rangoli, fireless cooking, cookery competition, and display of wall papers. The college also conducts extension activities such as cleanliness drive, rallies and lectures.

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

7.2 - Best Practices

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

<http://scscollege.nic.in/>

File Description	Documents
Best practices in the Institutional website	http://scscollege.nic.in/index.html
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

The institute takes continuous efforts to reflect its vision, priority and thrust through various activities. The vision of our College is to contribute to the society through excellence in quality education and research in generating a pool of socially responsible manpower enshrined in democratic values. Our aim is to provide higher education to all classes of society, especially to the downtrodden, economically and socially backward classes of society to make them self-confident and self-reliant. We strive to give quality education and provide better facilities to the students who come from remote villages of drought prone area. Co-curricular and extra-curricular activities are planned with intent to improve the overall personality of the students and make them globally competent. To cope with competition, Career Guidance Cell is functional in the institute. ICT based Modern teaching aids are adopted by the entire faculty to make the teaching learning process more effective and easy. While imparting education, the college makes no distinction on the basis of gender, region, religion, caste, creed or class because we believe in the

principles of liberty, equality and fraternity which foster human democratic values. The college gives the opportunity to the graduate students to pursue the higher education and also professional degree like law, journalism and so on. After completing graduation in our college the students are placed in various jobs in corporate, government and private sectors. We feel proud that we are successful to bring our vision and mission into reality

File Description	Documents
Appropriate link in the institutional website	http://scscollege.nic.in/index.html
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The College has always grounded its institutional development plan on the intent and mission of its "Vision". Besides this, institutional development plans of preceding years provide meaningful feedback for incorporation into its future Plan of Action. The PoA of the College is developed leveraging: (i) reflective inputs from its employees, students, and informed parents, (ii) suggestions received from the NAAC visiting teams from time to time, (iii) inputs and ideas of its alumni and the "Mo College" constituency; and (iv) lessons learnt from other institutions of Higher Education of the country which have been ranked high in different surveys. However, the institutional ownership rests with the staff, students, alumni and parents community for the simple reason that the people have laid their hands on developing the PoA are real implementers of the PoA.

The PoA for the next academic year i.e., 2021-22 shall be comprehensive to include: (i) infrastructure development, (ii) developing the College as an ecosystem for academic excellence through reflective conversation, building a healthy student-teacher bond for nurturing academic excellence as well as holistic character building- body, mind and spirit, setting standards for student achievement and nurturing a climate of evidence-based research. While developing the PoA, appropriate parameters for measurement of achievement of Plan Targets to be designed so as to establish the baseline for development of PoA for the upcoming academic session.