The Annual Quality Assurance Report (AQAR) of the IQAC

2012-13

BRAJRAJNAGAR COLLEGE

At/Po:-BRAJRAJNAGAR, Dist:-JHARSUGUDA, ODISHA, 768216

Part – A

1. Details of the Institution

1.1 Name of the Institution

Brajarajnagar College Brajarajnagar

1.2 Address Line 1

Khaliakani

Address Line 2

Brajarajnagar

City/Town

Brajarajnagar

State

Odisha

Pin Code

768216

Institution e-mail address

Bnc.78brjn@gmail.com

Contact Nos.

06645-242156

Name of the Head of the Institution:

Dr.Swajan Kumar Majumdar

Tel. No. with STD Code:

06645-242264

Mobile:

09437349365

Name of the IQAC Co-ordinator:

Sri Srikar Bhoi

Mobile:

> 09237002699

IQAC e-mail address:

> Bnciqac.78@rediffmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879)__ORCOGN12532/2013

1.4 Website address:

> www.bncbrajrajnagar.org

Web-link of the AQAR:

> www.bncbrajrajnagar.org/ AQAR

For ex. http://www.ladykeanecollege.edu.in/AQAR201213.doc

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	66.6	2006	5Years
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.6 Date of Establishment of IQAC :   DD/MM/YYYY   08/07/2006

1.7 AQAR for the year *(for example 2010-11)*   2012/13

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

- i.   AQAR   2009-10 (DD/MM/YYYY)
- ii. AQAR   2010-11 (DD/MM/YYYY)
- iii. AQAR   2011-12 (DD/MM/YYYY)

1.9 Institutional Status

University   State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes [√] No ☐

Constituent College   Yes ☐ No [√]

Autonomous college of UGC   Yes ☐ No [√]

Regulatory Agency approved Institution   Yes ☐ No [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√] Men ☐ Women ☐

Urban [√] Rural ☐ Tribal ☐

Financial Status   Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.10 Type of Faculty/Programme

Arts [√]   Science [√] Commerce [√] Law ☐   PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

Others (Specify)   Retail Manage Manent, I.T.

1.11 Name of the Affiliating University *(for the Colleges)*   Sambalpur University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University   ☐

University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   03

2.4 No. of Management representatives   02

2.5 No. of Alumni   02

2. 6 No. of any other stakeholder and
       community representatives   03

2.7 No. of Employers/ Industrialists   02

2.8 No. of other External Experts   02

2.9 Total No. of members   21

2.10 No. of IQAC meetings held   07

2.11 No. of meetings with various stakeholders: No.   01   Faculty   02

Non-Teaching Staff Students   02   Alumni   01   Others   01

2.12 Has IQAC received any funding from UGC during the year?   Yes √   No ☐

If yes, mention the amount   60,000/

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.	3	International	0	National	0	State	0	Institution Level	√

(ii) Themes   Disciplinary and interdisciplinary

2.14 Significant Activities and contributions made by IQAC

(i) Continuous internal assessment through assignments, symposia and seminars.(ii)Providing information on visions, goals and mission to students, course offered, time and period of classes . (iii) Increasing use of technology in the teaching-learning process.(iv) Providing self-study materials .

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Each Department has prepared their Lesson Plan according to syllabus. 2. All courses will finish before the month of December for revision purpose. 3. A teacher will take a minimum of 25 classes per week. 4. Every day the HODs are checked the progress of their Dep't. 5. Week end the principle checked the progress of each Dep't. 6. One academic bursar has been appointed to check out the classes. 7. Proctorial Group have been formed for better education. 8. Remedial Coaching Class for ST,SC,OBC and Minorities students have been taken. 9. At the end of the month a Monthly Class Test will be done. 10. At least Four number of Seminar for each Dep't is compulsory. 11. Each Dept' has provided laptop and dongle and if	⬧ Courses finished of all Dep't at the end of December. ⬧ All Dep't completed four no's of seminars. ⬧ ST,SC,OBC & Minorities students took benefits of Remedial Coaching Classes. ⬧ Good result return from Monthly Class Test. ⬧ Contractual teacher meat the deficiency of the classes. ⬧ Two staff member successfully completed Refresher Course. ⬧ Annual Drama was performed by the students successfully which was written by a staff.

necessary projector will be provide for better teaching and learning. 12. Vacancy posts will be meet by contractual post. 13. All Laboratories equipments will be supplied to the Science Dep't. 14. Feedback from stack holder,Ex-students, expert from different field will be taken. 15. College Foundation Day , Annual Day , Annual Drama, Annual Sports ,along with other cultural programmes will be organised in proper time. 16. The college Volley Ball Team , Cricket Team , Hockey Team will be send for different competitions. 17. Girls students will be given special self-defence training. 18. The institution feel shortage of class rooms ,hence this year two or more class room will be constructed. 19. Two or more members of staff will be send for refresher courses. 20. NSS unit will be encouraged to greenery the surrounding of the college.	100 No's of trees were planted.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes [√]   No [   ]

Management [√]   Syndicate [   ]   Any other body [   ]

Provide the details of the action taken

Purchase of laptop, PTA Meeting, Alumni Meeting, Construction of Conference Hall, Construction of new 12 class room , Celerabration of 2nd. Oct., National Literacy Day, Teachers Day, Voters Day,15th.Aug.26th.Jan. ,Plantation of 100 trees ,Blood Donation Camp, Annual Day, Annual Sports, Digging of Bore well, Annual Drama, Applied for Hon's Subjects., Construction of IT Laboratory.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	05	X	x	02
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	05			02

Interdisciplinary	02	X	x	x
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	05

1.3 Feedback from stakeholders*   Alumni √   Parents √   Employers √ Students √
   (On all aspects)

     Mode of feedback   :   Online ☐   Manual √   Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Income Tax , Retail Management

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	07	20	0	07

2.2 No. of permanent faculty with Ph.D. | 05 |

2.3 No. of Faculty Positions
Recruited (R) and Vacant (V)
during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	4	0	4	0	0	0	6	0	14

2.4 No. of Guest and Visiting faculty and Temporary faculty | 07 | | 08 | | 06 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	12	08
Presented papers	0	06	07
Resource Persons	0	0	03

2.6 Innovative processes adopted by the institution in Teaching and Learning:

The academic calendar of the institution is prepared before the commencement of the session so that teachers and students have prior information about the number of working days, holidays and probable date of annual/half yearly examination. Each and every deptt. Prepares one lesson plan and one progress register prior to the commencement of academic session, which are to be   countersigned by the Departmental Heads as well as principal periodically.

2.7 Total No. of actual teaching days
during this academic year | 180 |

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,
Double Valuation, Photocopy, Online Multiple Choice Questions) | Monthly Examination |

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development
as member of Board of Study/Faculty/Curriculum Development workshop | 2 | 1 | 2 |

2.10 Average percentage of attendance of students | 79 |

2.11 Course/Programme wise
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	115	NIL	8	12%	42	62%
√						

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

 IQAC contributes immensely to improve the teaching-learning process uplifting the capacity building of the staff on the one hand substantially improving the academic standard of the students on the other.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	12
UGC – Faculty Improvement Programme	01
HRD programmes	x
Orientation programmes	16
Faculty exchange programme	x
Staff training conducted by the university	16
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	x
Others	x

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	02	0	0	0
Technical Staff	01	0	0	01

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

> The institution does not have the scope of organizing any research
> programme to imbibe research culture among the staff and students.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	x	x	x	x
Outlay in Rs. Lakhs	NIL	x	x	x

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	x	x	x	x
Outlay in Rs. Lakhs	NIL	x	x	x

3.4   Details on research publications

	International	National	Others
Peer Review Journals	x	x	x
Non-Peer Review Journals	x	x	x
e-Journals	x	x	x
Conference proceedings	0	06	0

3.5 Details on Impact factor of publications:

Range [x]   Average [x]   h-index [x]   Nos. in SCOPUS [x]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects *(other than compulsory by the University)*	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

3.7 No. of books published   i) With ISBN No. | NIL | Chapters in Edited Books | NIL |

ii) Without ISBN No. | NIL |

3.8 No. of University Departments receiving funds from

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges   Autonomy [x]   CPE [x]   DBT Star Scheme [x]

INSPIRE [x]   CE [x]   Any Other (specify) [x]

3.10 Revenue generated through consultancy | 5000 |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons | 02 |

3.13 No. of collaborations   International [0]   National [0]   Any other [0]

3.14 No. of linkages created during this year   [0]

3.15 Total budget for research for current year in lakhs :

From Funding agency [0]   From Management of University/College [0]

Total [0]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	x
	Granted	x
International	Applied	x
	Granted	x
Commercialised	Applied	x
	Granted	x

3.17 No. of research awards/ recognitions   received by faculty and research fellows
    Of the institute in the year

Total	International	National	State	University	Dist	College
02	0	0	0	02	0	0

3.18 No. of faculty from the Institution
    who are Ph. D. Guides

    02

    and students registered under them

    01

3.19 No. of Ph.D. awarded by faculty from the Institution

    0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

    JRF 0   SRF 0   Project Fellows 0   Any other 0

3.21 No. of students Participated in NSS events:

    University level 4   State level x

    National level 2   International level x

3.22 No. of students participated in NCC events:

    University level 05   State level 04

    National level 02   International level 0

3.23 No. of Awards won in NSS:

    University level x   State level x

    National level x   International level x

3.24 No. of Awards won in NCC:

    University level x   State level x

    National level x   International level x

3.25 No. of Extension activities organized

University forum [ ] College forum [ ]

NCC [ ] NSS [√] Any other [ ]

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation , Voter AwarenessRally ,Voters Day,Plantation

- Leadership creation Orientation

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	12Acres	0	NIL	12Acres
Class rooms	23	01	UGC Own Source	24
Laboratories	06	13	Govt.of Odisha	19
Seminar Halls	0	01	WODC	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1	1	UGC	02
Value of the equipment purchased during the year (Rs. in Lakhs)	1917200	1190000	UGC	2107200
Others	x	x		x

4.2 Computerization of administration and library

The administrative and Library Dep't , have been supplied with sufficient nos. Of computer. Both the Dep't are functioning with computerised system. List of all Library Books has been displayed in our college website for the betterment of the students.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5134	2998770	45	12300	5179	3000000
Reference Books	3789	4987503	51	12497	3840	5000000
e-Books	X	X	X	X	X	X
Journals	11	20000	X	X	X	20000
e-Journals	X	X	X	X	X	X
Digital Database	x	X	X	X	X	X
CD & Video	X	X	X	X	X	X
Others (specify)	X	X	X	X	X	x

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	02	0	03	0	0	06	36	0
Added	02	0	01	01	01	0	0	0
Total	04	0	04	01	01	06	36	0

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

All our teacher are computer literate. They have supplied laptop with dongle for internet access. In our IT lab students get opportunity to learn about internet access.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   X

   ii) Campus Infrastructure and facilities   X

   iii) Equipments   X

   iv) Others   X

          Total :   X

Criterion – V
5. Student Support and Progression5.1 Contribution of IQAC in enhancing awareness

Proctorial group have been set up for the development of the students. Along with Seminars/ symposium/ workshops and discussion in all the honours teaching departments are being organized, apart from the routine academic curriculum.

5.2 Efforts made by the institution for tracking the progression

For continuous review of the teaching- learning process, preparation of Lesson Plan and Progress Register is given due importance. The principal along with the concerned HOD verifies the record from time to time. It helps in completion of course on time and assessment of the problem if any.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
218			

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
103	34

Women

No	%
185	66

	Last Year					This Year				
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
101	16	18	180	0	315	104	33	13	134	0	288

Demand ratio   100   Dropout % 0

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Programme like entry into services is conducted regularly, so that students can prepare themselves for competitive examinations and can go for new job.

No. of students beneficiaries

60

5.5 No. of students qualified in these examinations

NET [√]   SET/SLET [   ]   GATE [   ]   CAT [   ]

IAS/IPS etc [   ]   State PSC [√]   UPSC [   ]   Others [√]

5.6 Details of student counselling and career guidance

> Remedial Classes ,Entry into services and arranging extra moral lectures are conducted so that students can get benefit of counselling and opt for better career.

No. of students benefitted [201]

5.7 Details of campus placement

	On campus		*Off Campus*
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	100	01	Not calculated

5.8 Details of gender sensitization programmes

> The institution sensitizes its staff and students by holding discussion/ seminar on different emerging issues like gender discrimination   problems.

5.9 Students Activities

   5.9.1   No. of students participated in Sports, Games and other events

State/ University level [02]   National level [0]   International level [0]

No. of students participated in cultural events

State/ University level [01]   National level [0]   International level [0]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level ⬚ 02   National level ⬚ 0   International level ⬚ 0

Cultural: State/ University level ⬚ 0   National level ⬚ 0   International level ⬚ 0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	60	6800
Financial support from government	380	389863
Financial support from other sources	X	X
Number of students who received International/ National recognitions	X	X

5.11   Student organised / initiatives

Fairs   : State/ University level ⬚ 0   National level ⬚ 0   International level ⬚ 0

Exhibition: State/ University level ⬚ 0   National level ⬚ 0   International level ⬚ 0

5.12   No. of social initiatives undertaken by the students ⬚ 03

5.13 Major grievances of students (if any) redressed: _____NIL_____

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> To generate a class of intellectually sound and committed citizens who will cater to the needs of the society and country as a whole by way of human capital formation. To create a teaching-learning environment which will be conducive in pursuit of higher knowledge, skill and experience. To incorporate new development in education through curriculum so as to promote academic advancement leading to national development. To make the students acquainted on various socio-economic issues emphasizing on gender and human right by including topics on curriculum

6.2 Does the Institution has a management Information System

> NO

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Keeping in mind the deficiencies of the students, subject experts and executives from nearby industries are invited. The suggestions and feedbacks relating to dynamic/emergent employment opportunities from these resource persons are given priority for preparing the students. The multi-skill development lectures promotes the employment opportunities among the students.

6.3.2 Teaching and Learning

The academic calendar of the institution is prepared before the commencement of the session so that teachers and students have prior information about the number of working days,holidays and probable date of annual/half yearly examination. Each and every deptt. Prepares one lesson plan and one progress register prior to the commencement of academic session,which are to becountersigned by the Departmental Heads as well as principal periodically

6.3.3 Examination and Evaluation

The institution strictly follows the evaluation reforms norms of Sambalpur University which includes both theory and practical examination. Besides this, the institution has introduced the provision of proctorial classes and internal assessment. The college has followed the practice of organizing formative and summative assessment for the development of the students. Formative assignment is mostly is objective type, but summative is partly objective and partly subjective. The students are greatly benefited in the process of these tests. Because, the students undergo a process of thorough reading of the text and develop their communicative skill.

6.3.4 Research and Development

NIL

6.3.5 Library, ICT and physical infrastructure / instrumentation

Efforts are being made to enhance the basic facilities like sufficient class rooms, seminar halls, tutorial spaces, laboratories equipments and botanical garden for adequate teaching-learning. Planning is there for providing space for indoor and outdoor games, gymnasium, auditorium and for conducting cultural activities.

6.3.6 Human Resource Management

Overall development is not possible without human resource management. So students are great asset for the institution. Human capital formation is the guiding principle of the institution. Development becomes a myth unless it takes place in the brain of the people.

6.3.7 Faculty and Staff recruitment

Faculty and Staff are recruited by proper process by the Governing Body of the college and send to DHE and Govt. Of Odisha for approval.

6.3.8 Industry Interaction / Collaboration

Executives and CEOs from nearby industries are   invited to personally interact with the students and to motivate &   clarifies the ifs and buts in the growing mind.

6.3.9 Admission of Students

SAMS(Student Academic Management   System) of Govt. of Odisha, Higher Education Dep't. centrally reviews the process of admission of students +3 courses annually. Students interested for admission into different institutions of Odisha apply online to DHE, Odisha site and SAMS monitors the above process of selection college wise. This practice is going on since the academic session 2010-11,prior to that the admission committee of the college headed by the principal was   handling the matter.

6.4 Welfare schemes for

Teaching	Staff WellFare Fund
Non teaching	Staff WellFare Fund
Students	S.S.G.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes √   No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Academic Bursar
Administrative	No	No	Yes	Principal

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes   Yes   No √

For PG Programmes   Yes   No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> As per the requirement of the syllabus the Sambulpur University brings reforms in examination system taking view to other university of Odisha.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> The Sambalpur University is the main authority through which all application for autonomy of the college scrutinize and send to the higher authority.

6.11 Activities and support from the Alumni Association

> The alumni associations are consulted and their feedback is taken to conduct activities like blood donation, tree plantation, annual get- together, adopting villages for its integral development.

6.12 Activities and support from the Parent – Teacher Association

> Parent-Teacher Association play an important role in our college. They get together several time and discuss about the development of the students as well as the college.

6.13 Development programmes for support staff

> The teachers to update their knowledge in their concerned subjects are relived of their duty for Refresher Course/Orientation Course in different Universities.

6.14 Initiatives taken by the institution to make the campus eco-friendly

> To make the campus eco friendly, there is a provision for regular cleaning of the wildgrowth in the campus. The campus looks green and pulsating because of initiatives of NSS wings. Plantation in the campus is regular, continuous and well focused. Disposal of waste its taken special care in the campus. Wastes including polythene are burnt to asses and iodegradable wastes are dumped for decomposition for posterity.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Academic and personal counselling by the faculty. Special prizes are given to the students having highest marks in exam. on college annual day. Non-discriminatory approach in study for good academic ambience. Skill development of women student through rangoli and painting. Teaching-Learning Reforms: Achievement Level Test

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

> Monthly, Half-yearly, Annual Examination. Annual Sports .Annual Day .DepartmentalSeminars. Blood Donation Camp. Plantation. Monthly Staff Council Meeting. Quaterly Parent-Teacher Meeting. Alumini Meeting.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

> i)   Teaching-Learning Reforms
> ii)   Achievement Level Test

*Provide the details in annexure (annexure need to be numbered as i, ii,iii)

7.4 Contribution to environmental awareness / protection

> Disposal of waste its taken special care in the campus. Wastes including polythene are burnt to asses and biodegradable wastes are dumped for decomposition for posterity.

7.5 Whether environmental audit was conducted?   Yes ☐   No √

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

> The college has applied Hon's for Physics,Math and Economics and increase of Hon's seat in Edn. Chemistry department has a proposal start PG courses and research activities.Dep't of Hist, . Eng., Odia ,has plan to conduct National and State level Seminar.

8. **Plans of institution for next year**

- Development of laboratory equipments (minor) and furniture facilities.
- Development of Web Based Model Library.
- Organization of Summer Programs for Teacher / students.
- Organization of Seminars, Conferences and Workshops at State, National and levels.
- Strengthen the placement, guidance, counselling and extension service cells.
- Up gradation of Computer facilities.
- To increase the number and titles of books in departmental library
- Purchase of interactive white boards for each classroom and seminar rooms
- Purchase of split ACs for newly constructed IT Laboratory.
- Appointment of adhoc Qualified Faculty.
- Faculty participation in Seminars, Conferences and visits will be encouraged
- Collaborative research activities at State level will be promoted.

Name: Srikar Bhoi   *Name : Dr.Swajan Ku. Majumdar*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***___

ANNEXURE
Academic Calendar

Sl.No.	Subject	Time line
01	Reopening of the college after summer vacation	26.06.2013
02	Admission +3Ist.Year(Arts/Sc./Com.)	14.7.2013 to 05.08.2013
03	Commencement of the Class	
	+3 IInd. Year	26.06.2013
	+3 IIIrd Year	26.06.2013
	+3 Ist. Year	07.08.2013
04	College Students' Union Election	As per the date to be fixed the Govt.
05	Puja Vacation	28.09.13 to 06.10.13
06	Monthly Examination	Last week of each month till Dec.
07	Test Examination	2nd.Week of Dec.2013
08	X-Mass holiday	25th.Dec.
09	Annual Sports/Cultural Week	05.01.2014 to 20.01.2014
10	Filling up of Forms for University Exams.	As notified by Sambalpur University
11	Commencement of University Exam.	As notified by Sambalpur University
12	Publication of result	With in 45 to 60 days from the date of last Theory Exam.
13	Total number of Holidays	72 days , excluding Sundays
14	Total number of Reserve Holidays	Two Days
15	Total number of Teaching Days	180 Days
16	Summer Vacation	11th. Of May to 18th.June-2014