



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	BRAJRAJNAGAR COLLEGE
Name of the head of the Institution	Dr.Sachidananda Boxi
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06645242156
Mobile no.	9437118825
Registered Email	bnc.78brjn@gmail.com
Alternate Email	rabinarayan.panigrahi6@gmail.com
Address	Khaliakani,
City/Town	Brajrajnagar
State/UT	Orissa
Pincode	768216

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Rabinarayan Panigrahi
Phone no/Alternate Phone no.	06645242156
Mobile no.	6371170729
Registered Email	bnciqac78@gmail.com
Alternate Email	rabinarayan.panigrahi6@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/05/Aqar-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/College-Academic-Calendar-2019-20.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	C++	66.6	2006	02-Feb-2006	02-Feb-2011
2	B	2.38	2015	03-Mar-2015	03-Mar-2020

6. Date of Establishment of IQAC	08-Jul-2006
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Introduction of Communicative English	01-Jul-2019 180	421
Use of e-resources under CBCS syllabus	23-Jul-2019 180	979
ICT training to students and faculty through Spoken Tutorial	01-Jul-2019 180	188
Career Counselling to students	29-Oct-2019 365	234
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
State Government	OHEPEE	DHE,Odisha	2019 365	2120000
State Government	Infrastructu Development Grantre	DHE(O)	2020 365	1250000
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Continuous internal assessment and periodic review of academic progress
Strengthening ICT learning through Spoken Tutorial Regular contact with students through systematic mentoring Use of eresources in teaching learning under CBCS
Construction of new SAMS building

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
1.Systematic lesson plan for each subject 2.To organize career counselling programe. 3. Conduct of departmental seminars covering syllabus. 4.Provision of protorial classess 5.Appointment of contractual teachers against vacant post. 6.To encourage students for ICT education. 7.To develop entrepreneurial skill amoung students. 8.Celebration of National and International days. 9.Promotion of sports culture and selfdefence training for Girls. 10.Promotion of environmental awareness, ledership and voluntary service through NSS. 11.Conduct of workshop on YOGA and moral ethics.	1.Courses completed in time. 2. To Nos of programmes organised. 3.Departmental seminar conducted. 4.Continuous assessment by the mentors done. 5. Teachers appointed against vacancy. 6.Online lessons imparted through Spoken Tutorial under IIT Bombay. 7. One no of training programme organised. 8.Celebrated National and International Days. 9.Annual sports ,Annual Function and Annual Drama conducted. 10.Campus cleanliness, planttion programme and blood donation camp organised by NSS. 11.Yoga classess and personality development programme conducted.
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
GOVERNING BODY	15-Jan-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

19-Feb-2020

17. Does the Institution have Management Information System ?

No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college adheres to the curriculum prescribed by Sambalpur University for delivery of course materials in both Theory and Practicals subjects . The classes are reflected in the College Time-Table, Lesson plans are prepared by the respective subject teachers according to the teaching hours available to them. Seminars are organized to expose the students to the core value of the topics taking students, teachers and by inviting External experts in some cases. Steps are taken to organize Equal Opportunity work shop, Gender Sensitization programme, self defense training for girls, Annual Sports. For capacity building and leader ship, representations of students are ensured through the elected body of students union , where they participate in the academic and administrative affairs of the college for promotion of equity and excellence . Steps have been taken to create question banks by the departments to acquaint the students with the possible areas of study and make them prepare well for the Examinations. The college calendar prepared in the beginning of every academic year helps the students understand the time-frame of different programmes and make them prepared to meet the academic needs during the year.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Spoken Tutorial	NIL	01/07/2019	180	Employabil ity	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BCom	NIL	01/07/2019
View File		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Hons- CBCS	01/07/2019
BCom	Hons - CBCS	01/07/2019
BSc	Hons- CBCS	01/07/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	133	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Communicative English	01/07/2019	421
Quantitative Aptitude and Logical Thinking	01/07/2019	91
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BCom	Impact of e-Commerce	74
BSc	Biological Science	10
BA	Education	45
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>Feedback system has been introduced through structured method. Students are given SSS format in each department before the end of the courses and the responses are evaluated by a committee of senior faculty to redress the grievances of students and take necessary step to bridge the academic gap in teaching learning. Feedback from parents, Alumni is taken in repeated intervals with regards to the support services for the students and facilities for infrastructure, library and administrative set up. The valued responses from the stake holders are initially analyzed by the principal in subsequent staff council meetings and actions taken as per the limited resources of the college. Items requiring financial matters and employment of new faculty etc. are forwarded to the Governing Body of the college for approvals</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	Com. Pass/Hons	96	102	71
BSc	PHYSICS, CHEMISTRY, BOTANY, ZOOLOGY, MATH, ENG. O DIA	128	104	84
BA	ENG., ODIA, POL. SC., HISTORY, EDUCATION, ECONOMICS	256	233	141
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	979	0	34	0	0

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
41	18	2	1	0	0
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a well defined proctorial system for mentoring of the students in the teaching-learning set up under the supervision of a chief tutor, selected from the faculty of senior staff. Students are grouped into a batch of 32 each and are placed under the control of a teacher-mentor. The proctorial class meets once in a week as per the allotted time-table and discuss about the overall well being of the students. Proctors are advised to keep track of the students with regard to their attendance, academic interest, co-curricular activities, sports and games etc. Steps are also taken to inculcate human values, patriotic feelings, socio- environmental awareness, community service, leadership training, fellow-feeling, in overall creating an atmosphere of man making with all round development of the students to which the proctors pay maximum emphasis. The proctors ensure that the students under his/her group develop a healthy awareness by engaging himself with the different programs of the institution and develop in him or her a healthy physique and mind.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
979	34	1:29

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
41	34	7	0	5

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Lecturer	NIL
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONS/PASS	6SEMESTER	07/10/2020	20/10/2020
BSc	HONS	6SEMESTER	06/10/2020	20/10/2020
BCom	HONS/PASS	6SEMESTER	05/10/2020	20/10/2020
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college adopts a continuous evaluation system for the students by conducting Periodic, Half Yearly and Annual Examination. Seminars are conducted by the respective departments from time to time on the key areas of the subject taught inviting students, teachers and often with external experts. The HODs is evaluate the progress of the courses in Departmental meeting and ensure timely completion of the syllabus . Remedial classes and extra classes are conducted department wise to fill the gap of the low achievers. For the over all performance of the students, mentors have been appointed to assess the performance of the students in class as well in the examination.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The academic calendar of the college is prepared at the beginning of each academic year focusing on the academic activities of the institution to acquaint the students with the academic programmes to be taken up during the year. The calendar mainly high lights on the numbers of teaching days , expected schedule of examination , celebration of national and international days , programs for extracurricular activities and holidays in between . The printed copies of the calendar is distributed to the students at the time of admission and to the staff for their reference. All the cultural programs along with the sport of the college is reflected in the calendar for the reference of the students.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/05/Final-Program-Outcomes-19-20.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HONS/PASS	112	69	61.6
UG	BSc	HONS	65	21	32.32
UG	BCom	HONS/PASS	54	8	14.8
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NIL	0	0
View File				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Entrepreneurship Development Training	IQAC	24/12/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Ph.D.	DR.BISWAJIT KHAMARI	SAMBALPUR UNIVERSITY	05/11/2019	ENGLISH LITERATURE
View File				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NIL	NIL	NIL	01/07/2020
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	0	0
International	NIL	0	0
View File			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
EDUCATION	1
View File	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2020	0	0	0
NIL	NIL	NIL	2019	0	0	0
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	0
NIL	NIL	NIL	2020	0	0	0
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	1	4	0
Presented papers	1	3	0	0
Resource persons	0	0	0	0
View File				

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
PLANTATION	NSS	6	48
FEET INDIA PLUGGING RUN	NSS	6	50
CONSTITUTION DAY	YRC	8	76
CITIZENSHIP PROG.	NSS	8	90
WORLD AIDS DAY	YRC	7	71
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
PARADE	PARTICIPATION	REGIONAL DIRECTOR NSS CALCUTTA	3
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
SWACHHA BHARAT ABHIYAN	NSS	CAMPUS CLINING	8	69
BLOOD DONATION	YRC	BLOOD DONATION	10	65
KARGIL VIJAYA DIVAS	NSS	AWARENESS	20	85
View File				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	0	NIL	0
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	01/07/2019	01/07/2019	0
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	01/07/2019	NIL	0
View File			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development

402000	401675
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4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Fully	NIL	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5888	3375067	576	24192	6464	3399259
Reference Books	3648	1307645	0	0	3648	1307645
e-Journals	2	0	0	0	2	0
Others(s pecify)	0	0	0	0	0	0
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	NIL	01/07/2019
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co mputers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departme nts	Available Bandwidt h (MBPS/ GBPS)	Others
Existin g	43	1	5	2	2	6	36	4	2
Added	4	0	0	0	0	0	0	0	0

Total	47	1	5	2	2	6	36	4	2
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4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

4 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	0

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2804187	2647691	7000000	7000000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college adopts a defined policy for the maintenance and utility of physical infrastructure. The construction works is done by registered contractor or Govt. agencies with the approval of GB of the college or of the sanctioning authority. The academic activities are managed by the principal aided by the staff council , administrative , academic and accounts bursars. Different committees are formed to look after grievance redressal cell , Anti ragging cell etc. The college has facilities for separate laboratory in science stream for conduct of practicals .Library is kept open from 9 AM to 5 PM for reading as well as lending purposes to students and staff. There is facility for indoor and outdoor games under the control of a PET and a sports council .There is computer facility for degree students and all sections like admission ,examination and accounts with internet connection. Besides class rooms, there is an auditorium in the college for conduct of meetings and seminars. There is a separate provision for boys common room and girls common room with the facilities for electricity there on.

<http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/4.4.2.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post Matric State Scholarship SSG Scholarship	168	818064
Financial Support from Other Sources			
a) National	Nil	0	0
b) International	Nil	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
CAREER COUNSELLING	27/11/2019	114	OHEPEE
COUNSELLING FOR PERSONALITY DEVELOPMENT AND MORAL ETHICS	23/11/2019	156	IQAC
MENTORING ON CAREER CHOICE OF GRADUATES	28/12/2019	75	AFFINITY BUSINESS SCHOOL BBSR
TRAINNING PRG.ON EQUITY AND EXCELLENCE	29/06/2019	15	OHEPEE
SELF DEFENSE TRAINING FOR GIRLS	19/09/2019	110	DHE(O)
YOGA	04/11/2019	68	IQAC
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NIL	0	0	0	0
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
2	2	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	0	0	NIL	0	0
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2019	0	NIL	NIL	NIL	NIL
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Song	College	17
Interclass Badminton Tournament	College	16
Interclass Chess Tournament	College	16
Interclass Volleyball Tournament	College	32
Rangoli	College	33
Essay/Debate	College	72
Annual Athletic Meet	College	438
Dance Competition	College	42
Annual Drama	College	30
Annual Function College	College	500
View File		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nill	Nill	Nill	NIL
2020	NIL	National	Nill	Nill	Nill	NIL
2019	NIL	Internat ional	Nill	Nill	Nill	NIL
2020	NIL	Internat ional	Nill	Nill	Nill	NIL
View File						

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

There is a student's union with representatives from all classes with President, Vice- President, Gen- Secretary, Dramatic Secretary and Athletic Secretary as the key functionaries with the Principal as the head and one senior most teacher as the advisor to the respective council. A budget is allocated each year annually to meet the expenditure of the students union and other bodies. The student representatives being governed by a separate bye-law,

work for the development of the college particularly belonging to academic and cultural matters. Few students also represent the NSS/YRC units of the college. When, the students union is not in function, general opinion of the students are taken in meetings before the implementation of any new scheme or programme.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

45

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

3

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The principal being the key functionary executes all plans and actions with regard to academic and administrative matter. One administrative bursar, one accounts bursar and one academic bursar have been appointed by the principal to look into matters on his behalf. All the important files move through them and reach the concerned clerical section for compliance. All financial matters requiring government concurrence are sent to the governing body for approval.
2. There is a duly constituted staff council in the institution to assist the principal in academic, curricular and extracurricular activities. Different committees have been formed to look into the grievances of the student, student union, equal opportunity cell, anti- ragging cell, career counseling cell, Red Cross and NSS taking teachers from all disciplines. All decisions with regard to academic matters are taken in consultation with these committees.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The college has a central library to meet the academic needs of the students and staff. Books are issued as per a scheduled routine made by the college. The students can borrow books on text and references or can read them sitting in the library.
Teaching and Learning	Teaching is imparted mostly through lecture-cum- discussion method. Separate laboratories are available for the conduct of practicals in science

and arts stream. There has been a constant endeavour to broaden the grasp of students through periodic seminar and extempore lecture.

Curriculum Development

Being an affiliated college of Sambalpur University, the college imparts teaching as per the prescribed syllabus introduced by the University from time to time. However some senior teachers are often nominated to the syllabus committees of the University where they initiate reforms and changes in the upcoming syllabus as per feedback received from our students.

Examination and Evaluation

Before the final University examinations students are required to take monthly test and term examination to be eligible for filling up forms. While they are evaluated by the lecturers at the college level, the evaluation of the final examination and award of grade is done by the University where our faculties participate as per assignments.

Research and Development

Since it is a UG college there is no research cell. However teachers pursuing MPhil or PhD are granted study leave to complete their programs. Teachers are also allowed to attend the different refresher and orientation programs conducted by academic staff colleges in the universities of India to augment their interest in the field of research.

Human Resource Management

This college has a well established and defined administrative and academic section to look after the business of the employees and the students. There is a systematic record of files of service particulars, accounts and students matter under the custody of a clerk and supervised by bursars. The library and sports are managed by a librarian and a PET respectively under the principal as the controlling authority.

Industry Interaction / Collaboration

The local industrial sector is often invited to enlightened the students on entrepreneurship and to inculcate scientific temper among the students.

Admission of Students

SAMS (Student Academic Management System) of Govt. of Odisha . Higher Education Deptt conducts the whole process of admission of students into 3 classes annually through a centrally monitored mechanism for the state of

Odisha where students with the cut off marks are allotted seats in the college. The system provides representation of SC, ST, OBC, Minorities and PWD in accordance with the reservation criteria fixed by the state government.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Planning and Development	The governing body, Brajrajnagar college, Brajrajnagar as the apex body for the implementation of planning and development. As per the approved planning and budgetary allocation the college undertakes projects like construction, repair and renovation, recruitment of permanent and temporary faculties and takes measures for promotion of quality and excellence in the college.
Administration	The principal being the administrative head of the college looks after the service conditions of teaching and non teaching staff, supervises the developmental projects, encourages students and teachers in the pursuit of innovative practices and achieve the target of excellence in their respective fields.
Finance and Accounts	All fees and fine received are deposited with the accounts in different banks. Payments are made to the parties for purchases or works done through cheque or in cash. The whole transaction is entered in the general cash book under the custody of an accountant and a lecturer as accounts bursar. The income expenditure is audited by the agencies appointed by government of Odisha annually
Student Admission and Support	Admission of the students is governed by a centralised system of SAMS Odisha and students having the cut off marks are admitted in the college. The system also ensure reservation for SC/ST/OBC/Minority and PWD as fixed by Govt. of Odisha.
Examination	After successful completion of the course students take their University Examination conducted by Sambalpur University.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	R.N. Panigrahi, Reader in English	FDP on Entrep reneurship development	ni-msme, Hyderabad	Nill
2019	Ajaya Deep, Lecturer in English,	FDP on Communicative English	Infosys, Hyderabad	Nill
2020	NIL	NIL	NIL	Nill
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL	01/07/2019	01/07/2019	Nill	Nill
2020	NIL	NIL	01/07/2019	01/07/2019	Nill	Nill
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher course (ARPIT)1	1	01/09/2019	31/12/2019	112
FDP, Communica tive English	1	17/09/2019	20/09/2019	4
FDP, Entrepre neurship	1	18/11/2019	22/11/2019	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
EPF ,GPF ,NPS ,ESI ,STAFF	EPF ,GPF ,NPS ,ESI ,STAFF	POST MATRIC SCHOLARSHIP

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institutional accounts is regularly audited by Local Fund Audit ,the authorized agencies of Govt. of Odisha annually . So far as the funds from UGC and Central Govt. , the accounts are audited by the registered charter accountant as per the provision of the respective sanctioning authority. At the college level , the accounts bursar supervises the whole transition and prepares the balance sheet at the end of the year with the approval of the principal.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
MCL. Orient Area, Brajrajnagar	1700000	Construction of SAMS Building
View File		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	IQAC
Administrative	No	Nill	Yes	Governing Body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. To seek advice in infrastructure development 2. To promote support service
3. To ensure regular attendance of students and maintenance of students. 4. To conduct periodic parent-teacher meeting on academic affairs.

6.5.3 – Development programmes for support staff (at least three)

1. Drinking water facility 2. Use of I C T 3. Library facility 4. College level Welfare Scheme.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Conduct of Seminar by the Department 2. Use of ICT in academic and administrative set up 3. Facility for teachers to attend refresher course and professional development programme 4. Promotion of research

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	ICT training to students and faculty through spoken tutorial	23/07/2019	01/08/2019	31/05/2020	188
2019	Introduction of Communicative English	23/07/2019	23/07/2019	31/05/2020	480
2019	Use of E-Resources under CBCS	23/07/2019	23/07/2019	31/05/2020	600
2019	Internal Evaluation of students	23/07/2019	23/07/2019	22/03/2020	839
2019	Personal Counselling and moral Ethics	23/07/2019	23/11/2019	23/11/2019	156
2019	Career Counselling	29/10/2019	27/11/2019	31/01/2020	234
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
SELF DEFENCE FOR GIRLS	19/09/2019	31/10/2019	110	2
GENDER EQUITY IN HE	04/01/2019	18/01/2020	68	2

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
A STRONG FOUNDATION IS BUILD AMONG THE STUDENTS THROUGH TEACHING (EVS) A ONE OF THE COMPULSORY (AECC) COURSE WITH EMPHASIS ON (I). ENVIRONMENTAL ECO SYSTEM,(II) CAUSES AND REMEDIES OF POLLUTION ,(III)LAWS RELATING TO ENVIRONMENTAL PROTECTION ,(IV) FINALLY PRESCRIBING FIELD PROJECTS AND VISIT TO INDUSTRIAL HOUSES.STUDENTS ARE MADE AWARE OF THE ENVIRONMENTAL ISSUES THROUGH TIME TO TIME ORGANISED MEETINGS AND SEINERS AS WELL AS WORK ING THROUGH NSS AND RED CROSS IN COLLABORATION WITH GOVT.AND PRIVATE AGENCIES.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	Nil
Ramp/Rails	Yes	2
Braille Software/facilities	No	Nil
Rest Rooms	Yes	2
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nil
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	31/12/2019	1	DIGITAL BANKING	20	25
2020	1	1	13/01/2020	1	JANDHAN	15	23
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
CALENDAR CUM STUDENTS HAND BOOK	31/08/2019	EVERY YEAR THE COLLEGE PREPARE A CALENDAR OUTLINING THE DETAILS OF SUPPORT SERVICE AND CODE OF CONDUCT NECESSARY FOR THE STUDENTS TO FOLLOW UP DURING THEIR STUDENTSHIP AND DISCHARGING DUTIES AS MEMBERS OF DIFFERENT ACADEMIC AND CULTURAL BODIES TO IMBIBE HUMAN VALUES AND MORAL ETHICS.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
TEACHERS DAY	05/09/2019	05/09/2019	250
NATIONAL YOUTH DAY	12/01/2020	12/01/2020	140

VIJAYA KARGIL DIVAS	25/11/2019	25/11/2019	74
FIT INDIA PLUGGING RUN	02/10/2019	02/10/2019	122
CONSTITUTION DAY	26/11/2019	26/11/2019	84
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

(i) Plantation of trees (ii) Clean campus drive by NSS (iii) Introducing students to Environmental causes and remedies through Lecture sessions (iv) Dumping of garbage (v) Polythene -free campus 7.2 – Best Practices

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Personal counselling and capacity building programmes for students .
2. Arrangement of special prizes for students scoring highest marks.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/two-best-practices.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

1. Conduct of seminar and workshop by the respective deptt. 2. Assessment of students performance through periodic tests. 3. Conduct of workshop on yoga 4. Gendersensation and Environmental awareness programme 5. Inculcating human values among the students through a number of programmes alongside classroom teaching.

Provide the weblink of the institution

<http://brajrajnagarcollege.ac.in/wp-content/uploads/2021/04/Institutional-Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

8. In order to ensure equity and excellence in higher education, the IQAC adopts the following as the action plan for the next academic year. Steps will be taken to introduce Communicative English and Quantitative Aptitude and Logical thinking as SEC-1 and 11 as per the provision of DHE, Odisha and affiliating university. The old SAMS laboratory shall be shifted to the newly constructed MCL building. Mentoring system shall be strengthened by creating a database of students for better interpersonal relationship. The existing library shall be developed with digital system for access of e-resources and smooth distribution through LMS. Teachers shall be encouraged to participate in refresher courses under SWAYAM. Renewal of Infflibnet shall be made for extensive use of e-journals. Faculties shall be encouraged to join the FDP sponsored under OHEPEE. Entrepreneurship ,Communicative English and Industrial training shall be accorded top priority. Extension of Spoken Tutorial program shall be made for faculties and students. Stakeholders meetings shall be organized at regular intervals. Special attention shall be given to adhere to the guidelines under Gender sensitization cell, Anti-ragging cell, Grievance Redressal Cell and Equal Opportunity Cell for the welfare of students. Plantation program, blood donation, Yoga and self defense for girls shall be conducted on priority basis under YRC and NSS schemes. Special training

programs shall be encouraged for awareness of students about CBCS syllabus, personal counseling, career counselling, leadership ,moral ethics, good citizenship etc.