

**Annual Quality Assurance Report
(AQAR) of the IQAC**

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
UNIVERSITY GRANTS COMMISSION**

by

**Government College (Autonomous),
Bhawanipatna**



Year of Report: 2016-17

Part – A

1. Details of the Institution

1.1 Name of the Institution

Government College (Autonomous), Bhawanipatna

1.2 Address Line 1

At- Bhawanipatna

Address Line 2

Po- Bhawanipatna

City/Town

Bhawanipatna

State

Odisha

Pin Code

766001

Institution e-mail address

principal.gacbpt@gmail.com

Contact Nos.

06670-230241

Name of the Head of the Institution:

Dr. Jadunath Pradhan

Tel. No. with STD Code:

06670-230241

Mobile:

9938395701

Name of the IQAC Co-ordinator:

Sri Purna Chandra Dalai

Mobile:

9437225077

IQAC e-mail address:

iqac.gacbpt@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

ORCOGN12539

OR

1.4 NAAC Executive Committee No. & Date:

EC/38/024 dt. 02.02.2006

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.gacbhawaniapatna.org

Web-link of the AQAR:

http://www.gacbhawaniapatna.org/Documents/AQAR2016-17.pdf

For ex. <http://www.ladykeanecollege.edu.in/AQAR2016-17.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	81.35	2006	5 Years
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

04.07.2014

1.8 AQAR for the year (for Example 2010-11)

2016-17

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

i. AQAR 2016-17 submitted to NAAC on 04.07.2017

1.10 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)

BBA, BCA, MFC, MSW

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	Autonomy by UGC		
University with Potential for Excellence	N.A	UGC-CPE	Yes
DST Star Scheme	NIL	UGC-CE	NIL
UGC-Special Assistance Programme	N.A	DST-FIST	NIL
UGC-Innovative PG programmes	NIL	Any other (<i>Specify</i>)	NIL
UGC-COP Programmes	NIL		

2. IQAC Composition and Activities

2.1 No. of Teachers	05
2.2 No. of Administrative/Technical staff	02
2.3 No. of students	Nil
2.4 No. of Management representatives	Nil
2.5 No. of Alumni	Nil
2.6 No. of any other stakeholder and community representatives	Nil
2.7 No. of Employers/ Industrialists	Nil
2.8 No. of other External Experts	02
2.9 Total No. of members	09
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Institutional Development Plan

2.14 Significant Activities and contributions made by IQAC

- Publication of “Kalahandi Renaissance”: a multi-disciplinary research journal on regular basis.
- Action initiated to begin the process for reaccreditation phase-II of the institution in the following academic year.
- Conducted a one-day meeting for the teachers to prepare proposals to be submitted to the UGC, ICSSR, CISR and other research funding institutes.
- Computer with Internet facilities were provided to all departments for the use of faculties and students.
- Regular publication of Newsletter of the institution.
- All departments are conducted departmental seminar on current topics as well as topics relating to syllabus.
- Faculties were requested to submit the proposal for MRP/Major research project and 3 faculties have applied the same
- Faculties are encouraged to adopt ICT in teaching practice and many departments have been doing it.
- Conducted remedial coaching for slow learners to enhance their learning abilities.
- Institution has initiated to involve faculties in outreach activities.

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
<ul style="list-style-type: none"> To encourage all departments to conduct seminars. 	<ul style="list-style-type: none"> All departments conducted departmental seminar and participation of students and faculties are encouraging.
<ul style="list-style-type: none"> To providing safe drinking water to students 	<ul style="list-style-type: none"> Safe drinking water facilities are made available at four strategic locations of the college.
<ul style="list-style-type: none"> To make the campus <i>swacha</i> 	<ul style="list-style-type: none"> Regular campus cleaning programmes are conducted where students and staff have participated in this cleanliness drive.
<ul style="list-style-type: none"> To encourage the faculty members to participate in refresher courses /orientation programmes. 	<ul style="list-style-type: none"> 10 number of faculty members participated in refresher courses/ orientation programmes.
<ul style="list-style-type: none"> To encourage faculty members to apply for major and minor research projects. 	<ul style="list-style-type: none"> Three departments have submitted their proposals for major and minor research projects.
<ul style="list-style-type: none"> To encourage departments to invite experts to deliver talks in respective fields. 	<ul style="list-style-type: none"> Talk delivered by Dr. Ajaya Kumar Mishra, Ex-Reader in Geography and Chairman, District Child Protection Unit
<ul style="list-style-type: none"> To enhance the students surveillance in the college campus. 	<ul style="list-style-type: none"> Additional 18 nos. of CC TV cameras are installed in the different locations of college campus.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Nil Any other body

Provide the details of the action taken

The IQAC was partly satisfied with the improvement in quality and gave suggestion for further improvement.

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	06	-	02	-
UG	16	-	02	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	01	-	-	-
Certificate	-	-	-	-
Others (M.Phil)	3	01	01	-
Total	25	01	05	-
Interdisciplinary		-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	28
Trimester	-
Annual	02

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.

Yes.
Choice Based Credit System has been introduced in Degree classes. Syllabus is framed by Board of Studies, duly approved by Academic council and verified by Executive committee constituted as per UGC guidelines for autonomous colleges.

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

Two Years B.Ed. Programme under self-financing mode

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors/ Lecturer	Associate Professors/Reader	Professors	Others
19	08	11	-	-

2.2 No. of permanent faculty with Ph.D.

03

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

Lecturer		Reader		Others		Total	
R	V	R	V	R	V	R	V
01	-	-	-	-	-	14	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

45

-

-

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	03	04	4
Presented papers	03	03	3
Resource Persons	-	-	NIL

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

- Constructed a model aquarium in the Department of Zoology.
- Meritorious students are encouraged to take classes.
- A park is in the process of development in college campus.
- Renovation of botanical garden.
- Enhancement of students communicative skill through language lab.
- ICT enabled teaching -learning process.

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)

Examinations conducted as per the rules of affiliating university and Autonomous College.

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

45

-

-

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise

distribution of pass percentage : 2016

Title of the programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
UG	462	50.21	61.90	25.10		1.94
PG	70		41.42	22.85		
M.Phil	08		100			

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

Department level monitoring committee submits reports to the college level monitoring committee and remedial measures are taken accordingly. Feedback from the students and faculties are obtained at regular intervals and later IQAC meets to resolves such problems, if any.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	05
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

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	10	04	-	-
Technical Staff	1	1	1	-

Criterion – III

3. Research, Consultancy and Extension

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

- 24 x 7 Internet facilities available to all the departments of the college for faculties and students in limited area of the college campus.
- Encouraging faculties to present papers in international, national and state level seminars and conferences.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	1		
Outlay in Rs. Lakhs			12	NA

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals		6	
Non-Peer Review Journals			
e-Journals	1		
Conference proceedings		1	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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	03	DST-Govt of India	12,00,000	0
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects		-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other (Archaeological excavation project Budhigad)	03	Department Culture and Tourism, Govt of Odisha	5,00,000	1,00,000
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	05
Sponsoring agencies	-	-	-	-	College it self

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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
NIL						

3.18 No. of faculty from the Institution who are Ph. D. Guides
and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. Of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	Nil
National level	Nil	International level	Nil

3.25 No. of Extension activities organized

University forum	Nil	College forum	09		
NCC	02	NSS	05	Any other	01

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

- Six numbers of Swachha Bharat Abhiyan programmes were conducted.
- Two numbers of AIDS awareness programmes were organised.
- Two number of blood donation camps were conducted by YRC unit
- NSS camps were conducted to foster social responsibility amongst students.
- NCC cadets were selected to be sent to various state level and national level camps.
- Plantation drive was initiated to beautify the campus.
- Programmes are conducted for maintaining communal harmony.

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	50.5acres			
Class rooms	293lakh sqr.ft			
Laboratories	9000sqr.ft.	1	UGC	2 Lakh
Seminar Halls	2510sqr.ft	-	-	-
No. of important equipments purchased ($\geq 1-0$ lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	UGC/ State Govt./ Own fund	10 Lakh
Others	-	-	-	-

4.2 Computerization of administration and library

- Library is partly computerised.
- Fees collection is fully computerised.
- Academic Administration is partly computerised.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	value(Rs)	No.	Value
Text Books	41379	-	199	29843	41578	-
Reference Books	24253	-	-	-	24253	-
e-Books	-	-	-	-	-	-
Journals	26	Rs.15881	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	235	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	75	05	75	75	03	04	20	05
Added	05	01	05	05	01	01	02	03
Total	80	06	80	80	04	05	22	08

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

- Partly Wi-Fi campus, ongoing complete Wi-Fi provisioning.
- Computer training programme was organised by the college, for the teaching and non-teaching staffs of the college and the staffs of nearby colleges before the e-evaluation of department of higher education, Government of Odisha.
- ICT enabled teaching learning process.

4.6. Amount spent on maintenance in lakhs :

i) ICT	3,00,000/-
ii) Campus Infrastructure and facilities	6,00,000/-
iii) Equipments	3,00,000/-
iv) Others	4,00,000/-
Total :	16,00,000/

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Letters
- SMS
- Notice Boards
- College website

5.2 Efforts made by the institution for tracking the progression

- Alumni association to have at least one meeting in an academic year.

5.3 (a) Total Number of students

UG	PG	M.phil	Ph. D.
1806	187	16	-

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men	No	%	Women	No	%
	1230	62		763	38

Last Year (2015-16)						This Year (2016-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
460	430	370	669	09	1929	440	449	408	696	12	1993

Demand ratio 1:5

Dropout % 8.2

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

- Departmental Coaching classes for NET and coaching courses are also conducted by the PG department.
- Special coaching classes for SC, ST, OBC and Minorities for Entry in to services
- Free coaching classes for residential students in side hostel premises.

No. of students beneficiaries

170

5.5 No. of students qualified in these examinations

NET	06	SET/SLET	NIL	GATE	NIL	CAT	NIL
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	17

5.6 Details of student counselling and career guidance

- Counselling is provided to the students who are identified by the teachers during class hours.
- Follow- up procedures are initiated to achieve desired results.

No. of students benefitted 250

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>		
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed		
02	98	12	05		

SL. No.	Academic Year	Name Of Organization Visited	Number Of Students Participated	Number Of Students Selected		
				On Campus	Off Campus	Total
1	2016-17	Vedanta Alumina Ltd. Lanjigarh	45	09	05	14
2	2016-17	Vedanta Alumina Ltd., Jharsuguda	53	03	NIL	03
TOTAL			98	12	05	17

5.8 Details of gender sensitization programmes

- Organisation of health camp and distribution of medicines.
- Awareness programmes on 'Health and Hygiene in adolescent' for women students.
- Celebration of Women's Day
- Rally on Women's Rights
- Organisation of Self defence training programme for girls.
- Seminar on women empowerment.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (PTA)	08	10,000/- (?)
Financial support from government	1200	68,89,871
Financial support from other sources	50	62,000
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- Redress of sanitary facilities for both Men and Women.
- Creation of seminar library for different departments to meet the requirements of books of students
- Functioning of gymnasium.
- Improvement of college canteen facilities.
- Exposure visit programmes for students across departments.
- Increase in safe drinking water facilities.
- Provision of remedial classes for slow learners.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

- The Vision of the institution is to improve academic standard of students and to empower them for further education.
- To make them fit for the job market and to equip the students with knowledge and skill so as to make them a contributing part in reorienting the society for making it a better place to live.

Mission

- Our mission is to achieve academic excellence and to make this premier institution a centre for promoting social development.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

Curriculum is planned by the BOS of this college. The college implements it in strict accordance with the existing rules and norms.

6.3.2 Teaching and Learning

- ICT enabled teaching.
- Demo based teaching
- Teaching through students.

6.3.3 Examination and Evaluation

- Internal examinations are conducted as per the instructions of the (Academic calendar attached)
- Semester Examination are conducted as per the norms and regulations of the Auto Exam Cell of this college.

6.3.4 Research and Development

- Published a compilation of research articles and conference proceedings of the teachers belonging to various disciplines
- Classes are engaged with the help of smart class room, multi-media classroom and audio visual theatre.
- Teachers are encouraged to write in national and international journals and books.
- Teachers are encouraged to pursue research degrees.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Books were bought for the new courses commencing from this academic year.
- ICT enabled teaching.

6.3.6 Human Resource Management

- Human resource management is done by the Institution as per the guidelines of the Department of Higher Education, Govt. Of Odisha through the HRMS Software.

6.3.7 Faculty and Staff recruitment

- Faculty and staff recruitments are made by the Govt. of Odisha as per the rules and regulations of the DHE (O) from time to time.
- Besides the institution recruits guest faculties as per the norm of the DHE, Govt of Odisha.

6.3.8 Industry Interaction / Collaboration

Industry interaction/collaboration has so far not been made for the period under report.

6.3.9 Admission of Students

- Admission for UG courses is conducted as per government orders.
- Admission for PG and M.Phil programmes is done as per the University guidelines.
- Admission to courses under PPP mode is done as per the guidelines of the affiliating university.
- Admission is based on merit as well as the reservation guidelines of Government.

6.4 Welfare schemes for

Teaching	-
Non teaching	-
Students	<ul style="list-style-type: none">• Free studentship to SC/ST/PWD and Women candidate.• Free hostel facilities for PWD candidates.• Provision of poor boys fund.

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	Yes	District level consultant appointed by HE department	Yes	Principal
Administrative	Yes	District level consultant appointed by HE department	Yes	Principal

6.8 Does the University/ Autonomous College declare 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?

Examinations conducted as per University rules and Auto College examination Rules

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

University forwards the proposal of autonomy to UGC with necessary recommendation.

6.11 Activities and support from the Alumni Association

- The alumni association of the college works hand-in-hand with the PTA and the college management
- It extends whole hearted support to all the proposals put forwarded by the college management meant for the development of the institution.

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

- Festival advance is given.
- Medical reimbursement facilities for both teaching and non teaching staffs.
- Residential/Accommodation facilities to the faculties.
- Personal loan provision from commercial banks.

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

- Green campus drive is continues to make the campus eco friendly.
- Students and staffs are directed to not use polythene packet inside the campus.
- Smoking free zone has been declared by the principal
- Various awareness meeting relating with students has been conducted to make the campus
- Campus cleaning drive is undertaken once in every month by the students

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.

- Classes are engaged in smart class room, multi-media classroom and audio visual theatre.
- Automation software implemented to smoothen financial transaction.
- Awareness programmes are conducted among students to make the campus eco-friendly.
- Self defence training programme was organised for girl students.
- Pupil teachers are encouraged to take junior classes.

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

- Departments organised seminars regularly.
- Periodical publication of Newsletter was made.

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

1 E-Academic administration.

Goal

The goal of e-Academic administration is to keep ready track under academic matters of students in the institution to improve quality in teaching and learning.

The Context

As the college has a capacity of around 2000 students with 21 programmes, it is a herculean task on the part of the administrator to monitor, supervise and ensure quality in academic management. The pertinent problem with respect to the academic affairs of students like generation of demand, collection of fees, calculation of attendance, maintenance of proctorial activities, record of academic performance, issue of books, etc have been a matter of challenge to handle with for ensuring proper academic administration. With a hope to bring qualitative improvement in academic administration, the Institution introduced the system of eAcademic administration through indigenously developed software.

The Practice:

Admission to UG classes is done online. Students are admitted as per prepared merit list in phased manner. After admission subjects are allotted as per merit through a process of counselling.

At the beginning of each session demands are generated for collection of fees from students. The database is used to demarcate ST/SC/Boys/Girls/PWD candidates, etc and calculation of college dues thereof. At the time of students leaving the institution or at the end of each academic session, students dues/outstanding/defaulters are easily

located for necessary action. Since, 75% of attendance is a must to acquire eligibility of a student for taking up examination, the system immensely help to filter the eligible and ineligible students. Any type of information is scientifically disseminated to students through email as well as SMS. Grouping of students among proctors for the purpose of proctorial work is smoothen by the system along with maintaining track thereof. The issue of admit card/hall tickets, arrangement of seats for examination, etc are done at ease. Tracking of most of the academic affairs of the students as well as the institution is done with utmost ease. This system is a time saving and output maximising device.

Evidence of Success:

In the era of acute shortage of support staff, the introduction of eAcademic management system has helped the Institution to take care of all academic matter of students in the most possible manner. The students, teachers, support staff and overall the institutional authority have derived result immensely to this effect.

Problem Encountered and Resources Required:

In adequate number of computer conversant support staff, problem in internet service by service provider, frequent power cut are some of the problems often encountered during teh implementation of eAcademic management system. To make the system robust and more effective there is dire need of more number of Data Entry Operators, computer personnel, uninterrupted power supply as well as Internet facility.

Notes:

The college is planning to collect fees through bank portal. The State Bank of India has already demonstrated the modalities of fees collection. Government have been moved to this effect for necessary approval.

2 Grooming of Pupil Teachers

Goal

The goal behind the introduction of pupil teacher engagement of class is to develop teaching ability among potential students and to make teaching-learning process participatory.

The Context

The communication skill in general among students is very poor. Students understand everything but fail to express their feelings/understandings at the time of need, may it be examination or job recruitment. To develop communication skill along with intensive understanding of concept, the institution introduced the system of encouraging young and potential students to deliver lecture at classes lower than the class of the concerned pupil teacher.

The Practice

The college has undergraduate as well as post graduate and M.Phil programmes. Students of M.Phil classes are encouraged to take PG and UG classes where as students of PG are encouraged to take UG classes only. Even departments having UG classes only adopt this method too. The final year students are encouraged to take classes of 1st Year and 2nd Year classes, where as the 2nd Year students are encouraged to engage 1st Year classes. This method of class engagement creates a

strong demonstration effect leading to multiplying the number of pupil teachers across the departments as well as across programmes.

The Evidence of Success

More than 50 number of pupil teachers are engaging classes across 21 programmes. Most of the classes are arranged during non-teaching days. Often such classes are engaged in periods lying vacant in the time table as well as due to the unavailability of teachers. This has helped the Institution to ensure not only discipline among the students (students are engaged inside the class) but also enhance the academic leadership among students.

Problem Encountered and Resources Required:

The major problem to this effect is nothing but the increasing number of pupil teachers. Students have been motivated in such a way that quite a large number of students often approach and demand for taking up classes. Time, classroom and furniture are some of the major constraints to this effect.

Notes:

The problems mentioned above have been planned to be met through extending pupil-teacher classes to the hostels. Besides the institution has a plan to introduce interdisciplinary teaching by pupil teachers in future.

Contact Details

Name of the Principal: Dr. Jadunath Pradhan

Name of the Institution: Government College (Autonomous)

City: Bhawanipatna

Pin Code: 766001

Accredited Status: Last Accredited 02nd February 2006

Work Phone : 06670-230241 Fax: 06670-230241

Website: <http://www.gacbhanipatna.org>

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

7.4 Contribution to environmental awareness / protection

- The college possesses a Plant conservatory to ensure the protection of the local plant bio-diversity.
- Awareness programmes are conducted regarding social forestry.
- Distribution of seedlings to the local community and students by the Department of Botany in collaboration with the forest Department for plantation.

7.5 Whether environmental audit was conducted? Yes No

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

Strength

- Safety and security for hostel inmates.
- Infrastructural facilities of the college extended to the local community as a service.
- Women friendly campus.

- Eco- friendly campus.
- Active participation of students in club activities.
- Updated library software.
- Better accommodation facilities.
- Disciplined Students .
- Faculties with strong work culture.
- Rapport among teachers-students

Weakness

- Lack of interest for higher studies.
- Poor inputs (Students)

Opportunities

- To form a placement cell with the help of alumni Association for jobs abroad.
- Support financially weak deserving students.
- Take keen interest in the welfare of the PWD students.
- Guidance for interested and deserving students for jobs and higher education.

Threats

- Shortage of Regular staffs
- Family problems leading to drop out of students.
- Financially backward students and subsequent drop-outs.
- Lack of finance to pursue higher education
- Lack of adequate campus placement.

8. Plans of institution for next year

- Applications are submitted to the University of start new courses in M.A./M.sc
- To buy a new generator for uninterrupted power supply.
- To renovate the existing staff quarters.
- Initiate steps to enhance the teaching –learning process with the help of the feedback received from the students.
- To extend the service of the automated software to other possible vistas.
- To conduct a programme to felicitate the state, national and international awardees alumna.
- To start special coaching in the Department of Zoology, Chemistry, Anthropology, Economics.
- To introduce medical insurance provision for students.
- To set up a dispensary in the campus.
- To have a college guest house.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE- II

MEMBERS OF THE INTERNAL QUALITY ASSURANCE CELL

1. Chairperson : Principal, Government College(Autonomous),
Bhawanipatna
2. Coordinator : Sri P.C.Dalai, Reader in Pol. Science
3. Members :
 - i. Senior Officer : 1.Sri R.K.Pradhan, Administrative Bursar
2. Dr. Baba Mishra, HOD, History
3.Smt. Satyabhama Negi, HOD, Economics
4.Sri P.L.Bhue, HOD, Sanskrit
5.Sri H.C.Sadangi, HOD, Sociology
 - ii. Local intelligentia
(Two external
experts) : 1.Dr. Dingar Suna, DLC, Kalahandi
2. Dr. Parameswar Mund

PRINCIPAL
Government College(Autonomous),
Bhawanipatna.

Two best practices

1. E-Academic administration.

Goal

The goal of e-Academic administration is to keep ready track under academic matters of students in the institution to improve quality in teaching and learning.

The Context

As the college has a capacity of around 2000 students with 21 programmes, it is a herculean task on the part of the administrator to monitor, supervise and ensure quality in academic management. The pertinent problem with respect to the academic affairs of students like generation of demand, collection of fees, calculation of attendance, maintenance of proctorial activities, record of academic performance, issue of books, etc have been a matter of challenge to handle with for ensuring proper academic administration. With a hope to bring qualitative improvement in academic administration, the Institution introduced the system of eAcademic administration through indigenously developed software.

The Practice:

Admission to UG classes is done online. Students are admitted as per prepared merit list in phased manner. After admission subjects are allotted as per merit through a process of counselling.

At the beginning of each session demands are generated for collection of fees from students. The database is used to demarcate ST/SC/Boys/Girls/PWD candidates, etc and calculation of college dues thereof. At the time of students leaving the institution or at the end of each academic session, students dues/outstanding/defaulters are easily located for necessary action. Since, 75% of attendance is a must to acquire eligibility of a student for taking up examination, the system immensely help to filter the eligible and ineligible students. Any type of information is scientifically disseminated to students through email as well as SMS. Grouping of students among proctors for the purpose of proctorial work is smoothen by the system along with maintaining track thereof. The issue of admit card/hall tickets, arrangement of seats for examination, etc are done at ease. Tracking of most of the academic affairs of the students as well as the institution is done with utmost ease. This system is a time saving and output maximising device.

Evidence of Success:

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