

## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	MUNICIPAL COLLEGE ,ROURKELA
Name of the head of the Institution	MR.P.K.PATRA
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06612501838
Mobile no.	9937107002
Registered Email	municipalcollegerkl@gmail.com
Alternate Email	pradhanparesh.1963@gmail.com
Address	AT-UDITNAGAR ,PO-UDITNAGAR ,DIST-SUNDARGARH
City/Town	ROURKELA

State/UT	Orissa																								
Pincode	769012																								
<b>2. Institutional Status</b>																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Urban																								
Financial Status	state																								
Name of the IQAC co-ordinator/Director	MR.BHASKAR CHOUDHURY																								
Phone no/Alternate Phone no.	06612501838																								
Mobile no.	9437203273																								
Registered Email	municipalcollegerkl@gmail.com																								
Alternate Email	pradhanparesh.1963@gmail.com																								
<b>3. Website Address</b>																									
Web-link of the AQAR: (Previous Academic Year)	<a href="https://www.municipalcollegerkl.com/download_files/aqar_2015-16_21.pdf">_https://www.municipalcollegerkl.com/download_files/aqar_2015-16_21.pdf</a>																								
<b>4. Whether Academic Calendar prepared during the year</b>	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="https://www.municipalcollegerkl.com/download_files/academic_calendar_2016-17_3.pdf">https://www.municipalcollegerkl.com/download_files/academic_calendar_2016-17_3.pdf</a>																								
<b>5. Accrediation Details</b>																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>2.44</td> <td>2009</td> <td>31-Dec-2009</td> <td>30-Dec-2014</td> </tr> <tr> <td>2</td> <td>B+</td> <td>2.60</td> <td>2016</td> <td>02-Dec-2016</td> <td>01-Dec-2021</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	2.44	2009	31-Dec-2009	30-Dec-2014	2	B+	2.60	2016	02-Dec-2016	01-Dec-2021
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	2.44	2009	31-Dec-2009	30-Dec-2014																				
2	B+	2.60	2016	02-Dec-2016	01-Dec-2021																				
<b>6. Date of Establishment of IQAC</b>	02-May-2010																								

## 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
Students Induction program	08-Aug-2016 01	350
Parent-Teacher meeting	14-Sep-2016 03	165
Alumni meeting	21-Nov-2016 01	45
Seminar Competition with power point presentation	07-Jan-2017 01	24
Teacher's day celebration	05-Sep-2016 01	165
No Files Uploaded !!!		

## 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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

## 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 :

3

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

## 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)

1. A meeting was held with Principal And IQAC cell members .The proposal was given for up gradation college library looking into the introduction of CBCS

curriculum by the university from the session 20152016. 2. Proposal was given for up gradation of college Canteen inside campus. 3. IQAC has organized a seminar on constitution day with the students and teachers by inviting speakers. 4. IQAC of the organized an extramural talk on anti Tobacco anti drug addiction among the students. 5. IQAC of the college has organized different Debates, essay ,writing ,Quiz Coopetition ,painting.

No Files Uploaded !!!

**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
IQAC of the college has taken steps to teach the staff for ICT enabled teaching .	In this program more then number of staff are joined.So they are very much trained to handle the computers and to run the LCD projector.to
IQAC of the college has taken steps to new books from old books	A complete separation old books are made with library in-charge and bearer successfully.
Campus cleaning	all members of IQAC and Sweepers from Municipality are engaged in every month to keep the campus from garbage and plastic free ngaged in every motnth
No Files Uploaded !!!	

**14. Whether AQAR was placed before statutory body ?**

No

**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

2017

Date of Submission

28-Apr-2017

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

The admission to the students are made by student academic management system(SAMS).The accounting all types income, salary, expenditure, are managed by CAPA software developed by Higher education ,Govt .of Odisha. PIMS is a software used to manage

information of all teaching non teaching staff of the college. There is also a Software called HRMS in Which all information of teaching non teaching staff are managed . Teachers can apply leave, and submit annual personal appraisal report etc. All kinds of salary arrears are mdae through IOTMS( Treasury portal) . The Scholarship to the students are managed by a software developed by govt. called PRERANA . Besides all soft ware the college has won mechanism for circulation of information among the students by using WhatsApp and college website .

## 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

Municipal college Rourkela is affiliated Sambalpur university, Odisha , There is common minimum standard (CMS) issued by higher education Department ,Govt .of Odisha. The admission to new students is made through SAMS. The induction program is conducted for Freshers. In this meeting rules & regulations of the institution are explained. The course structure of newly introduced CBCS syllabus is explained . The structure of semester system and credit points are briefed to the students.. There is an academic council meeting held in the beginning of session with academic Bursar ,Heads of department, Chaired by Principal. The previous year results are discussed and Shortcomings are found out. The mechanism are developed to correct limitations. The teachers are directed to prepare the plan & progress register are direction of higher education. The have to write briefly about their teaching inside the class. and at the end of every month the registers are to be signed by HOD of the concerned department and PRINCIPAL. The departments are advised to conduct monthly test and to revise their syllabus as per the CBCS pattern. Teachers advised to prepare PDF of selected chapters and shared among the students. Some of teachers use LCD projectors and Smart boards for their teaching. so the institution follows a systematic & well planned curriculum delivery

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
NILNIL	Nil	Nil	Nil	Nil	NIL

#### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	ENG(HONS) , ECO(HONS) , ODI A(HONS) , HIS(HONS) , HIN(HONS) , POL.SC(HONS) , ENV.STUDI	Nil

	ES, SEC-I, SEC-II, AECC-II	
BSc	ENV. STUDIES, I.T AS SKILL COURSE	Nil
BCom	E-CMMERCE AS SKILL COURSE	Nil
No file uploaded.		

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	, HIN (HONS), HIS (HONS), , O DIA (HONS), POL. SC (HONS), PA SS, ,	Nil
BSc	PHYSICS (HONS), CHEMISTRY (HONS), MATHEMATICS (HONS) BOTANY (HONS), ZOOLOGY (HONS) ENV. STUDIES, SECC-I, SEC	Nil
BCom	ACCOUNTING ( HONS), ENV. STUDIES, SEC-I, SEC-II	Nil

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

	Certificate	Diploma Course
Number of Students	0	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
Self Defence for Girls students	Nil	250
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

### 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

The college has won mechanism to collect feedback from students, Teachers, Employee, alumni and parents. There is a feedback committee consist of senior teachers . A feed back form which contains all the aspects of academic activity, N CC,YRC, NSS,CANTEEN FACILITY .sanitary and Environmental cleanness etc.The Form contains different choices like good,very good,poor and excellent.The students have to fill the choices and to submit near the feedback committee.The answer given by the stakeholders are analysed .. The same results are . placed before academic committee, Development committee and principal. After a rigorous discussion steps are taken to improve the drawbacks

## 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
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

### 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
2016	1712	0	35	0	35

### 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	Numberof smart classrooms	E-resources and techniques used
49	11	25	4	4	0
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentoring process consists of a long-term relationship whose objectives are to support the growth and development of the students and to reduce the gap between students and teacher and to increase their academic growth. Keeping in view the above aspect, mentoring system has been introduced in the Municipal College, Rourkela for which a committee has been constituted with a senior faculty member as the Co-ordinator and HODs of all departments as member of mentoring committee. The HODs with the help of teachers interact with the concerned students twice in a session to discuss their personal as well as academic problems and such problems faced by the students are redressed giving them proper guidance by the mentor. When the first year /first semester students are admitted, the mentors explain the course structure, syllabus and evaluation process in detail to the students and resolve their doubts. All necessary information related to the student such as the contact number, email of the student, category, gender, address etc are collected by the mentors from the SAMS data base where all these things are maintained.Proctorial system is introduced and the proctors also discuss with the students about their problems related to academic progress and other activities including the results of

internal examinations. Student's attendance and their participation in the seminars are also examined from the registers and low reporting is discussed with their parents/guardians and causes are looked into giving them proper guidance. Mentoring is thus done on regular basis to support the student causes.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1712	35	1 : 49

## 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	35	6	0	6

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
<b>No Data Entered/Not Applicable !!!</b>			
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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	ARTS (HONS)	2017	06/03/2017	17/05/2017
BSc	SCIENCE(HONS)	2017	06/03/2017	17/05/2017
BCom	COMMERCE(HONS)	2017	06/03/2017	17/05/2017
No file uploaded.				

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

The college follows a rigorous evaluation system keeping in view the academic betterment of the students enrolled in various courses. With this objective, in the beginning of the session , a meeting is called by the Principal . Considering the introduction of CBCS syllabus ,in this meeting , firstly , the results of the previous academic year are appraised and secondly, a plan for internal evaluation for the present year is chalked out .The academic council consists of Principal ,HOD's of all departments ,Academic Bursars and Officer -In-charge of Examination .All departments are advised to conduct class test examination at the end of each month. Due to introduction of CBCS Syllabus, the mid term examination for the first year students are conducted. The marks awarded to the students are submitted to the University for publication of their CBCS results. For the second year and third year students the traditional methods are followed .The questions are prepared by the each departments and the examination is conducted centrally .The progress of the students are reported and records of their performance are maintained in the registers. The valued answer scripts are shown to the students so that they become able to



identify their mistakes and deficiencies. The department of science stream namely ,Physics , Chemistry , Mathematics , Botany and Zoology conduct practical classes on regular basis as part of their prescribed curriculum. The experiments conducted during practical classes are demonstrated to the students by the students by the class teachers and the observations taken by the students are checked in the practical classes .The students haveto maintain their practical records and these are verified by the teacher regularly. Apart from this ,the departments are advised to prepare a question bank for preparing the students for the University examinations .Doubt clearing classes are taken and doubts are explained by the subject teacher.Further , the college is affiliated to Sambalpur University and as per the instruction of the University half yearly and test examinations are conducted..

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

Academic calendar is prepared by Department of Higher Education ,Govt . of Odisha under CMS (Common Minimum Standard) in the beginning of the academic session which is followed by the college. It contains admission dates, commencement of classes, parent-teacher meet , college election ,test and semester examination schedule and conduct of college athletic meet and cultural activities of the college. Besides this the college prepares the programme to conduct half yearly and test examinations and mid semester examination for CBCS syllabus However the University prepares the University examination Programme and accordingly the examination are held. Every department prepare their own academic Calender obeying the instructions given in CMS. They prepare plan progress register for the class room teaching .They conduct class tests and ,internal examinations .The doubts are discussed with students .Science Teaching departments are advised to prepare a progress register to complete experiments and practical examinations are conducted which is part of the revision of their syllabus.

## 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)

[https://www.municipalcollegerkl.com/download\\_files/1\\_results\\_2016-17\\_word\\_22.pdf](https://www.municipalcollegerkl.com/download_files/1_results_2016-17_word_22.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
<b>No Data Entered/Not Applicable !!!</b>					
<a href="#">View File</a>					

## 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)

[https://www.municipalcollegerkl.com/download\\_files/student-satisfaction-survey\\_16-17\\_pdf\\_28.pdf](https://www.municipalcollegerkl.com/download_files/student-satisfaction-survey_16-17_pdf_28.pdf)

## 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
Nill	0	Nil	0	0
No file uploaded.				

### 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
NIL		

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
NIL	Nill	Nill	Nill	Nill
No file uploaded.				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nill	Nill	Nill	Nill	Nill
No file uploaded.					

### 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
0	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)
Nill	NIL	0	0
No file uploaded.			

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
NIL	0
No file uploaded.	

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
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No Data Entered/Not Applicable !!!

No file uploaded.

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
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	1	5

No file uploaded.

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
Blood donation camp	College level/YRC	5	80
Road safety	College level/NCC	1	75
Cleanness college Campus	NCC unit	3	85
Cleanness of Birsa Munda and Ambedkar statue	NCC unit	1	56

No file uploaded.

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
NIL	0	0	0

No file uploaded.

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
Swachh Bharat	College Level /NCC unit	Cleaning of plastic in Koel River Bank	2	65
Aids awareness	College level /NCC unit	Cycle Rally With Posters	2	55

and Placad

No file uploaded.

### 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
0	0	0	00
No file uploaded.			

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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

## 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
39.12	20.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
<a href="#">View File</a>	

### 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 partially)	Version	Year of automation
Nill	Nill	Nill	2022

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
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Text Books	14500	Nil	210	25600	14710	25600
Reference Books	6200	Nil	1102	14500	7302	14500
Journals	10	Nil	0	0	10	0
No file uploaded.						

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	Nil
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	42	2	7	7	0	10	8	30	0
Added	2	0	0	0	0	0	0	0	0
Total	44	2	7	7	0	10	8	30	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

30 MBPS/ GBPS
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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	<a href="#">NIL</a>

#### 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
10	5	12	5

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)

<p>The college has its own mechanism for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. There are different committees such as Development Committee, Purchase Committee, Budget Committee, Library Committee, Sports and Athletic Committee and Academic Committee. Development Committee consists of</p>
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Senior Teachers ,Academic Bursar ,and Head Clerk and Principal is the Chairperson of the Committee. The Development Committee is convened by the Principal whenever occasion arise and agenda specific discussions are made and resolutions are adopted as per the requirements. The budget committee consists of Accounts Bursar ,Administrative Bursar ,Accountant and Senior most teachers .The committee prepares the Annual Budget at the beginning of the Financial year. The budget is approved by the Principal. Purchase Committee looks after the procurement of office stationery ,Library Books ,Equipment and apparatus of the Laboratory and procurement is made as per the Odisha General , Financial Rules .Similarly the sports Committee decides about different types of Sports and Athletic events to be conducted as proposed by the University as well of the college.This committee also decides on the various sports material to be purchased during the financial year. There is also a Library Committee which consists of teachers of different faculties and the Librarian. The committee ask for the book list as per the syllabus to the different departments and they approve the list for purchase of books. The committee also suggests over all development of the library keeping in view the requirements of the students. The Academic Committee consist of all Heads of the Departments and Academic Bursar and the committee looks into the results of their concerned departments and the new methods to be adopted to increase the academic performance of the students. HODs of Science departments also discuss on improvement of the science laboratories and purchase of apparatus ,chemicals and consumables etc. The official works are done through computers which covers mostly admission ,issue of CLC , form fill up ,maintenance of Accounts ,payment of salary bills and examination related matters. There is a computer laboratory for IT Section of the college .Besides , there is a computer laboratory for Physics (Hons)students to conduct their computer based practicals. There are 19 numbers of class rooms out of which six are big halls to accommodate 128 students at a time. All the class rooms are provided with white boards , light and fans for the comforts of the students.The purchase of the apparatus of laboratories are made at per the Govt. allocation and by college Development Funds. This purchase is made basically resorting to open quotation call notice .

## 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	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b)International	Nil	Nil	Nil
<a href="#">View File</a>			

#### 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
Personal Counselling	15/12/2016	156	Senior College Teachers
Self defence for	09/01/2017	300	Department of

Girls			higher education ,Govt.of Odisha And college
Mentoring	20/07/2016	925	College level
Remedial Coaching class for weaker students	18/08/2016	152	College teachers
Yoga Class	19/10/2016	225	Organised by college
No file uploaded.			

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
2017	Banking Coaching	95	52	26	23
No file uploaded.					

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
3	3	1

## 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
No Data Entered/Not Applicable !!!					
No file uploaded.					

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
2017	1	ARTS	ENG(HONS)	S,U	M.A
2017	2	ARTS	ODIA(HONS)	S.U, GOVT .COLLEGE	M.A
2017	1	ARTS	POL.SC(HONS)	S.U	M.A
2017	2	SCIENCE	PHYSICS	S,U, F.M UNIV.	M.SC

2017	1	SCIENCE	MATHEMATICS	S.U	M.SC
2017	1	SCIENCE	BOTANY	S.U	M.SC
2017	3	COMMERCE	COMMERCE	RANCHI UNIVERSITY ,UTKAL UNIVERSITY	M COM
No file uploaded.					

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
CAT	15
Any Other	26
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

### 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
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

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

Students council consist of President, Vice President, Secretary, Assistant Secretary, Athletic Secretary and Arts/Science/Commerce Society /Boys Common room secretary /Girls Common Room Secretary. They are elected by the students as per the guidelines provided by the Department of Higher Education, Govt. of Odisha. The Advisors of different Students Union allied bodies holds meeting with elected candidates on overall students issues including academic and administrative problems of the institution. They have taken active participation in maintenance of Discipline inside Campus .Members of students council helps to Restore Ragging inside Campus. Different competitions like Debate, Essay Cultural activities are organized for the academic as well as extracurricular excellence of the students.. The students of the college actively take part in the cultural programmes like drama, songs and music competitions held at different times and different levels.The students union has a an athletic society. The society organize various athletic competitions at college level in form of Annual Athletic Meet each year. Besides , different sports competitions/events of Sambalpur University are also organized by the college like Inter College , Hockey, Badminton ,Foot Ball ,XoXo , Kabadi . The student council organizes the Blood donation Camp, and other social activities.

### 5.4 – Alumni Engagement



5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

75

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. Administrative management----- Principal is the head of the institution and he has to look into all administrative activities of the college. In the beginning of the session extra-curricular activities are divided among the staff members. There is Administrative Bursar, Accounts Bursar, Academic Bursar, and different Committee members for smooth discharge of extracurricular activities. The administrative problems are solved by administrative Bursar in Consultation with Head clerk and Principal. The academic Bursar Prepare Budget of session for financial management Consultation with Principal. The Academic Bursar plays key role in the management of academic activities. The time table in-charge has to prepare the time table for different semester examinations and submitted to Principal for notification. The examination is one of the major component of academic management. The internal examinations, Test examination, annual examination, University examinations are conducted by examination cell and examination in -charge. 2. Participative management - There are many Committees to manage the different activities in the college. The committees like Student's welfare, anti-ragging cell, Anti sexual harassment cell, Grievance Redressal cell ,Discipline Committee, Social audit and monitoring cell, Performance tracking and feedback Cell. .The academic council is Consisted of all HOD.s of concerned Departments, academic Bursar and Principal sit together to discuss the University results and to sort out problems in academic excellence. The development committee, Budget committee, Purchase Committee Consist of senior teachers. They look in to the development and Purchase related problems The science society, Arts Society, and Commerce Society c onduct seminars and other departmental activities. The sports and games are important achievements of the college. It is managed by PET and teachers in charge of sports . so administrative achievements are obtained by Decentralization of power.

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
Curriculum Development	Municipal college, Rourkela is affiliated to Sambalpur university. The

course structure is designed by University as per the UGC guidelines. The CBCS syllabus and semester system is introduced from the academic session 2016-2017. However many of the senior teachers are appointed by University as member of Board of Studies for Design and modification of syllabus.as per requirement.

**Examination and Evaluation**

Municipal college is affiliated to Sambalpur university .The CBCS system is introduced from the session 2016-2017. Before semester system , the traditional system was followed . The university prepare questions and provides program for examination. The examination are conducted very peacefully and answer scripts despatched to valuation zones decided by University. But in semester system mid semester examination is conducted by college. The practical examinations are conducted by the college in presence of the external examiner appointed by University. Besides college conducts Monthly test, class test, Test examinations as per University question pattern. The evaluation of answer scripts is made by concerned class teachers and shown to students for their doubt clearance. In semester system marks are uploaded in Sambalpur University LOKASEBA Portal. The college follows a rigorous Examination and Evaluation Process .

**Research and Development**

Teachers are encouraged to do research work. There a research laboratory in chemistry department.

**Library, ICT and Physical Infrastructure / Instrumentation**

There is a library which contains adequate number of text books reference books and journals .Books have been arranged subject wise for the easy access of the students. There is also a book bank from where students can take books with a token amount. There are also departmental library of the Science teaching departments. Steps are taken to improve the library by storing the records and data in computer. There are sufficient number of class rooms provided with bench and desks ,fan and light ,white boards .There are twenty one number of class rooms with two gallery .There are sufficient laboratories provided with a good number of apparatus related to CBCS syllabus. To facilitate drinking water

the college installed two no of water coolers. Sufficient number of urinals are also available for boys and girls. The office is provided with sufficient number computers to manage day to day activities. The admission managed by SAMS. Admission of Students The admission of students are through SAMS.so the transparency is maintained. There ae two computer laboratory in mathematics department and physics department to perform experiments related to CBCS syllabus. There is LCD projectors with Physics, Chemistry, Botany, Zoology Departments. so Power point Presentation is made by students teachers.

**Human Resource Management**

Members of the staff are encouraged to undergo refresher course, orientation course, Seminars, Workshops for development of their potential. Some of the official staff have undergone computer training course with regard to accounting, auditing, SAMS Soft ware training, Enrollment and Examination portals of university. They have gone for training for CAPA.

**Admission of Students**

The admission of new students are made in a portal called SAMS(Student academic management system). after publication of Council result ,the department of higher education notify for the new admission. The candidates have to apply online with choices for their Hons subject. The selection are published in SAMS site and the admissions are made after verification of Original Documents in College level.

**Teaching and Learning**

Teaching and learning is one of the major aspects of our curriculum .Teachers are appointed by State Selection Board ,Govt. of Odisha and also by the Management .The college provides education in BA (Hons) , B Sc(Hons) and B Com(Hons) .The subjects in BA (Hons) are English ,Odia, Hindi ,Political Science ,History and Economics.The B Sc (Hons) is consists of Physics, Chemistry ,Botany , Zollogy and Mathematics.The Commerce Hons consist of Accounting and Management .The university has introduced CBCS Syllabus from the Academic session 2016-2017.So Traditional system is replaced by semester system for first year students. The college has to follow the academic calendar provided

by the Higher Education Department. The admission to the new students are made through SAMS. The teachers have to prepare plan in the beginning of the session as per their syllabus and they have to record the progress which is verified by HOD of the Departments and Principal .Classrooms are provided by the white boards and the teachers has to write by using markers pen. Some of the Science teaching department like Physics, Chemistry ,Botany and Zoology use LCD projectors in developing PPT of the course curriculum. The science departments are provided with SMART board .The science laboratories are equipped with experiments related to CBCS syllabus.T he Physics and and Mathematics Department use to do their practicals using C ,C ,SCILAB and MATLAB .The departments conduct seminars by inviting experts from nearby colleges and also among the students .Few of the departments conducts study tour ,field visit to prepare the project which is a part of their curriculum.

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

E-governance area	Details
<p>Planning and Development</p>	<p>The Planning and Development plays an important role in e-governance. The plans and policies are determined in advance.In academic planning the new courses, renewal of existing courses, are done through HPC portal in online mode. The infrastructural development is made by prior approval of G.B . The annual budget is made by Account Bursar and approved by principal and G.B. The developments are as Financial provision in budget.</p>
<p>Administration</p>	<p>All administrative correspondence are made by e-mails/ Whattsapp with Directorate of Higher education,Odisha,Rgional Director of Higher education ,Sambalpur and University..There is a HRMS portal in which staff details are given . They have to upload complete information regarding Biodata, Personal information,leave details.They have to apply their leave through HRMS portal. The personal appraisal report(PAR) of employee are also maintained in HRMS portal.</p>

Finance and Accounts	The college financial management is maintained by CAPA. ,an automated software .The salary disbursal is managed by the IOTMS portal .The collection of fees ,Income, Expenditure, advances and cash books are managed in CAPA .
Student Admission and Support	The admission of new students are made in the beginning of the session through SAMS.It is an on-line admission process generated by higher education .Students have to apply on line and the selection list of students are provided to college for certificate verification and final admission. A Complete transparency is maintained in this process. This software maintains complete data base of a student for the college stream wise and year wise ..The enrollment of admitted students are made in LOKASEBA portal developed by University. In this portal Examination related information are given for management of University examination. The scholarship of students are manage by Scholarship portal/PRERANA an on line Portal.
Examination	Examinations are done in offline mode .Since this college is affiliated Sambalpur University ,all examinations are conducted by university and college together. University gives program for form fill up and examination schedule. This examination process is maintained by a Software called LOKASEBA portal. Beside university examination internal examinations and practical examinations are conducted by the college. The secured marks are uploaded in LOKASEBA portal. Above all the form fill up fees are also uploaded on LOKASEBA portal.

### 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
2017	NIL	NIL	NIL	0
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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	Title of the	From date	To Date	Number of	Number of
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	professional development programme organised for teaching staff	administrative training programme organised for non-teaching staff			participants (Teaching staff)	participants (non-teaching staff)
2017	Nil	Nil	Nil	Nil	Nil	Nil
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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
2	2	Nil	Nil	1
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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
NIL	The academic fees of the non teaching staff of the college waive out by the management of the college.	There is a student aid fund for poor students support belonging to poor family

## 6.4 – Financial Management and Resource Mobilization

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

**External Financial Audit :** Municipal College is a fully aided Non-Govt college. The financial audit of the college is done each year by Local Fund Audit , a wing of Finance Department Govt. of Odisha. During the course of Audit they have to check income and expenditure of the college. The income of the college consists of Govt Grant in the shape of salary of the staff and the income it generates from its own sources. In case of Govt. grants ,the role of audit is limited .The audit only has to find out whether ,the funds are utilized during the financial year and surplus if any is refunded to the Govt. at the end of the financial year .In the matter of funds generated by the college from its own sources , the audit checks the cash book, Daily Collection Book and cash receipts. The audit ensures that fees collected from different heads are entered in the Daily Collection Book and amount collected is reflected in the cash book. On the expenditure side, the audit verifies whether expenditures are done in accordance with OGFR. In case of purchases below 15 000/- no quotation is required still the audit examines whether the articles has been bought from the registered firm. In case of expenditure exceeding 15000/- the audit verifies whether such procedures as quotation call ,by proper notification ,opening of quotation by the purchase committee ,awarding the purchase order to the party quoting the lowest bidder , certificate of the good quality , by the competent authority and stock entry is done. **Internal Financial Audit :** So far as internal audit is concerned , the principal appoints ,the Account Bursar ,

usually a senior faculty member whose work is to ensure that the income and expenditures activities are done in accordance with Govt. rules. In his capacity the Account Bursar checks cash book , Daily Collection Book and money receipts and ensures that the figures of money receipts enter the Daily Collection Book and amount is exactly mentioned in the cash book. Further ,the Account Bursar checks the stock register ,ledger and demand register along with ensuring fair practices in the matter of procurement.

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
nil	0	Nil
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6.4.3 – Total corpus fund generated

70000.00
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## 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	Yes	Director of Higher education ,Regional Director of Higher education,Sambalpur and Principal	Yes	Principal and Academic Bursar
Administrative	Yes	Director of Higher Education, Regional Director of Higher education,Principal	Yes	Principal administrative Bursar

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

1.Parent -teacher meetings are called in the beginning of the session as per the CMS given by higher education .In this meeting discussions are made about the difficulties faced by their children .in their study. 2.The performance of their children in different examinations are discussed. 3.The rules and regulations pertaining to the discipline are explained to the parents. 4.The suggestions are asked from the parents for better result in examinations.

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

1. The staff are encouraged to join in refresher course, Orientation courses conducted by Universities. 2.The staff members are advised to participate in national/international seminars. 3. The computer training program are conducted to enable them to handle use ICT enabled teaching and Evaluation. 4.Extramural talks are organized in side campus and encouraged to participate in the program.

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

1. The steps are taken to fill up the vacant posts by informing the vacancy position to Government. 2. As per the peer team report ,initiatives are taken for improvement of Library infrastructure and purchase of CBCS books. 3.The steps are taken for the construction new class rooms and completion of Boundary wall.

## 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
2016	Celebration of national Constitution day	26/11/2016	26/11/2016	26/11/2016	165
2016	Debate, Essay , song competitions related to National law day	25/11/2016	25/11/2016	25/11/2016	85
2016	National AIDS day celebration	01/12/2016	01/12/2016	01/12/2016	205
2017	Anti Drug anti Tobacco campaign	08/02/2017	08/02/2017	10/02/2017	405
2017	Seminar presentation competition using power point among the Departments	20/02/2017	20/02/2017	22/02/2017	36

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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
Womens Day	08/03/2018	08/03/2018	40	33



Women's Equality Day	26/08/2018	26/08/2018	39	46
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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
One initiative in this aspect was taken by replacing the fluorescent tube lights and filaments bulbs with LED lights inside the class rooms and also in campus. By using this method a lot of electric power is saved and reduces financial burden of the college .

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Rest Rooms	Yes	200
Scribes for examination	Yes	2
Any other similar facility	Yes	45

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
2016	1	Nil	24/10/2016	1	Aids awareness rally	Posters and Placards are made with pictures to aware the people in society.	45
2016	1	Nil	10/11/2016	1	Plastic free campus	Uses and abuses of plastic is explained to students.	35
2017	1	Nil	12/01/2017	1	Anti drug addiction Programme	A seminar was conducted aware the students about serious	105

diseases  
caused by  
drug.

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

Title	Date of publication	Follow up(max 100 words)
College Calander	Nil	Our college calendar is a hand book which contains all rules and regulations for all stakeholders. The college calendar contains course structure for all university examinations.It gives the dress code for boys and girls.Every students have enter in to campus with proper dress code. This book contains general rules of decipline,Library rules,College election rules. It also provides the informations about Proctorial system,games and sports,NCC YRC.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Teachers day Celebration	05/09/2016	05/09/2016	125
Independence day	15/08/2016	15/08/2016	150
Constitution day	26/11/2016	26/11/2016	185
National science day	28/02/2017	28/02/2017	150
Republic Day	26/01/2017	26/01/2017	155
Huma rights day	10/12/2016	10/12/2017	95

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Cleanliness of campus and class rooms is made every day. 2. Special attentions are made for sanitation of toilets . 3.The fluorescent lights are replaced by LED. 4.Plantations made in garden for Balancing of environmental Pollution. 5. The students are advised ,not to use plastics in side Campus and in Cateen.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. QUESTION BANK TO STUDENTS-----The are advised to prepare question banks for the students, looking in to need of University examinations. These

questions prepared as per the Pattern asked in University examinations. These questions are provided to students and students are advised to go through their book. So the students are interested to make a rigorous study for quest of the answer. This encourage them for further study in their subjects. Basically the students of Arts Faculty are highly benefited by use of question banks. The Science teaching departments like Physics, Chemistry, Mathematics. Botany, Zoology are benefited a lot by use of question banks. The Physical Science students have many numerical questions in their University examination. So question banks prepared by the teachers on Numerical are very useful to the students. Besides above questions ,there are many university questions stored in Library for use. 2. GAMS AND SPORTS -- Municipal College, Rourkela is situated in Tribal district Sundargarh, of Odisha. There are many Players, played Hockey in national, International and Olympic games. Our college has a good reputation in Hockey, Cricket, Volley ball, Kabaddi, Kho-kho etc. Many of our students participated in University games, Zonal Hockey, state level games and earned Trophy and medals. The boys and Girls are highly interested to participate in different games. Sometime College Conducts inter university games like Hockey, Football, Cricket, Kabaddi, Kho-kho etc by which students not only encouraged but also inspired to play the different games. So college motivates the students to play games and keep name and fame of the institution.

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

### 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

Teaching and learning is one of the vision of the college .The college imparts co-education in Arts /Science /Commerce with honours teaching facilities in all branches .This college is situated in the city of Rourkela with a strategic location. The method of teaching adopted by the college using white boards, power point presentation with LCD projectors. The departments conducts internal seminars and extramural talks by inviting the speakers from nearby colleges and institutions .The interactive method of teaching with questions and answers is one of the best practice .The question banks are provided to the students after completion of each chapter. The practical classes are done regularly in presence of subject teachers and doubt clearing classes are also made with the students .The laboratories are well equipped with sufficient apparatus related to course curriculum. Besides the college excels in games and sports, NCC ,YRC ,NSS activities. The aim of the college is to produce good hockey players, cricket players, foot ball players at national and international level. Education with good moral character and ethic values will make a student a complete man in a society .The financial, social and moral growth can be made with complete education. So , the college provides the inclusive growth in the field of socio economic betterment of the students.

Provide the weblink of the institution

### 8.Future Plans of Actions for Next Academic Year

The college has identified the following plan of action to be undertaken in the next academic session2017-18. They are described below. 01. To augment the existing infrastructure by constructing more classrooms to accommodate the students. 02. Procurement of more laboratory equipment for the science laboratories. 03. Increase of seats at undergraduate level and opening of Post Graduate in Commerce, Political Science ,Hindi ,PMIR . 04. Construction of new

boundary wall of the college. 05. Procurement of more books by taking into the introduction of CBCS system . 06. More and more teachers to be trained to handle the ICT enabled teaching method using power point LCD projectors. 07. Conduct of more seminars by inviting speakers from university ,national and state level. The practice of conducting internal seminars in the departments to be enhanced to encourage the students in their studies in all departments. 08. The campus placement cell to be activated by inviting prospective agencies from the field of commerce ,industries and banking sectors. 09. Parents and guardian meetings are to be conducted as and when required to bring about inclusive in the system of learning. 10. The internal audit to be undertaken in every session. Overall academic audit /assessment to be made frequently with the Principal and Head of the Departments. 11. Examination system to made more transparent by installation of CCTV in all classrooms and to construct some smart class rooms.