Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**PATTAMUNDAI COLLEGE**
Name of the head of the Institution	**ADHIKARI LAXMI NARAYAN DASH**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06729224216**
Mobile no.	**9437269192**
Registered Email	**pattamundaicollege@gmail.com**
Alternate Email	**pattamundaicollege@yahoo.com**
Address	**PATTAMUNDAI MUNICIPALITY, KENDRAPARA**
City/Town	**PATTAMUNDAI**
State/UT	**Orissa**
Pincode	**754215**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR. DUSHASAN PARIDA**
Phone no/Alternate Phone no.	**06729296045**
Mobile no.	**9853165455**
Registered Email	**pattamundaicollege@gmail.com**
Alternate Email	**iqacpmi@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.pattamundaicollege.ac.in/page.php?page=naac
4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.pattamundaicollege.ac.in/upload/AC%202018-190001(1).pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**2.59**	**2006**	**02-Feb-2006**	**02-Feb-2011**

6. Date of Establishment of IQAC	**30-Jul-2011**

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
seminar on counselling of students for progression	**08-Apr-2019** **1**	**120**

higher education		
awareness programme on preparation of project in UG level	19-Feb-2019 1	150
seminar on advantages of plantations	26-Feb-2019 1	110
seminar on benifits online transaction in Private institution	08-Apr-2019 1	100
seminar on spiritual impact of krishna consiousness	07-Feb-2019 1	110
seminar on moral code of conduct for youth	14-Jan-2019 1	120
Blood donation camp	14-Dec-2018 1	180
IQAC seminars on (First)conservation of mangrove eco-system for the protection of coastal environment. (second) Relevance Of Value-Based Education	03-Jan-2019 2	240
computer skill development of students	10-Sep-2018 30	250
28 no of extramural seminars conducted during the year	27-Dec-2018 28	1200
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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
NIL	NIL	NIL	2019 0	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional	**Yes**

website	
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Feedback collected from the different stakeholders,analysed and utilized for the improvement.

Question Banks of different programmes on CBCS pattern were prepared and linked to the website for the students and same also available in different departments.

Preparatory meetings for organization of state level seminars as well as golden jubilee logo inauguration and golden jubilee celebration. .

Students Database has been prepared for 2018 Admission Batch, and it is available in website.

Departmental students seminars, Two extramural seminars, Plantation, Blood Donation camp, Health Camp, etc. were organised.

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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
Preparation of Student Satisfaction Survey (SSS) report	**A Student Satisfaction Survey (SSS) was conducted and analysed, and the report was prepared. An action plan was prepared for its well implementation.**
Use of E-facilities	**More emphasis was given to execute all the transactions (financial as well as all the communications to the staff, students and public) through online system.**
Feedback system	**Feedback of students, teachers , alumni and parents were collected, analysed and implemented as far as practicable for the betterment of institution**
Improvisation of library and lavatory facilities	**The old and outdated books of library were sorted out and about 6000 such books were write off by replacing new books. The lavatories of both boys, girls and staff were upgraded.**

Student seminars, extra classes, doubt clearing classes and monthly test.	All the activities were practiced which helped our students to enhance the speaking skill, develop their standards and to qualify them in different career advancement courses.
Two Extramural seminars by subject experts for each department.	Two Extramural Seminars were coducted by each department by inviting different resourceful eminent experts of different Universities and Autonomous colleges to improve students knowledge in various aspects of their respective subjects.
Computer knowledge up gradation for all teachers & students	Partially success is achived by providing computer education to staff and students for the improvement of teaching and learning.
Health camp	A mega health camp was organised with the help of local doctors of nearby hospitals in coordination with NCC,NSS YRC wings of the college which helped the local needy people.
Different Awareness programmes	Awareness programmes such as Water Conservation ,Organ Donation, AIDS,Vigilance Week, Road Safety, Fire Safety, Gender Sensitisation,etc. were organised by our students regularly .
Observation	Our students observed all national observation days , birthday of eminent national and state leaders with the help of our staff and local guests.
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	14-Nov-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	2020

Date of Submission	30-Sep-2018

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

| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | History of the college: Pattamundai Degree College, situated in the vicinity of Pattamundai town is one of the leading educational institutions in the district of Kendrapara, Odisha. This college was established with the contribution and support of the local public on 5th July 1970 and accredited later by NAAC with B plus grade in the year 2006. This institution is surrounded by vast patches of agricultural green land on all sides with different medicinal as well as other valuable plants on its campus. The college imparts education in three different streams at plus 3 level such as Arts, Science and Commerce . It has got concurrence from Govt. of Odisha and affiliation from the Utkal University of the state. The college is now in the 48th year of its glorious existence. Over this period, it has reached a phenomenal growth with 1475 students on its rolls, out of which the girls and boys number respectively as 869 and 606. We are in the possession of many valuable infrastructures on its campus area of 14.6 acres presenting an impressive look to any onlooker. Its premises is fenced by brick walls on all sides giving a safe campus to its inmates. The infrastructures include class rooms, a library, laboratories, separate lavatories, along with two hostels one for boys and another for girls. The third one called OBC hostel meant for girls with a capacity of 100 seats is going to be complete very soon. Amidst wide concern for global pollution and deforestation, our college is unique to have taken up a massive afforestation programme in the campus way back in 199293 in collaboration with the soil conservation department of the state. Vision of the college: • To make higher education qualitative and value based for socioeconomic transformation of the nation. • To instil a sense of discipline and morality among the student community for making them socially responsible citizen. Mission of the college: To provide qualitative education to all the students of different sections of the society with a view to bringing them social, moral and spiritual values and professional |

growth to serve the society with love, justice and truth. Academic flexibility: The college has adopted Choice Based Credit System following the national pattern and also the guidelines of the Utkal University through modern aids like audio visuals, multimedia aids, computers, etc to help our students to compete in all formats with their counterparts in the country. With 43 no. of resourceful faculties and of whom 10 are with PhD degree, 20 are with M.Phil and 10 are of NET/SLET qualifications, it imparts not only quality education but also offers counselling to the students in different aspects. Faculty members have participated in different state and national level seminars and applied for MRP. The departmental seminars, extramural seminars, spoken English classes, coaching of JAM, CAT and remedial classes for SC, ST and OBC students are done regularly to strengthen them. This year out of 454 students writing final examination 396 have passed.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The new C.B.C.S. curriculum framed by Utkal University in the session 2016-2017 is implemented in our institution in the said year following the guidelines of the University. This curriculum is based on parity with the other Universities of the Nation. Our college has implemented this curriculum in a well-planned manner with detailed documentation. At the beginning of the academic session, College as well as the individual teachers prepare a yearly academic calendar accommodating the whole curriculum designed by the university to meet the need of the students. Also, all the teachers have a well-planned lesson plan to transact the whole course in the year. The academic calendar is also approved by the head of the institution with modification if any and uploaded in the college website. In this pattern, each programme consists of 26/24 papers which carry 6 credits each. As each credit is for 10 hours, thus 6 credits require about 70 classes of 45 min each. Each teacher is allotted to take maximum 30 classes per week. For this he also maintains progress register as well as student attendance register. The progress registers of all the teachers are verified by internal academic audit by Academic Bursar and the head of the institution. The shortage of faculty members is also adjusted by appointing guest faculties. To improve the quality of education, the college has a mechanism of doubt clearing classes, Proctorial system, extra classes for weak learners also. The teachers are also allowed to attend faculty development programmes sponsored by Govt. through different Universities to update themselves regarding the new curriculum. All the mechanism governed by the

college are verified and discussed in different forums such as IQAC, Staff council and Governing body. The faculty members regularly attended the state/National/Local Seminars to equip themselves which enrich our students to know more about the usual as well as new topics concerning their higher studies. The college also arranges extramural seminars, students' seminars and spoken English classes to improve their quality in different fields. All the mid semester examinations are conducted on the scheduled date and the papers of these examinations are evaluated by the departmental teachers following the university rules. The semesters / end semester examinations are also conducted by the college on the basis of guidelines of university and their valuations are done by the teachers of different colleges selected by university in different selected valuation centres of the state. Finally, the result is published by the university at the end of the last semester. The whole process is conducted with full confidential manner to maintain the sanctity of the examination.

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
nil	nil	01/12/2019	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Acharya	nil	01/12/2019
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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	Odia, Political Science, English, History , Philosophy , Economics , Education,Sociology.	18/06/2018
BCom	Accounting,Finance and Taxation	18/06/2018
BSc	Chemistry , Physics, Mathematics ,Botany, Zoology	18/06/2018

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
NIL	01/12/2019	0
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1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Sociology, Political Science & History	112
BCom	Accounting,Finance & Taxation	64
BSc	Chemistry & Physics	38
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
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
A system of feedback from students, parents, alumni and teachers emphasizes the institutional best practice which improves the quality of education and creates healthy academic atmosphere. The institution prepares the student feedback form of 5/10 point scale covering the assessment of quality teaching imparted by the teachers and governance by the administrator. On the basis of feedback received from students, necessary steps have been taken for overall developments of various dimensions, where the main focus is to have higher degree of student satisfaction from teacher's communication skill , accessibility of the teachers in and out of classroom and his ability to focus on other courses , his commitment, facilitating the interaction of students with teachers and administrator. The students have expressed a greater degree of satisfaction on quality of teaching ,conduct of practical examination, evaluation, guidance , counselling, mentoring, supply of teaching materials and question bank as well. The students have expressed medium level of satisfaction regarding library facilities, canteen facilities, sanitation and drinking water facilities supplied by the college. The institution has to give more emphasis on medical facilities, internet and computer facilities, recreational facilities for them. The administration was also sincerely concerned about the remarks given by the students on improving various facilities as desired. The college also collected the feedbacks of the parents to take their views for the improvement of the quality education, spiritual awareness , counselling of their wards. The institution worked continuously to comply with the aspiration of the parents. Their views about the teachers gave an overall satisfaction regarding the improvement of their wards, approach to the teachers, administrator and availability of infrastructure to them. They advised to improve internet facilities, sanitation and use of modern instruments in laboratories and modern teaching aids. The college prepared a feedback system for the alumni and they have expressed their high gratitude and satisfaction regarding the facilities provided by the college with its limited resources. They suggested to improve library infrastructure, laboratories, career counselling by different organisations, entrepreneurs et.al through special appeals to them. The administration sincerely looked after the shortfall expressed in the feedbacks

and tried to implement the measures such as improvement of drinking water facilities by setting more no of water purifiers, leased line facility in place of broadband, new laboratory equipment as per the CBCS syllabus and career counselling facilities in different fields.

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
BSc	Physic , Chemistry , Mathematics, Botany , Zoology	96	342	96
BCom	Accounting , Finance & Taxation	128	402	131
BA	Economics, Philosophy, Odia, English , History, Political Science, Sociology, Education.	256	782	242
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1475	0	36	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
36	36	22	17	0	12
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentoring system is one of the best practices of this institution. This creates an environment of trust and faith between the teacher and the taught. This system helps the mentor to understands the educational, personal, and

economical problems of the mentee as well as his / her family and involves thereby the institution in coming to his/her rescue. The mentors always try to resolve the problems of different aspects of the mentees as far as practicable by themselves or by others which ultimately ensures the overall development of the beneficiaries. The college has a special period in the regular time table during which both of them are available for interaction. The students of the college are divided into various groups with the mentor-mentee ratio of 1:41. The mentor maintains personal bio data of mentees in form of a data sheet which contains personal, academic details as well as hobbies of the mentees. The mentor always tries to explore the extraordinary quality of the mentee and emphasizes for the improvement of that quality which may help the mentee in future. In the class, mentor reviews the implementation of previous tasks and suggests to achieve the goal by attending the classes regularly, participating in social works, involving themselves in different community activities, respecting the elders and maintaining discipline in life as well. This system also enables the parents to know about the performances and regularity of their wards in the institution. The parents have a scope to ventilate the activities of their wards to the mentor so that s/he can understand the mentee better and try to sort out their problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1475	36	1:41

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
53	36	17	0	10

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Manas Kumar Nayak	Assistant Professor	PhD
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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
BSc	20102 20103 20106 20107 20108 20200	6th semester, 2019	09/04/2019	25/06/2019
BCom	30101-ACCOUNTIN G 30200-Bcom PASS	6th semester, 2019	09/04/2019	25/06/2019
BA	10104,10105,101 06,10109,10114, 10115,10116,101 20,10200	6th semester, 2019	09/04/2019	25/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

As per Utkal University assessment parameters, student's evaluation system is divided into two parts 1. Mid-term assessment is of 20 marks for all streams conducted by institutional level 2. end- term assessment is of 80 marks theory for non-practical subject and 50 marks theory and 30 marks practical conducted by university level. To improve the quality of students, continuous Internal assessment are conducted in each subject in the department by performing unit test, project, assignments, group discussion, student seminar which considered as parameters along with different cocurricular achievement. Extra mural seminars by experts of different autonomous and universities, paper presentation by the students and minor project are introduced in the curriculum to encourage activity-based environment. To incorporate the critical thinking among the students various group discussion, debate, sports, literacy programme are organised in which students explore new ideas enhance their performance ability. Re-addition of marks, photo copy of answer script can be obtain from university through its website to ensure their performance in case of any doubt of the students. Coding of answer script, question paper setting by examiners of other University and evaluation done by the examiners quite confidentially. In the practical examination the mark obtain is a rigorous process of experiment viva voce practical notes. In the end semester along with other subject a project work is also allotted to the students bearing 100 marks which includes experimental work/field study, viva voce, paper presentation and with a project report. Quiz, debate, current affair competitions are held regularly as a part of improvement of quality education for the students.

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

Academic calendar for the session 2018-19 was prepared on the basis of common minimum standard (CMS) guidelines of the state government which is available in college website and adhered as follows 1. The University Examination (semester / year end- semester and mid-semester) was conducted as per the calendar with a slight modification if required by the university to overcome the genuine problems arising during the period. 2. Other related matters such as different student activities like sports, cultural, annual functions of different student associations were conducted as per the academic calendar. 3. The college has also undertaken the publications and distribution of college calendar, magazine named " The Sarani" and a science magazine on the date mentioned in the calendar 4. The college also observed important days like its Foundation Day, Aids Day, Constitution Day,World Water DAY, Yoga Day, Kargil Vijaya Divas, all the national days, Ganesh Puja, Saraswoti Puja,Guru Diwas, etc. The college also upholds the great tradition of welcoming the newcomers to the department and bidding farewell to the outgoing students. 5. We organized extramural seminars, teacher parent meet, alumni meet, spoken English classes, carrier counseling, students project work, etc. as per the calendar. 6. We undertook plantation, beautification of campus, cleaning, different awareness programs through NCC, NSS, YRC and other students of the college.

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.pattamundaicollege.ac.in/page.php?page=naac

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

20103	BSc	CHEMISTRY	22	17	77
20102	BSc	BOTANY	16	12	75
20106	BSc	MATHEMATICS	15	12	80
30101	BCom	ACCOUNTING	112	105	94
10115	BA	PHILOSOPHY	22	19	86
10114	BA	ODIA	39	37	95
10109	BA	HISTORY	29	24	83
10106	BA	ENGLISH	3	3	100
10105	BA	EDUCATION	27	25	93
10104	BA	ECONOMICS	33	30	91

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2.7 – Student Satisfaction Survey

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

https://www.pattamundaicollege.ac.in/page.php?page=naac

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
Minor Projects	0	NIL	0	0

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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
Seminar on how to solve Aptitude Test	MATHEMATICS	17/09/2018
GST - One Tax for one country	COMMERCE	26/10/2018
Seminar on inovative Entreprenuership	ECONOMICS AND COMMERCE	29/10/2018
Seminar on Sexual harrasment	SOCIOLOGY	16/11/2018
Cyber Crime Cyber Security	PHYSICS	17/12/2018

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	nil	nil	01/12/2019	nil

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
nil	nil	nil	nil	nil	01/12/2019

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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
nil	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	nil	0	0

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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
Commerce	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	nil	nil	2018	0	0	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
nil	nil	nil	2018	0	0	nil

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	12	10	18
Presented papers	1	2	6	4

Resource persons	0	2	4	14

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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
Participation in local car festival	NCC	11	48
Independance day celebration	NCC, NSS ,YRC and others	40	205
Swachhata programme	NCC	7	42
Blood donation camp	NCC, NSS ,YRC and others	33	78
Yoga camp	NCC, NSS ,YRC and others	21	214
Republic day celebration	NCC, NSS ,YRC and others	25	193
Participation in local yajna	NCC	2	43
Observation of world water day	NCC,NSS	15	61
Campus cleaning after the cyclone FANI	NCC,NSS	12	87
Celebration of International Yoga Day	NCC, NSS ,YRC and others	16	92

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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
Annual training camp of NCC	1st prize in Group song	NCC	5
Ek Bharat Sretha Bharat camp	1st prize in Tug of War	National Integration Awareness Programme	2
Ek Bharat Sretha Bharat camp	1st prize in Group dance	national integration aNational Integration Awareness Programmewareness programme	2
Ek Bharat Sretha	2nd Prize in Group	national	4

Bharat camp	song	integration aNational Integration Awareness Programmewareness programme	
Annual training camp of NCC	1st prize in Group song	NCC	8
Annual training camp of NCC	2nd Prize in Duet Dance	NCC	2
Annual training camp of NCC	1st Prize in Duet Dance	NCC	2

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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 activites	Number of students participated in such activites
Cleaning	YRC,NCC,NSS	Cleaning of Campus	12	106
Worlds Aids Day	YRC,NCC, NSS	Observation	25	125
Blood Donation camp	YRC	Blood Donation	30	210

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	nil	nil	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
nil	nil	nil	01/12/2019	01/12/2019	0

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
nil	01/12/2019	nil	0

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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
6284966	1611409

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
E - Granthalaya	Partially	3.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	35127	2825542	918	188884	36045	3014426
Reference Books	623	339700	0	0	623	339700
Journals	80	3200	11	587	91	3787
[View File](#)						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
nil	nil	nil	01/12/2019
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 Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	32	0	10	0	0	12	10	20	0
Added	0	0	0	0	0	2	4	0	0
Total	32	0	10	0	0	14	14	20	0

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

<div align="center">

20 MBPS/ GBPS

</div>

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	[NIL](NIL)

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 incurredon maintenance of physical facilites
1465510	918715	2463000	692694

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)

Our college imparts teaching in plus 3 science, commerce and social science to mainly rural students of this locality as well as different parts of the state. There are four numbers of laboratories of Physics, Chemistry, Botany and Zoology Departments with adequate apparatuses and equipment to cater to the needs of the students. All the laboratory classes are conducted by our efficient faculty members and supporting staff. The laboratories are upgraded in terms of infrastructure as well as equipment required by the students which are need based for the change of syllabus from time to time. The laboratories and equipment are properly maintained by the supporting staff and the accounts of the equipment purchased in different times are also regularly maintained in the stock register. The college has a central library in which around 30000 text books and 600 reference books are available for the benefit of our students, staff as well as intellectuals of the locality. This library also provides important reading materials required by them. The student's reading room has a capacity of 100 nos of seats and teachers reading with 30 seats which opens from 8 am to 5 pm for the students, staff and the intellectuals of the locality. Besides that, all the departments have their own departmental library in which around 3400 reference and text books are available which includes "Sankarshan Memorial Library "of the department of English. All the departmental libraries were handled by the students of the department under the supervision of supporting staff. From the beginning of each of academic session, new text and reference books are procured as per the requirement of departments and students. The attempt has also been made for the completion of library automation process provided by national informatics centre. Accession registers, stock registers, and issue registers are maintained meticulously under the guidance of the librarian and other staff members. Damaged books are re-bound regularly by the college book binder while the racks are cleaned by vacuum cleaner and ant termite treatments are regularly applied to save the costly books. A rigorous step has been taken to write off the old and outdated

books for availability of more space for new books. All the admissions, filling of forms and different scholarships of the students are put on online system through Students Academic Management System (SAMS) of Govt. of Odisha. All the departments are provided with ICT facilities to teach the students and have a credit to teach the students as well and conduct extramural seminars through power point presentation by the resource persons of various universities and autonomous colleges. Different sports activities such as inter and intra college cricket, volleyball, badminton, etc. tournaments are regularly conducted round the year in our sports complex. The students are well trained by PET of our college and outside trainers and sports equipment are constantly provided by the college to meet such different activities. Annual athletic meet is organized by the college during winter and winners are encouraged with trophies and certificates.

https://www.pattamundaicollege.ac.in/page.php?page=naac

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	Mana Govinda Memorial Award, Best Graduate Award	4	8000
Financial Support from Other Sources			
a) National	Prerana,Minority Scholarship	394	1188500
b)International	nil	0	0
View File

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!
View File

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	competitive examination	300	320	0	0
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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

10	10	7

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
nil	0	0	HDFC	12	4

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					

[View File](#)

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

Items	Number of students selected/ qualifying
NET	4
Any Other	12
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
basketball (Inter-Class And Inter College)	State Level	10
Badminton (Inter-Class And Inter College)	State Level	3
Volly ball (Inter-Class And Inter College)	State Level	10
Carrom and Chess (Inter-Class And Inter College)	State Level	4
Cricket(Inter-Class And Inter College)	State Level	15
Annual Sports	College Level	300
Athletics Meet(Inter-Class And Inter College)	State Level	20
Mehendi, G.K, Debate(Odia, English), Essay (Odia, English), Rangoli	College Level	120
Essay (Odia, English), Debate (Odia, English)	District Level	30
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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
2018	nil	National	0	0	0	0

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

The student's union / council consists of a body which includes President, Vice-President, Secretary, Assistance Secretary and Class Representatives from each class. Along with this body, other associations such as cultural, athletic, dramatic, DSA, OSS, science society and commerce society are there. These bodies are elected either by student's election or by selection process. The whole process of election/selection based on rules is designed by the government of Odisha. The institution strictly follows these rules to form such student council, which fosters and promotes relationship between students among themselves as well as students and teachers. These facilitate smoother functioning of academic, non-academic events, co-curricular and extra-curricular activities of the institution as well as their participation in administration. The student council monitors the function of several units of college connected with student activities such as cultural activities, debate, dramatic performance, cleaning of campus, different awareness programmes (road safety, aids prevention, girl child issue), plantation, yoga, voluntary participation in different functions of locality(Ratha Yatra, Durga puja etc). The council participates in helping people of the society during natural calamities such as flood, cyclone, fire accident, road accident etc with support of staff of this institution. The council cooperates to observe different important observation days such as Independence Day, republic day, birth anniversary of eminent personalities of our nation and state such as Gandhi Jayanti, Vivekananda, Jayanti Kargill Vijay Divas, Constitution Day with Officers in Charge of these observations and also gives healthy massages to the society. They actively participate in other social works like boold donation camp, organized by the YRC Unit of the College. It creates a healthy atmosphere among the students as well as local people to donate the same to save life of needy people. The student council organizes different functions with the help of faculty members of this college within a specific cultural period declared by govt. of Odisha, which is also reflected in govt. /college calendar. All the activities start from inaugural function of the in which eminent politicians /educationists are invited to encourage the academic atmosphere and inspire the students as well as teachers to prepare themselves to compete others in all respect.. The athletic association and cultural association organise their different activities throughout the session which ends with annual function. In these functions, the winners and champions are awarded with medal and certificates. The athletes who participated in state and National competitions are honoured with special trophies. The dramatic association of the college organises one act play, solo dance competitions and concludes a full length drama which is the rare function of the institution with the help of the student council. The college also organises activities such as science society, commerce society, and odia sahitya samaj, Ganesh puja and Saraswati puja with the help of student's council. The student's council represents on the Hostel Committee, Library Committee, IQAC, as well as the Governing Body. The fees for activities of student's council are collected and allocated through budget and the account is properly maintained.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

 Yes

5.4.2 – No. of enrolled Alumni:

60

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

4

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)

All the activities of this institution go through a planned decentralisation and participative process. A well planned mechanism works to get a progressive achievement which is the primary objective of the institution. Amongst them, an example is the infrastructure development. The fund generated by the institution or granted by the external agencies such as State/ central Government is utilised through a decentralisation mechanism. The fund obtained is first distributed against different heads by the budget committee constituted by the college. This is first discussed in IQAC committee and finally passed in the governing body, is highest body and then reflected in the annual budget of the college. As per the direction of the said committees, the work is executed through construction committee by internal / external agencies. All the committees are formed by selected members of state government/inner representatives (staff members) as well as elected/selected student council members. All the construction works executed by the construction committee are supervised by the technical experts and decided by the governing body. Similarly all the teaching learning processes such as extramural seminar, student's seminar, teacher –parent meet, alumni meet, student mentoring system, career counselling, spoken English class, etc. excluding regular syllabus are decided by IQAC committee and finally approved by governing body for execution. All these works are supervised by the IQAC committee through regular meetings and these minutes are communicated to the staff members for proper execution. The staff members follow the instructions of these committees and work accordingly in proper manner. Regular staff council meetings are organised for sensitisation of the staff members and it leads to the betterment of the students of this institution. In the above two processes the participation of government agencies, staff members, student council, alumni, parents and all students of this institution, is mandatory, and their involvement makes a good academic atmosphere and produces better future of the state and nation as well.

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	The curriculum of our college has been designed by the Utkal University as we are the constituent affiliated institution of it. Now we are adopting CBCS pattern from the session 2016-17 as approved by the University. It is also changed time to time by the university through its academic council and board of studies to meet the need of the students to equalise them with national universities. We are preparing the academic calendar for both institution as well as individual teachers in the beginning of the session which represents the whole work to be done during 1st July to 30th June of every academic year. The college prospectus also provides all the information to the students regarding working days, teaching days, list of holidays, marks /credits secured on each course available in our college. The academic calendars, time table both theory and practical for each semester are also available in our college website. All the staff members are updating their lesson plans and progress registers regularly which are verified by academic bursar and principal. Extra efforts are also undertaken to hold extra classes, doubt clearing classes, extramural lectures, engagement of guest lecturers, and mutual rearrangement of classes.
Teaching and Learning	Our college has 14 no of departments with 15 no of different programme at UG level and it imparts quality education to nearly 1475 nos of students in Arts, Science and Commerce faculties. The admission process of this college is completely governed by the state government through student academic management system following reservation norms. Around 3 times of application forms have been received from different parts of the state for each available seat of the college which shows the quality education imparted by the college. The college has 36 no of well dignified quality teaching faculties and the student faculty ratio is 41:1. The institution adapts different measures to support both advanced and slow learners such as student monitoring system, paper presentation and interaction with experts in

	seminars, student seminar , remedial classes, spoken English classes, classes through ICT, power point presentation etc. Mentoring system is common for all the students with above mentor and mentee ratio to facilitate all the academic achievements and challenges. A central library with around 35000 text and reference books, different journals and magazines with separate library of all the departments and question banks provide ample scopes for the students.
Examination and Evaluation	The whole UG level course consists of 6 semesters with 6 mid-semester examinations to improve the standard of the students. The examination system is completely controlled by the Utkal University which provides all question papers of both practical and theory with answer books. The college is smoothly managing the examination system by strictly following rules of the university. The publication of the result has an average gap of 40 days from the last semester examination in each year whereby the students can be able to apply for their higher studies. The evaluation system for mid semester as well as end semester is completely based on the guidelines of the University. At each end semester the papers are evaluated and the marks are communicated to the students through online process. Average percentage of application for revaluation leading to change in mark during last five year is 0.01 which shows a positive impact reforms on examination procedure. Our college continuously takes the measures of repeating internal class examinations. Renovation of examination system online improves the maintenance of records especially marksheet verification and preservation of records. To increase the quality, the institution always emphasizing to the government to increase the teacher-student ratio.
Library, ICT and Physical Infrastructure / Instrumentation	The college has a vast infrastructure for different parts such as library, laboratory, office, class rooms etc. It is well-equipped for the betterment of the students of this institution that is administered by the college governing body. It has a system of prevention and post maintenance

	activities like regular preventive measures such as periodic check up of electric, water installation equipments, sewage and garbage disposal. The emergencies in these regard are immediately attended for a safe campus life. Different departments of the college are quick enough to inform to the college administration about maintenance of these installations as and when necessary and the work is executed accordingly. The library infrastructure includes the central library, reading room for students, teachers and the local public and departmental seminar libraries. The library has the internet facilities with ongoing automation process through ILMS. There are some rare books, manuscripts and maps which are well preserved in it. The sports infrastructure consists of football field, cricket field, volley ball court, basketball court, badminton and kabaddi court which are continuously utilise to produce sports resources. All the seminar hall are provided with ICT facilities which supports a modern way of teaching to the students.
Human Resource Management	The institution functions with a well-articulated vision in all its activities towards translating the vision into reality which is the vital point of human resource management. Decentralisation of administration works through constitution of the different committees. A well-furnished manual is available for each committee outlining the composition, tenure, function and jurisdiction which is reflected in the college website. The institution encourages the team spirit which is the vital point of college administration. Gradually the institution is shifting to e-governance through online admission, examination, library automation, salary through HRMS, leave application. The institution is continuously trying to supply all types of information through mail/website to the students, staff and public. Elaborate performance appraisal system and report are monitored by IQAC which performs a proactive role for Human Resource Management and timely submission of AQAR. The college has an efficient mechanism for submission of data in different forums.

Admission of Students	**The college undertakes admission through SAMS managed by state government following all reservation norms. The admission process is strictly on merit basis and transparent as it is completely e-governed handled by the government.**

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

E-governace area	Details
Planning and Development	**The institution has its own mechanism in the development of infrastructure through well planned in e-governance system. All the developmental works such as construction of building, its maintenance, purchase of books, and other items are executed through online quotations. The comparative statements are made by the committee and the orders and payments are done through online. The institution has a continuous effort to develop all such activities through e-governance process.**
Administration	**All the administrative works such as all government communications (HEI Portal, UGC Website, etc), disbursement of salary components to the employees (HRMS), all the important information's of the college administration to the GB, IQAC employees(WhatsApp, message) are done by e-governance. The college is connected through high-speed internet of bandwidth 20 Mbps.**
Finance and Accounts	**All the finance matters of the institution are completely transparent as all the payments are made through account payee cheques. The account details of the college are maintained by the internal and external audits and these are managed through nationalized banks. All the payments received from the external agencies and made to external and internal agencies through online process.**
Student Admission and Support	**All the admission process of the college is done through students academic management system (SAMS) by the government of Odisha. it supports the students of the state to help in all respects to make the process easier.**
Examination	**All the examination related matters such as filling up forms, entry of marks, and issue of certificates and**

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
2018	nil	nil	nil	0

No file uploaded.

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	nil	nil	01/12/2019	01/12/2019	0	0

No file uploaded.

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
nil	0	01/12/2019	01/12/2019	0

No file uploaded.

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
1- financial supports from staff association during Death / Accident/ fire tragedy etc. 2- a thrift society of staff association provides financial help for higher study / daughter marriage / health issues. 3- EPF contribution from the institution.	1- financial supports from staff association during Death / Accident/ fire tragedy etc. 2- a thrift society of staff association provides financial help for higher study / daughter marriage / health issues. 3- EPF contribution from the institution.	1- free studentship for PWD, 2- Mana Gobinda Memorial award for best science Graduate, 3- best graduate award for all streams from institution.

6.4 – Financial Management and Resource Mobilization

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

The institution maintains a well planned mechanism for complete transparency in financial management and resource mobilization. It is done by conducting a regular internal and external audit. Internal audit is done by account bursar of this college which is verified and supervised by the head of the institution. The external audit is done by the auditors from higher education department as well as account general, government of Odisha, once in a year to maintain the transparency in this regard. In the audit process both internal and external auditors verify the cash books, daily collection register, pass books, vouchers of all the purchases items, comparative quotations, resolutions of purchase committee as well as governing body. Both of them also verify stock registers of both central as well as departmental.

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	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No		Yes	ACADEMIC BURSAR AND PRINCIPAL
Administrative	No		Yes	ADMINISTRATIVE BURSAR AND PRINCIPAL

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

1- More number of doubt clearing classes and monitoring of student attendance to enhance their presence in the classroom. 2- Regular visit of parents to ensure their wards activities in the college. 3- The attendance of the students and their performances in examination to be communicated them in regular intervals. 4- Suggestion of the parents to improvise the library as well as lavatory facilities. 5- Their involvement in different social and developmental activities of the institution.

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

1- Financial assistance for the children and family members for marriage and higher study as well as support in case of accident / death from staff members and thrift society of the college. 2- Regular EPF contribution by college. 3- Free boarding, foods, clothes, drinking water, mobile phones for some of the staff of the college. 4- Salary advance in case of medical or marriage to the staff members of the college.

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

1- Most of the suggestions given by the NAAC peer team have already been implemented. 2- Many initiative measures have already been taken to achieve the suggestions by the team. 3- More emphasis has already been given to improvise lavatory, laboratory, and infrastructures to meet the need of the time. 4- Emphasis has also been given to e-governance like automation of library , digitization of official transactions etc.

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
2018	IQAC MEETIING FOR ACTION PLAN FOR SESSION WITH REVIEW OF PREVIOUS SESSION	02/11/2018	02/11/2018	02/11/2018	11
2018	FIXING OF DATE REGARDING THE CONDUCT OF DIFFERENT SEMINARS AND TEACHER PARENT MEET	07/12/2018	07/12/2018	07/12/2018	10
2019	TO ORGANISE DEPARTMENTAL ALUMNI MEET, PARENT TEACHER MEET AND FINALISE ACADEMIC CALENDER FOR THE SESSION 2019-20	24/01/2019	24/01/2019	24/01/2019	12
2019	SUBMISSION OF AQARS OF 2017-18 AND 2018-19 BEFORE 31ST DEC 2019	15/03/2019	15/03/2019	15/03/2019	10
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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
Gender Discrimination: higher institutions	12/12/2018	12/12/2018	75	30
Gender sensitisation among rural womens	26/02/2019	26/02/2019	83	41

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

Environmental studies is a part and parcel of our course of study as Ability Enhancement Compulsory Course (AECC) for all the students to make them aware about the main constituents of polluting materials of the environment and how they will manage to save the environment. Environmental studies is also taught in different programmes to make us more conscious. Plantation programme is one of the chief objectives of our institution which is a regular feature to make an Eco-friendly campus. The campus has around 5000 different medicinal as well as forest plants which strengthen our objectives. Many cleanliness programmes were adopted by our NSS, NCC, YRC wings, alumni as well as staff members of this college. Separate power supply units for each classes and buildings exist in the campus which enable to switch off the unused buildings and classrooms in off hours. The college has its own water supply system which helps to save water by using required amount. The harvested rain water is used for growing of plants and garden of the campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	No	0
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	1
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

2018	1	1	06/08/2018	90	Initiative to bring girls students to college	education for girls students	60
2018	1	1	04/12/2018	2	Digital India	Staff and Students' Computer Awareness Orientation Sessions	35
2019	1	1	04/01/2019	12	Self defence for girls	security of womens	380

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
Hand Book on Code of Conduct	26/06/2018	The code of conduct of the institutions for students , teachers, nonteaching staff, parents, alumni and public is given in the hand book and college calendar which is also available in the link: https://www.pattamundaicollege.ac.in/page.php?pagena ac

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Vigilance awareness week to strengthen human values	28/10/2018	03/11/2018	125
Safety Awareness of girls child	10/03/2019	16/03/2019	80
Spiritual awareness on bhagbat geeta	14/01/2019	14/01/2019	200
Awareness Programme for blood donation camp	04/09/2018	04/09/2018	250

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

Our college has undertaken several Eco-friendly initiatives for a safe and clean campus for a better teaching learning environment, out of which followings are worth mentioning 1- Energy saving by putting separate power

supply unit to classrooms and other buildings. 2- Planting huge numbers of different medicinal and valuable trees in the campus. 3- Rain water harvesting. 4- Regular campus cleaning programme by NSS, NCC, YRC wings as well as Alumni of the college. 5- Use of LED bulbs for energy saving. 6- Waste water management. 7- Solid waste management. 8- Pisciculture . 9- Vermiculture. 10- Beautification.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The Blood donation campaign is one of the special activities in every academic session of this institution. The students, staff and people of this locality voluntarily join this programme to donate blood, for their humanitarian compassion and sacrificing nature. We are a part of the noble feeder of blood donors of our district where around 200 no. of Thalassemia patients are living. This district is also marked as a Thalassemia prone zone in the map of India. We support not only our district administration but also the state of Odisha in saving the lives of these patients who need minimum 200 units of blood every day. Our students and staff donate blood in the camp organized by this institution as well as in other blood donation camps organized in different parts of the district. The noble message they send from this institution spreads not only to their families but also to their villages, working organizations and the nearby societies and the whole world as well. This institution has a special credit in this regard in the district / state along with its glorious achievements in 48 years of its existence. 2. This institution has a marked feature where brotherhood among the staff members of both teaching and non-teaching is expressed by helping each other through a distinct fund created by them as "Pattamundai College Employees Credit Thrift Society". It was started from the year 1997 with a membership of sixty-eight and a contribution of Rs 200 per month from each member which was modified later to Rs 500/ Rs 200 per month. It is functions through selected /elected body from both teaching and non-teaching members of staff of this institution. This body consists of a president, secretary, joint secretary and some executive members,and it is formed on the basis of laws of the society. It provides loan of Rs 100000 / Rs 50000 depending upon the contribution of the member concerned with low interest which helps him/her for different purposes like higher study, marriage of children, medical treatment of family members and for other purposes as well. The sanction of loan completely depends upon the urgency of the member as it may be sanctioned even within a day. All the records/ accounts are maintained by the cashier of the society followed by an internal audit which is done regularly by the executive members or a group of staff members selected by the association. All transactions are done through a nationalized bank to maintain transparency of the society. 3. The college has an NCC Unit consisting of 50 cadets with a 2:1 of boy to girl ratio. This unit plays a pivotal role in improving importance of the college by performing different activities throughout the year. With the usual training activities, the cadets observe different important days like Kargil Vijay Diwas, NCC Day, Yoga Day, Worlds Aids Day, World Water Day, etc. They play important roles in different awareness programmes like Blood Donation Camp, Plantation, Cleanliness, Road Safety Management, etc. They not only make the students and people of the locality aware of the above activities but also participate in donating blood, plantation of different valuable plants, cleaning the campus and the nearby hospital as well as villages of the locality. The most important service of this unit is to participate and maintain law and order in different local functions like Ratha Yatra, Durga Puja and Maha Viswa Shanti Yajna where thousands of people gather to observe, worship and enjoy. They provide service from dawn to dusk in consonance with the need of the local administration and maintain peace and sanctity of these functions with their dedicated scarified

service without any remuneration. They glorify their institution by doing such priceless service to the people of the locality and enhance its importance. NCC also provides a wide avenue in ensuring plenty of job opportunities to our students. Most of the alumni of our NCC unit are giving services in different parts of our state as well as country and improving the economic condition of this district. NCC is a special attraction of this institution for which students of different districts of the state are interested to have their higher education here. The college has also taken a step to open a separate girls wing of NCC unit which will improve the importance of this institution further. 4. Performing Drama, a rare function of this institution not only adds feathers to its cap of glory but also it tries to preserve and maintain the tradition and culture of the society. It is one of the rarest institutions of Odisha, where this culture is maintained since long which shows light to the society to resume the old tradition. It also provides a good message to the society by focusing different local, national and international issues through it. This function is organized with the participation of both male and female students of this institution with good cooperation and coordination of the officer in charge and representatives of the student's council. More than 2000 students and local people enjoy this function every year. This is also a process of a breeding the future artists in different fields for the state and nation. Many alumni of this institution have also glorified us by showing their potentiality in this field. To name a few of these are I. Mr Sarat Chandra Nayak, Odia music director in TV serial and films. II. Basanta Raj Samal, Lyricist, Film, TV serial III. Mina Ketan Das, renowned artist IV. Golak Chandra Maharana, Renowned playwright. V. Bobby Mishra, Odia film hero and many more. 5. Plantation is a unique feature of this institution which was started from the end of the last century. Around 5000 saplings of both environment friendly valuable and medicinal plants are in the campus which continuously supply oxygen to the environment to reduce the CO_2 level and helps reducing the global warming problem. This institution is so conscious of its role in this regard that from early days, it supports the national and international worries to reduce global warming and maintain pH of seawater to balance ecological system. Every year around 500 different saplings are planted by NCC, NSS, YRC, staff members, alumni of this institution and also taking care of their survival. These plants are watered by them in summer or by waste water management of this institution. The college has a well planned mechanism to sell the matured as well as broken trees due to different natural calamities like cyclone, which supports the enhancement of its funds. The funds generated by this process are also audited in different times by the government. 6. Health awareness camp is another regular feature of this college provides a regular health consciousness to our students as well as economically backward people of this locality. A regular periodical health check-up is undertaken among the students by the local medical staff. As 70 percent of our students are girls, a regular awareness camp is organized to make them aware of gynecologic problems by medical and paramedical staff. A mega health camp is also organized by the college every year with the help of staff, student council and other students to help geriatric and pediatric patients by expert doctors and paramedical staff of the local hospital. The college has a first aid box with some urgent medicines, cotton, gauze etc to meet the exigencies of the students and staff. 7. The tradition of good relationship among the students, teachers with the public is continuously maintained by the institution as a healthy practice. The institution is very respectful towards the public as well as parents and comes forward to solve their problems in any respect related to college very sincerely and eagerly. Our students and teachers often meet them in many respects such as field work, project work, different college functions, awareness camps, health camp, blood donation camp, cleaning of villages, etc. We share our feelings in many ways with them and they reciprocate the same with love, affection and involvement. The institution

allows its resources like library, playground, buildings, auditorium etc for their rightful use in academic and social purposes to maintain a cordial relationship. 8. Pisciculture is also another unique feature of this institution. This institution has two permanent ponds measuring around 1 acre in its own campus. Every year these ponds are cleaned during summer and breed hybrid fish seeds in rainy season with the help of local fishermen. These ponds are also well sealed wherever it is so required and also plantation is carried out on its boundaries, and planted with different trees for Eco-friendly environment. The ponds are regularly treated with natural medicinal ingredients to keep away the fishes from different diseases in consultation with the officers in charge of fishery of the local office. This contributes funds enhance the economic condition of the college.. The revenue generated from this process is properly reflected in the cash book of the college and also properly audited.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.pattamundaicollege.ac.in/page.php?page=naac

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

This institution owns an area of a land measuring 58153.327 sq. meters with undisputed and unhindered possession over the years. The whole piece of land is covered by concrete/ pucca boundary walls to prevent the trespassers. The whole land is judiciously divided into different land marks on basis of requirement of the institution and the students. The records of right (ROR) of all the land area are available with the institution without any sub judice matter. Two major areas of the available campus are utilised for a sports complex and plantation activities respectively. The sports complex has football-cum cricket field, volley ball, basketball, kabaddi court etc.The plantation area surrounds the entire building area and sports complex creating an environment friendly campus full of greenery and freshness. This provides hassle free environment to the inmates which is good for teaching learning and sports activities. The main building and central library are judiciously placed to satisfy the easy accessibility for the students / staff/ public. The entire campus provides a free movement to the students which is away from the city life. The other major land marks are boys' hostel, girls' hostel, parking area for both students and staff, sports gallery, science block, central garden, canteen, and open spaces from the main gate to the central building and the administrative building as well. The campus is well connected by pucca roads touching all the land marks. There is no water logging in the campus in the rainy season as the institution has a well-managed waste water disposal system. The campus / land area has a suitable unutilised area which gives full scope for future expansion of the institution in terms of infrastructure. Two huge ponds located in the campus area which serve as centre of biodiversity of the campus life. The soil here is so fertile that gives ample opportunities for growing various types of medicinal, flowering, non-flowering and productive trees in the campus. The whole land area is guarded by the security staff of the college round the clock which provides hassle free campus to the inmates. A part of the revenue of the college comes from the plant products. The entire road and building are lighted by LED Bulbs in the night, as a sample of energy saving mechanism. The regular blood donation camp, health camp, cleaning, plastic free initiative, drama and plantation are the unique and rare features of this institution in comparison to others. The proper area size and environment inside the campus provide a unique distinctiveness of the institution as compared to other institutions of the state.

Provide the weblink of the institution
https://www.pattamundaicollege.ac.in/page.php?page=naac

8.Future Plans of Actions for Next Academic Year

 The institution has multifarious vision of future plans of action to improve the quality of education by improving the following aspects. 1.To develop infrastructure in respect of opening of different branches like Computer Science, Geology, Statistics, Industrial Chemistry, Material Science, Psychology, Biotechnology, Sanskrit in UG level and Industrial Chemistry, Material Science in PG level which can empower the students to get employments in different fields as well as improve the self-employment potentials to construct more numbers of new buildings as per the master plan of the college. 2.To set-up a computer lab with minimum 50 computers for easy access of the students to get diploma/computer science (Hons) degree with a minimal cost. 3.To replace the broad band line of internet 20mbps to leased line of 500 mbps band width to give easy access for internet facilities to every part of the institution. 4.To conduct at least one state level seminar for each department/ programme to improve the academic atmosphere of the college. 5.To introduce paperless system in communication between staff, students and the administration by use of e-mail, WhatsApp, etc. 6.To complete automation process of the library as well as office for smooth conduct of issue of books, magazines and official works in the institution. 7.To set-up solar system to save energy and supply hot water to inmates of the hostel by setting solar water heaters. 8.To modernise the existing laboratory infrastructures as per new CBCS syllabus. 9.To introduce different certificate courses on music, dance, food technology, tailoring, pathology, spoken English to enhance the self-employment of the students of the institution. 10.To develop a better website for the college to give all round information to staff, students, public. 11.To develop better waste management system in the campus such as solid waste, liquid waste and e-waste management. 12.To cover remaining part of the entire campus area by constructing concrete/pucca boundary wall to restrict the easy access of the trespassers. 13.To establish the centre of Gymnasium with minimum facilities, career counselling cell, placement cell to facilitate the development of sports activity as well as career opportunities. 14.To construct/ improvise well-furnished reading room and auditorium for students and staff which can provide conducive reading atmosphere as well as conducting different seminars, meetings, workshops etc. 15.To add more no of audio-visual aids and internet facilities to improve the quality education of the students. 16.To set-up vermiculture project which provides nutrition to plants to avoid chemical fertilizers.