



Yearly Status Report - 2017-2018

Part A

Data of the Institution

1. Name of the Institution		PATTAMUNDAI COLLEGE
Name of the head of the Institution		RAMESH CHANDRA SAHOO
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. NILAMANI LENKA
Phone no/Alternate Phone no.	06729224216
Mobile no.	9853165455
Registered Email	pattamundaicollege@gmail.com
Alternate Email	pattamundaicollege@yahoo.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.pattamundaicollege.ac.in/upload/IQAR2016-17(1).pdf
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%202017-180001(2).pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
plantation of medicinal and other valuable plants	10-Jul-2017 60	20

training programme to high school science teacher	02-Nov-2017 15	30
spoken English classes	04-Jul-2017 180	100
computer training for students	17-Jul-2017 180	300
computer training for teachers	02-Aug-2017 30	40
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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
Higher Education	Infrastructure Development	Govt. of Odisha	2018 1	1000000
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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 :

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

Yes

If yes, mention the amount

300000

Year

2014

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

Departmental student seminars Extramural seminars, Introduction of best Science Graduate award and best Graduate award and special achievement award to the students.

Remedial coaching classes for SC, ST & OBC students, Spoken English classes, Carrier counselling and coaching classes for JAM, CAT & Other National level competition Exams for admission into Post Graduate Courses.

Participation of Staff Members in different state and National Level Seminars as well as faculty development programme.

Submission of minor research projects by different faculty members.

Huge plantation inside the campus, Health camp for local needy people.

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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
Plantation	Around 1000 medicinal as well as other plants were planted in the college campus by our students & teachers with the help of forest department , Rajnagar
Observaion	Our students observed all the national observation days , birthday of eminent national and state leaders with the help of our staff members and local guests
Awareness program	Yoga class , self defence training for the girls,Aids , water conservation , etc awareness were done by our students regularly
Health camp	A mega health camp was organised with the help of local doctors of near by hospitals in coordination of NCC,NSS & YRC wings of the college which helped the local needy people
Computer knowledge to all(teachers & students)	Partially success which accessed to different media through online to improve quality education of the students and enhanced their knowledge in various fields
Extramural seminars by subject experts	Two Extramural Seminars were done by every departments by inviting different resourceful eminent experts of different Universities and Autonomous colleges which improved the knowledge of various aspects of respective subjects of the students.
Student seminars, extra classes, doubt clearing classes and monthly test.	All the activities were done which helped our students to enhance the

	speaking ability, development of learning standard, and to qualify different career advancement courses.
New teaching methods such as white board, audio visual class room for the students	Partially executed.
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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	30-Sep-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>History of the college: Pattamundai Degree College is situated in the vicinity of Pattamundai town which is one of the leading educational institution in the district of Kendrapara, Odisha. The college was born on 5th July 1970 and was accredited by NAAC as B in the year 2006. This great institution is situated in the core of the green land of different medicinal as well as other valuable plants. The college imparts education in 3 Arts, Science Commerce since its opening. The institution has got concurrence from Govt. of Odisha and affiliation from Utkal University. The college has been marching unimpeded for the last 47th year and now it has reached a phenomenal growth with 1570 students, out of which girl and boy students are 919 and 651 respectively. We are in the possession of many valuable infrastructures of land area 14.6 acres that wear a formidable look. The infrastructure includes class room, a library, laboratories, separate lavatories, along with two hostels for boys and girls. Another hostel called</p>

OBC hostel is going to be completed with a capacity of 100 seats for girls. Amidst wide concern for global pollution and deforestation, our college is unique to took up a massive afforestation programme in the campus way back in 1992 93 in collaboration with soil conservation department. Now this is an enrich of huge medicinal as well as other valuable plant hub not only in this district rather in the state of Odisha. 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's community for making them socially responsible citizen.

Mission of the college: To provide qualitative education to all the students of all section of the society with a view to bring them social, moral and spiritual values and professional growth to serve the society with love, justice and truth.

Academic flexibility: The college is opted Choice Based Credit System as introduced by Utkal University which was adopted throughout the country through modern aids like audio visuals, multimedia aids, computers, etc to help our students to compete in all formats with other students. We have 43 no. of resourceful faculty members with 9 nos of PhD degree holders, 20 nos of M.Phil , 10 nos of NET/SLET are not only imparting quality education but also counselling to the students for different aspects. Faculty members were participated in different state and national level seminars, 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 throughout the year to strengthen them. In this academic year, 557 and 555 no. of students admitted and appeared in final examination respectively in all the three streams out of which 504 have been 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

New system of curriculum (C.B.C.S.) was framed by Utkal University in the session 2016-2017 and it is implemented in our institution in the said year as per the rules framed by the University. This curriculum is based with comparison to other Universities of the Nation. Our college has implemented this curriculum with a well-planned manner with detail documentation process. At the beginning of the academic session, College as well as each teacher 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 carry out 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 carries 60 credits. As each credit is carrying 1 hour, thus 60 credits require about 70 classes of 45 minutes. 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 head of the institution. The shortage of faculty members is also adjusted by appointing guest faculties. To improve quality of the education, the college has a mechanism of doubt clearing class, Proctorial system, Extra classes for weak learners etc. The teachers are also allowed to attained 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 are regularly attended the state/National/Local Seminars to equipped themselves which help our students to know more about the usual as well as unusual topics for their higher studies. The college also arrange extramural seminars, students' seminars and spoken English classes to improve the quality of students to appear in different fields. All the mid semester examinations are conducted in 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 states. Finally the result is published by the university at the end of the last semester evaluation process. The whole process is done with fully 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/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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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	Programme Specialization	Date of implementation of
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CBCS		CBCS/Elective Course System
BSc	Chemistry , Physics, Mathematics ,Botany, Zoology	19/06/2017
BCom	Accounting and Taxation	19/06/2017
BA	Odia, Political Science, English, History , Philosophy , Economics , Education,Sociology.	19/06/2017

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

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
No Data Entered/Not Applicable !!!		
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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	PHYSICAL AND SOCIAL PROBLEMS OF AGED AMONG RURAL SECTOR	32
BSc	THE ORCHID OF SIMILAPAL FOREST DIVISION: A PRELIMINARY STUDY	18
BSc	WATER QUALITY SURVEY OF DIFFERENT LOCAL WATER SOURCES	22
BCom	SURVERY OF ECONOMICAL CONDITION OF TWO VILLAGES OF PATTAMUNDAI BLOCK	40
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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 feedback system of students, parent, alumni and teacher emphasize the

institutional best practices which improve the quality education create good academic atmosphere and governance. The institution prepare student feedback system in the form of 5/10 point scale through which quality teaching process imparted by the teachers and good governance by the administrator. On the basis of feedback received from students, necessary steps had been taken for overall development of those dimensions, where the main focus to have higher degree of satisfaction regarding communication skill, interest generated knowledge, accessibility in and out of class, ability to integrate other course, sincerity and commitment of the teachers, interaction with teachers and administrator. This made us more conscious to focus these areas and made ourselves more accessible to them. Their evaluation expressed a greater degree of satisfaction on quality of teaching, conduct of practical examination system, evaluation, guidance, counselling, mentoring, supply of teaching materials, question bank etc. The students have expressed medium level of satisfaction regarding library facilities canteen facilities, medical facilities, internet and computer facilities, recreational facilities, sanitation and drinking water facilities. The administration also took steps to improve canteen facilities, automation of library, safety measures in different areas, internet facilities for students, staff and public. The college also prepares a 5 point scale parent feedback to take their suggestions in the improvement of the quality education to their children. The feedback collected from them gave an overall satisfaction regarding their wards performance, approach to the teachers, administrator and availability of infrastructure to them. They suggest to improve internet facilities, library facilities, safe drinking water facilities, sanitation and adoption of modern technology in laboratories as well as in teaching method. Similarly this college has prepared a feedback system of the 5 point scale for the alumni. The feedback of alumni collected as far as practicable where they expressed their high gratitude and satisfaction regarding the facilities provided by the college. Beyond that they suggested to improve library infrastructure, laboratories, hostel facilities. They also suggested to improve career counselling by different organizations/ offices/ entrepreneurs which will give ample opportunities to their successors. The administration sincerely look after this shortfall expressed in the feedback and took preventive measure such as improvement of drinking water facilities by setting more no of water purifiers and improve more no of lavatory facilities for boys, girls and staff.

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	356	100
BCom	accountancy and taxation	128	382	132
BA	economics, philosophy, odia, english , history, political science, sociology,	256	806	254

education

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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
2017	1570	0	40	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
40	40	17	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 not only a conducive atmosphere in the college but brings a cordial relationship between the teachers and the students. This system understands the educational, personal, and economical conditions by the mentor through which the mentee as well as his / her family involves completely to the institution. The mentors always try to resolve the problems of different aspects of the mentees as far as practicable through themselves or by others which throws light for the overall development of the mentees. The college has a special period in the regular time table through which both gather there to interact each other. The whole students of this college are divided into groups in which mentor mentee ratio is 1:42. The mentor maintains personal bio data of mentees in form of a data sheet which contains personal details, academic details as well as hobbies of the mentees. In the class, mentor reviews the implementation of previous tasks and suggest to achieve the goal by spreading their atmosphere by attending the classes regularly, participate in social works, involve in community activities and maintaining discipline in life. This system also enables the parents to know about the performances and regularity of their wards. The parents have a good access to ventilate all the activities of their ward by which the mentor can understand better to the mentee and try to sort out the problem if any.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1570	40	1 : 40

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	37	16	1	9

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	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
2017	Dr.Premalata Rout	Associate Professor	PhD
2017	Dr. Rajalaxmi Mohanty	Assistant Professor	PhD
2017	Dr. Sudhansu Sekhar Diwedi	Associate 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
BA	10104 ECONOMICS	2018	10/03/2018	12/06/2018
BA	10105 EDUCATION	2018	10/03/2018	12/06/2018
BA	10106 ENGLISH	2018	10/03/2018	12/06/2018
BA	10109 HISTORY	2018	10/03/2018	12/06/2018
BA	10114 ODIA	2018	10/03/2018	12/06/2018
BA	10115 PHILOSOPHY	2018	10/03/2018	12/06/2018
BA	10116 POLITICAL SCIENCE	2018	10/03/2018	12/06/2018
BA	10120 SOCIOLOGY	2018	10/03/2018	12/06/2018
BA	10200 BA PASS	2018	10/03/2018	12/06/2018
BSc	20102 BOTANY	2018	10/03/2018	12/06/2018
BSc	20103 CHEMISTRY	2018	10/03/2018	12/06/2018
BSc	20106 MATHEMATICS	2018	10/03/2018	12/06/2018
BSc	20107 PHYSICS	2018	10/03/2018	12/06/2018
BSc	20108 ZOOLOGY	2018	10/03/2018	12/06/2018
BSc	20200 Bsc PASS	2018	10/03/2018	12/06/2018
BCom	30101 ACCOUNTING	2018	10/03/2018	12/06/2018
BCom	30200 Bcom PASS	2018	10/03/2018	12/06/2018
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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 examination is of 80 marks theory for non-practical subject and 50 marks theory and 30 marks practical for practical subject 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 co-curricular achievement. Extra mural seminars by experts of different autonomous colleges 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 to enhance their performance ability. Re-addition of marks, photo copy of answer script can be obtained 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 obtained is a rigorous process of experiment, viva voce and practical notes. In the end semester along with other subjects, 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. We organise Quiz, debate, current affair competitions 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 2017-18 was prepared on the basis of common minimum standard programme of the state government which is available in college website and adhered as follows: Firstly, the university examination (semester / year end semester and mid semester) was conducted as per the calendar with a little modification as and when required by the university to meet the need of the students. The examination process (both practical and theory) was completely based on rules and regulations of the university. The institution tried to maintain sanctity in the examination system so that no / minimal complain lodged against examination as well as valuation process. Secondly, other related matters such as different student activities like sports, cultural, annual function of different student associations were conducted as per the academic calendar with the help Professors in charge of the same activities with student council. All the activities were conducted smoothly by the cooperation of all the students, student council and staff members. Thirdly, the college has also undertaken the publications and distributions of calendar, magazine named " The Sarani" and a science journal on the date mentioned in the calendar. Fourthly, all the activities (curricular and extracurricular) of the staff members were also done on the basis of their individual academic calendars which were also available in college website. Fifthly, we organized extramural seminars, teacher parent meet, alumni meet, spoken English classes, career counselling, students project work etc. as per the calendar.

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
20200 Bsc PASS	BSc	PASS	18	10	56

20108 ZOOLOGY	BSc	ZOOLOGY	18	17	94
20107 PHYSICS	BSc	PHYSICS	19	17	89
20106 MATHEMATICS	BSc	MATHEMATICS	17	15	88
20103 CHEMISTRY	BSc	CHEMISTRY	17	16	94
20102 BOTANY	BSc	BOTANY	18	17	94
30200 Bcom PASS	BCom	PASS	72	58	81
30101 ACCOUNTING	BCom	ACCOUNTING	54	47	87
10200 BA PASS	BA	PASS	39	14	36
10120 SOCIOLOGY	BA	SOCIOLOGY	37	35	95
10116 POLITICAL SCIENCE	BA	POLITICAL SCIENCE	34	32	94
10115 PHILOSOPHY	BA	PHILOSOPHY	19	16	84
10114 ODIA	BA	ODIA	34	32	94
10109 HISTORY	BA	HISTORY	33	30	91
10106 ENGLISH	BA	ENGLISH	13	10	77
10105 EDUCATION	BA	EDUCATION	19	18	95
10104 ECONOMICS	BA	ECONOMICS	31	26	84
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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
No Data Entered/Not Applicable !!!				
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
No Data Entered/Not Applicable !!!		

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

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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)
International	English	1	1.23
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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
Botany	1
Odia	4
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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
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	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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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	0	14	0	10
Presented papers	0	4	2	6
Resource persons	0	2	3	12
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
Annual Training Camp (Chandikhol)	NCC	0	14
Shivaji Trekking Camp (Kolhapur)	NCC	0	15
World aids day observation	YRC	27	292
Campus Cleaning Programme (Two Days)	NSS	5	65
Campus Cleaning Programme	NSS, NCC, YRC	35	123
Bhimabhoi Bhinnakshyama Samarthya Sivr	NSS	6	26
International Yoga Day Observation	NSS	42	232
Annual Training Camp (Jagatsinghpur)	NCC	0	13
Participation in local Car Festival	NCC	0	14
Village Cleaning	NCC	0	12
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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
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No Data Entered/Not Applicable !!!

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
health Camp	NCC , NSS YRC	organisation of health camp	25	50
Swachh Bharat	NCC, NSS,YRC, Alumni	Cleanning and Awareness	15	220
Aid Awareness	NCC and NSS	Awareness Rally	4	100
Gender issue	NSS	Awareness Rally	6	70
yoga and meditation	NCC and NSS	Yoga and meditation camp	12	152
Road Safety	NCC and Odisha Police	Awareness	1	20

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
No Data Entered/Not Applicable !!!			
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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
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
4290000	4500000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
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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
E-GRANTHALAYA	Partially	3.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	34160	2624450	967	201092	35127	2825542
Reference Books	482	241000	141	98700	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
No Data Entered/Not Applicable !!!			
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	32	0	10	0	0	11	8	20	0
Added	0	0	0	0	0	1	2	0	0
Total	32	0	10	0	0	12	10	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

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
505400	508760	850000	813943

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 UG courses in science, commerce and social science to the students of locality as well as different part of the states. For this purpose, there are four laboratories of physics, chemistry, botany and zoology departments with adequate apparatuses and equipment to cater the needs of the students. All the laboratory classes are conducted by our efficient faculty members and supporting staff members. 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 huge central library in which around 35000 text books and 600 reference books are there for the benefit of our students, staff as well as intellectuals of the locality. This library also delivers the important materials required by them. 100 seated reading room is provided by the college for the students and 30 seated separate reading room for the staff and the intellectuals of the locality which opens from 8 am to 5 pm. Besides this, each department has a departmental library with sufficient reference and text books for the immediate need of the students and staff members. This library has an access for the staff members to select their books personally for their need. New text books and reference books are procured as per the requirement of departments and students in the beginning of the academic session. An attempt has been made from the college for the automation of library with an agreement with a Government sponsored scheme named E-Granthalaya on 01-02-2018 which is provided by national informatic centre. Accession registers, stock registers, issue registers are maintained meticulously under the guidance of librarian and other staff members. Damaged

books are re-bind regularly if necessary, by the college book binder and also all the racks are cleaned by vacuum cleaner and ant termite treatments are regularly applied to save the costly books. All the admissions, filling of forms and different scholarships of the students are going on online system through Students Academic Management System (SAMS) of Govt. of Odisha. Most of the departments are provided with ICT facilities to teach the students. All departments have a credit to teach the students as well as conducting extramural seminars through power point presentation by the resource persons of various universities and autonomous colleges. Different sports activities like inter and intra college cricket, volley, badminton etc. tournaments are regularly conducted throughout the year in the sports complex. Students are well trained by PET of our college and from outside and the required sports equipment are constantly provided by the college. Every year annual athletic meet of the college is organised by the college during winter and winners are encourage by trophies. There are also one boys' and one girls' hostel inside the campus.

<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
No Data Entered/Not Applicable !!!			
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
career counselling	09/01/2018	120	Centurian University
personal counselling	16/08/2017	1000	Teachers of the institution
mentoring	01/08/2017	1570	Teachers of the institution
meditation	21/06/2018	60	NSS, NCC
yoga	21/06/2018	60	NSS, NCC
Remedial coaching	08/01/2018	50	Teachers of the institution
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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	competitive examination	250	300	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
9	9	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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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	Department graduated from	Name of institution joined	Name of programme admitted to
2017	1	Economics	Economics	Ravenshaw University	MA
2017	1	Odia	Odia	Utkal University, BBSR	P.hd
2017	1	Odia	Odia	DDCE, BBSR	MA
2017	1	Chemistry	Chemistry	Centurion University, BBSR	M.Sc
2017	3	Zoology	Zoology	Centurion University, BBSR	M.Sc
2017	1	zoology	Zoology	Centurion university	MCA
2017	1	Physics	Physics	Kalinga Institute of Technology	MCA
2017	1	Physics	Physics	Gita Engineering College, BBSR	MBA
2017	1	Physics	Physics	RCM, BBSR	MBA
2017	1	Physics	Physics	Kurukshetra University, Haryana	B.Ed
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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	2
Any Other	8
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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
cricket	inter-class and inter college tournaments, state level	16
athletics meet	inter-class and inter college tournaments, district level	30
carrom and chess	state level	8
athletic meet	college level	512
taekwondo championships 2018	national level	2
mehendi, G.K, Debate(odia, english), essay (odia, english), rangoli	college level	202
essay (odia, english), debate (odia, english)	district level	60
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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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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 called student council consists of a body which include President, Vice-President, Secretary and Assistant Secretary and Class Representatives from each class. Along with this body, other associations are cultural, athletic, dramatic, DSA, OSS, science society and commerce society. These bodies are elected either by student's election or by selection process. The whole process of election/selection based on rules 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 teacher. These facilitate smooth 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, debate, dramatic, 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 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 nation and state, Kargil Vijay Divas, Constitution Day with Officers In Charge of these observations and also give healthy massages to the society. They actively participate in other social works like bold donation camp, which is 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 in a specific cultural periods 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 inspired 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 year which ends with annual function. In these functions, the winner and champions awarded with medal and certificates. The athletes are honoured with special trophies those who have participated in state and national competitions. The dramatic association of the college organises one act play, solo dance competition and concludes with a drama which is the rare function of the institution with the help of the student council. The college also organises science society, commerce society, and odia sahitya samaj, Ganesh puja and Saraswathi puja with the help of student's council. The student council represents in Hostel Committee, Library Committee, IQAC, as well as Governing Body. The fees for activities of student's council are collected and allocated budget which are properly maintained by account section of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

43

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

2000

5.4.4 – Meetings/activities organized by Alumni Association :

five no. of alumni meet was held in the session 2017-18 on 23.12.2017,12.01.2018,08.02.2018,04.03.2018 and 14.04.2018. during this session they organised cleanliness, yoga , meditation awareness programme and planted some valuable trees with the help of staff members and students of the institution. in this session they also planned to enlarge the alumni association by contact them with different media and decided to go for registration of this association.

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 decentralization and participation process. A well planned mechanism works to get a progressive

achievement is the prime motto of the institution. Among 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 using a decentralisation mechanism. The fund obtained is first distributed in different heads by the budget committee constituted by the college. This is first discussed in IQAC committee and finally passed in governing body which 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 outer (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 technical experts decided by the governing body. Similarly all the teaching learning processes such as extramural seminar, students 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 through regular meeting and these minutes are communicated to the staff members for proper execution. The staff members follow the instructions of these committees and work accordingly. A regular staff council meeting is also held for sensitization of the staff members in this regard for betterment of the students of this institution. In above two processes , participation of government agencies , staff members ,student council, alumni, parents as well as all students of this institution is mandatory and the involvement of them makes a good academic atmosphere and produce better future of the state as well as nation.

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

to e-governance through online admission, examination, library automation, salary through HRMS, leave applications. The institution is continuously trying to provide all types of information through mail/website to the students, staff and public. Elaborate performance appraisal systems and report are monitored by IQAC which perform a proactive role for Human Resource Management and timely submission of AQAR. The college has efficient mechanism for submission of data in different forum.

Library, ICT and Physical Infrastructure / Instrumentation

The college has vast infrastructure in different parts such as library, laboratory, office, class room etc to well-equipped for the betterment of the students which is administered by college administration headed by governing body. It has a policy of prevention and post maintenance activities like regular preventive measures such as periodic check of electricity, water installation equipment, sewage and garbage disposal. Emergencies are immediately attended for a safe campus life. Different departments of the college make a requisition for maintenance and the administration executes the work accordingly. The library infrastructure includes central library, reading room for students, teachers and intellectuals and departmental seminar libraries. The library has the internet facilities with ongoing automation process through ILMS. There are some rare books, manuscripts and archives which are well preserved in the library. The sports infrastructure consist of football field, cricket field, volley ball court, basketball court, badminton and kabaddi court which continuously utilise to produce sports resources. Most of the seminar halls are provided with ICT facilities which supports a modern way of teaching to 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 Utkal University which provides all question papers of both practical and theory with answer books. The college is only

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 last semester examination in each year where the students can able to apply for their higher studies. The evaluation system for mid semester as well as end semester is completely based on the guideline of 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 with 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's ratio.

Teaching and Learning

Our college has 14 no of departments with 15 no of different programmes in UG level which impart quality education to nearly 1700 number 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 40 no of well dignified quality teaching faculties where the student faculty ratio is 42:1. The institution adopts 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 departmental library of all the departments and question banks provide ample scopes for the students.

Curriculum Development

The curriculum of our college has been designed by the Utkal University as we are the constituent affiliated institution of the university. 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 teacher's in the beginning of the session which represent the whole work to be done during 1st July to 30th June of every 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 plan and progress register regularly which are verified by academic bursar and principal. Extra efforts are also undertaken to hold extra classes, doubt clearing class, extramural lecture, mutual rearrangement of classes and engagement of guest lecturer.

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

E-governance area	Details
<p>Planning and Development</p>	<p>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, maintenance, purchases 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 continuously effort to develop all such activities through e-governance process.</p>

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 informations 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 nationalize 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 processes of the college are 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, issue of certificates and publication of results of the institution are maintained by UUEMS, Utkal University web 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
No Data Entered/Not Applicable !!!				
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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 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)
No Data Entered/Not Applicable !!!						

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

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	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 accountant 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 verified stock registers of both central as well as departments.

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

6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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- career counselling for higher studies and 3- regular spiritual awareness and yoga classes.

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 , fooding, clothes, drinking water, mobile phones for some of the staff of the college.

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

1- time bound action will be implemented as suggested by NAAC Peer Team. 2- initiative measures will be taken to achieve the suggestions by the team.

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 MEETING FOR ACTION PLAN	19/01/2018	19/01/2018	19/01/2018	11
2018	IQAC MEETING FOR ACTION TAKEN	12/03/2018	12/03/2018	12/03/2018	11
2018	MEETING FOR PREPARATION OF AQAR	16/04/2018	16/04/2018	16/04/2018	12
2018	ORGANISATION OF PARENT TEACHER MEET	10/01/2018	10/01/2018	10/01/2018	40
2018	ORGANISATION OF ALUMNI MEET	02/03/2018	02/03/2018	02/03/2018	40

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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: a birds eye view	06/09/2017	06/09/2017	110	40
Gender Equality : a challenge to the society	10/01/2018	10/01/2018	120	60

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 will they manage to save the environment. Environmental studies is also taught in different programmes to make us more conscious. Plantation programme is main moto of our institution which is a regular feature to make Eco-friendly campus. The campus has around 5000 different medicinal as well as forest plants which strengthen our moto. So many cleanliness programmes were adopted by our NSS, NCC, YRC wing alumni as well as staff members of this college. Separate power supply units for each class and other buildings exit 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	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2018	1	1	15/02/2018	5	safety awareness camp	huge gathering in a small area in the market site	30
2017	1	1	25/06/2017	1	traffic safety awareness for rural people	huge gathering in a small area in the road site	35
2017	1	1	23/10/2017	2	cleanning awareness	use safe drinking water for the rural people, use of mosquito net, etc	20
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	26/06/2017	the code of conduct of the institutions for students , teachers, non-teaching 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?paginaac

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	28/10/2017	02/11/2017	110
awareness programme for organ donation	03/09/2017	10/09/2017	95
No file uploaded.			

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 clean environment and safe 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 amount of different medicinal and forest trees in the campus 3- rain water harvesting 4-regular campus cleaning programme by NSS,NCC YRC wings. 5- using LED bulbs for energy saving. 6- water waste management 7- solid waste management.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college is organising Blood donation camp in every academic session. Our students, staff and people of locality voluntarily join us to donate blood not by compulsion but their humanitarian ground and sacrificing nature. We are the part of noble feeder of blood donor of our district where 200 no. of Thalassaemia patients living. This district is also marked as a Thalassaemia prone zone in the map of India. We support not only our district administration but state of Odisha to save their lives who need minimum 200 units of blood in every day. Our students and staff donate blood in camp organized by this institution as well as in other blood donation camps organized by different part of the district. The noble message they carry from the institution to ventilate not only their family but villages, working organizations, nearby society they live as well as whole world. This institution has a special credit to its various glorious achievements in 47 years. It has a marked feature where brotherhoods among the staff members of both teaching and non-teaching are expressed by helping each other through distinct fund created by themselves as "Pattamundai College Employees Credit Thrift Society". It was started from the year 1997 with a member of sixty-eight and a contribution of Rs 200 per month from each member which was modified to Rs 500 per month from this year. It is functioning through selected/elected body from both teaching and non-teaching members of staff association of this institution. This society has a body consisting of a president, secretary, joint secretary and some executive members which is formed on the basis of bylaws of the society. It provides loan of Rs 100000 / Rs 50000 depending upon the contribution of the members with low interest which helps us in different purposes like higher study, marriage of children, medical treatment of family members and for other purposes. The sanction of loan completely depends upon the urgency of staff, which may sanction even within a day. All the records/ accounts are maintained by cashier and also internal audit is done regularly by the executive members or a group of staff selected by the association. Whole transactions of society are done through a nationalize bank to maintain sanctity/ clarity of the society. The college has an NCC Unit consists of 50 cadets with a 2:1 of boy's to girl's ratio. This unit plays a pivotal role in improving importance of the college by performing different activities throughout the session. With the usual activities the cadets also observe different important days like Kargil Vijay Diwas, NCC day, Yoga day etc. They play important role in different awareness programme like blood donation camp, plantation, cleanliness, road safety management etc. They not only aware the students and people of locality in above activities but also participated in donating blood, plantation of different plants, cleaning the campus and nearby hospital as well as villages of 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 Biswo Jayna, where thousands of people gather to observe, worship and enjoy these functions. They provide services from dawn to dusk whatever the need of local administration and maintained peace and sanctity of these functions with scarified service without any remuneration. They glorify the importance of the institution by doing such priceless service to the people of

localities and enhance its importance. NCC also provide a way to give 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 county and improve the economic condition of this district. This has a special attraction of this institution for which students of different districts of the states interested to do their higher education here. Drama, a rare function of this institution not only enhances the importance of this institution but also 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 throw 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. Our college organizes this function by the help of both boys' and girls' students with well conducive manner with the coordination of officers in charge and representative of student's council. All the expenses of this function borne by the institution which was collected from the students of the institution. Around 2000 students and local people enjoy this function. This is also another way of creation of resources from our students which are future of state and nation to produce actors and actress in different field. Many alumni of this institution also glorified us by showing their potentiality in this field. Few of them are 1. Mr Sarat Chandra Nayak , Odia music director in serial, film 2. Basanta Raj Samal, Lyricist, Film , serial 3. Minaketan Das, renowned artist. Plantation is as unique feature of this institution which was started from end of the 20th century. Around 5000 of both environment friendly and medicinal plants are in the campus which is not only eco-friendly but also continuously supply oxygen to the environment to reduce the co2 level and global warming problem. This institution is so conscious from too early and supports the national and international worries to reduce global warming, maintain pH of seawater to balance ecological system. Every year around 500 different trees are planted by NCC, NSS, YRC, staff members, alumni of this institution and also taking care for their survival. These plants are watering by them in summer or waste water management of this institution. The college has well planned mechanism to sell the matured as well as broken trees due to different natural calamities like cyclones which supports the enhancement of funds of this college. The funds generated by this process is also audited in different times by the government. Health awareness camp is regular feature of the college to make our students as well as economically backward people of this locality. A regular periodical health check-up is done among the students by the local medical staff to measure their height and weight and advise them to go for regular exercise to decrease the health in case of overweight and take proper diet and medicine to underweight students. As 70 percent of our students are girls, a regular awareness camp are organized to aware them about gynecological problems by medical and paramedical staff. A mega health camp is also organized by the college with the help of staff, student council and other students to help geriatric and pediatric patients by expert doctors and paramedical staff of local hospital. The college has a first aid box with some urgent medicines, cotton, gauze to meet the exigencies of the students and staff. A healthy practice of good relationship among the students and teachers is rare and unique chemistry of this institution. Our students not only respect the teachers and non-teaching staff members of this college, they receive our guests with a warm welcome by obeying our local tradition with touching their feet those who are coming to the college in different occasions. They appraise them by warmth reception for which guests of different parts of state praise the institution to sky high. This is possible by well caring of teachers to their students in and out of the class rooms. The college has well mentoring systems help the students in every respect to grow themselves. This message also enhances the demand of the college to impart higher education to different parts of the states. The college has also a tradition to observe teachers' day, Ganesh puja and Saraswati puja where the students pay respect as well as

worship to their teachers in a special and unique manner. All the activities of the college are well monitored by the teachers, student council and other students of the college. Pisciculture is a noble feature of this institution. This institution has two permanent ponds of area around lacre of land in its own campus. Every year these ponds are cleaned during summer and highly hybrid fish seeds are left in rainy season with the help of local fishermen. These ponds are also well sealed where the boundaries are also planted with different trees for Eco-friendly environment. The ponds are regularly treated with organic chemicals to keep away the fishes from different diseases with consultation of officers in charge of fishery of local office. This culture not only enhances the economic condition of the college but also supply disease free and fresh fishes to the students, staff members as well as local people of this area. 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 has an ownership over a land of 58153.327 sq. Meter which is undisputed and has unhindered position to do its own activities. The whole piece of land is covered by concrete/ pucca boundary to prevent trespassers. The whole land is judiciously divided in to different land marks on basis of requirement of the institution and the students. The records of right (ROR) of all the land is available with the institution without any sub judice matter. Two major area of the available campus is utilised for a sports complex and plantation activities. 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 giving an environment friendly campus full up greenery and nature. This provides hassle free environment to the inmates which is good for teaching learning and sports activities. The main building and central library judiciously place 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 is boys' hostel, girls' hostel, parking area for both students and staff, sports gallery, science block, central garden, canteen, and open spaces from main gate to central building and administrative building. The campus is well netted by pucca road 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 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 gives biodiversity to the campus life. The soil type gives ample opportunities for growing various type 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 environment to the inmates. A part of the revenue of the college comes from plants products. The entire road and building are lighted by LED Bulbs in the night which is also an 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 compare to other institutions of the state. The institution is providing degree education to medial class family, poor and meritorious

students are accessing degree education to cater their need for self employment or employment. This is also a rural based college where the students of periphery villages take admission.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Future Plans of action for next academic year The institution has multifarious visions 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 in UG level which can empower the students to give employments in different fields as well as improve the self-employment capacity 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 to easy access of the students to get diploma/computer science (Hons) degree with a minimal cost. 3. To complete automation process of the library which will help students /staff/public to overcome the difficulties face in the manual process. The automation will also cover barcode system as well as weblink which can impart sufficient information about the library. 4. To construct new and improvise lavatory to meet the need of the students/staff to fulfil the basic requirement of the college. 5. To renovate science laboratories with purchase of sufficient apparatus/equipment for the better understanding of the students to compete with students of other institutions of the nation. 6. 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. 7. To plant more numbers of medicinal as well as productive plants to make the campus eco-friendly. 8. To cover the entire campus area by constructing concrete/pucca boundary wall to restrict the easy access of the trespassers. 9. To establish the centres of Gymnasium with minimum facilities, career counselling cell, placement cell to facilitate the development of sports activity as well as career opportunities. 10. To construct/ improvise well-furnished reading room and auditorium for students and staff which can provide conducive reading atmosphere as well as conducting different seminar/meeting/work shop etc. 11. To add more no of audio-visual aids and leased lines internet facilities to improve the quality education of the students. 12. To set-up vermiculture project which provides nutrition to plants to avoid chemical fertilizers. 13. To maintain the garden properly throughout the year for the beautification of the institution.