



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1. Name of the Institution

PATTAMUNDAI COLLEGE

- Name of the Head of the institution

PRABHAKAR ROUT

- Designation

Principal in Charge

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

9437376724

- Mobile No:

9777251401

- Registered e-mail

pattamundaicollege@gmail.com

- Alternate e-mail

iqacpmi@gmail.com

- Address

AT/PO: Pattamundai

- City/Town

Pattamundai

- State/UT

Odisha

- Pin Code

754215

2. Institutional status

- Type of Institution

Co-education

- Location

Semi-Urban

- Financial Status

Grants-in aid

- Name of the Affiliating University **UTKAL UNIVERSITY**
- Name of the IQAC Coordinator **Dr Sunil Kumar Pradhan**
- Phone No. **9937193076**
- Alternate phone No. **8763776106**
- Mobile **7205425848**
- IQAC e-mail address **iqacpmi@gmail.com**
- Alternate e-mail address **pattamundaicollege@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

[https://www.pattamundaicollege.ac.in/upload/2019-20%20AQAR\(1\).pdf](https://www.pattamundaicollege.ac.in/upload/2019-20%20AQAR(1).pdf)

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<https://www.pattamundaicollege.ac.in/upload/AC%202020-21.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.74	2006	02/02/2006	02/02/2011
Cycle 2	B	2.35	2021	20/10/2021	19/10/2026

6. Date of Establishment of IQAC

30/07/2011

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional 1	FANI grant	State Government	2020-21	Rs 2300000/-.
Institutional 1	Infrastructure grant	DHE, Odisha	2020-21	Rs 1500000/-.
Institutional 1	Laboratory Equipment grant	DHE, Odisha	2020-21	Rs 900000/-.

8. Whether composition of IQAC as per latest

Yes

NAAC guidelines

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 4

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

10.Whether IQAC received funding from any of the funding agency to support its activities during the year? No

- If yes, mention the amount

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

1. Submission of SSR for Re-assessment (2nd Cycle Reaccreditation)
- 2.Submission of AQARs of 2017-18,2018-19, & 2019-20.
- 3.Update of IT Infrastructure in a substantial scale.
- 4.Conduct of 16 National level webinars.
- 5.Installation of 7.5 kV solar power systems.

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

Plan of Action	Achievements/Outcomes
1. INTEGRATION OF ICT TECHNOLOGY IN TEACHING LEARNING PROCESS	60 NUMBERS OF WEBINAR COULD BE ORGANISED AND THE FACULTIES ARE TRAINED IN USING ICT FACILITIES.
2. Submission of AQARs and SSR	AQAR AND SSR PREPARED AND SUBMITTED
3. GREEN ENERGY INITIATIVE	7.5 KW SOLAR PANEL INSTALLED
4. ACADEMIC, GENDER, AND GREEN AUDIT TO BE CONDUCTED	ALL AUDIT PROGRAMMES WERE CONDUCTED SUCCESSFULLY
5. SOCIAL AND HUMANITARIAN HELP	FOOD DISTRIBUTION AS A PART OF RELIEF WORK IN FLOOD AFFECTED AREA

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	05/06/2022

14. Whether institutional data submitted to AISHE

Part A**Data of the Institution**

1.Name of the Institution	PATTAMUNDAI COLLEGE
• Name of the Head of the institution	PRABHAKAR ROUT
• Designation	Principal in Charge
• Does the institution function from its own campus?	Yes
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• Mobile No:	9777251401
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• Address	AT/PO: Pattamundai
• City/Town	Pattamundai
• State/UT	Odisha
• Pin Code	754215
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• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	Dr Sunil Kumar Pradhan
• Phone No.	9937193076
• Alternate phone No.	8763776106

• Mobile	7205425848				
• IQAC e-mail address	iqacpmi@gmail.com				
• Alternate e-mail address	pattamundaicollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.pattamundaicollege.ac.in/upload/2019-20%20AQAR(1).pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.pattamundaicollege.ac.in/upload/AC%202020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Cycle 2	B	2.35	2021	20/10/2021	19/10/2026
6.Date of Establishment of IQAC			30/07/2011		
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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
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Institutional	Infrastructure grant	DHE, Odisha	2020-21	Rs 1500000/-.	
Institutional	Laboratory Equipment grant	DHE, Odisha	2020-21	Rs 900000/-.	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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<ul style="list-style-type: none"> If yes, mention the amount 		
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2.Submission of AQARs of 2017-18,2018-19, & 2019-20.		
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13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
IQAC	05/06/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	27/01/2022
15. Multidisciplinary / interdisciplinary	
<p>The Pattamundai College is following the state model syllabus for its teaching learning process, which was introduced in the academic year 2019-20 by the Department of Higher Education, Govt. of Odisha. This curriculum is based on parity with the other Universities of the Nation. In this pattern, each programme consists of 26/24 papers which carry 6/4 credits each for theory and two credits for practical. Each credit is for 10 hours, thus 6/4 credits require about 70/53 classes of 45 min each. Despite severe disruption in academic by COVID-19 pandemic in the</p>	

academic year 2020-21. This institution provides 14 programmes but it doesn't have any multidisciplinary/interdisciplinary courses, but the institution encourages students to attend or participate in various seminar or conferences apart from their own subject.

16.Academic bank of credits (ABC):

The Pattamundai College is following the state model syllabus for its teaching learning process, which was introduced in the academic year 2019-20 by the Department of Higher Education, Govt. of Odisha. This curriculum is based on parity with the other Universities of the Nation. In this pattern, each programme consists of 26/24 papers which carry 6/4 credits each for theory and two credits for practical. Each credit is for 10 hours, thus 6/4 credits require about 70/53 classes of 45 min each.

17.Skill development:

This institution conducts various programme and activities for the enrichment of student skill in various field.

Experiential Learning:

- Students took the opportunity by performing practical works in their laboratories.
- To enhance the experiential learning the new laboratory equipment's were provided to the students as per their new model syllabus.
- Following the COVID-19 guidelines, students went for field studies through project works.

Participative Learning:

- Students of the Department of Chemistry prepared alcohol-based hand sanitizer and it was used by the students and faculties.
- Department of commerce organised Bank visit programmes to Punjab National Bank and State Bank of India, Pattamundai, for its students to gain first-hand knowledge about different banking procedures.
- Students participated in the Post Office visit programme at Pattamundai College Campus Branch, to know works of the post office.

Advance Learners

- Advance learners were given study material through whatsapp group and email.
- They were also provided with text and reference books from seminar library.
- They were encouraged to write GATE examination.
- They were encouraged to participate in national and state level webinars.
- Quiz competitions were conducted to enhance the IQ level of advance learners.
- Group discussions and debates were conducted for them.

Slow Learners

- Slow learners were given study materials through whatsapp group and email.
- They were also provided with text and reference books from seminar library.
- Help desk programmes were conducted.
- Remedial classes were conducted through online mode.
- Sample questions were provided to slow learners and they were asked to practice it.
- Doubt clearing classes were conducted in a fortnight in both online and offline mode.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution organized State/National webinars/symposiums to integrate Indian Knowledge system relevant to Professional Ethics, Gender, Human Values, culture, Environment and Sustainability into the Curriculum amidst COVID-19 pandemic in 2020-21. In this session NSS, NCC, YRC, Cultural Society, Science Society, Commerce Society, Odia Sahitya Samaja, Department of English, etc. conducted many activities relating to the above issues to make the students and public aware of them. This institution organised various cultural programme to integrate Indian culture and language.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Primary aim of this institution is to focus on Outcome based education. This institution delivers the effective learning to its students on the basis of programme outcomes (POs), programme specific outcomes (PSOs) and course outcomes(COs) mentioned in syllabus of each programme provided by the affiliating

University. From beginning of the session 2020-21, all the outcomes are elaborately discussed through online with different stakeholders and the management to cater to the various interests of the students like their higher study, building of human values, intellectual ability, language skills, job opportunities and critical thinking needed by them and society. The POs, PSOs and COs of each programme of each semester were reflected in the students' notice board of the department and college website and the same is also sent to them through their e-mail id to make them aware of their mission.

20.Distance education/online education:

This college is a non-govt aided college, so it doesn't offer any distance education/Online education to students but the teachers of this college had given online teachings to students during covid-19 pandemic. This institution instructs its teachers to aware student regarding distances education offered by Indira Gandhi National Open University (GNOU), Utkal University, Odisha State Open University (OSOU).

Extended Profile

1.Programme

1.1	14
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	1366
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	215
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File
2.3	400
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	38
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	53
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	37
Total number of Classrooms and Seminar halls	
4.2	Rs . 84,99,420/-
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	35
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Pattamundai College is following the state model syllabus for its teaching learning process, which was introduced in the academic year 2019-20 by the Department of Higher Education, Govt. of Odisha. This curriculum is based on parity with the other Universities of the Nation. In this pattern, each programme consists of 26/24 papers which carry 6/4 credits each for theory and two credits for practical. Each credit is for 10 hours, thus 6/4 credits require about 70/53 classes of 45 min each. Despite severe disruption in academic by COVID-19 pandemic in the academic year 2020-21 IQAC through Academic Bursar properly planned to deliver curriculum effectively, and the faculties of this institution trained themselves in online mode of teaching through Zoom and Google Meet platform. They compensated the loss in an effective way along with they also maintained their lesson plan and progress register timely. The progress registers of all the teachers were verified by internal academic audit by Academic Bursar and the head of the institution. All teachers also took doubt clearing, mentor-mentee, remedial and extra classes. Teachers of this institution have participated in different Webinars, FDPs, Short Term courses, etc. to upgrade themselves in order to fulfill need of students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.pattamundaicollege.ac.in/upload/1_1_1_%20additional.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

This institution's examinations are conducted following the guidelines of Utkal University and it adheres to its academic calendar. Tentative schedules for all internal evaluation is reflected in the academic calendar. There is Mid-term assessment of 15/20 marks for practical/ theory subjects of all streams conducted at institutional level and End-term assessment of 80 marks theory for non-practical subject and 60 marks theory and 25 marks practical conducted by university level. In the year 2020-21, the govt. of Odisha issued in the Notice no. 8171/-13/07/2021, 12711/-06/08/2021 and 11547/01/09/2021 that

examinations of this academic year would be conducted through online mode due to COVID-19 pandemic, except the 5th Semester examination which was conducted through offline mode following Notice no 148/3206(2)/26/02/2021 by COE, Utkal University. Following the guideline the institution conducted end semester examinations through online and internal evaluations were conducted through offline/online mode. 2nd and 4th semester examinations were not conducted as COE, Utkal University in the notice no. 17870/-21/10/2021 exempted these evaluation processes.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.pattamundaicollege.ac.in/upload/1_1_2%20additional.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

00

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

00

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution organized State/National webinars/symposiums to

integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum amidst COVID-19 pandemic in 2020-21. In this session NSS, NCC, YRC, Cultural Society, Science Society, Commerce Society, Odia Sahitya Samaja, Athletic Society, etc. conduct many activities relating to the above issues to make the students and public aware of them.

- Many webinars and cultural programmes were organised on the gender issues to sensitise students, faculties & public.
- The institution conducted gender audit for gender sensitivity.
- Four numbers of girl students of this college secured position in the top 10 topper lists of Utkal University's final degree examination 2021.
- NSS and NCC conducted cleaning programmes to promote healthy environment.
- NSS distributed face mask among the people of this locality for minimize the transmission of Corona Virus.
- The institution also disposed its solid, liquid and e-wastes in a proper manner.
- Already installed solar energy system, LED bulbs and star rated electrical appliances for energy conservation.
- The institution conducted green and energy audits.
- The YRC, NCC and NSS organised blood donation camps and seminars on national integrity, patriotism, equality, peace, brotherhood, etc to promote human values and professional ethics as well.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

461

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.pattamundaicollege.ac.in/upload/1_4_2%20additional1.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

480

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

282

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Due to Covid-19 pandemic physical classes were banned in the Academic Year 2020-21 so it became tough for teachers to find slow and advance learners of 2020-21 admission batch. Teachers focused on previously identified slow and advance learners and gave utmost importance to 2020-21 admission batch students.

Advance Learners

- Advance learners were given study material through whatsapp group and email.
- They were also provided with text and reference books from seminar library.
- They were encouraged to write GATE examination.
- They were encouraged to participate in national and state level webinars.
- Quiz competitions were conducted to enhance the IQ level of advance learners.
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File Description	Documents
Link for additional Information	https://www.pattamundaicollege.ac.in/upload/2_2_1%20additional.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1366	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Due to this global issue of COVID-19 pandemic, the institution could not conduct innovative methods following the schedule of 2020-21. Teachers well trained themselves with online mode of teaching in order to fulfill the need of students within a short span of time. They took classes and provided video links, study materials, e-books to students through online. After the reopening of regular classes, the institution could manage to do certain innovative methods to enhance learning experiences of students.

Experiential Learning:

- Students took the opportunity by performing practical works in their laboratories.
- To enhance the experiential learning the new laboratory equipment's were provided to the students as per their new model syllabus.
- Following the COVID-19 guidelines, students went for field studies through project works.

Participative Learning:

- Students of the Department of Chemistry prepared alcohol-based hand sanitizer and it was used by the students and faculties.

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- Students participated in the Post Office visit programme at Pattamundai College Campus Branch, to know works of the post office.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All teachers of college are computer savvy and they use various available ICT tools for effective delivery of courses. In the Academic Year 2020-21, teachers of this institution used laptop, PPT, Internet, E-books, and Audio-visual clips for successful delivery of curriculum. Due to impending COVID-19 pandemic, the teaching faculties of this institute adopted E-teaching and learning methods. They took their classes through Google Meet and Zoom application via mobile and laptops in order to fulfil the academic goal of the students. The college provides computers/laptops, 500 Mbps internet connectivity, campus Wi-Fi facility, INFLIBNET, Shodhganga, IGNOU, OSOU and other ICT facilities for effective teaching-learning. The faculty members are using Whatsapp and e-mails for academic purposes through which they circulate study materials to the respective students. This library also has registered INFLIBNET facility to provide large no. of free e books and journals for the students and the faculties to upgrade their knowledge. This library has reprographic facilities for the bona fide students and teachers. Apart from these things in this session teaching faculties of this institution organises various national/state level webinar through the ICT facilities provided by the college. They also participated many FDP, Short Term Courses, Webinars using ICT tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.pattamundaicollege.ac.in/upload/ssr%20additional%202_3_2.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11+1

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

450

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

This college has continuous and comprehensive internal evaluation in accordance with the norms and guidelines prescribed by Utkal University. There is an internal examination in each paper for each semester which consists of 15/20 marks for practical and non practical subjects as per the model syllabus. But it was slightly different in previous CBCS pattern where each paper has 20 marks internal assessment irrespective of all subjects. Along with that, 25 marks in each practical paper and 100 marks of project works in all programmes at the end semester were considered as internal assessments through rigorous process of experiment, viva voce and practical records/project reports. In the Academic Year 2020-21, the COVID-19 pandemic created obstacles in the internal evaluation process of college. The examination cell of this college managed to conduct all examinations successfully following the guideline of the Utkal University and Govt. of Odisha. Finally the results were uploaded in the college website as well as University in UEMS

portal for publication of result. Similarly all the practical/project paper marks were also uploaded in the same University portal in particular teacher code for the publication of semester/final results. All the systems related to examination are quite confidential and purely transparent. Re-addition of marks, photo copy of answer scripts of any semester can also be obtained from the university through its website to ensure their performance in case of any doubt of the students.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.pattamundaicollege.ac.in/upload/251%20additional.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

In the Academic Year 2020-21 the examination of process of this college are very student friendly; their examination related grievances are attended very delicately and timely despite COVID-19 pandemic.

- The code of the conduct of the examination is displayed and available in the college calendar, notice board, whatsapp group and college website.
- The syllabus for the internal examination is communicated to the students in advance by the concerned subject teacher.
- The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process students grievances are taken care of and are redressed in a timely manner.
- The results of all internal assessments were also reflected on the notice board of the institution for the information of the students and if necessary, immediate steps were taken by the subject experts to comply with the queries of the students.
- Re-addition of marks, photo copy of answer scripts can be obtained from the university through its website to ensure their performance in case of any doubt.
- The examination related grievances of the students are addressed at both the college and university levels depending upon the necessity and urgency.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.pattamundaicollege.ac.in/upload/13887_24_50.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The prime aim and objective of this institution is to deliver the effective learning to its students on the basis of programme outcomes (POs), programme specific outcomes (PSOs) and course outcomes (COs) mentioned in syllabus of each programme provided by the affiliating University. From beginning of the session 2020-21, all the outcomes are elaborately discussed through online with different stakeholders and the management to cater to the various interests of the students like their higher study, building of human values, intellectual ability, language skills, job opportunities and critical thinking needed by them and society. The POs, PSOs and COs of each programme of each semester were reflected in the students' notice board of the department and college website and the same is also sent to them through their e-mail id to make them aware of their mission.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%202_6_1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of the system of an institution is a reflection of the outcome of achievements of the students considering the various academic aspects. This institution pays a sincere effort to extract this from the students by adopting many rigorous steps in and out of the class rooms. In academic year 2020-21 due to the of Corona pandemic the details of COs, POs and PSOs of all the programmes were prepared and reflected in the institutional

website, notice board and whatsapp group of each department after discussion with IQAC and head of the institution. The college calculated its attainment particularly by comparing and analyzing its current percentage of result with previous year's result's percentage. In academic year 2020-21 the 91.77% students passed the examination where as in the academic year 2019-21 only 83.70% students passed the final degree examination. Apart from this the institution has another method to know its programme attainment and that is Student's progression to higher studies, Govt. or Private services, and their involvement in other social or humanitarian works.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%20261.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

398

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.pattamundaicollege.ac.in/upload/263%20additional.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.pattamundaicollege.ac.in/upload/SSS_merged.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

50

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Despite COVID-19 pandemic the Pattamundai College conducted a number of extension activities by its different stake holders such as students, staff members and alumni to sensitize institute-

neighborhood community association.

- NSS units organised a Distribution of Mask in the Adpoted Villageson 18th April 2021 to aware and save people from Corona virus.
- International Yoga Day was organized through Zoom platform.
- A Health Check-up Camp for students.
- Be Vocal about Local programme about the local products.
- Fit India Activities from 25th August 2020 to 14th August 2020.
- NCC, NSS and YRC jointly distributed relief materials in flood affected area of Singhagaon pancyat of Pattamundai block.
- Plastic Waste Management Programme was conducted.
- 11th National Voters' Day was celebrated on 25th January 2021 by Department of Political Science to aware the new voters.
- National Cleanliness Day was observed on 30th January 2021 by NCC unit in Pattmundai Bazar and Sub divisional Hospital.
- Blood Donation Camp was organised by Pattmundai College on 17th April 2021.
- World Environment Day was observed by planting trees in their areas and drawing paintings.
- World Ocean Day, Parakram Divas, World Blood Donor's Day, International Day against Drug Abuse, World Health Day , and Swachhata Pakhwada were observed.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(18)_compressed-1-144.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

733

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is in possession of several valuable infrastructural facilities like adequate classrooms, laboratories, computing equipment, library, staff common room, students' common room, auditorium hall, seminar hall, reading rooms, stadium, boys, girls and OBC hostels, canteen, etc which have been developed systematically and continuously over the years. Despite COVID-19

pandemic the institution managed to build a two storey new Commerce Block which has six large rooms in the academic year 2020-21.

- This institution has smart classrooms for all programmes.
- It has well equipped five laboratories in Physics, Chemistry, Botany, Zoology and Mathematics Departments.
- It has sufficient numbers of computers (desktop/laptop), LCD projectors, and white boards in classrooms, printers with scanning and xerox.
- Computers are also provided in library, office, laboratories, examination cell, IQAC cell, SAMS centre to facilitate day to day activities of the institution
- It provides high speed internet facilities to all stake holders. The college has a large library with adequate reference books, text books, and books for competitive examinations, rare manuscripts, magazines, journals, news papers, computers, reprographic facilities, INFLIBNET and other e-resources.
- This institution has a well furnished auditorium hall which plays an important role in facilitating the teaching learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(25).pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college believes in the holistic development of the students and gives importance to the physical education in terms of promoting sports, games, yoga, various cultural activities etc.

Sports and Games:

- The college has a large sports complex having a playground for a football and cricket field with a gallery of 500 sitting capacity, basketball court, volley ball court and cricket ground.
- The sports equipments are constantly provided by the college to meet the requirement of different sports. In this

academic year various sports equipmenrs are purchased and the playgorund is rebulid to facilitate sports related activities.

- Yoga:
- The institution has a Yoga Centre for its students where all students, teaching and nonteaching faculties do yoga practice in the scheduled time. In this academic session of 2020-2021 Yoga Day was being celebrated in the online platform by this college due to COVID pandemic.
- The cultural events and programmes were conducted in the college auditorium and Dais. The cultural association of the institution organises various competitions such as essay, debate, extempore, mehendi, rangoli, painting, quiz, etc. throughout the session which ends with the annual function of the college. In these functions, the winners and champions are awarded with medal and certificates.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/CULTURAL_merged_compressed.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(27)%20(1).pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR

in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3,05,324

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The central library of this institution is fully automated. This Library Management Software consists of modules such as master book management, barcode facility, book accession, membership, circulation, catalogues, and administration. The software is having additional features such as book reservation facility, the status of a book such as withdrawn / written-off /damaged/lost and payment made for the lost. The library has additional facilities like printing, scanning and Xerox for students and faculties with a nominal charge. It has a well furnished staff reading room, student reading room, a well furnished digital conference hall with digital podium, etc. The library has a wide collection of different varieties of text books, reference books, journals, e-journals, e-books, audio-video materials, DVDs, news papers, magazines, etc. for the academic purpose of all the stake holders and public. The central library has membership of INFLIBINET consortia where it gives us access to read and download all the e-journals and e-books available in it. All faculties of this institute have registered in N-list and accessing it for research and learning purpose and they are also guiding students to use these e-resources. Apart from this the college has subscribed the ZOOM CLOUD MEETING for education and academic purpose.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%204_2_1%20(1).pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,14,447

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

124

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute has CCTVs, Xerox machines, Printers, Scanner, Sound System, DVDs, E-books, PPTs, Pen drives, White Board, LAN Connection, Wi-Fi, etc., for the development of students and College. In the academic year 2020-21 due to the impact of COVID-19 pandemic, this institute upgraded its IT facilities in order to fulfill its academic needs and to reinforce its teaching-learning process. The said college turned its seminar halls of all programme into a smart classroom including IQAC, Auditorium hall, Staffroom, Principal office, and library. These halls were also equipped with internet facility through LAN connection. The institute has brought new changes to its IT infrastructure by providing/replacing laptops for all the departments by new ones. It upgraded the printing facility of the central library, SAMs centre, IQAC and examination cell by replacing the old machines with new ones. College subscribed Zoom Cloud Meetings to conduct webinars and different virtual meetings. Library has the facilities of E-books, E-journal, DVDs, etc. for academic use of students, faculties, alumni and public. The Central library has subscribed to the membership of INFLIBNET for the smooth accession of E-books and E-Journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ICT(1)(1).pdf

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3,05,324

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

During COVID-19 pandemic, various committees supervised the proper maintenance of institution's material infrastructures as planned by the IQAC in the academic year-2020-21

Laboratory:

- The laboratories and equipments are properly maintained by**

the HOD & supporting staff .

Library:

- Library committee ensures the proper maintenance & utilization of its infrastructure and book.
- Accession registers, stock registers, and issue registers are maintained meticulously.

Sports Complex:

- All sports equipments and playground are properly maintained by the PET and Sports Committee time to time, and they ensure proper utilization by students.

Classroom

- Academic bursar supervises classroom to ensure the utilization and maintenance of classroom instruments regularly.
- All ICT tools are properly maintained by the departmental teachers and these are supervised by the academic bursar time to time throughout the year.

Computers and ICT

- The college has a separate committee to ensure the proper maintenance of Computers and ICT tools.
- This year the administration undertook drastic steps to revamp the ICT facilities of the college.

Lavatory

- The college properly maintains and ensures utilization of its lavatory instruments for a healthy and hygienic environment.

College Website

- The college has its own official website and it is maintained by the A H Web Solution, IRC Village, Bhubaneswar.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(25)_compressed.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

501

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(28)_compressed_organized_organized.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

90

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In 2019 the govt. of Odisha cancelled the student union election in all universities and colleges of Odisha, and there is no further notice from the concerned body to conduct student council election in preceding years. COVID-19 pandemic became another reason for withheld of student election in 2020-21. In order to avail student representation in different cells and committee, the authority of the institution selected students after consulting students and teachers through online and physical mode. Student representatives participated themselves and also encouraged other students to participate in various extracurricular activities of the college.

Students of YRC, NSS, and NCC units participated in many programmes/event of the college. The detail information is uploaded in the additional information.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(29).pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni

The college has a registered alumni association with the registration No3845/7 of 2019-20 dated 27-06-2019 under "Certificate of registration of societies act XXI of 1860". The college takes pride in producing a treasure of Alumni around 15500 who have excelled in diverse fields like, teaching, political leadership, administration, literature, Sports, Social Sciences, Film Industry, Science & technology, etc. They have brought laurel to the college through their service to the nation in their respective capacities, and the college is proud of its rich alumni. They have been instrumental in keeping up the name of the college at national and international domain. They have a continuous effort to support their alma mater both financially and non financially from the beginning of this institution. Academic year 2020-21 is a Covid-19 pandemic year. So in this year alumni had a little contribution to the institution except some meeting which were conducted for the betterment of institution.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/registered-alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs

(INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 - Institutional Vision and Leadership**

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution's Vision and Mission reflect the distinctive characteristics of the institution cater to the educational, social, cultural and economic needs of the society. These characteristics are reflected in its policies. High quality educational programmes and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility, brotherhood and social accountability. Various administrative and academic departments of the college are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase, Construction, Academic Affairs, Time table, Anti-Ragging, Examination, Discipline and College Campus Beautification Committee, etc. having well-defined roles and principles keeping in synchronized with the vision and mission of the College. In the academic year 2020-21 a detailed budget was prepared and was discussed before staff council, and finally got approval of governing body for the governance. All committees were formed with the selected members of state government/inner representatives (staff members), alumni as well as elected/selected student council representatives. In addition to regular curricular activities the other teaching learning activities such as students', state/national level webinars, student mentoring system, career counseling, etc. were decided by the IQAC committee and finally approved by the governing body for execution.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(11)_compressed.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization

and participative management.

This institution follows the decentralized and participative management from grass root level for the development of the college through mutual cooperation. This year though the Corona pandemic shook everything, the said institution managed to perform many works through its different cell and committee members. Most of the Cell and Committees had one or more student representatives for mutual cooperative works. The apex management body of this institution is the governing body which approved the annual budget, and gave promotional benefits to faculties. The allocated funds utilized following guidelines of state govt. through various working committees in the grass root level. IQAC through its members planned and executed academic and non-academic works of the institution. Athletic Association managed to organize annual athletic meet. Cultural committees conducted various cultural programmes. NSS, NCC, and YRC conducted many humanitarian works like, distribution of relief at flood affected area, face mask distribution, financial assistance to house burnt family, campus cleaning programme, etc., through its members. The construction committee built the two storey commerce block. Purchasing committee purchased various solar panels, ICT tools, laptops, etc.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/additional%206_1_2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well planned and decentralized governance system for effective implementation of different policies and plans in harmony with its vision and mission. A strategic plan ensures that the set target is achieved through accountability process comprising of review, evolution, reporting and re-planning. IQAC plays a vital role in academic and administrative set up of the institution by emphasizing qualities through regular meeting with different committees and the head of the institution. Some of the measures decided to be taken, in the academic year 2020-21, are infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms ,automation of library, computer lab,

up-gradation of lavatories, laboratories, sports complex, canteen, hostels, reading rooms, drinking water facilities, installation of fire extinguishers, use of renewable energy by setting up solar power system, purchase of books, journals, e-books in departmental as well as central libraries, use of INFLIBNET, conduct/participation in seminars/webinars/refresher/orientation/etc, planting of medicinal as well as timber yielding trees, rain water harvesting, vermi composting, pisciculture, different awareness programmes, career counseling, remedial coaching, paperless transaction, conduct of academic, green, gender, energy audits, compliances of different funds received from different sources etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_2_1%20additional.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

All committees of the college follow the rules and regulations of the institution. The governing body also follows strictly the service rules during any recruitment or promotional benefits of the staff members or any other decision taken through resolutions in its meetings. All service rule and appointments adhere to the DHE, Odisha. During COVID-19 pandemic, in the year 2020-21, some quality measures are taken such as infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms, computer lab, laboratories, sports complex, canteen, hostels, reading rooms, drinking water facilities, installation of fire extinguishers, use of renewable energy by setting up solar power system, purchase of books, journals, e-books in departmental as well as central libraries, use of INFLIBNET, conduct/participation in /webinars/refresher/orientation/FDPs/ Short Term Courses, etc., planting of medicinal as well as timber yielding trees, rain water harvesting, vermi composting, pisciculture, different awareness programmes, career counseling, remedial coaching, paperless transaction, conduct of academic, green, gender, energy audits, compliances of different funds received from different sources

etc.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_2_2%20additional.pdf
Link to Organogram of the Institution webpage	https://www.pattamundaicollege.ac.in/upload/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

This institution has a marked feature of brotherhood among the staff members of both teaching and nonteaching which is expressed by helping each other through a distinct fund created by them as "Pattamundai College Employees Credit Thrift Society". It provides a loan of Rs 100000 / Rs 50000 depending upon the contribution of the member. The institution contributes free boarding, uniform and food to its hostel care takers, security and night watchman. The state government has a scheme of appointment of legal heir of deceased employee of Grant-in-aid College like Pattamundai College, which can be availed by any employee.

- Financial supports to all faculties of the staff association in the event of death, accident, fire tragedy, etc.
- EPF/GPF contribution from the institution to all the management staff.
- Felicitate Staff for any achievement/award received.
- Provident fund for all the regular employees.
- NPS contribution for newly appointed employees.
- Salary advance for management employees.
- Study leave for research work, refresher course and FDP.
- Duty leave to participate in seminars, conferences, workshops and short term training programmes.
- Maternity leave for women employees.
- Residential quarters to teaching and non-teaching faculties of the college.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/staff%20quarter_0001_merged.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

27

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

27

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute has a well organized Performance Appraisal System for teaching and non-teaching faculties to facilitate all the academic and non academic activities. This is a major parameter to access the quality of both teaching and non teaching staff members

towards their commitments regarding work culture to the institution. The institution implements the different appraisal techniques of the government as a standard measure of their performances.

The highlights are:

- Teaching and non-teaching faculties have to submit a self-appraisal form to the principal at the end of the academic year. Annual confidential reports (ACRs) are maintained for all faculty members and submitted to higher authority in each year for their promotion.
- Performance of teaching faculties is appraised on the basis of punctuality, teaching skill, mentoring, accessibility, valuation, examination, results and involvement in other activities of the college.
- The teacher's profile reflecting different academic activities such as number of paper presented published, organizing/attending number of conference and workshops etc which help in accessing its enrichment of quality by the head of the institution.
- Non-teaching faculties are assessed by their attitude towards students, staff, public, job performance and behavior towards their colleagues.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/SELF%20APPRAISAL_0001_compressed.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution maintains a complete transparent mechanism in financial management. It is done by conducting the regular internal and external audits. All the expenditures of the institution are prepared in a budget from beginning of the system by the Account Section under the supervision of the principal. The finalization and approval of the budget is done by a rigorous discussion with governing body/president of the institution. After approval of the budget, different projects are undertaken after

consulting with the concerned committee. All the financial grants received from state government/internal resources, in this session, are utilised and complied fully by the institution.

- Internal audit is done by accountant and account bursar regularly throughout the year which is supervised and verified by the head of the institution.
- External audit is done by the auditors of the higher education department / chartered accountant, government of Odisha, once in a year to maintain the transparency of the transactions done by the college during the session. The external financial audit, of the session 2020-21, of this college is undertaken by registered chartered accountant firm and the audit report is awaited.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_4_1_6_4_3upload.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Rs 126240/-

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is fully aided by the Govt. of Odisha and included

under section 2(f) section 12B of the UGC Act, 1956. It receives the grants under various schemes of government of Odisha as well as India such as UGC, MP/MLA lad etc. The college mobilizes funds for its regular activities from various agencies, alumni contribution/donation, individuals, etc by convincing them about educational need of the college. The IQAC and governing body always search the new reassures for mobilizing funds and it has developed a systematic procedure for the optimal utilization at these resources. It is one more positive fact that the college has been registered under societies Act 1860 and the donation/fund given to the college is Non Taxable under 80G. The institution uses some shares from students' fee for the development of the said college as decided by the governing body. Various philanthropists also donate funds for various purposes.

Major Grant Received in 2020-21

- Cyclone (Fani) grant received from state govt Rs 2300000/-.
- Infrastructure grant received from the DHE, Odisha, Rs 1500000/-.
- Laborotary Equipment grant received from DHE, Odisha, Rs 900000/-.
- Philanthropist, Manoj Tripathy donagrant received Rs 120000/-.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/Account%20Audit%202020-21.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Quality Initiatives

IQAC audited different segments of the college regularly through various competent external agencies. It monitored concerned committed members to do Academic, Gender, Green and Energy audits following the guideline of the college. The IQAC also prepared the AQARs and SSR for the NACC 2nd cycle of accreditation which is a contentious process.

Supersizing of teaching-learning facilities

To cope up with the changing scenario of teaching learning process due to COVID-19 pandemic, this year, the IQAC tried to keep pace with the ICT enabled teaching learning process. The instituting provided laptops and white boards to all departments including IQAC, Auditorium Hall, Staff Room, and Principal Office. It also observed many National/International Days / conduct webinars through Zoom Cloud Meeting. Free version of Google Meet was used for daily online classes.

Inculcating Research Culture in the College

IQAC and the Seminar and research committee played a vital role in inculcating the research culture in the college. Many teaching faculties of the college participated in different, state/national/international webinars, FDPs, Refresher and Short Term courses through online. One of the teachers of this institution published a research paper in a reputed Springer Nature Journal on 12th October 2020.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/page.php?page=audit-report
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college reviews its teaching-learning process, structures, methodologies of operations and learning outcomes at periodic intervals through IQAC.

Well Structured feedback

One of the major tools of the teaching-learning process is the effective implementation of feedback collected (2020-21) from various stakeholders by IQAC of this institution. The IQAC of this institution collected feedback from its various stakeholders and analyzed those feedbacks with other academic board members along with the head of the institution and corrective measures were taken.

Progress Register and Academic Calendar

Teachers can achieve their success in teaching by preparing a well-planned teaching method. This year the institution provided a well-structured Progress Register and an Annual Academic Calendar for all the teaching faculties of the college. Accordingly all the teachers prepared their own academic calendar to accommodate a progressive plan for the whole year to fulfill academic needs of students.

Implementations of IQAC in Teaching-Learning Process.

- Conducted online SSS.
- IQAC organized State/National webinars.
- Use of ICT in teaching and learning encouraged INFLIBNET and 100 Mbps internet connection.
- Use of student-centric learning methods such as class seminars, field visits, case studies, surveys, group discussions, debates, guest lectures, role playing etc.
- Collected Self Appraisal from faculties.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(35)_compressed.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(36)_compressed.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Pattamundai College is a co-educational institution and girl students outnumbered the boys. Our curriculum includes gender related topics/papers in different programmes like Sociology, Political Science, History, Economics, Education, Philosophy, Odia, English, etc. which brings awareness among the faculty and students. Due to COVID-19 pandemic, in this academic year, the institution conducted various gender equity programmes through both online and offline mode to sensitize people about gender equity. The institution conducted gender audit, self defence for the girl students, seminars/webinars regularly to bring ecological and psychological balance among girl students and female employees. It also conducted various awareness programmes through its NCC, NSS, YRC units, Cultural Association, Science Society, Commerce Society, Odia Sahitya Samaja, and Athletic Association etc. inside and outside the campus to sensitize everyone about gender related issues.

File Description	Documents
Annual gender sensitization action plan	https://www.pattamundaicollege.ac.in/upload/GENDER%20AUDIT%202020-21_0001.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(24)_compressed%20(1).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Despite COVID-19 in the academic year 2020-21, the institution had adopted a very systematic way of disposing its various wastes like solid waste, liquid waste and E-waste etc. It has a comprehensive waste management plan for sustainable development for an eco-friendly campus.

E-waste management: E-wastes were handed over to the COSMIC NET, BBSR for disposal which is the approved agency of state government. E-Wastes (315 kg) of the college have already been disposed to State Pollution Control Board, Odisha in vide no. college L No. 946 dated 30.09.2020 with generation of Rs. 4094/- towards college fund. The second lot of e-waste generated (70kg) is also handed over to the same organization with generation of Rs 910/- towards the college revenue.

Solid waste management: Solid wastes were handed over to local

municipality agency for disposal.

Liquid waste management: Liquid waste from the biology labs are treated with bleach and decontaminated prior to discharge. Some of liquid wastes were used for gardening, plantation and pond watering for pisciculture. Hazardous wastes generated from different laboratories are well managed by dumping in sealed sump.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.pattamundaicollege.ac.in/upload/7_1_3_photos.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

This Institution provides an inclusive environment for all with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Due to COVID 19 a few number of programmes were organized through online and offline mode to achieve the goal. Different sports, cultural and social activities were organised inside and outside the college to promote the harmony towards each other. Commemorative days like Women's Day, Yoga day, Cancer day, AIIDS day, constitution day, etc birth and death anniversaries of eminent personalities of state and nation were organised through online mode. This established positive interaction among people of different racial and cultural backgrounds. Students of this institution met people from different section during their field project to understand their problems, living habits, etc., which reduced socioeconomic and communal gap among them. The NCC and NSS volunteers of this institution involved in cleaning of nearby villages, hospital and participated in different awareness programmes like road safety, fire safety etc to bring social harmony among the people. The institution organised blood donation camp, health camp, alumni meet and webinars to involve the local people which brings a brotherhood relation towards communal harmony and make people tolerant.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Pattamundai College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. On 26th November 2021, Constitution day was celebrated at college campus to aware students about the laws, duties and responsibilities mentioned in the constitution of India. The students are informed about the struggle of freedom and respect the National Flag and National Anthem. Students were informed about the fundamental rights, duties, values and responsibilities of citizens as stated in constitution of India. All details about rights and duties are reflected in various programmes like political science, history, sociology, education etc to educate the students regarding these issues. NCC and NSS wings of this institution organised awareness programme in this regard on the same day to aware public through cycle rally. Republic day was celebrated by organizing activities highlighting the importance of Indian Constitution. Independence Day was also celebrated to highlight struggle of freedom and importance of Indian constitution. Department of Education conducted a webinar on Higher Education as Envisaged in NEP: 2020 on 17/11/2022.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website **A. All of the above**

There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Pattamundai College committed to promote professional ethics and human values amongst students and faculty through observation of some important days. The institution celebrated/organised different national/international commemorative days, national festivals, local festivals as well as anniversaries for the great Indian personalities and personalities of the state, in the academic year 2020-21 despite disruption of COVID-19 pandemic, to inculcate moral values and ethics among the students. It celebrated/organised in both online and offline mode when situation permitted us. The Day Scholars Association celebrated Ganesh and Saraswati Puja this year following the COVID-19 guideline. The detail informations are attached in the Additional Data.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

As COVID-19, disrupted whole academic process across the globe, it also dissembled academic activities of Pattamundai College. Despite difficulties, the said institution managed to accomplish its proposed best practices.

Best Practice 1: National and State Level Webinars

- Each department organised a national level webinar on various subject.
- In total 14 national level webinars were organised collectively by all departments.
- IQAC organised two national level and two state level webinars.
- 28 state level webinars were organised by different departments of the college.
- A Symposium was organised by the department of English.
- Its webinars were conducted through Zoom Cloud Meeting.
- All webinars were live streamed in YouTube.
- Students, faculties and scholars from different states & nations participated in the said webinars.

Best Practice 2: Relief Distribution at Flood Affected Area

- NSS, NCC and YRC volunteers visited Singhgaon Panchyat on a country boat in Pattamundai Block
- They procured relief materials such as biscuits, mosquito coils, candles, face mask, match box, bread, soap, pain balm, medicines from local market.
- They distributed these relief materials among the people in flood affected area.
- They gave financial assistance and other materials to a family whose house was burnt.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Capacity building initiative:

Despite disruption of Covid-19 pandemic, the institution had managed to perform many things. The institution kept its mind open and conducted various webinars to update their faculties' knowledge on technology. Workshops were organized by the IQAC to train all the teaching staff. The teachers started using Google meet app to engage their classes and sent study materials through whatsapp group. How to generate links for Google meet was explained. How to construct a Google form and to generate certificates for the participants of webinars were explained. Zoom cloud app was used to conduct webinars for betterment of students, teachers, faculties of other institution and e- Certificates were issued to them. The institution conducted as many as 35 extra mural webinar and 15 national webinar amidst pandemic situation. The uses of online platforms such as Zoom and WebEx were explained with supporting demonstrations, as a result of which many of the faculty members conducted lectures using them or participated in webinars by downloading the apps required and the communication gap between the stake holders. This institution has been reaccredited by NAAC for its 2nd cycle in the year.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The Pattamundai College is following the state model syllabus for its teaching learning process, which was introduced in the academic year 2019-20 by the Department of Higher Education, Govt. of Odisha. This curriculum is based on parity with the other Universities of the Nation. In this pattern, each programme consists of 26/24 papers which carry 6/4 credits each for theory and two credits for practical. Each credit is for 10 hours, thus 6/4 credits require about 70/53 classes of 45 min each. Despite severe disruption in academic by COVID-19 pandemic in the academic year 2020-21 IQAC through Academic Bursar properly planned to deliver curriculum effectively, and the faculties of this institution trained themselves in online mode of teaching through Zoom and Google Meet platform. They compensated the loss in an effective way along with they also maintained their lesson plan and progress register timely. The progress registers of all the teachers were verified by internal academic audit by Academic Bursar and the head of the institution. All teachers also took doubt clearing, mentor-mentee, remedial and extra classes. Teachers of this institution have participated in different Webinars, FDPs, Short Term courses, etc. to upgrade themselves in order to fulfill need of students.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://www.pattamundaicollege.ac.in/upload/1_1_1_%20additional.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

This institution's examinations are conducted following the guidelines of Utkal University and it adheres to its academic calendar. Tentative schedules for all internal evaluation is reflected in the academic calendar. There is Mid-term

assessment of 15/20 marks for practical/ theory subjects of all streams conducted at institutional level and End- term assessment of 80 marks theory for non-practical subject and 60 marks theory and 25 marks practical conducted by university level. In the year 2020-21, the govt. of Odisha issued in the Notice no. 8171/-13/07/2021, 12711/-06/08/2021 and 11547/01/09/2021 that examinations of this academic year would be conducted through online mode due to COVID-19 pandemic, except the 5th Semester examination which was conducted through offline mode following Notice no 148/3206(2)/26/02/2021 by COE, Utkal University. Following the guideline the institution conducted end semester examinations through online and internal evaluations were conducted through offline/online mode. 2nd and 4th semester examinations were not conducted as COE, Utkal University in the notice no. 17870/-21/10/2021 exempted these evaluation processes.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://www.pattamundaicollege.ac.in/upload/1_1_2%20additional.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
14	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
00	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
00	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The institution organized State/National webinars/symposiums to integrate crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum amidst COVID-19 pandemic in 2020-21. In this session NSS, NCC, YRC, Cultural Society, Science Society, Commerce Society, Odia Sahitya Samaja, Athletic Society, etc. conduct many activities relating to the above issues to make the students and public aware of them.

- Many webinars and cultural programmes were organised on the gender issues to sensitizestudents, faculties &public.
- The institution conducted gender audit for gender sensitivity.
- Four numbers of girl students of this college secured position in the top 10 topper lists of Utkal University's final degree examination 2021.
- NSS and NCC conducted cleaning programmes to promote healthy environment.
- NSS distributed face mask among the people of this locality for minimize the transmission of Corona Virus.
- The institution also disposed its solid, liquid and e-wastes in a proper manner.
- Already installed solar energy system, LED bulbs and star rated electrical appliances for energy conservation.
- The institutionconducted green and energy audits.
- The YRC, NCC and NSS organised blood donation camps and seminars on national integrity, patriotism, equality, peace, brotherhood, etc to promote human values and professional ethics as well.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

14

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

461

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	B. Any 3 of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.pattamundaicollege.ac.in/upload/1_4_2%20additional1.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
480	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

282

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Due to Covid-19 pandemic physical classes were banned in the Academic Year 2020-21 so it became tough for teachers to find slow and advance learners of 2020-21 admission batch. Teachers focused on previously identified slow and advance learners and gave utmost importance to 2020-21 admission batch students.

Advance Learners

- Advance learners were given study material through whatsapp group and email.
- They were also provided with text and reference books from seminar library.
- They were encouraged to write GATE examination.
- They were encouraged to participate in national and state level webinars.
- Quiz competitions were conducted to enhance the IQ level of advance learners.
- Group discussions and debates were conducted for them.

Slow Learners

- Slow learners were given study materials through whatsapp group and email.
- They were also provided with text and reference books from seminar library.
- Help desk programmes were conducted.
- Remedial classes were conducted through online mode.
- Sample questions were provided to slow learners and they

were asked to practice it.

- Doubt clearing classes were conducted in a fortnight in both online and offline mode.

File Description	Documents
Link for additional Information	https://www.pattamundaicollege.ac.in/upload/2022/2022-23/2022-23-1%20additional.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1366	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Due to this global issue of COVID-19 pandemic, the institution could not conduct innovative methods following the schedule of 2020-21. Teachers well trained themselves with online mode of teaching in order to fulfill the need of students within a short span of time. They took classes and provided video links, study materials, e-books to students through online. After the reopening of regular classes, the institution could manage to do certain innovative methods to enhance learning experiences of students.

Experiential Learning:

- Students took the opportunity by performing practical works in their laboratories.
- To enhance the experiential learning the new laboratory equipment's were provided to the students as per their new model syllabus.
- Following the COVID-19 guidelines, students went for field studies through project works.

Participative Learning:

- Students of the Department of Chemistry prepared alcohol-based hand sanitizer and it was used by the students and faculties.
- Department of commerce organised Bank visit programmes to Punjab National Bank and State Bank of India, Pattamundai, for its students to gain first-hand knowledge about different banking procedures.
- Students participated in the Post Office visit programme at Pattamundai College Campus Branch, to know works of the post office.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All teachers of college are computer savvy and they use various available ICT tools for effective delivery of courses. In the Academic Year 2020-21, teachers of this institution used laptop, PPT, Internet, E-books, and Audio-visual clips for successful delivery of curriculum. Due to impending COVID-19 pandemic, the teaching faculties of this institute adopted E-teaching and learning methods. They took their classes through Google Meet and Zoom application via mobile and laptops in order to fulfil the academic goal of the students. The college provides computers/laptops, 500 Mbps internet connectivity, campus Wi-Fi facility, INFLIBNET, Shodhganga, IGNOU, OSOU and other ICT facilities for effective teaching-learning. The faculty members are using Whatsapp and e-mails for academic purposes through which they circulate study materials to the respective students. This library also has registered INFLIBNET facility to provide large no. of free e books and journals for the students and the faculties to upgrade their knowledge. This library has reprographic facilities for the bona fide students and teachers. Apart from these things in this session teaching faculties of this institution organises various national/state level webinar through the ICT facilities provided by the college. They also participated many FDP, Short Term Courses, Webinars using ICT tools.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.pattamundaicollege.ac.in/upload/ssr%20additional%202_3_2.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11+1	
File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File
2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)	
2.4.3.1 - Total experience of full-time teachers	
450	
File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>This college has continuous and comprehensive internal evaluation in accordance with the norms and guidelines prescribed by Utkal University. There is an internal examination in each paper for each semester which consists of 15/20 marks for practical and non practical subjects as per the model syllabus. But it was slightly different in previous CBCS pattern where each paper has 20 marks internal assessment irrespective of all subjects. Along with that, 25 marks in each practical paper and 100 marks of project works in all programmes at the end semester were considered as internal assessments through rigorous process of experiment, viva voce and practical records/project reports. In the Academic Year 2020-21, the COVID-19 pandemic created obstacles in the internal evaluation process of college. The examination cell of this college managed to conduct all examinations successfully following the guideline of the Utkal University and Govt. of</p>	

Odisha. Finally the results were uploaded in the college website as well as University in UEMS portal for publication of result. Similarly all the practical/project paper marks were also uploaded in the same University portal in particular teacher code for the publication of semester/final results. All the systems related to examination are quite confidential and purely transparent. Re-addition of marks, photo copy of answer scripts of any semester can also be obtained from the university through its website to ensure their performance in case of any doubt of the students.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.pattamundaicollege.ac.in/upload/251%20additional.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

In the Academic Year 2020-21 the examination of process of this college are very student friendly; their examination related grievances are attended very delicately and timely despite COVID-19 pandemic.

- The code of the conduct of the examination is displayed and available in the college calendar, notice board, whatsapp group and college website.
- The syllabus for the internal examination is communicated to the students in advance by the concerned subject teacher.
- The answer sheets are shown to students after evaluation for their information which provides transparency and accountability in the evaluation process students grievances are taken care of and are redressed in a timely manner.
- The results of all internal assessments were also reflected on the notice board of the institution for the information of the students and if necessary, immediate steps were taken by the subject experts to comply with the queries of the students.
- Re-addition of marks, photo copy of answer scripts can be obtained from the university through its website to ensure their performance in case of any doubt.
- The examination related grievances of the students are

addressed at both the college and university levels depending upon the necessity and urgency.

File Description	Documents
Any additional information	View File
Link for additional information	https://www.pattamundaicollege.ac.in/upload/13887_24_50.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The prime aim and objective of this institution is to deliver the effective learning to its students on the basis of programme outcomes (POs), programme specific outcomes (PSOs) and course outcomes (COs) mentioned in syllabus of each programme provided by the affiliating University. From beginning of the session 2020-21, all the outcomes are elaborately discussed through online with different stakeholders and the management to cater to the various interests of the students like their higher study, building of human values, intellectual ability, language skills, job opportunities and critical thinking needed by them and society. The POs, PSOs and COs of each programme of each semester were reflected in the students' notice board of the department and college website and the same is also sent to them through their e-mail id to make them aware of their mission.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%202_6_1.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of the system of an institution is a reflection of the outcome of achievements of the students considering the various academic aspects. This institution pays a sincere

effort to extract this from the students by adopting many rigorous steps in and out of the class rooms. In academic year 2020-21 due to the of Corona pandemic the details of COs,POs and PSOs of all the programmes were prepared and reflected in the institutional website, notice board and whatsapp group of each department after discussion with IQAC and head of the institution. The college calculated its attainment particularly by comparing and analyzing its current percentage of result with previous year's result's percentage. In academic year 2020-21 the 91.77% students passed the examination where as in the academic year 2019-21 only 83.70% students passed the final degree examination. Apart from this the institution has another method to know its programme attainment and that is Student's progression to higher studies, Govt. or Private services, and their involvement in other social or humanitarian works.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%202_6_1.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

398

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	https://www.pattamundaicollege.ac.in/upload/2_6_3%20additional.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.pattamundaicollege.ac.in/upload/SSS_merged.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

50	
File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File
3.2 - Research Publications and Awards	
3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year	
3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year	
2	
File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File
3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year	
3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File
3.3 - Extension Activities	
3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year	

Despite COVID-19 pandemic the Pattamundai College conducted a number of extension activities by its different stake holders such as students, staff members and alumni to sensitize institute-neighborhood community association.

- NSS units organised a Distribution of Mask in the Adpoted Villageson 18th April 2021 to aware and save people from Corona virus.
- International Yoga Day was organized through Zoom platform.
- A Health Check-up Camp for students.
- Be Vocal about Local programme about the local products.
- Fit India Activities from 25th August 2020 to 14th August 2020.
- NCC, NSS and YRC jointly distributed relief materials in flood affected area of Singhagaon pancyat of Pattamundai block.
- Plastic Waste Management Programme was conducted.
- 11th National Voters' Day was celebrated on 25th January 2021 by Department of Political Science to aware the new voters.
- National Cleanliness Day was observed on 30th January 2021 by NCC unit in Pattmundai Bazar and Sub divisional Hospital.
- Blood Donation Camp was organised by Pattmundai College on 17th April 2021.
- World Environment Day was observed by planting trees in their areas and drawing paintings.
- World Ocean Day, Parakram Divas, World Blood Donor's Day, International Day against Drug Abuse, World Health Day , and Swachhata Pakhwada were observed.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(18)_compressed-1-144.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

8

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

733

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college is in possession of several valuable infrastructural facilities like adequate classrooms, laboratories, computing equipment, library, staff common room, students' common room, auditorium hall, seminar hall, reading rooms, stadium, boys, girls and OBC hostels, canteen, etc which have been developed systematically and continuously over the years. Despite COVID-19 pandemic the institution managed to build a two storey new Commerce Block which has six large rooms in the academic year 2020-21.

- This institution has smart classrooms for all programmes.
- It has well equipped five laboratories in Physics, Chemistry, Botany, Zoology and Mathematics Departments.
- It has sufficient numbers of computers (desktop/laptop), LCD projectors, and white boards in classrooms, printers with scanning and xerox.
- Computers are also provided in library, office, laboratories, examination cell, IQAC cell, SAMS centre to facilitate day to day activities of the institution
- It provides high speed internet facilities to all stake holders. The college has a large library with adequate reference books, text books, and books for competitive examinations, rare manuscripts, magazines, journals, news papers, computers, reprographic facilities, INFLIBNET and other e-resources.
- This institution has a well furnished auditorium hall which plays an important role in facilitating the teaching learning process.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(25).pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college believes in the holistic development of the students and gives importance to the physical education in terms of promoting sports, games, yoga, various cultural

activities etc.

Sports and Games:

- The college has a large sports complex having a playground for a football and cricket field with a gallery of 500 sitting capacity, basketball court, volley ball court and cricket ground.
- The sports equipments are constantly provided by the college to meet the requirement of different sports. In this academic year various sports equipmenrs are purchased and the playgorund is rebulid to facilitate sports related activities.
- Yoga:
- The institution has a Yoga Centre for its students where all students, teaching and nonteaching faculties do yoga practice in the scheduled time. In this academic session of 2020-2021 Yoga Day was being celebrated in the online platform by this college due to COVID pandemic.
- The cultural events and programmes were conducted in the college auditorium and Dais. The cultural association of the institution organises various competitions such as essay, debate, extempore, mehendi, rangoli, painting, quiz, etc. throughout the session which ends with the annual function of the college. In these functions, the winners and champions are awarded with medal and certificates.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/CULTURAL_merged_compressed.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

16

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(27)%20(1).pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

3,05,324

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The central library of this institution is fully automated. This Library Management Software consists of modules such as master book management, barcode facility, book accession, membership, circulation, catalogues, and administration. The software is having additional features such as book reservation facility, the status of a book such as withdrawn / written-off /damaged/lost and payment made for the lost. The library has additional facilities like printing, scanning and Xerox for students and faculties with a nominal charge. It has a well furnished staff reading room, student reading room, a well furnished digital conference hall with digital podium, etc. The library has a wide collection of different varieties of text

books, reference books, journals, e-journals, e-books, audio-video materials, DVDs, news papers, magazines, etc. for the academic purpose of all the stake holders and public. The central library has membership of INFLIBINET consortia where it gives us access to read and download all the e-journals and e-books available in it. All faculties of this institute have registered in N-list and accessing it for research and learning purpose and they are also guiding students to use these e-resources. Apart from this the college has subscribed the ZOOM CLOUD MEETING for education and academic purpose.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://www.pattamundaicollege.ac.in/upload/SSR%20ADDITIONAL%204_2_1%20(1).pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1,14,447

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

124

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institute has CCTVs, Xerox machines, Printers, Scanner, Sound System, DVDs, E-books, PPTs, Pen drives ,White Board, LAN Connection ,Wi-Fi, etc., for the development of students and College. In the academic year 2020-21 due to the impact of COVID-19 pandemic, this institute upgraded its IT facilities in order to fulfill its academic needs and to reinforce its teaching-learning process. The said college turned its seminar halls of all programme into a smart classroom including IQAC, Auditorium hall, Staffroom, Principal office, and library. These halls were also equipped with internet facility through LAN connection. The institute has brought new changes to its IT infrastructure by providing/replacing laptops for all the departments by new ones. It upgraded the printing facility of the central library, SAMs centre, IQAC and examination cell by replacing the old machines with new ones. College subscribed Zoom Cloud Meetings to conduct webinars and different virtual meetings. Library has the facilities of E-books, E-journal, DVDs, etc. for academic use of students, faculties, alumni and public. The Central library has subscribed to the membership of INFLIBNET for the smooth accession of E-books and E-Journals.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ICT(1)(1).pdf

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3,05,324

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

During COVID-19 pandemic, various committees supervised the proper maintenance of institution's material infrastructures as planned by the IQAC in the academic year-2020-21

Laboratory:

- The laboratories and equipments are properly maintained by the HOD & supporting staff .

Library:

- Library committee ensures the proper maintenance & utilization of its infrastructure and book.
- Accession registers, stock registers, and issue registers are maintained meticulously.

Sports Complex:

- All sports equipments and playground are properly maintained by the PET and Sports Committee time to time, and they ensure proper utilization by students.

Classroom

- Academic bursar supervises classroom to ensure the utilization and maintenance of classroom instruments regularly.
- All ICT tools are properly maintained by the departmental teachers and these are supervised by the academic bursar time to time throughout the year.

Computers and ICT

- The college has a separate committee to ensure the proper maintenance of Computers and ICT tools.
- This year the administration undertook drastic steps to revamp the ICT facilities of the college.

Lavatory

- The college properly maintains and ensures utilization of its lavatory instruments for a healthy and hygienic environment.

College Website

- The college has its own official website and it is maintained by the A H Web Solution, IRC Village, Bhubaneswar.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(25)_compressed.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

501

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

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File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All of the above

File Description	Documents
Link to institutional website	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(28)_compressed_organized_organized.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

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5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

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File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

90

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

3

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

00

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

In 2019 the govt. of Odisha cancelled the student union election in all universities and colleges of Odisha, and there is no further notice from the concerned body to conduct student council election in preceding years. COVID-19 pandemic became another reason for withheld of student election in 2020-21. In order to avail student representation in different cells and committee, the authority of the institution selected students after consulting students and teachers through online and physical mode. Student representatives participated themselves and also encouraged other students to participate in various

extracurricular activities of the college.

Students of YRC, NSS, and NCC units participated in many programmes/event of the college. The detail information is uploaded in the additional information.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(29).pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

36

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni

The college has a registered alumni association with the registration No3845/7 of 2019-20 dated 27-06-2019 under "Certificate of registration of societies act XXI of 1860". The college takes pride in producing a treasure of Alumni around 15500 who have excelled in diverse fields like, teaching, political leadership, administration, literature, Sports,

Social Sciences, Film Industry, Science & technology, etc. They have brought laurel to the college through their service to the nation in their respective capacities, and the college is proud of its rich alumni. They have been instrumental in keeping up the name of the college at national and international domain. They have a continuous effort to support their alma mater both financially and non financially from the beginning of this institution. Academic year 2020-21 is a Covid-19 pandemic year. So in this year alumni had a little contribution to the institution except some meeting which were conducted for the betterment of institution.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/registered-alumni.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution's Vision and Mission reflect the distinctive characteristics of the institution cater to the educational, social, cultural and economic needs of the society. These characteristics are reflected in its policies. High quality educational programmes and healthy practices are being implemented keeping in mind the policy of uncompromising adherence to the values and principles of inclusion, responsibility, brotherhood and social accountability. Various administrative and academic departments of the college are effectively governed through a constitution of mandatory bodies such as IQAC, Staff Council, Purchase, Construction, Academic Affairs, Time table, Anti-Ragging, Examination, Discipline and College Campus Beautification Committee, etc. having well-

defined roles and principles keeping in synchronized with the vision and mission of the College. In the academic year 2020-21 a detailed budget was prepared and was discussed before staff council, and finally got approval of governing body for the governance. All committees were formed with the selected members of state government/inner representatives (staff members), alumni as well as elected/selected student council representatives. In addition to regular curricular activities the other teaching learning activities such as students', state/national level webinars, student mentoring system, career counseling, etc. were decided by the IQAC committee and finally approved by the governing body for execution.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(11)_compressed.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

This institution follows the decentralized and participative management from grass root level for the development of the college through mutual cooperation. This year though the Corona pandemic shook everything, the said institution managed to perform many works through its different cell and committee members. Most of the Cell and Committees had one or more student representatives for mutual cooperative works. The apex management body of this institution is the governing body which approved the annual budget, and gave promotional benefits to faculties. The allocated funds utilized following guidelines of state govt. through various working committees in the grass root level. IQAC through its members planned and executed academic and non-academic works of the institution. Athletic Association managed to organize annual athletic meet. Cultural committees conducted various cultural programmes. NSS, NCC, and YRC conducted many humanitarian works like, distribution of relief at flood affected area, face mask distribution, financial assistance to house burnt family, campus cleaning programme, etc., through its members. The construction committee built the two storey commerce block. Purchasing committee purchased various solar panels, ICT tools, laptops, etc.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/additional%206_1_2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The institution has a well planned and decentralized governance system for effective implementation of different policies and plans in harmony with its vision and mission. A strategic plan ensures that the set target is achieved through accountability process comprising of review, evolution, reporting and re-planning. IQAC plays a vital role in academic and administrative set up of the institution by emphasizing qualities through regular meeting with different committees and the head of the institution. Some of the measures decided to be taken, in the academic year 2020-21, are infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms ,automation of library, computer lab, up-gradation of lavatories, laboratories, sports complex, canteen, hostels, reading rooms, drinking water facilities, installation of fire extinguishers, use of renewable energy by setting up solar power system, purchase of books, journals, e-books in departmental as well as central libraries, use of INFLIBNET, conduct/participationinseminars/webinars/refresher/orientation/etc, planting of medicinal as well as timber yielding trees, rain water harvesting, vermi composting, pisciculture, different awareness programmes, career counseling, remedial coaching, paperless transaction, conduct of academic, green, gender, energy audits, compliances of different funds received from different sources etc.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_2_1%20additional.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

All committees of the college follow the rules and regulations of the institution. The governing body also follows strictly the service rules during any recruitment or promotional benefits of the staff members or any other decision taken through resolutions in its meetings. All service rule and appointments adhere to the DHE, Odisha. During COVID-19 pandemic, in the year 2020-21, some quality measures are taken such as infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms , computer lab, laboratories, sports complex, canteen, hostels, reading rooms, drinking water facilities, installation of fire extinguishers, use of renewable energy by setting up solar power system, purchase of books, journals, e-books in departmental as well as central libraries, use of INFLIBNET, conduct/participation in /webinars/refresher/orientation/FDPs/ Short Term Courses, etc., planting of medicinal as well as timber yielding trees, rain water harvesting, vermi composting, pisciculture, different awareness programmes, career counseling, remedial coaching, paperless transaction, conduct of academic, green, gender, energy audits, compliances of different funds received from different sources etc.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_2_2%20additional.pdf
Link to Organogram of the Institution webpage	https://www.pattamundaicollege.ac.in/upload/organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

This institution has a marked feature of brotherhood among the staff members of both teaching and nonteaching which is expressed by helping each other through a distinct fund created by them as "Pattamundai College Employees Credit Thrift Society". It provides a loan of Rs 100000 / Rs 50000 depending upon the contribution of the member. The institution contributes free boarding, uniform and food to its hostel care takers, security and night watchman. The state government has a scheme of appointment of legal heir of deceased employee of Grant-in-aid College like Pattamundai College, which can be availed by any employee.

- Financial supports to all faculties of the staff

association in the event of death, accident, fire tragedy, etc.

- EPF/GPF contribution from the institution to all the management staff.
- Felicitate Staff for any achievement/award received.
- Provident fund for all the regular employees.
- NPS contribution for newly appointed employees.
- Salary advance for management employees.
- Study leave for research work, refresher course and FDP.
- Duty leave to participate in seminars, conferences, workshops and short term training programmes.
- Maternity leave for women employees.
- Residential quarters to teaching and non-teaching faculties of the college.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/staff%20quarter_0001_merged.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

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File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

27

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

27

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute has a well organized Performance Appraisal System

for teaching and non-teaching faculties to facilitate all the academic and non academic activities. This is a major parameter to access the quality of both teaching and non teaching staff members towards their commitments regarding work culture to the institution. The institution implements the different appraisal techniques of the government as a standard measure of their performances.

The highlights are:

- Teaching and non-teaching faculties have to submit a self-appraisal form to the principal at the end of the academic year. Annual confidential reports (ACRs) are maintained for all faculty members and submitted to higher authority in each year for their promotion.
- Performance of teaching faculties is appraised on the basis of punctuality, teaching skill, mentoring, accessibility, valuation, examination, results and involvement in other activities of the college.
- The teacher's profile reflecting different academic activities such as number of paper presented published, organizing/attending number of conference and workshops etc which help in accessing its enrichment of quality by the head of the institution.
- Non-teaching faculties are assessed by their attitude towards students, staff, public, job performance and behavior towards their colleagues.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/SELF%20APPRAISAL_0001_compressed.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution maintains a complete transparent mechanism in financial management. It is done by conducting the regular internal and external audits. All the expenditures of the institution are prepared in a budget from beginning of the system by the Account Section under the supervision of the

principal. The finalization and approval of the budget is done by a rigorous discussion with governing body/president of the institution. After approval of the budget, different projects are undertaken after consulting with the concerned committee. All the financial grants received from state government/internal resources, in this session, are utilised and complied fully by the institution.

- Internal audit is done by accountant and account bursar regularly throughout the year which is supervised and verified by the head of the institution.
- External audit is done by the auditors of the higher education department / chartered accountant, government of Odisha, once in a year to maintain the transparency of the transactions done by the college during the session. The external financial audit, of the session 2020-21, of this college is undertaken by registered chartered accountant firm and the audit report is awaited.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/6_4_1_6_4_3upload.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

Rs 126240/-

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college is fully aided by the Govt. of Odisha and included under section 2(f) section 12B of the UGC Act, 1956. It receives the grants under various schemes of government of Odisha as well as India such as UGC, MP/MLA lad etc. The college mobilizes funds for its regular activities from various agencies, alumni contribution/donation, individuals, etc by convincing them about educational need of the college. The IQAC and governing body always search the new reassures for mobilizing funds and it has developed a systematic procedure for the optimal utilization at these resources. It is one more positive fact that the college has been registered under societies Act 1860 and the donation/fund given to the college is Non Taxable under 80G. The institution uses some shares from students' fee for the development of the said college as decided by the governing body. Various philanthropists also donate funds for various purposes.

Major Grant Received in 2020-21

- Cyclone (Fani) grant received from state govt Rs 2300000/-.
- Infrastructure grant received from the DHE, Odisha, Rs 1500000/-.
- Laborotary Equipment grant received from DHE, Odisha, Rs 900000/-.
- Philanthropist, Manoj Tripathy donagrants received Rs 120000/-.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/Account%20Audit%202020-21.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Quality Initiatives

IQAC audited different segments of the college regularly through various competent external agencies. It monitored concerned committed members to do Academic, Gender, Green and Energy audits following the guideline of the college. The IQAC also prepared the AQARs and SSR for the NACC 2nd cycle of accreditation which is a contentious process.

Supersizing of teaching-learning facilities

To cope up with the changing scenario of teaching learning process due to COVID-19 pandemic, this year, the IQAC tried to keep pace with the ICT enabled teaching learning process. The instituting provided laptops and white boards to all departments including IQAC, Auditorium Hall, Staff Room, and Principal Office. It also observed many National/International Days / conduct webinars through Zoom Cloud Meeting. Free version of Google Meet was used for daily online classes.

Inculcating Research Culture in the College

IQAC and the Seminar and research committee played a vital role in inculcating the research culture in the college. Many teaching faculties of the college participated in different, state/national/international webinars, FDPs, Refresher and Short Term courses through online. One of the teachers of this institution published a research paper in a reputed Springer Nature Journal on 12th October 2020.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/page.php?page=audit-report
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college reviews its teaching-learning process, structures, methodologies of operations and learning outcomes at periodic intervals through IQAC.

Well Structured feedback

One of the major tools of the teaching-learning process is the effective implementation of feedback collected (2020-21) from various stakeholders by IQAC of this institution. The IQAC of this institution collected feedback from its various stakeholders and analyzed those feedbacks with other academic board members along with the head of the institution and corrective measures were taken.

Progress Register and Academic Calendar

Teachers can achieve their success in teaching by preparing a well-planned teaching method. This year the institution provided a well-structured Progress Register and an Annual Academic Calendar for all the teaching faculties of the college. Accordingly all the teachers prepared their own academic calendar to accommodate a progressive plan for the whole year to fulfill academic needs of students.

Implementations of IQAC in Teaching-Learning Process.

- Conducted online SSS.
- IQAC organized State/National webinars.
- Use of ICT in teaching and learning encouraged INFLIBNET and 100 Mbps internet connection.
- Use of student-centric learning methods such as class seminars, field visits, case studies, surveys, group discussions, debates, guest lectures, role playing etc.
- Collected Self Appraisal from faculties.

File Description	Documents
Paste link for additional information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(35)_compressed.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(36)_compressed.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Pattamundai College is a co-educational institution and girl students outnumbered the boys. Our curriculum includes gender related topics/papers in different programmes like Sociology, Political Science, History, Economics, Education, Philosophy, Odia, English, etc. which brings awareness among the faculty and students. Due to COVID-19 pandemic, in this academic year, the institution conducted various gender equity programmes

through both online and offline mode to sensitize people about gender equity. The institution conducted gender audit, self defence for the girl students, seminars/webinars regularly to bring ecological and psychological balance among girl students and female employees. It also conducted various awareness programmes through its NCC, NSS, YRC units, Cultural Association, Science Society, Commerce Society, Odia Sahitya Samaja, and Athletic Association etc. inside and outside the campus to sensitize everyone about gender related issues.

File Description	Documents
Annual gender sensitization action plan	https://www.pattamundaicollege.ac.in/upload/GENDER%20AUDIT%202020-21_0001.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.pattamundaicollege.ac.in/upload/ilovepdf_merged%20(24)_compressed%20(1).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Despite COVID-19 in the academic year 2020-21, the institution had adopted a very systematic way of disposing its various wastes like solid waste, liquid waste and E-waste etc. It has a comprehensive waste management plan for sustainable development for an eco-friendly campus.

E-waste management: E-wastes were handed over to the COSMIC NET, BBSR for disposal which is the approved agency of state government. E-Wastes (315 kg) of the college have already been disposed to State Pollution Control Board, Odisha in vide no. college L No. 946 dated 30.09.2020 with generation of Rs. 4094/- towards college fund. The second lot of e-waste generated (70kg) is also handed over to the same organization with generation of Rs 910/- towards the college revenue.

Solid waste management: Solid wastes were handed over to local municipality agency for disposal.

Liquid waste management: Liquid waste from the biology labs are treated with bleach and decontaminated prior to discharge. Some of liquid wastes were used for gardening, plantation and pond watering for pisciculture. Hazardous wastes generated from different laboratories are well managed by dumping in sealed sump.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://www.pattamundaicollege.ac.in/upload/7_1_3_photos.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows:	
<ol style="list-style-type: none"> 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants 	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts	B. Any 3 of the above

Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

This Institution provides an inclusive environment for all with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities. Due to COVID 19 a few number of programmes were organized through online and offline mode to achieve the goal. Different sports, cultural and social activities were organised inside and outside the college to promote the harmony towards each other. Commemorative days like Women's Day, Yoga day, Cancer day, AIIDS day, constitution day, etc birth and death anniversaries of eminent personalities of state and nation were organised through online mode. This established positive interaction among people of different racial and cultural backgrounds. Students of this institution met people from different section during their field project to understand their problems, living habits, etc., which reduced socioeconomic and communal gap among them. The NCC and NSS volunteers of this institution involved in cleaning of nearby villages, hospital and participated in different awareness programmes like road safety, fire safety etc to bring social harmony among the people. The institution organised blood donation camp, health camp, alumni meet and webinars to involve the local people which brings a brotherhood relation towards communal harmony

and make people tolerant.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Pattamundai College undertakes different initiatives by organizing various activities to sensitize students and employees to the constitutional obligation: Values, Rights, Duties and responsibilities of the citizens. On 26th November 2021, Constitution day was celebrated at college campus to aware students about the laws, duties and responsibilities mentioned in the constitution of India. The students are informed about the struggle of freedom and respect the National Flag and National Anthem. Students were informed about the fundamental rights, duties, values and responsibilities of citizens as stated in constitution of India. All details about rights and duties are reflected in various programmes like political science, history, sociology, education etc to educate the students regarding these issues. NCC and NSS wings of this institution organised awareness programme in this regard on the same day to aware public through cycle rally. Republic day was celebrated by organizing activities highlighting the importance of Indian Constitution. Independence Day was also celebrated to highlight struggle of freedom and importance of Indian constitution. Department of Education conducted a webinar on Higher Education as Envisaged in NEP: 2020 on 17/11/2022.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and

A. All of the above

conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Pattamundai College committed to promote professional ethics and human values amongst students and faculty through observation of some important days. The institution celebrated/organised different national/international commemorative days, national festivals, local festivals as well as anniversaries for the great Indian personalities and personalities of the state, in the academic year 2020-21 despite disruption of COVID-19 pandemic, to inculcate moral values and ethics among the students. It celebrated/organised in both online and offline mode when situation permitted us. The Day Scholars Association celebrated Ganesh and Saraswati Puja this year following the COVID-19 guideline. The detail informations are attached in the Additional Data.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

As COVID-19, disrupted whole academic process across the globe, it also dissembled academic activities of Pattamundai College. Despite difficulties, the said institution managed to accomplish its proposed best practices.

Best Practice 1: National and State Level Webinars

- Each department organised a national level webinar on various subject.
- In total 14 national level webinars were organised collectively by all departments.
- IQAC organised two national level and two state level webinars.
- 28 state level webinars were orgnised by different departments of the college.
- A Symposium was organised by the department of English.
- It webinars were conducted through Zoom Cloud Meeting.
- All webinars were live streamed in YouTube.
- Students, faculties and scholars from different states & nations participated in the said webinars.

Best Practice 2: Relief Distribution at Flood Affected Area

- NSS, NCC and YRC volunteers visited Singhgaon Panchyat on a country boat in Pattamundai Block
- They procured relief materials such as biscuits, mosquito coils, candles, face mask, match box, bread, soap, pain balm, medicines from local market.
- They distributed these relief materials among the people in flood affected area.
- They gave financial assistance and other materials to a

family whose house was burnt.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Capacity building initiative:

Despite disruption of Covid-19 pandemic, the institution had managed to perform many things. The institution kept its mind open and conducted various webinars to update their faculties' knowledge on technology. Workshops were organized by the IQAC to train all the teaching staff. The teachers started using Google meet app to engage their classes and sent study materials through whatsapp group. How to generate links for Google meet was explained. How to construct a Google form and to generate certificates for the participants of webinars were explained. Zoom cloud app was used to conduct webinars for betterment of students, teachers, faculties of other institution and e- Certificates were issued to them. The institution conducted as many as 35 extra mural webinar and 15 national webinar amidst pandemic situation. The uses of online platforms such as Zoom and WebEx were explained with supporting demonstrations, as a result of which many of the faculty members conducted lectures using them or participated in webinars by downloading the apps required and the communication gap between the stake holders. This institution has been reaccredited by NAAC for its 2nd cycle in the year.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Future plan of next academic session

1. Up gradation of ICT infrastructure

2. Add on Courses to be started.
3. Library to be updated.
4. Establishment of computer center with internet.
5. Gymnasium sports equipment and infrastructure to be developed.
6. Construction of commerce block to be completed.
7. NAAC accreditation (2nd cycle) process to be completed.
8. Renovation of auditorium hall with audio system.
9. Construction of first floor of science block.
10. Coloring of main and other infrastructure facility.
11. Starting of new course in Geology, computer Science, Material Science.
12. Bridge Course to be introduced.
13. Exposure visit for students by IQAC.
14. Re-construction of college campus road.
15. Arrangement of funds from National Level Funding Agencies to organise National Level Seminar.