

***THE ANNUAL QUALITY
ASSURANCE REPORT
(AQAR)
OF THE IQAC (2016-17)***



***ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
OF THE INTERNAL QUALITY
ASSURANCE CELL
(I.Q.A.C.)***

COLLEGE ADDRESS

PATTAMUNDAI COLLEGE

AT/PO/PS- PATTAMUNDAI

DIST. – KENDRAPARA

OUR COLLEGE AT A GLANCE

Pattamundai College has completed 47 years of its journey. It is the biggest and oldest aided college of Kendrapara Sub-Division in the district of Kendrapara , Odisha. With great expectations and noble mission to enlighten the area and to awaken the young mass providing Higher Education at their door step the college was established in the year 1970, with the active and zealous co-operation of the district and local administration and the elite section of the people of the area.

The college got Govt. concurrence and university affiliation in 1970 for intermediate Arts and Commerce and classes were introduced in 1978. Barely three years offer Govt. concurrence and University affiliation was granted for the opening of I.Com. in 1978. Subsequently teaching in Political Science, Economics, English, Odia, Sociology, Philosophy & Education and B.Com. in 1989. Govt. concurrence and University affiliation was granted for opening of B.Sc. in 1989 - 90. In 1990-91 affiliation was received for opening of philosophy and Commerce Honours with 32 seats each. The mounting demand for Political Science & Odia Honours led to the increase of seats from 16 to 32 in each in 1991-92. In 1994-95 affiliations and Govt. concurrence was granted for 32 seats in sociology Honours, 16 seats each Mathematics & Chemistry Honours. A significant stride took place in the history of the college as University affiliation was obtained for Honours teaching in Education, Botany, Zoology & Physics with 16 seats each in 1997-98.

In the year 2010-11 Commerce Department has made a break through by increasing its seats from 96 to 128. Opening of B.B.A (Self financing course) has added another feather in its cap. Increasing of Accounting Honours seats from 32 to 48 in +3 Commerce are some of the achievements that has added to the roll strength in 2010-11.

Through out the year the college has received UGC Grants for its development in multipurpose aspects. It has got M.L.A. & M.P. Lad Funds for its building construction work.

Pattamundai College was accredited by the executive committee of NAAC (National Assessment and Accreditation Council) on 07.12.2005 which is an autonomous institution of U.G.C and Academic excellence of the college rise to its height with B⁺ Grade certificate by NAAC from the session 2005-06.

As per the Govt. direction from the session 2010-11, e-Admission process started in the college for admission into +3 streams. The college is now ready for NAAC Reaccreditation and the process of preparing SSR for NAAC Reaccreditation is on the ongoing process.

Now it is a time for all its devotees to make sincere efforts to bring our college to more glorious position.

COMPOSITION OF IQAC (2016-17)

The following members compose the committee of IQAC for the year 2016-17 to carry out the objectives and functions of IQAC as per UGC Guidelines.

Members

1. **Principal** - Chairperson
2. **Dr. Amiya Mohanty,** - Member
Former Addl. Director, Higher Education,
Govt. of Odisha & OSD, Odisha Higher
Education Council,
3. **Dr. A.K Dash** , HOD, Chemistry -cum- - Member
Administrative Bursar
4. **Dr. P.K. Samal**, HOD, History - Member
5. **Prof. D.K. Bhuyan**, HOD, Zoology - Member
6. **Dr. R.K. Sahoo**, Lect. in Physics-cum- - Member
Accounts Bursar
7. **Dr. (Miss) A.K. Dash**, HOD, Botany - Member
8. **Prof. (Dr.) Ashok Pattanaik,** - Member
Former Prof. & HOD, History,
Utkal University, Vani Vihar.
9. **Prof. Duryodhan Parida,** - Member
Former Asso. Prof. in English,
Kendrapara (Auto) College,
Kendrapara.
10. **Prof. A Pndab**, Lect. in Math. - Coordinator

Meeting & Resolutions

A meeting of the following IQAC members was held on 20.10.2016 at 11.30 A.M. in the IQAC room under the Chairmanship of Prof. D Pradhan, Principal of the college to discuss regarding the revised guideline of NAAC Reaccrediting and IQAC.

Members Present.

1. **Prof. D Pradhan, Principal**
2. **Dr. Amiya Mohanty,**
Former Addl. Director, Higher Education,
Govt. of Odisha & OSD, Odisha Higher
Education Council,
3. **Dr. A.K Dash**, HOD, Chemistry -cum-
Administrative Bursar
4. **Dr. P.K. Samal**, HOD, History
5. **Prof. D.K. Bhuyan**, HOD, Zoology
6. **Dr. R.K. Sahoo**, Lect. in Physics-cum-
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8. **Prof. (Dr.) Ashok Pattanaik,**
Former Prof. & HOD, History,
Utkal University, Vani Vihar.
9. **Prof. Duryodhan Parida,**
Former Asso. Prof. in English,
Kendrapara (Auto) College,
Kendrapara.

RESOLUTIONS:

The following resolutions were unanimously adopted in the meeting held on 20.10.2016.

1. The members authorised and requested to complete the ongoing infrastructure work of the college in the campus.
2. The HOD's of all departments are advised to hold departmental seminars by inviting eminent scholars professors, Industrialise from different fields for the academic excellence of the students.
3. The members if IQAC express its concern for total computerization of Office, Account Section, Library and Examinations. For this purpose the principal is requested to provide training facilities to office assistance and officers in charge in computer education.
4. The members of IQAC requested the Principal to connect the establishment section, Staff Common room, Library , Examination and Students class rooms with CC. TV Camera to keep a vigilant look on the entire day to day activities of every stake holders in the campus.
5. The members of the IQAC decided to open a language lab in the college to improve communication skill of the students.
6. The parent Teacher association meeting be organised for improving the academic strength of the students.
7. The faculties be requested to publish their research articles in reputed journals and to apply for minor major research project to UGC in large number.
8. The library be strengthened by purchasing more journals reference books and study material for better facilities for the students.
9. Alumni association is to me involved for all-round improvement of the college.
10. The Career Counselling Cell & Placement Cell of the college is to be activated with new vigor and eminent personalities from different fields to provide information to the students for carrier building Higher studies and placement.
11. The members in the meeting authorise the principal to continue the remedial coaching scheme of the college with UGC Assistance to provide coaching to the SC/ST/OBC(Min) and poverty stricken students.
12. The NCC, NSS, YOUTH RED CROSS units of the college be directed to organise meetings rally's one act play to develop conciseness among the individuals for the eradication of environmental hazards awareness regarding Aids, use of pesticides in agricultures, awareness regarding child labour and demonetization conciseness.

13. IQAC Coordinator is authorised by the members to take other qualities initiatives for the academic and infrastructure strength of the college.

Plan of action for the new session 2017-18

The IQAC will meet in the month of August / September - 10 to prepare the action plan for the current session.

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2016-17

I. Details of the Institution

1.1 Name of the Institution

Pattamundai College.

1.2 Address Line 1

Pattamundai

Address Line 2

Pattamundai

City/Town

Kendrapara

State

Odisha

Pin Code

754215

Institution e-mail address

pattamundaicollege@gmail.com

Contact Nos.

06729-224216

Name of the Head of the Institution:

Debabrata Pradhan

Tel. No. with STD Code:

06729-224216

Mobile:

8908498533

Name of the IQAC Co-ordinator:

Arabinda Pandab

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOCN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B+	77.15	2006	2 Feb 2006 to 02 Feb 2011
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

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

- i. AQAR 2012-13 Submitted to NAAC on 21.05.2015.
- ii. AQAR 2013-14 Submitted to NAAC on 11.06.2015.
- iii. AQAR 2014-15 Submitted to NAAC on 25.08.2015.
- iv. AQAR 2015-16 Submitted to NAAC on 07.01.2017
- v. AQAR 2016-17 Submitted to NAAC on 07.01.2017

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc- No

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

06

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

-

2.4 No. of Management representatives

-

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

02

2.9 Total No. of members

10

2.10 No. of IQAC meetings held

Two.

2.11 No. of meetings with various stakeholders:

No.

08

Faculty

04

Non-Teaching Staff

02

Students

Alumni

01

Others

01

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

Rs.3,00,000/

March 2014.

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

02

International

National

State

Institution Level

02

(ii) Themes

1. Role of Faculty and Students in Quality Assurance.
2. Quality Assurance in Higher Education : Expectations & Achievements.
3. Higher Education in India issues and challenges.

2.14 Significant Activities and contributions made by IQAC

1. Organization of Departmental seminars
2. Organization of meetings by experts for skill development of the students.
3. Holding of seminar relating to quality measures

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Annexure-I	

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

1. Use of ICT methods in science faculty.
2. Preparation of students profile for better student-teacher relationship
3. Teacher Students interaction through student profile.
4. Parent Teacher Association meeting on Students attendance in the classroom.
5. Meeting of parent teacher association.
6. Meeting of Almuni.
7. Adoption of mentoring system.
8. Special class for slow learners.
9. Installation of CC TV Camera.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	Arts, Science, Commerce.	Nil	01	Nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	17		01	
Interdisciplinary				
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** / Open options :- CBCS Curriculum
 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	17
Trimester	
Annual	17

- 1.3 Feedback from stakeholders* Alumni Parents Employers Students
 (*On all aspects*)

Mode of feedback : Online Manual Co-operating schools (for PEI)

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Interdiction of CBCS syllabi from the session 2016-17 by Utkal University.

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

Nil

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
		X	X	X

2.2 No. of permanent faculty with Ph.D.

09

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-									

2.4 No. of Guest and Visiting faculty and Temporary faculty

02

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	X	12	18
Presented papers	X	10	02
Resource Persons	X	X	01

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

1. Teaching modules and lesson plans are organized.
2. Projects / Pilot studies / Surveys.
3. Tutor Word system.
4. Interdiction f CBCS
5. Business motivation for commerce students.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Photocopy

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

0

5

5

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

91%

2.11 Course/Programme wise

distribution of pass percentage : (2014-15)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts	231	3%	8%	27%	1%	
Science	71	28%	40%	22%		
Commerce	122	1%	1%	41%	50%	

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes : Through Students assessment and teaching aids .

- A. Thorough students assessment and teaching aids.
- B. Through participatory learning method
- C. Tutor-word system.
- D. Preparation of lesson Plan
- E. ICT Base teaching.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	35
UGC – Faculty Improvement Programme	04
HRD programmes	X
Orientation programmes	02
Faculty exchange programme	X
Staff training conducted by the university	X
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	01
Others	X

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	01	X	02
Technical Staff	02	X	X	01

Criterion – III

3. Research, Consultancy and Extension

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

1. Teachers are encourage to undertake Minor Research Projects (MRP) under UGC Assistance.
2. Internet facilities to the teachers to peruse Ph.D works.
3. Encouragement by the research development council to the teachers for participation in conferences and seminars and presenting papers.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	Nil	01	01
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals			
Conference proceedings	X	10	X

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	X	X	X	X
Minor Projects	1.5 Year	UGC	1,90,000/-	1,90,000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	01	-	-	-
Sponsoring agencies	-	UGC	-	-	-

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

Total

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
04	-	-	-	04	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- AIDS awareness programme
- Population awareness
- Active Citizenship awareness workshop..
- Self defence programme for Girl students.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15.38 Decimal		Public donation, M.P Lad	
Class rooms	20			
Laboratories	04			
Seminar Halls	14			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		Desktop Computer, CC.TV		
Value of the equipment purchased during the year (Rs. in Lakhs)	2.10 Lakh			
Others				

4.2 Computerization of administration and library

1. Establishment Section.
2. Accounts Section.
3. Library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20,000	5 Lakh	2,000	70,000	22,000	2,70,000
Reference Books	13,000	1 Lakh	1,000	1,00,000	14,000	2,00,000
e-Books	X					
Journals	10					
e-Journals	X					
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	03	05	-	-	02	17	-
Added	01	-		-	-	-	-	-
Total	28	03	05	-	-	02	17	-

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

e-Governance Training to the Non teaching staff Computer training to the teaching & non-teaching staff.
--

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs.50,000/-
ii) Campus Infrastructure and facilities	Rs.1,50,000/-
iii) Equipments	Rs.1,00,000/-
iv) Others	-
Total :	Rs.3,00,000/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

<ol style="list-style-type: none">1. Training for students to take up higher skills.2. Allotment of students under the Ward tutor.3. Students participation in decision making.

5.2 Efforts made by the institution for tracking the progression

<ol style="list-style-type: none">1. Remedial Classes for weak learners to give them the necessary lift in the academic field.2. Annual internal quality audit.
--

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
	X	X	X

(b) No. of students outside the state

X

(c) No. of international students

X

Men	No	%
	590	75%

Women

No	%
880	25%

Last Year						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
372	211		1012	02	1597	373	217		997	02	1589

Demand ratio 97%

Dropout 2%

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

1. Career counseling classes to students for competitive examination.
2. Special coaching classes for students on Spoken English, Communicative English. And soft skill.

No. of students beneficiaries

80

5.5 No. of students qualified in these examinations

NET	02	SET/SLET	-	GATE	01	CAT	01
IAS/IPS etc	-	State PSC	02	UPSC	-	Others	10

5.6 Details of student counselling and career guidance

1. Career guidance for bank service .
2. Motivational lecture by Army & Air force personnel's
3. Career counseling to appear GATE.
4. Career guidance to the students by resources persons for administrative

No. of students benefitted

10

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

1. Training on Self Defense programme for Girls
2. Service learning through Blood donation camps.
3. Awareness programme on women harassment.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	200	Rs.5,000/-
Financial support from government	10	Rs.50,000/-
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	Nil	

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:-

1. Women harassment through Women Harassment Cell.
2. Students problems solution through students Grievances Rredresal Cell.
3. Ragging problem of students through anti ragging cell

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To provide qualitative education to all students of all sections of society with a view to bringing in them social, moral & spiritual values and professional growth to serve the society with love, justice & Truth.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

1. Students constitutive reactions on courses, Course content and handling courses.
2. Teachers participation in conducting board of University in the preparation of curriculum.

6.3.2 Teaching and Learning

1. Evaluation of teachers by students through e-proforma.
2. Adoption of mentoring system.
3. The use ICT in the teaching learning process
4. Teaching learnin process through resources person from out side

6.3.3 Examination and Evaluation

1. Allotment of students under the tutor word system.
2. Introduction of unit test examination in different departments.
3. Special exam for slow learners.
4. Evaluation of answer scripts through student teacher interaction.

6.3.4 Research and Development

1. Teachers are encouraged to participate in conference/work shops .
2. Teachers are encouraged to do Minor Research Project under UGC Assistance.
3. Teachers are encouraged to publish articles in national journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Computerization of Library with stranded digital software.
2. Suggestion box and timely response.
3. Reading rooms for students.
4. ICT Method of teaching through power point presentation in science Department

6.3.6 Human Resource Management

1. Creation of student quality circles to make student efficient in the learning process and effective in serving the society.
2. Conduct of group discussion among the students for development of communication skill.
3. Formation of student council for the improvement of students attendance in class room.

6.3.7 Faculty and Staff recruitment

1. Academic excellence in teaching through Demonstration Class.
2. Appointment of staff (teaching) by Higher Education Department Govt. of Odisha through SSB.

6.3.8 Industry Interaction / Collaboration

1. Students industrial visit to different industries to develop management and entrepreneurial Skill.
2. MOU signing with Industries for student's placement.

6.3.9 Admission of Students

1. Admission through e-admission process through SAMS. (+3 Stream)
2. Admission through Choice Based cum Merit System.

6.4 Welfare schemes for

Teaching	Credit and Thrift society
Non teaching	Nonteaching development fund.
Students	Students welfare fund.

6.5 Total corpus fund generated

Rs.2,00,000/-

6.6 Whether annual financial audit has been done

Yes

No

6.7 Whether Academic and Administrative Audit (AAA) has been done? Yes.

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Director DHE, Odisha	Yes	Academic Bursar
Administrative	Yes	1. University Register 2. District level consultant appointed by Govt. of Odisha	Yes	Administrative Bursar

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Introduction of semester exam under CBCS by the university .

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

Inviting teachers to participate in Curriculum development

6.11 Activities and support from the Alumni Association

1. Regular meetings between alumni office bearers and with college management.
2. Conduct of Social Activities related Meetings by alumni members in the College for social awareness among the students.
3. Participation of Alumni members in college development programmes

6.12 Activities and support from the Parent – Teacher Association

1. Evaluation of staffs by parent teacher meeting
2. Exchange of views between teachers and parents on academic problems. .

6.13 Development programmes for support staff

1. Computer training programme for non-teaching staff.
2. Accounts Training programme.
3. E-Governance training programme.

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

1. Plantation of trees in and around the college campus .
2. Polythene free campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Annual internal quality audit
2. Evaluation by academic peers.
3. Conduct of termed examination and publication of result in time.
4. Formation of students council.

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

- Departmental interactions with IQAC
- a. Increase of attendance
 - b. More participation in debate.
 - c. Enhancement in pass percentage.
 - d. Departmental activities.
 - e. Teachers self evaluation report
 - f. Students feedback.

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

1. Introduction of SWOT analysis in teaching learning process.
2. TQM initiative.
3. Annual internal quality audit.

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

7.4 Contribution to environmental awareness / protection

1. Formation of Eco-Friendly Club.
2. Plantation of trees.

7.5 Whether environmental audit was conducted? Yes No

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

1. Introduction of SWOT analysis for students improvement..
2. Tutor ward system

8. Plans of institution for next year (2017-18)

Pattamundai College Pattamundai, is temple of teaching and learning in the modern age of technology. Our mission is to make this institution as college for centre with potential excellence. This will attract the quality human resources of this locality for imparting global skill, knowledge and training. In view of this we have made short term and long term plans.

(1) Teaching & Learning - Our goal is to provide quality teaching and learning facilities to the rural based students of Pattamundai to bring them at par with other students of reputed institutions. For better teaching learning process the college is planning to open a language LAB with UGC financial assistance.

(2) Research Work – The teachers are advised to register for Ph.D. Work and apply for UGC assistance for both Minor Research and Major Research work. Further they are requested to apply for conducting state level / national seminars funded by UGC, ICSSR, NAAC, NICTE and other research bodies.

(3) Plantation - Our plan is to create awareness among the students & public of this locality to undertake the plantation movement. In order to attain this goal we have the programme to make plantation inside the college campus through student teacher participation, The college is also planning to make the campus as eco-friendly campus in collaboration with DFO office Rajnagar.

(4) Development of Infrastructure Facility -

(i) A new computer lab is to be set up under UGC assistance for NRC & Career Counselling Cell.

(ii) Teaching aids such as OHP, LCD projectors, Audio visual system have been made available in number of departments.

(iii) Our goal is to computerise the entire Administrative Block of the college.

(iv) Proposal for the construction of more staff quarters.

(v) Proposal for the construction of HI-FI-Auditorium.

(5) Computer Teaching Programme for Non Teaching Staff - As a premier institute of higher learning in Orissa, a good number of non teaching staff are working in Office, Accounts Section, Academic Section, Admission Section, Library and other depts. The IQAC intends to take initiative to computerise the administrative & lab services. The college will undertake training of the non teaching staff of the college and see that the secretarial staff becomes computer literate. IQAC has chalked out a programme for the Office staff (a) Basic Compute Training (ii) Software Training

(6) Seminar Activities - Our goal us to spread knowledge to a wider section of the society. IQAC will chalk out a plan to hold seminars & workshops in inter discipline related subjects at dept. level and State level / National Seminars during 2015-16 with UGC and NAAC assistance.

(7) Training and Placement Cell - Our aim is to empower general graduates for competing in the job market. It aims to equip the students with - communication Skill, Group skill, Group discussion and skill to participate in an interview. It will help to build links with organizations and industry circles to find placements for the students. It will provide guidance, training and placement for the general graduates of the campus. The Placement Cell is committed to provide all possible assistance to its UG students as their efforts to find placement. The responsibility of the Training & Placement Cell is taken care of by a three member team headed by a Coordinator.

(8) Making College Campus Green - Global warming and environment pollution are major problems our society is facing today. Our mission is to undertake a massive plantation programme by creating awareness among the students in collaboration with the officials of Horticulture, Kendrapara. We would take appropriate action to create awareness through National Cadet Corps, Youth Red Cross, National Service Scheme programmes in the minds of the general public of this locality. To accomplish this goal we have the programme to go for massive plantation inside the college campus through student participation. Moreover, steps will be taken to improve & beautify the botanical garden of the college.

(9) Introduction of Yoga - Yoga plays a significant role to shape the minds & body of youth mass. It will help to develop their positive thinking in productive manner for the interest of the society. We are taking steps to popularize yoga among the students. Sri B.D. Patra, PET is taking yoga classes regularly for different classes.

(10) The college is planning to adopt initiatives for getting Autonomous and CPE (Centre of Potential Excellence) by UGC in future.

Name-Arabinda Pandab.

Name – Debabrata Pradhan

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure-I

2.15 Plan of action (2016-17)

A . Plan For Teachers Development

1. **Teachers:**

- a. Teachers are to be requested to adopt innovative teaching method i.e. beyond chalk and duster, use of laptop, LCD projector, OHP, Charts be made to make the class room teaching more meaningful and attractive.
 - b. Interactive and participative teaching should be encouraged in the Honours class.
2. Computer and internet connection be provided to all departments so that teaching shall have easy access to update their knowledge.
 3. Research Project : Teachers are to be motivated to pursue Ph.D degree , minor and major research project under UGC assistance.
 4. Community Service activities are to be undertaken by the teachers through NSS, YRC and NCC.
 5. Development of teachers efficiency will be made through students feedback and regular class room checking by the principal / Academic Bursar.

B. Office Administration

- i) A new Dynamic website for the college has been constituted with all information as regards to academic, admission, examination, college election, syllabus, fee structure etc which can be visited as www.pattamundaicollege.edu.in
 - * More reference books will be procured.
 - * Internet facility is accessible to all the students.
- ii) Steps are being taken to computerize the accounts and office, general administration and examination.
- iii) All the non teaching staff will be requested to go through the computer awareness training.

C: Plan For Overall Development

- a. Proposal should be made for the construction of Spl. Science Block under UGC Assistance
- b. Completion of incomplete SC/ST hostel for Women under Central Govt. Assistance.
- c. Completion of Boundary work.
- d. Beautification of college campus.
- e. Completion of incomplete library building.

- f. Construction of Commerce Block.
- g. Proposal for the construction of Conference Hall under UGC Spl Assistance.
- h. Completion of Auditorium Hal.
- i. Proposal for the construction of under UGC SPL Assistance.

Achievements.

1. Five teacher completed Ph.D work in 2016-17.
2. Accounts and Establishment section computerised.
3. Construction of SC/ST/OBC Hostel achieved and work is in progress by getting assistance of Rs.1.50 Crore from the Govt. Of INDIA.
4. Completion of Auditorium with inbuilt sound system
5. Installation of CC. TV for vigilant works of the authority over every stake holders of the college. .