



YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Pattamundai College
• Name of the Head of the institution	Prof. Dillip Kumar Bhuyan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9437376724
• Mobile No:	9437383989
• Registered e-mail	pattamundaicollege@gmail.com
• Alternate e-mail	iqacpmi@gmail.com
• Address	Pattamundai College, Delta Square
• City/Town	Kendrapara
• State/UT	Odisha
• Pin Code	754215
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated to Utkal University, Vani Vihar, BBSR , Odisha
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the Affiliating University	Utkal University				
• Name of the IQAC Coordinator	Dr. Sunil Kumar Pradhan				
• Phone No.					
• Alternate phone No.					
• Mobile	9937193076				
• IQAC e-mail address	iqacpmi@gmail.com				
• Alternate e-mail address					
3. Website address (Web link of the AQAR (Previous Academic Year))	https://www.pattamundaicollege.ac.in/upload/file_2612240001420.pdf				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://pattamundaicollege.ac.in/upload/file_1610240553120.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	Infrastructure Development grant	Govt. of Odisha	2023-24	7500000
State Government (Institutional)	NUA-O	DHE, Govt of Odisha	2023-24	1200000
State Government (Institutional)	NUA-O	DHE, Govt of Odisha	2023-24	400000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes		
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File		
9. No. of IQAC meetings held during the year	04		
<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		
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No		
<ul style="list-style-type: none"> If yes, mention the amount 			

11. Significant contributions made by IQAC during the current year (maximum five bullets)			
1. Submission of AQAR-2021-22. 2. Each department conducted one state level seminar and two departmental seminars and one add-on course. 3. Quality audit like Academic audit, Administrative audit,			

Green audit, Energy audit and Gender audit conducted during the year. 4. 19 no. of field visit to different reputed organization was undertaken during this year. 5. Online feedback and SSS collected from students analyzed and action taken report was prepared.

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
Each department will conduct 2 field visits.	All the department successfully conducted their assigned field visits
Faculty members are advised to attend FDP, Short term course etc.	35 numbers of FDP/Short term course completed by faculty members
Different quality audits are to be undertaken.	All the audits like Academic audit, Green audit, Energy audit and Gender audit conducted during the year
The seminar and research committee under the guidance of IQAC prepare a annual plan to conduct seminars .	39 numbers of seminars were conducted during the year.
Mentor-Mentee system classes are to be undertaken.	All the faculty member taken their classes and submitted their progress report.
Self appraisal of each faculty member are to be collected.	All the faculty members submitted their self appraisal.
AQAR for the session 2021-22 is to be submitted.	AQAR 2021-22 was submitted
Yearly plan for celebration of days and events is to be prepared.	95% of the events were conducted as per the plan.
Academic calendar is to be prepared.	The college prepared its academic calendar and all the faculties also prepared their academic calendars.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Staff Council, Pattamundai College	09/12/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	09/12/2024

15. Multidisciplinary / interdisciplinary

1. Skill based courses and non major elective are interdisciplinary in nature. 2. Multidisciplinary component includes English, Odia and Ability Enhancement Compulsory Courses - Ethics and Values Education, Environmental studies and skill enhancement course like communicative English and Quantitative aptitude and logical thinking. 3. Academic activities such as seminar and project works are interdisciplinary in nature. 4. The college has introduced Value added courses in four disciplines to enhance the employability/ skill development/ entrepreneurship capabilities of the students. 5. Pattamundai College shall focus on holistic and overall personality development of students by inculcating new skills to learners. 6. The college aims at imparting education that shall develop intellectual, aesthetic, social, physical, emotional and moral values in students. 7. Important days like environment day, International Yoga day, etc are to be observed, bringing all the disciplines of the college together

16. Academic bank of credits (ABC):

Academic Bank of Credits is introduced in New Education Policy of 2020. The state Govt. has not yet implemented the NEP in the State Higher Education Institutions. This will be taken care of when implemented. This year ABC ID of all students was created as per the guidelines of Utkal University.

17. Skill development:

1. Six skill based courses are offered from Semester III to IV and value added courses for all disciplines. 2. Pattamundai College being a premier educational institution with sufficient infrastructural facilities to organize events and programs to foster

a sense of teamwork, inventiveness, inquisitiveness, and sympathy in faculty and students. All these, lay a strong foundation for future academic and career enhancement. 3. This year our college organized skill based programme like Seminars, Field visits and Projects. 4. The college has taken the initiative to conduct seminars, workshops and lecture series to sensitize the students and develop their leadership quality, personality development, communicative skills and creativity. 5. In science stream and education subject, the experimental skill are enhanced by performing practical classes.

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

The institution follows curriculum prescribed by affiliated university (Utkal University). As a part of University syllabi, it offers mandatory courses like Modern Indian languages (MIL) apart from regular core subjects and Skill Enhancement Courses to the students to earn extra credits .This college uses bilingual method, as the medium of the teaching is used in our college especially in science, social sciences and commerce. The college observes many commemorative days like Gandhi Jayanti, Madhusudan Jayanti, Gopabandhu Jayanti, Republic Day, Kargil Vijaya Diwas, etc to make students aware about the sacrifices of Indian freedom fighters and their contribution to contemporary society. The Institution also observes different days having much social impacts like International Youth Day, National Integration Day, National Constitution Day, World Health Day , etc to integrate the students about the rich heritage and culture of India. This institution promotes the local language, art and culture through different activities by NSS, YRC, NCC wings. All these activities are conducted in adopted village and nearby schools where the students follow local Odia language . Indian Knowledge encompasses the Foundational knowledge, Science, Engineering & Technology, Humanities and Social Sciences through a structured classification IKS (Indian Knowledge System) has evolved over millenniums. It has a wide range of several branches such as Astronomy, Ayurveda & Yoga(Health and Well-being) Mathematics & Computing, Languages & Linguistics, Metallurgy, Rasa-Shastra, PublicAdministration, WarTechnology, Management Science and many more. All curriculum and pedagogy from the foundational stage onwards, needs to be redesigned which is strongly rooted in the Indian and local context and ethos in terms of culture, traditions, heritage, customs, language, philosophy, geography, ancient and contemporary knowledge, societal and scientific needs, indigenous and traditional ways of learning . Our institution also organizes events like International Yoga day, discourses by Sanyasinis of Hariharananda Ashram, Jhoti

Pratiyogita, participation of students in different social events like Rath Yatra , Durga Puja & Local Yajna, etc to inculcate the ethos of Indian culture . Ethics and Values paper is introduced for the students of all streams to bring a behavioral change in students.

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

This institution emphasizes its policy and curriculum giving immense importance to outcome based education i.e. articulated idea of what students are expected to know and learn through the curriculum and how much they are able to achieve. Apart from regular classroom teaching, there are tutorial classes ,bridge courses, mentor-mentee system, career counseling sessions, placement cell, skilled based training programme, which give priority to outcome based education. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the present day needs of the student in terms of securing their path towards higher studies or a terminal degree guiding students towards career choices. Students are made aware of the course specific outcomes, programme outcomes, course outcomes through orientation programs, classroom discussions, expert lectures and practical classes. The college seamlessly upgrading its laboratory, library resources, ICT resources to march forward in a direction to achieve its goal .In this session as per the collected information large number of students progressed to higher education and placed in different reputed government and private multinational companies. Students of this institution are excelling in different fields like research, business, politics, sports, culture etc.

20.Distance education/online education:

Students and staff are encouraged to pursue the MOOC and SWAYAM courses. Students are motivated to use online platforms like Odisha State Open University (OSOU), IGNOU, MOOC ,edX, BYJUS etc during this session. To teach mathematical subjects and conceptual subjects through online mode, teachers use various online tools like- Jamboard in Google meet. E-Contents are available on the college website. Study materials were uploaded by the faculty members on college website as well as through Whattsapp group. Computers in all the departments are upgraded and are interlinked via LAN Network and Internet Connection. The college is running with 40 no's computers for academic, research purposes and 05 no's are used for administrative/accounts activities with fiber optic internet facility. SSD (hard disks) and RAM are added for the existing desktop to speed up the old Computers.

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	480
File Description	Documents
Data Template	View File
2.Student	
2.1 Number of students during the year	1352
File Description	Documents
Data Template	View File
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	229
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	368
File Description	Documents
Data Template	View File
3.Academic	
3.1 Number of full time teachers during the year	49
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 Total number of Classrooms and Seminar halls	37
4.2 Total expenditure excluding salary during the year (INR in lakhs)	184.67
4.3 Total number of computers on campus for academic purposes	40

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

Pattamundai College follows 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. The institution besides these regular syllabus designed add-on course for each departments to enhance the curriculum delivery. Teachers maintain their lesson plan and progress registers timely and these were verified by Audit Committee, Academic Bursar and the Principal. All teachers also take doubt clearing, mentor-mentee, remedial and Bridge course classes. Teachers have participated in different seminar/webinars ,FDPs, Short Term courses, training programs, etc. to upgrade their skills in order to fulfill the need of students. Even classes are taken during examination period through morning session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242216310.pdf

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

This institution adheres to the academic calendar for the conduct of continuous internal evaluation along with other academic and nonacademic works properly. Academic calendar is prepared and displayed/uploaded in college website and notice board as well. It was shared with students through their whatsapp group. The internal examinations are conducted following the academic calendar and university guidelines. The marks were uploaded in the website for the student by which they can check their marks and apply for re addition & revaluation. The institution is regularly uploading its AQAR after reaccreditation in the year 2021. The College has organised various seminars, webinars, field visits, annual sports, cultural and dramatic programmes following the calendar. All syllabuses were completed following academic calendar and Govt. notifications. The college also follows Academic calendar given by Utkal University, Odisha and UGC, New Delhi

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242219230.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

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

15

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)

15

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

913

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

the year

913

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 Seminars, Lecture series to integrate cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum in the academic year 2023-24. In this session NSS, NCC, YRC, Cultural Association, Dramatic Society, Science Society, Commerce Society, Odia Sahitya Samaja, and Athletic Association conducted many activities relating to the above issues to aware the students and public. This year with the collaboration of Govt. of Odisha many literary programme, cultural programme, sports activities were undertaken encompassing spectrum of social and cultural perspectives which had large no. of participation. Many Seminars and cultural programmes were organised on the gender issues to sensitize students, faculties & public. The institution conducted gender audit for gender sensitivity and also NSS, NCC conducted cleaning programmes to promote a healthy environment in the campus. The institution has installed solar energy system, use of LED bulbs and star rated electrical appliances for energy conservation. The institution conducted green and energy audit in each and every academic session. The institution organized various webinars/seminars on the topic related to Human values and ethics. A Vanomahostav programme was organised to aware students regarding various issues related to Environment.

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

15

File Description	Documents
Any additional information	No File Uploaded
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

236

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://pattamundaicollege.ac.in/upload/file_3112240331390.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

512

File Description	Documents
Any additional information	No File Uploaded
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

177

File Description	Documents
Any additional information	No File Uploaded
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

This college conducted Bridge course for academic development of the students. Thorough this course teacher marked slow and advance learners of their classes. Further teachers interacted with students personally to find students of different categories.

Following steps were taken for the improvement of these students.

Advanced Learners

- Advanced learners show their skills during student seminar held every Saturday.
- Advanced learners were given study material through WhatsApp groups and email.
- They were also provided with text and reference books from seminar library.
- They were encouraged to appear different competitive examinations like GATE, JAM, etc.
- They were encouraged to participate in national and state level seminars.
- Quiz competitions were conducted to enhance the IQ level of advanced learners.
- Group discussions and debates were conducted for them.
- A Bridge course was arranged at the beginning of the academic session.

Slow Learners

- Remedial classes were conducted through online mode as well as offline mode.
- Sample questions were provided to slow learners and they were asked to practice it.
- Doubt clearing classes were conducted in every fortnight.

- 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.
- A Bridge course was organised at the beginning of the academic session.

File Description	Documents
Link for additional Information	https://pattamundaicollege.ac.in/upload/file_2912242223210.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
1352	49

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

The institution introduced a range of student-centric methods such as experiential learning, seminars, field visits, and projects to enhance the learning experience. Students received tailored study materials, including video links, e-books, and reference books. Practical work in laboratories, using new equipment aligned with updated syllabi, fostered experiential learning. Nineteen field visits were conducted, offering students first-hand information related to their curriculum. This year all departments were assigned with one Add-on course programme each to supplement the teaching learning process. Participative learning was emphasized through a unique field visit program designed by the IQAC, which proposed few organizations relevant to each department's academic needs. Departments selected two visits annually, with notable destinations which includes CIPET Bhubaneswar, Bhitarkanika National Park Kendrapara, ITC Khurda, NMIET Bhubaneswar, NISER & IIT Bhubaneswar, Fresh water aquaculture, CIFA, Bhubaneswar, SC/ST research training

institute & tribal museum Bhubaneswar etc. All these visits help the students to broaden horizons, contributing to their holistic development in both academics and real life. The hands-on experience from these programs significantly improved students' problem-solving abilities, critical thinking, creativity, and leadership skills. This practical exposure led to increased progression to higher education, with many students gaining admission to reputed universities. Additionally, the institution's use of innovative in teaching methods promoted collaboration, deepened subject comprehension, and prepared students for future academic and professional challenges.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242225380.pdf

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

This institution encourages its teachers to cope with modern technology basically with ICT for better teaching learning process. In the Academic Year 2023-24, teachers of this institution used projector, laptop, PPT, Internet, E-books, and Audio-visual clips for successful delivery of curriculum. It provides necessary ICT tools such as laptop, Desktop, Internet, Projector, etc to enable teachers for audio visual classes. This institution also organized several workshops on ICT in order to improve its teacher's skill. Using these resources teachers of this college have participated in various FDPs, seminars and Short Term Courses, even they organized numerous in this session. Teachers are also playing course related films to provide audio-visual experience to students. Teachers also send various materials, E books and other resources to students through WhatsApp and email. Both Teachers and students of this institution are using ICT tools to deliver seminars and to learn various soft skills.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://pattamundaicollege.ac.in/upload/file_2912242227120.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

49

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

49

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

10

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

422

File Description	Documents
Any additional information	View File
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 this academic year examination cell of this college managed to conduct all examinations successfully following the guidelines of Utkal University and academic calendar of the college. Finally the results were uploaded in the college website as well as University in UUEMS 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.

File Description	Documents
Any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242228430.pdf

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

The examination system of this college is very student friendly. Grievances related to examinations are attended very delicately and timely. 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 scripts 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/website 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. This year the college introduced online grievance redressal mechanism including that of examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242230130.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 objectives 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 2023-24, all the outcomes are elaborately discussed 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 through an orientation programme. The POs, PSOs and COs of each programme of each semester were reflected in the students' notice board of the department, college website and the same is also sent to them through their email id to make them aware of their mission.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pattamundaicollege.ac.in/page.php?page=naac
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 room. The College consistently showing good result and in this academic session the pass percentage is 88.12 which is very good out of which 40% student got first class with distinction and 30% of the student got 1st class honours in their final University exam result

Apart from this the institution has another method to know its programme attainment i.e, Student's progression to higher studies, Govt. or Private services, and their involvement in other social and humanitarian works. In this session as per the information obtained large no. of students get admitted to higher education in different reputed universities. In this session two of our students secured position in top 10 list of University rank holders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242233240.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

368

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://pattamundaicollege.ac.in/upload/file_2912242235410.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://pattamundaicollege.ac.in/upload/file_3112240333460.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)

91

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

0

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

39

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

NSS unit has organised following events this session plantation programme on 02.07.2023, NSS day on 24.09.2023, Gandhi Jayanti on 02.10.2023, Cyber Safety programme on 03.10.2023, Voter awareness programme on 30.10.2023 etc.

YRC unit has organized the following events this session like International Youth Day on 12.08.2023, Health Check up camp for students on 23.12.2023, Blood donation camp on 27.12.2023, WorldAIDS day on 01.12.2023, World orphan day on 06.01.2024 etc.

The NCC volunteers undertook following programme during this session. They observed Yoga day on 21.06.2023, Drug abuse day on 27.06.2023, Kargil Vijaya divas on 26.07.2023, Plastic free Campaign

on 23.12.2023, Road Safety Programme on 19.12.2023 and Participated 9in Ratha yatra, Bahuda yatra and durga puja as a volunteers to maintain law and order.

This year many social outreach programme were undertaken under the banner of NUA-O Programme in collaboration with Govt. of Odisha. The programme were related to environment, Road safety, Voter awareness programme, Mega health camp,waste management and clinliness, Blood donation camp, Sapling distribution in local villages etc.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_3012240246510.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

02

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	View File

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

59

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

3398

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

19

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
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 15 acres of land along with several valuable infrastructural facilities like adequate classrooms, laboratories, computing equipments, library, staff common room, students' common room, auditorium hall, seminar hall, reading rooms, stadium, Boys' hostel, Girls' hostel OBC hostel and cafeteria, which have been developed and properly maintained over the years. The college has required numbers of computers (desktop/laptop), LCD projectors, white boards in classrooms, printers with scanner 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 to streamline teaching learning process. The college also provides high speed internet facilities to all the stake holders. The college has a central library with adequate number of reference books, text books, 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://pattamundaicollege.ac.in/upload/file_2912242244170.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. There is a gymnasium for both students and staff. Students as well as the faculty members of this institution participated in various games and sports activities .

Sports and Game:

The college has a well developed playground with a sports complex having a gallery of 500 sitting capacity to facilitate football, cricket, basketball court, volley ball court, badminton court. The sports equipments are constantly provided by the college to meet the requirement of different sports. In this academic year, various sports equipments are purchased and the playground is developed to facilitate sports related activities during NUA-O programme in collaboration with Govt. of Odisha.

Yoga & Cultural Progarmme:

The institution has a Yoga Centre for its students where allstudents, teaching and non-teaching staff practice yoga in the scheduled time. International Yoga Day was celebrated in the Yoga Centre every year. The cultural events and programmes are conducted in the college auditorium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242248260.pdf

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

28

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242251270.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)**

184.67

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 with Library Management Software which consists of modules such as master book management, barcode facility, book accession, membership, circulation, catalogues, and administration. This year a new ERP software was installed in the library keeping in view the

requirement of student and staff. 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, ebooks, 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. The library every year add newly published books and journal to its stock.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pattamundaicollege.ac.in/upload/file_2912242254340.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 C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

5.15

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

82

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

This institution frequently updates its IT facilities including computers, laptop, CCTVs, Xerox machines, Printers, Scanner, Sound System, DVDs, E-books, PPTs, Pen drives ,White Board, LAN Connection, Wi-Fi, etc. to enhance its teaching learning process. This year free Wi-Fi network was installed in the campus and a new ERP software was also installed for library,office,SAMS, Departments, Examination cell etc. All departments are provided with laptops. It has printing facility in the central library, SAMS centre, IQAC and examination cell. 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. The college provides internet connection in the office, IQAC, SAMS centre, Examination Cell, Computer lab and all departments.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242257290.pdf

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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

File Description	Documents
Upload any additional Information	No File Uploaded
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)

92.5

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.

This institution has various committees for maintenance and to supervise institution's material infrastructures as planned by the IQAC in the academic year-2023-24.

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 books. Accession register, stock register and issue register are maintained properly. The library books are regularly cleaned through vacuum cleaner and damaged books are taken care of.

Sports Complex: All sports equipments and playground are properly maintained by the PET and Sports Committee from time to time to ensure proper utilization of the sports complex by students.

Classroom: Academic Bursar supervises classes 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.

Lavatory: The College properly maintains and ensures utilization of its lavatory instruments for a healthy and hygienic environment.

College Website: This institution's official website 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://pattamundaicollege.ac.in/upload/file_2912242259320.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

2141

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

01

File Description	Documents
Upload any additional information	View File
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://pattamundaicollege.ac.in/upload/file_2912242312020.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

485

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

485

File Description	Documents
Any additional information	View File
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

A. All of the above

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

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	No File Uploaded
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

9

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

163

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

03

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
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. In this academic year there are not any notices to engage students in various works of the college. In order to avail student representation in different cells and committee, the authority of the institution selected students after consulting students and teachers. 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://pattamundaicollege.ac.in/upload/file_2912242321410.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

52

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

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 15950 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. The alumni association of this institution cooperate with the administration for all round development. Beside this the alumni association of departments seats every year to finalised their programme for the year. They also significantly contributed in terms of books, plantations, furnitures etc.

File Description	Documents
Paste link for additional information	Nil
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. This year a new Governing Body comes into existence Vide letter no.9309 dated 06.12.2023 of Regional Director of Education, Bhubaneswar which is the supreme body managing the day to day activity of the institution. 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 seminar', Departmental Seminars, student mentoring system, career counseling, field visits 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://pattamundaicollege.ac.in/upload/file_2912242325280.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. Every year the institution distribute the extra curricular activities involving the faculties and students. The different committees chalk out their yearly plan and execute accordingly. The important committee maintain their resolution books reflecting their activities. 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 government 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 through its members.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242326570.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. 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 2023-24, are infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms. This institution has upgraded lavatories, laboratories, sports complex, canteen, hostels, and reading rooms to accommodate the strategic plan. The college has adequate drinking water facilities, fire extinguishers, renewable energy in the form of solar power, books, journals, e-books to cater the need of students. The institution conducts sufficient number of seminars/webinars at par with the strategic growth plan. The faculties of this institution participated in various refresher courses, orientation programmes, short term courses and FDPs to remain update with current education system. This year permission has been accorded to this institution for opening of Computer Science at UG stage.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_3012240248320.pdf
Upload any additional information	No File Uploaded

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 Education Act 1969. This institution functions through proper cooperation of various institutional bodies. Before the beginning of a new academic session the principal consults with IQAC and forms it various institutional bodies like Seminar and Research Committee, Academic Committee, Administrative and Account Bursar, Construction Committee, Library committee, Purchasing Committee, Anti-Sexual Harassment Cell, Grievance Redressal Committee, etc. to manage administrative and Academic affairs effectively. These institutional bodies execute their works following rule and regulations of this institution, the govt. of Odisha. UGC and Utkal University.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242329530.pdf
Link to Organogram of the Institution webpage	https://pattamundaicollege.ac.in/upload/file_2912242332120.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. The teachers were encouraged to participate in FDP, Short-Term Courses, Refresher Courses etc. yfor their academic development.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242333490.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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
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

35

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	No File Uploaded
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. 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. Performance of teaching faculties is appraised on the basis of punctuality, teaching skill, mentoring, accessibility, valuation, examination and results. 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	Nil
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. This financial year, audited statements are prepared under the separate account heads and objections raised in the audit were timely settled by the college following all the laid norms and regulations.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242336360.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)

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
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. The institution outsource its resources to other Govt.and Semi Govt. organization at the time of need.The resources includes OBC Hostel, Auditorium, play ground etc.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242345230.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

The IQAC of the college works continuously to improve a system for conscious, consistent and catalytic action to promote the academic and administrative performance of the college. It is the quality

ensuring body of the college, structured as per the UGC recommendation it perform various activities like quality management to sustain and improve the quality parameter in different activities taken place in the college. Every year the IQAC prepare AQAR and submit it to NAAC. The following activities were undertaken by IQAC to streamline its objectives.

1. Preparation of online format for feedback system of students and its analysis, action taken report.
2. Conducting orientation programme for first year students
3. Preparation of yearly activity plan for the whole institution.
4. Preparation of AQAR of 2022-2023 as per the guide parameter of NAAC.
5. An ERP software was introduced in the session 2023-24 for the whole college involving office, library, SAMS, Examination cells, Accounts etc.
6. Bridge course was conducted for the freshers for this session.
7. This year Gender audit, Energy audit, Green audit, Academic audit reports were prepared.
8. Preparation of academic calendar and important Days/Event celebration plan for the entire year.
9. Platform was provided for promoting seminars /workshops/field visits/study tours.
10. Four meetings of IQAC were conducted to analyze and review the quality of academic matter and report of 2nd cycle NAAC reaccreditation.
11. Implementing extension activities through NCC, YRC, NSS, etc.
12. Documentation of all activities and programme for measuring quality for further improvement.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242347390.pdf
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 (2023-24) 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.
- Mentor-mentee classes.
- Add-on courses and Bridge classes.
- IQAC organized State/National webinars.
- Use of ICT in teaching and learning encouraged INFLIBNET and
- 100 Mbps internet connection. Introduction of new ERP software in library.

- Use of student-centric learning methods such as class seminars, field visits, case studies, surveys, group discussions, debates, guest lectures, role playing etc. Collection of Self Appraisal from faculties.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242353460.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://pattamundaicollege.ac.in/upload/file_2912242355450.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. This year, the institution conducted various gender equity programmes and observed National and International Days related to women to sensitize people about gender equity. To promote women empowerment, this year, A survey was conducted among the girls students to get feedback regarding their problem and corrective measures were undertaken. The institution conducted gender audit, self defense programme 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. This year Elimination of violence against women, International day of rural women, International womens day was observed in this institution. Gender audit report is prepared every year.

File Description	Documents
Annual gender sensitization action plan	https://pattamundaicollege.ac.in/upload/file_2912242358590.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://pattamundaicollege.ac.in/upload/file_3012240001000.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

In the academic year 2023-24, 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: This year the E-waste was collected and it will be disposed soon. 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. The clean green campus committee is responsible for management of different kind of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
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: A. Any 4 or All of the above

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	View File
Any other relevant information	No File Uploaded

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	View File
Any other relevant information	No File Uploaded

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. This year various programmes were organized to achieve this goal. Different sports, cultural and social activities were organised inside and outside the college to promote the harmony towards each other. Commemorative days like International day for Eradication of poverty, International day for elimination of violence against women, world Red Cross day, National Integration day, Human right day, Ambedkar Jayanti, Gandhi Jayanti etc. Birth and death anniversaries of eminent personalities of state and nation were organised. These activities established positive interaction among people of different racial and cultural backgrounds. Students of this institution met people from different section during their field project/visit 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, alumni meet and seminars 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 2023, Constitution day was celebrated at college campus to aware students about the laws, duties and responsibilities mentioned in the constitution of India. On 10 December 2023, Human Rights Day was observed to sensitize students and staffs on human rights. 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 organized 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.

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 There is a committee to monitor adherence to the Code **A. All of the above**

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

This year the celebration of days and events designed by IQAC is implemented by nodal agencies. In total 32 days are mentioned for observation in the Academic calendar. Pattamundai College committed to promote professional ethics and human values amongst students and faculty through observation of some important days. The institution prepares a detail calendar in the beginning of each academic year to celebrate various national/International commemorative days. International day for Eradication of poverty, International day for elimination of violence against women, world Red Cross day, National Integration day, Human right day, Ambedkar Jayanti, Gandhi Jayanti are some of the important days mentioned in the calendar. The NCC, NSS, YRC of this institution celebrated/observed many important days and events as per their annual plan. The institution celebrated/organised/observed different national/International commemorative days, national festivals, local festivals and Anniversaries of Indian legends in the academic year 2023-24 to inculcate moral values and ethics among the students. The Day Scholars Association celebrated Ganesh and Saraswati Puja this year

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.

Add-on Courses

The institution gives top priority on teaching learning and evaluation. As a continuous practice the institution is conducting Add-on courses for its students. This year each department is assigned with one Add-on course as per the need of the students. The enrollment of students was very much encouraging as more than 60% of the students enrolled in these programmes. As many as 913 no of students admitted to fifteen different Add-on courses which will be beneficial for their career development. These courses Promote Interdisciplinary Learning by encouraging students to explore diverse subjects, fostering a holistic understanding across disciplines.

Incorporation of Skill based programmes

In the current year this institution adopted several practices to increase the skill of its students. Nineteen no. of field visit programmes were undertaken by various departments. Several skill based programmes like Soft skill, life skill, jobs skill, industrial skill, technical skill etc. were organized in the institution. 1046 no. of students participated in these programmes to enhance their skill. In total 40 numbers of seminars were conducted in which many of these are based on skill development. Apart from this the career counseling cell organized five events to enhance the employability skill of the students.

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

Pattamundai College is a leading degree college of Odisha imparting higher education to rural and economical backward students of the state. The distinctiveness of the institution is that it is providing higher education facility to girl students of this locality mainly in the rural area. Due to proactive steps of this college to attract girls students the percentage of girls students in the institution is nearly 70%. All round the year the institution patronize the girl students in form of Hostel facility, safety and security measures, self defence programme, remedial coaching, CC TV in vital location, special cell to deal with gender issue, yearly Gender audit etc. Most of the girls student secured top position in the department in the University examination. Most of the toppers of university examination from this college are girls. This year two students got top ten position in the University final year result and two of them are girls students. All girls student of this college got scholarship of 10000/- under the NUA-O programme sponsored by Govt. of Odisha. The violence case against the girls is found to be very minimum which inspires the girls from local rural area

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

Pattamundai College follows 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. The institution besides these regular syllabus designed add-on course for each departments to enhance the curriculum delivery. Teachers maintain their lesson plan and progress registers timely and these were verified by Audit Committee, Academic Bursar and the Principal. All teachers also take doubt clearing, mentor-mentee, remedial and Bridge course classes. Teachers have participated in different seminar/webinars ,FDPs, Short Term courses, training programs, etc. to upgrade their skills in order to fulfill the need of students. Even classes are taken during examination period through morning session.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242216310.pdf

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

This institution adheres to the academic calendar for the conduct of continuous internal evaluation along with other academic and nonacademic works properly. Academic calendar is prepared and displayed/uploaded in college website and notice board as well. It was shared with students through their whatsapp group. The internal examinations are conducted following the academic calendar and university guidelines. The marks were uploaded in the website for the student by which they can check their marks

and apply for re addition & revaluation. The institution is regularly uploading its AQAR after reaccreditation in the year 2021. The College has organised various seminars, webinars, field visits, annual sports, cultural and dramatic programmes following the calendar. All syllabuses were completed following academic calendar and Govt. notifications. The college also follows Academic calendar given by Utkal University, Odisha and UGC, New Delhi

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242219230.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

15

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)

15

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
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

913

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

913

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 Seminars, Lecture series to integrate cross-cutting issues relevant to Professional Ethics, Gender,

Human Values, Environment and Sustainability into the Curriculum in the academic year 2023-24. In this session NSS, NCC, YRC, Cultural Association, Dramatic Society, Science Society, Commerce Society, Odia Sahitya Samaja, and Athletic Association conducted many activities relating to the above issues to aware the students and public. This year with the collaboration of Govt. of Odisha many literary programme, cultural programme, sports activities were undertaken encompassing spectrum of social and cultural perspectives which had large no. of participation .Many Seminars and cultural programmes were organised on the gender issues to sensitize students, faculties & public. The institution conducted gender audit for gender sensitivity and also NSS, NCC conducted cleaning programmes to promote a healthy environment in the campus. The institution has installed solar energy system, use of LED bulbs and star rated electrical appliances for energy conservation. The institution conducted green and energy audit in each and every academic session. The institution organized various webinars/seminars on the topic related to Human values and ethics. A Vanomahostav programme was organised to aware students regarding various issues related to Environment.

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

15

File Description	Documents
Any additional information	No File Uploaded
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

236

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://pattamundaicollege.ac.in/upload/file_3112240331390.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

512

File Description	Documents
Any additional information	No File Uploaded
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

177

File Description	Documents
Any additional information	No File Uploaded
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

This college conducted Bridge course for academic development of the students. Through this course teacher marked slow and advance learners of their classes. Further teachers interacted with students personally to find students of different categories.

Following steps were taken for the improvement of these students.

Advanced Learners

- Advanced learners show their skills during student seminar held every Saturday.
- Advanced learners were given study material through WhatsApp groups and email.
- They were also provided with text and reference books from seminar library.
- They were encouraged to appear different competitive examinations like GATE, JAM, etc.
- They were encouraged to participate in national and state level seminars.
- Quiz competitions were conducted to enhance the IQ level of advanced learners.
- Group discussions and debates were conducted for them.
- A Bridge course was arranged at the beginning of the academic session.

Slow Learners

- Remedial classes were conducted through online mode as well as offline mode.
- Sample questions were provided to slow learners and they

were asked to practice it.

- Doubt clearing classes were conducted in every fortnight.
- 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.
- A Bridge course was organised at the beginning of the academic session.

File Description	Documents
Link for additional Information	https://pattamundaicollege.ac.in/upload/file_2912242223210.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
1352	49

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

The institution introduced a range of student-centric methods such as experiential learning, seminars, field visits, and projects to enhance the learning experience. Students received tailored study materials, including video links, e-books, and reference books. Practical work in laboratories, using new equipment aligned with updated syllabi, fostered experiential learning. Nineteen field visits were conducted, offering students first-hand information related to their curriculum. This year all departments were assigned with one Add-on course programme each to supplement the teaching learning process. Participative learning was emphasized through a unique field visit program designed by the IQAC, which proposed few organizations relevant to each department's academic needs. Departments selected two visits annually, with notable destinations which includes CIPET

Bhubaneswar, Bhitarkanika National Park Kendrapara, ITC Khurda, NMIET Bhubaneswar, NISER & IIT Bhubaneswar, Fresh water aquaculture, CIFA, Bhubaneswar, SC/ST research training institute & tribal museum Bhubaneswar etc. All these visits help the students to broaden horizons, contributing to their holistic development in both academics and real life. The hands-on experience from these programs significantly improved students' problem-solving abilities, critical thinking, creativity, and leadership skills. This practical exposure led to increased progression to higher education, with many students gaining admission to reputed universities. Additionally, the institution's use of innovative in teaching methods promoted collaboration, deepened subject comprehension, and prepared students for future academic and professional challenges.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242225380.pdf

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

This institution encourages its teachers to cope with modern technology basically with ICT for better teaching learning process. In the Academic Year 2023-24, teachers of this institution used projector, laptop, PPT, Internet, E-books, and Audio-visual clips for successful delivery of curriculum. It provides necessary ICT tools such as laptop, Desktop, Internet, Projector, etc to enable teachers for audio visual classes. This institution also organized several workshops on ICT in order to improve its teacher's skill. Using these resources teachers of this college have participated in various FDPs, seminars and Short Term Courses, even they organized numerous in this session. Teachers are also playing course related films to provide audio-visual experience to students. Teachers also send various materials, E books and other resources to students through WhatsApp and email. Both Teachers and students of this institution are using ICT tools to deliver seminars and to learn various soft skills.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://pattamundaicollege.ac.in/upload/file_2912242227120.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

49

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

49

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

10	
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	
422	
File Description	Documents
Any additional information	View File
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 this academic year examination cell of this college managed to conduct all examinations successfully following the guidelines of Utkal University and academic calendar of the college. Finally the results were uploaded in the college website as well as University in UUEMS portal for publication of result. Similarly</p>	

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.

File Description	Documents
Any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242228430.pdf

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

The examination system of this college is very student friendly. Grievances related to examinations are attended very delicately and timely. 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 scripts 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/website 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. This year the college introduced online grievance redressal mechanism including that of examination.

File Description	Documents
Any additional information	View File
Link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242230130.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 objectives 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 2023-24, all the outcomes are elaborately discussed 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 through an orientation programme. The POs, PSOs and COs of each programme of each semester were reflected in the students' notice board of the department, college website and the same is also sent to them through their email id to make them aware of their mission.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pattamundaicollege.ac.in/page.php?page=naac
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 room. The College consistently showing good result and in this academic session the pass percentage is 88.12 which is very good out of which 40% student got first class with distinction and 30% of the student got 1st class honours in their final University exam result

Apart from this the institution has another method to know its programme attainment i.e, Student's progression to higher studies, Govt. or Private services, and their involvement in other social and humanitarian works. In this session as per the information obtained large no. of students get admitted to higher education in different reputed universities. In this session two of our students secured position in top 10 list of University rank holders.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://pattamundaicollege.ac.in/upload/file_2912242233240.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

368

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://pattamundaicollege.ac.in/upload/file_2912242235410.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://pattamundaicollege.ac.in/upload/file_3112240333460.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)

91

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
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

0

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

39

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

NSS unit has organised following events this session plantation programme on 02.07.2023, NSS day on 24.09.2023, Gandhi Jayanti on 02.10.2023, Cyber Safety programme on 03.10.2023, Voter awareness programme on 30.10.2023 etc.

YRC unit has organized the following events this session like International Youth Day on 12.08.2023, Health Check up camp for students on 23.12.2023, Blood donation camp on 27.12.2023, WorldAIDS day on 01.12.2023, World orphan day on 06.01.2024 etc.

The NCC volunteers undertook following programme during this session. They observed Yoga day on 21.06.2023, Drug abuse day on 27.06.2023, Kargil Vijaya divas on 26.07.2023, Plastic free Campaign on 23.12.2023, Road Safety Programme on 19.12.2023 and Participated 9in Ratha yatra, Bahuda yatra and durga puja as a volunteers to maintain law and order.

This year many social outreach programme were undertaken under the banner of NUA-O Programme in collaboration with Govt. of Odisha. The programme were related to environment, Road safety, Voter awareness programme, Mega health camp,waste management and clinliness, Blood donation camp, Sapling distribution in local villages etc.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_3012240246510.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

02

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	View File

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

59	
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

3398

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

19

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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	View File
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 15 acres of land along with several valuable infrastructural facilities like adequate classrooms, laboratories, computing equipments, library, staff common room, students' common room, auditorium hall, seminar hall, reading rooms, stadium, Boys' hostel, Girls' hostel OBC hostel and cafeteria, which have been developed and properly maintained over the years. The college has required numbers of computers (desktop/laptop), LCD projectors, white boards in classrooms, printers with scanner 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 to streamline teaching learning process. The college also provides high speed internet facilities to all the stake holders. The college has a central library with adequate number of reference books, text books, 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://pattamundaicollege.ac.in/upload/file_2912242244170.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. There is a gymnasium for both students and staff. Students as well as the faculty members of this institution participated in various games and sports activities .

Sports and Game:

The college has a well developed playground with a sports complex having a gallery of 500 sitting capacity to facilitate football, cricket, basketball court, volley ball court, badminton court. The sports equipments are constantly provided by the college to meet the requirement of different sports. In this academic year, various sports equipments are purchased and the playground is developed to facilitate sports related activities during NUA-O programme in collaboration with Govt. of Odisha.

Yoga & Cultural Progarmme:

The institution has a Yoga Centre for its students where allstudents, teaching and non-teaching staff practice yoga in the scheduled time. International Yoga Day was celebrated in the Yoga Centre every year. The cultural events and programmes are conducted in the college auditorium.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242248260.pdf

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

28

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

28

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242251270.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)**

184.67

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 with Library Management Software which consists of modules such as master book management, barcode facility, book accession, membership, circulation, catalogues, and administration. This year a new ERP software was installed in the library keeping in

view the requirement of student and staff. 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, ebooks, 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. The library every year add newly published books and journal to its stock.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://pattamundaicollege.ac.in/upload/file_2912242254340.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

C. Any 2 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

5.15	
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	
82	
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	
<p>This institution frequently updates its IT facilities including computers, laptop, CCTVs, Xerox machines, Printers, Scanner, Sound System, DVDs, E-books, PPTs, Pen drives ,White Board, LAN Connection, Wi-Fi, etc. to enhance its teaching learning process. This year free Wi-Fi network was installed in the campus and a new ERP software was also installed for library,office,SAMS, Departments, Examination cell etc. All departments are provided with laptops. It has printing facility in the central library, SAMS centre, IQAC and examination cell. 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. The college provides internet connection in the office, IQAC, SAMS centre, Examination Cell, Computer lab and all departments.</p>	

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242257290.pdf

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
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)**

92.5

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.

This institution has various committees for maintenance and to supervise institution's material infrastructures as planned by the IQAC in the academic year-2023-24.

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 books. Accession register, stock register and issue register are maintained properly. The library books are regularly cleaned through vacuum cleaner and damaged books are taken care of.

Sports Complex: All sports equipments and playground are properly maintained by the PET and Sports Committee from time to time to ensure proper utilization of the sports complex by students.

Classroom: Academic Bursar supervises classes 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.

Lavatory: The College properly maintains and ensures utilization of its lavatory instruments for a healthy and hygienic environment.

College Website: This institution's official website 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://pattamundaicollege.ac.in/upload/file_2912242259320.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

2141

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
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 benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

01

File Description	Documents
Upload any additional information	View File
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://pattamundaicollege.ac.in/upload/file_2912242312020.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	
485	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
485	
File Description	Documents
Any additional information	View File
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	A. All of the above

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

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	No File Uploaded
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

9

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

163

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
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

03

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.

02

File Description	Documents
e-copies of award letters and certificates	View File
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. In this academic year there are not any notices to engage students in various works of the college. In order to avail student representation in different cells and committee, the authority of the institution selected students after consulting students and teachers. 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://pattamundaicollege.ac.in/upload/file_2912242321410.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

52

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

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 15950 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. The alumni association of this institution cooperate with the administration for all round development. Beside this the alumni association of departments seats every year to finalised their programme for the year. They also significantly contributed in terms of books, plantations, furnitures etc.

File Description	Documents
Paste link for additional information	Nil
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. This year a new Governing Body comes into existence Vide letter no.9309 dated 06.12.2023 of Regional Director of Education, Bhubaneswar which is the supreme body managing the day to day activity of the institution. 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 seminar', Departmental Seminars, student mentoring system, career counseling, field visits 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://pattamundaicollege.ac.in/upload/file_2912242325280.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. Every year the institution distribute the extra curricular activities involving the faculties and students. The different committees chalk out their yearly plan and execute accordingly. The important committee maintain their resolution books reflecting their activities. 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 government 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 through its members.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242326570.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. 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 2023-24, are infrastructural development including ICT facilities to every department, emphasis on e-governance, construction of more number of class rooms. This institution has upgraded lavatories, laboratories, sports complex, canteen, hostels, and reading rooms to accommodate the strategic plan. The college has adequate drinking water facilities, fire extinguishers, renewable energy in the form of solar power, books, journals, e-books to cater the need of students. The institution conducts sufficient number of seminars/webinars at par with the strategic growth plan. The faculties of this institution participated in various refresher courses, orientation programmes, short term courses and FDPs to remain update with current education system. This year permission has been accorded to this institution for opening of Computer Science at UG stage.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_3012240248320.pdf
Upload any additional information	No File Uploaded

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 Education Act 1969. This institution functions through proper cooperation of various institutional bodies. Before the beginning of a new academic session the principal consults with IQAC and forms it various institutional bodies like Seminar and Research Committee, Academic Committee, Administrative and Account Bursar, Construction Committee, Library committee, Purchasing Committee, Anti-Sexual Harassment Cell, Grievance Redressal Committee, etc. to manage administrative and Academic affairs effectively. These institutional bodies execute their works following rule and regulations of this institution, the govt. of Odisha. UGC and Utkal University.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242329530.pdf
Link to Organogram of the Institution webpage	https://pattamundaicollege.ac.in/upload/file_2912242332120.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

A. All of the above

Support Examination

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. The teachers were encouraged to participate in FDP, Short-Term Courses, Refresher Courses etc. yfor their academic development.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242333490.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

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
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

35

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	No File Uploaded
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. 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. Performance of teaching faculties is appraised on the basis of punctuality, teaching skill, mentoring, accessibility, valuation, examination and results. 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	Nil
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. This

financial year, audited statements are prepared under the separate account heads and objections raised in the audit were timely settled by the college following all the laid norms and regulations.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242336360.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)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
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. The institution outsource its resources to other Govt. and Semi Govt. organization at the time of need. The resources includes OBC Hostel, Auditorium, play ground etc.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242345230.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

The IQAC of the college works continuously to improve a system for conscious, consistent and catalytic action to promote the academic and administrative performance of the college. It is the quality ensuring body of the college, structured as per the UGC recommendation it perform various activities like quality management to sustain and improve the quality parameter in different activities taken place in the college. Every year the IQAC prepare AQAR and submit it to NAAC. The following activities were undertaken by IQAC to streamline its objectives.

1. Preparation of online format for feedback system of students and its analysis, action taken report.
2. Conducting orientation programme for first year students
3. Preparation of yearly activity plan for the whole institution.
4. Preparation of AQAR of 2022-2023 as per the guide parameter of NAAC.
5. An ERP software was introduced in the session 2023-24 for the whole college involving office, library, SAMS, Examination cells, Accounts etc.
6. Bridge course was conducted for the freshers for this session.
7. This year Gender audit, Energy audit, Green audit, Academic audit reports were prepared.

8. Preparation of academic calendar and important Days/Event

celebration plan for the entire year.

9. Platform was provided for promoting seminars /workshops/field visits/study tours.

10. Four meetings of IQAC were conducted to analyze and review the quality of academic matter and report of 2nd cycle NAAC reaccreditation.

11. Implementing extension activities through NCC, YRC, NSS, etc.

12. Documentation of all activities and programme for measuring quality for further improvement.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242347390.pdf
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 (2023-24) 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.
- Mentor-mentee classes.
- Add-on courses and Bridge classes.
- IQAC organized State/National webinars.
- Use of ICT in teaching and learning encouraged INFLIBNET and
- 100 Mbps internet connection. Introduction of new ERP software in library.
- Use of student-centric learning methods such as class seminars, field visits, case studies, surveys , group discussions, debates, guest lectures, role playing etc. Collection of Self Appraisal from faculties.

File Description	Documents
Paste link for additional information	https://pattamundaicollege.ac.in/upload/file_2912242353460.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://pattamundaicollege.ac.in/upload/file_2912242355450.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. This year, the institution conducted various gender equity programmes and observed National and International Days related to women to sensitize people about gender equity. To promote women empowerment, this year, A survey was conducted among the girls students to get feedback regarding their problem and corrective measures were undertaken. The institution conducted gender audit, self defense programme 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. This year Elimination of violence against women, International day of rural women, International womens day was observed in this institution. Gender audit report is prepared every year.

File Description	Documents
Annual gender sensitization action plan	https://pattamundaicollege.ac.in/upload/file_2912242358590.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://pattamundaicollege.ac.in/upload/file_3012240001000.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

In the academic year 2023-24, 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: This year the E-waste was collected and it will be disposed soon. 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. The clean green campus committee is responsible for management of different kind of waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
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 	A. Any 4 or All of the above
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	A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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	View File
Any other relevant information	No File Uploaded

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	View File
Any other relevant information	No File Uploaded

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. This year various programmes were organized to achieve this goal. Different sports, cultural and social activities were organised inside and outside the college to promote the harmony towards each other.

Commemorative days like International day for Eradication of poverty, International day for elimination of violence against women, world Red Cross day, National Integration day, Human right day, Ambedkar Jayanti, Gandhi Jayanti etc. Birth and death anniversaries of eminent personalities of state and nation were organised. These activities established positive interaction among people of different racial and cultural backgrounds. Students of this institution met people from different section during their field project/visit 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, alumni meet and seminars 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 2023, Constitution day was celebrated at college campus to aware students about the laws, duties and responsibilities mentioned in the constitution of India. On 10 December 2023, Human Rights Day was observed to sensitize students and staffs on human rights. 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 organized 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.

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 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

A. All of the above

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

This year the celebration of days and events designed by IQAC is implemented by nodal agencies. In total 32 days are mentioned for observation in the Academic calendar. Pattamundai College committed to promote professional ethics and human values amongst students and faculty through observation of some important days. The institution prepares a detail calendar in the beginning of each academic year to celebrate various national/International commemorative days. International day for Eradication of poverty, International day for elimination of violence against women, world Red Cross day, National Integration day, Human right day, Ambedkar Jayanti, Gandhi Jayanti are some of the important days mentioned in the calendar. The NCC, NSS. YRC of this institution celebrated/observed many important days and events as per their annual plan. The institution celebrated/organised/observed different national/International commemorative days, national festivals, local festivals and Anniversaries of Indian legends in the academic year 2023-24 to inculcate moral values and ethics among the students. The Day Scholars Association celebrated Ganesh and Saraswati Puja this year

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.

Add-on Courses

The institution gives top priority on teaching learning and evaluation. As a continuous practice the institution is conducting Add-on courses for its students. This year each department is assigned with one Add-on course as per the need of the students. The enrollment of students was very much encouraging as more than 60% of the students enrolled in these programmes. As many as 913 no of students admitted to fifteen

different Add-on courses which will be beneficial for their career development. These courses Promote Interdisciplinary Learning by encouraging students to explore diverse subjects, fostering a holistic understanding across disciplines.

Incorporation of Skill based programmes

In the current year this institution adopted several practices to increase the skill of its students. Nineteen no. of field visit programmes were undertaken by various departments. Several skill based programmes like Soft skill, life skill, jobs skill, industrial skill, technical skill etc. were organized in the institution. 1046 no. of students participated in these programmes to enhance their skill. In total 40 numbers of seminars were conducted in which many of these are based on skill development. Apart from this the career counseling cell organized five events to enhance the employability skill of the students.

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

Pattamundai College is a leading degree college of Odisha imparting higher education to rural and economical backward students of the state. The distinctiveness of the institution is that it is providing higher education facility to girl students of this locality mainly in the rural area. Due to pro active steps of this college to attract girls students the percentage of girls students in the institution is nearly 70%. All round the year the institution patronize the girl students in form of Hostel facility, safety and security measures, self defence programme, remedial coaching, CC TV in vital location, special cell to deal with gender issue, yearly Gender audit etc. Most of the girls student secured top position in the department in the University examination. Most of the toppers of university

examination from this college are girls. This year two students got top ten position in the University final year result and two of them are girls students. All girls student of this college got scholarship of 10000/- under the NUA-O programme sponsored by Govt. of Odisha. The violence case against the girls is found to be very minimum which inspires the girls from local rural area

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 for next academic session

1. Submission of Annual Quality Assurance Report of Pattamundai College.
2. Submission of Institutional Development Plan (IDP) for next five year.
3. Library books will be purchased for central library and seminar library.
4. Each department will conduct one or more Add-on course.
5. Gymnasium sports equipment and infrastructure to be developed.
6. The NEP-2020 will be implemented.
7. Smart class rooms in fourteen number of classes are to be completed.
8. Construction of new canteen and office block will be completed.
9. Each department will organize 2 departmental seminars and one state level seminar as per the guidelines of Seminar & Research committee and they will be provided with financial assistance from the college fund.
10. Priority will be given to different athletic activities from state Govt. help during the session.
11. Each department will organize at least 1 field visits in the next session and they will be provided with financial assistance from the college fund.
12. District level YRC camp will be organized.
13. Computer will be purchased for use of students.