



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		ADIVASI COLLEGE, BALLIGUDA
• Name of the Head of the institution		SHRI KARTIK CHANDRA SHEE
• Designation		PRINCIPAL
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		06846243275
• Mobile No:		9348546442
• Registered e-mail		principalacb2011@gmail.com
• Alternate e-mail		iqac.acb@gmail.com
• Address		BALLIGUDA
• City/Town		KANDHAMAL
• State/UT		ODISHA
• Pin Code		762103
2.Institutional status		
• Affiliated / Constitution Colleges		AFFILIATED
• Type of Institution		Co-education
• Location		Semi-Urban
• Financial Status		UGC 2f and 12(B)

• Name of the Affiliating University	BERHAMPUR UNIVERSITY, ODISHA		
• Name of the IQAC Coordinator	SHRI HIMANSU CHARAN SAHU		
• Phone No.	06846243275		
• Alternate phone No.	7008048838		
• Mobile	9437330697		
• IQAC e-mail address	iqac.acb@gmail.com		
• Alternate e-mail address	principalacb2011@gmail.com		
3.Website address (Web link of the AQAR (Previous Academic Year)	https://acb.edu.in/wp-content/uploads/2025/05/AQAR-2022-23.pdf		
4.Whether Academic Calendar prepared during the year?	Yes		
• if yes, whether it is uploaded in the Institutional website Web link:	https://acb.edu.in/wp-content/uploads/2025/05/Academic_Calander-2023-24.pdf		
5.Accreditation Details			
Cycle	Grade	CGPA	Year of Accreditation
Cycle 1	C+	63.70	2007
Validity from	Validity to		
31/03/2007	31/03/2012		
6.Date of Establishment of IQAC			
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
Nil	Nil	Nil	Nil
8.Whether composition of IQAC as per latest NAAC guidelines			
• Upload latest notification of formation of IQAC	No File Uploaded		
9.No. of IQAC meetings held during the year			
0			

<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? 	No	
<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)		
Regularly monitoring the work of various cells and associations of the college.		
Celebration of important events and organizing various competitions of art, literature, and cultural events.		
Enhancing skills through career counselling classes and placement training.		
Fulfilling the social responsibilities like making awareness in the public regarding traffic rules, health, hygiene, etc., by involving the YRC and NSS volunteers.		
Enriching the teaching-learning process by conducting seminars and qualitative education for students of every department.		
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
Infrastructure and Learning resources	Six more big class rooms 200 seated are being constructed as a Learning Resources
Innovations & Extensions	Workshop, debate were conducted and many more extension activities like blood donation, awareness on health hygiene etc.
Adoption of the Latest Technology in Teaching and Learning	Students are grouped semester wise and department wise and all the information, class notes, study materials and preparation for exams are monitored through whatsapp group by every department
Strengthening different Cells and Associations	As per the notification of the college, the cells and associations had been reconstituted. IQAC monitored them to work. Under the guidance of the IQAC, they prepared their plan of actions and different activities were held. Our students achieved many prizes and awards in NUA-O programme and the cultural troupe even represented Berhampur University at National Level Securing 4th Position in Cultural Display.
Promotion of Gender Equity	Women Development and Sensitization Cell, Prevention of Sexual Harassment Cell and Equal opportunity Cell had been organizing activities throughout the session for gender equity. The Self Defense Training Programme for Women was conducted.
13. Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	02/03/2024

15. Multidisciplinary / interdisciplinary

The courses offered in the undergraduate program of the college are inherently multidisciplinary, considering the number of electives a student has to select apart from the core papers. In addition, there are provisions for all the students to mandatorily select and appear for two ability enhancement courses, one on the environment and disaster management and the other in the language, the local language or English or Hindi. In the entire three-year degree course, one has to pursue two generic electives along with the core subject.

16. Academic bank of credits (ABC):

The college is yet to adopt and implement this system. However, as soon as it gets rolled out by the university, the institution would surely adopt it.

17. Skill development:

The institution endeavours to enhance the skills of the learners by enhancing their existing level of skills and upgrading them to the next level through different skill enhancement courses as part of their curriculum. It is mandatory for all students from the faculties of science and arts to opt for communicative English and logical reasoning and quantitative aptitude. Classes are conducted actively to prepare them for better communication and performance at different competitive examinations for various jobs at the state and national level.

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

The CBCS allows students to choose the course they want to study. This also holds the opportunity to study an Indian language of

his/her own choice. The study of this paper is compulsory, but the choice of language is optional. It is studied under the paper code Ability Enhancement Compulsory Course. Recently the affiliating university has included a new paper named 'ethics and values.'. This course aims to inculcate good culture among the students. Adhering to the existing educational policies and government circulars, our institution has integrated the Indian knowledge system in its teaching-learning process. It offers courses in Odia, Hindi, and English medium. The course contents cover ancient knowledge systems, philosophy, culture, and ethical and moral values. The institution also has a library with several books, novels, and magazines in English and Odia literature on religion, art, and culture. So, our college has started integrating the Indian Knowledge System and is prepared to implement NEP 2020.

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

The CBCS syllabus as prescribed by the higher education department prepares students of the institution to face different kinds of challenges, entrance examinations for higher degrees, and exams for jobs. For instance, the paper on communicative English and quantitative and logical thinking prepares students well to face many competitive exams confidently. In addition to this, the paper on ethics prepares students to become good human beings and good citizens of the country as well.

20.Distance education/online education:

There are no such courses offered by the institute. Moreover, the college is one of the designated study centres of OSOU, Sambalpur, Odisha. Students who opt for any courses from OSOU can contact the appropriate section of the college, and teachers from various faculties are even engaged as counsellors imparting education at both UG and PG levels, fulfilling the educational need of the locality.

Extended Profile

1.Programme

1.1

12

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

File Description	Documents
Data Template	View File

2.Student

2.1 974

Number of students during the year

File Description	Documents
Data Template	View File

2.2 203 per admission batch

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

File Description	Documents
Data Template	View File

2.3 240

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 24

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 24

Number of Sanctioned posts during the year

Extended Profile

1.Programme

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

12

File Description	Documents
Data Template	View File

2.Student

2.1
Number of students during the year

974

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

203 per admission batch

File Description	Documents
Data Template	View File

2.3
Number of outgoing/ final year students during the year

240

File Description	Documents
Data Template	View File

3.Academic

3.1
Number of full time teachers during the year

24

File Description	Documents
Data Template	View File

3.2	24
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	No File Uploaded
4.Institution	
4.1	16
Total number of Classrooms and Seminar halls	
4.2	75.19
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	18
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

ARTS faculty subjects: ODIA, ENGLISH, HISTORY, POLITICAL SCIENCE, ECONOMICS & PHILOSOPHY.

COMMERCE faculty subjects: ACCOUNTING, MANAGEMENT, TAXATION, STATISTICS, LAW, FINANCE.

SCIENCE faculty subjects: PHYSICS, CHEMISTRY, MATHEMATICS, BOTANY & ZOOLOGY.

In order to improve the spirit of competitiveness and standard among the students in the higher education level, the Department of Higher Education, Govt. of Odisha, introduced the Choice Based Credit System (CBCS) from 2016-17. From 2019 to 2020, a uniform model course curriculum was implemented at the UG level in the state universities and colleges. The college has been following the model syllabus for all its programs (arts, science, and commerce) under Berhampur University. It follows the prescribed

model syllabus and conducts internal examinations at regular intervals for both odd and even semesters at the undergraduate level, and the end-semester/term-end examination is conducted as per the guidelines of the Higher Education Department, Govt. of Odisha.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution prepares an academic calendar that shows the deadline for completion of courses, examinations, seminars, extension activities, sports, athletics, and cultural programs. All staff strictly follow the academic calendar so that continuous internal evaluation is done.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

D. Any 1 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	No File Uploaded

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

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

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

0

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

0

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

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 prescribed syllabus does provide a space for teaching as well as discussion on issues such as gender, climate change, environmental education, and human rights. It aims to achieve the overall curricular objectives of education at the local as well as national level. The institution, at its own level and with the assistance of different stakeholders from various tiers of governance, makes arrangements for seminars where experts are invited to share and deliver their experiences and knowledge. It is encouraged to highlight these issues in the teaching of different courses as and when possible. The subjects of environmental studies and disaster management and ethics and values are part of the college curriculum and compulsory for all the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

279

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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

E. None of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

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

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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

464

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

266

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

2.2 - Catering to Student Diversity

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

Extra classes provided to slow learner and project preparation, seminar presentation and participation etc are provided to advance learner. Likely group discussions are conducted among students also clear the doubts of many students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
974	24

File Description	Documents
Any additional information	No File Uploaded

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

1. The close interaction between students and teachers in the classrooms makes the process of identifying the slow and advanced learners easy.

2. Advanced learners are encouraged to teach their fellow students in turn; they become confident and also help them to learn more of the subject by referring to the reference books.

3. The college encourages advanced learners for their participation in various competitions inside and outside the

campus and also in various competitive examinations.

4. Those students are advised to use the college library and the Internet to acquire more information on topics of their interest. They are provided with extra books from the concerned department to improve their knowledge and understanding.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The faculty embraces a diverse toolkit that goes beyond traditional methods.

They utilise: 1. Presentations: PowerPoint presentations (PPTs) created with the help of LCD projectors keep lessons visually engaging. 2. Digital Resources: Video clips, audio systems, and online sources provide students with exposure to advanced knowledge and practical applications of concepts. 3. Interactive Learning: Interactive methods like PPT presentations, seminars, debates, group discussions, etc., are used to encourage active participation and deeper understanding. 4. Recorded Resources: Video lectures are recorded for students to revisit later, facilitating long-term learning and reference. 5. Virtual Support & Online Resources: Counselling sessions are conducted, and teachers recommend online platforms like SWAYAM and NPTEL, leveraging the college's internet facilities to provide students with additional learning opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

0

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality**2.4.1 - Number of full time teachers against sanctioned posts during the year**

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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**

3

File Description	Documents
Any additional information	No File Uploaded
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

24

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

2.5 - Evaluation Process and Reforms

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

The IQAC of the college is aware of this fact, hence giving due importance to internal assessment. Transparency in evaluation and interface discourse between examiners and examinees after evaluation of answer sheets of internal examinations is another vital part of effective teaching and learning. The learners are informed about the program of internal assessment one week before the commencement of internal examinations. At the end of the teaching of every chapter, students are provided with a number of important questions as per the CBC's question pattern and the procedure of answering the questions. They are made aware of the scheme of evaluation of each question. So that they can write the answer to the question in a befitting manner. As a result, the learners can secure good marks in the internal examinations. This process motivates the learners and makes it easy for them to present answers in an appropriate manner to the given questions at the end of semester examinations. In the meanwhile, the HEI has prepared its own question bank on each chapter for the use of students. The question bank is made available for the students in each department so that they can refer to the question bank as and when they desire.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Usually the very next day after the end of the internal examination, the central valuation is conducted as per the decision of the college examination committee. If some cases are reached about the absence of some students, they are informed by a re-notification, and the exam is reconducted for those students within a week as per the guidelines given by the Department of Higher Education, Odisha. In some other cases, after the publication of end semester examination results, some misinterpretations of mid-semester results are brought to notice by students. In that case, the examination committee has played a very crucial role in the correction of data, sending it to the university, and republication of the results of those students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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 college offers three undergraduate programs, such as B.A. (Economics, English, History, Odia, Philosophy & Political Science), B.Sc. (Botany, Chemistry, Mathematics, Physics & Zoology), and B.Com. From 2019 to 2020, the Higher Education Department, Govt. of Odisha, implemented a model syllabus in the state universities and colleges affiliated to them. The college has been following the model syllabus for all of its programs. Our teaching faculties are appointed as chief/assistant/sole examiners for evaluation activities of semester examinations. Since the college does not have its own curriculum, it strictly follows the prescribed model syllabus and conducts internal examinations at regular intervals at the undergraduate level, and the end-semester examination is conducted as per the Common Minimum Standard prepared by the Higher Education Department, Govt. of Odisha. Our college has clearly stated learning outcomes in the vision and mission statement of the college calendar. The college has also defined student learning outcomes in terms of the pass percentage of students in university examinations. Faculty is best suited to determine the intended educational outcomes of their academic programs and activities, how to assess these outcomes, and how to

use the results for program development and improvement as a part of student evaluation. The results of the outcome assessment are used to evaluate the effectiveness of academic programs and activities and student services, not the performance of individual faculty or staff. Faculty use the information collected to develop and improve academic programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution has evaluated the attainment of program outcomes, program-specific outcomes, and course outcomes during the year through the mid-semester exam, end-semester exam, assignment, presentation, viva-voce, etc. These are also evaluated by the college from the feedback got from the students, the parents, the teachers, the employees, and the alumni. Seminars, assignments, projects, workshops, debates, lab work, etc., also evaluate the attainment of students. Project preparation, extension activities, and co-curricular and extracurricular activities are the outcomes of different programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

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

286

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

[NA](#)

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)

0

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

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)	No File Uploaded
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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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)	No File Uploaded

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

Many extension activities were carried out throughout the year. Students and faculties are involved in plantation programs, blood donation camps, observation of International Yoga Day, International Women's Day, International National Youth Day, etc., by NSS and YRC VOLUNTEERS. The cultural club of our institution reach the local people through skit and displayed gender equity, women empowerment, superstition etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

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

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

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

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

1

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

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

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

0

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

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.

1. The college has about 10 Acres of land out of which about 7000 sqmts. of built up area .
2. Class rooms: There are 16 classrooms and all class rooms are well ventilated. Honours class rooms are provided with green chalk boards to avoid dusts.
3. The college library utilizes a space of 260 square meter with a reading room providing access to students to use it. The library has about 14000 number of books.
4. There are 5 Laboratories for the subjects; Physics, Chemistry, Botany, Zoology, and Mathematics (ICT). The Laboratories are well equipped with adequate space to carry out practical classes effectively.

5. The college has it's own gym centre for students.
6. 2 nos of smart class room provided.
7. plantation and beautification.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

This College has a long reputation in the field of sports activities. Students take part in Inter-college and Inter University level for different events. The college has a well developed play ground of its own having Kabaddi, Volley ball and Foot ball courts. Both boy's and girl's common room are provided with indoor game facilities like Carom and Chess at their common room. Some students of the college are winner of inter college badminton competition and they are also participated inter university competition. The college organizes annual athletic meet to encourage the students for taking part in sports and games activities to expose their inner skill.

The students of our institution represented Berhampur University, Odisha at 37th AIU Inter-University National Youth Festival held at Punjab Agricultural University, Ludhiana, Punjab and secured 4th position in Cultural Display.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded

4.2 - Library as a Learning Resource

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

At present the library is not automated . There is a plan to install Intergated Library Management System (ILMS).

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

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

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

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)

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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

200

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution updates its computer and printers time to time from the College fund. The internet connection is upgraded as per

the infrastructures and data speed of the Internet Service Provider (ISP) of our locality. Presently we have internet service from BSNL.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

18

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

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

The institution has certain systems and procedure for maintaining and utilizing physical, academic and support facilities. The maintenance of physical facilities of the college like departmental classrooms, seminar libraries, computers, projectors are done at the level of concerned heads. For the small maintenance works they are entitled to use the office contingency fund. The various support facilities like sports, yoga, gymnasium, cultural activities are maintained by various committee formed by the college. There is also a centralised purchase committee to purchase different requirements of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

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

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	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

1

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

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)

Students representatives are selected for various co- curricular and extra curricular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	No File Uploaded

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

As per the Resolution of the Odisha Government , Higher Education Department MO COLLEGE ABHIJAN as an initiative to connect the old students to participate, interact and contribute their past experience, success stories to inspire and motivate the present student community for betterment of educational ecosystem, college has taken measure to invite the students to stay connected. Some of the the students have enrolled and registered in the portal. Steps are taken to get an association registration very soon.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- To provide good infrastructure, human resources, and necessary support services for the betterment of students' progress and welfare. To impart syllabus-based education along with its application to students, which enables them to compete globally. To provide holistic education and pedagogical innovations focusing on employment.
- To undertake research work contributing to the creation of knowledge, skills, and their applications for sustainable development. To set up extension activities for the betterment of teaching, learning, research, and extension activities.
- To promote national integration, human rights, universal brotherhood, and community development activities through inclusive practices.
- To create an eco-friendly campus and to make students aware of cleanliness.
- **VISION:** Ensuring need-based, cost-effective, qualitative, skill-based holistic education at the undergraduate level of arts, science, and commerce for the students, especially in tribal and backward areas of the Kandhamal district of Odisha, to proliferate innovative skills & thoughts, moral values, and social responsibility among them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- **Administration:** The principal, administrative bursar, and academic convener, along with all the HODs, are entrusted to plan academic and administrative activities for the smooth conduct and continuous progress of both academic and administrative-related matters of the college.

- **Different committee meetings (UGC, OHEPEE):** As per the guideline, the committee decides on the participatory action plans, implementation, utilisation of funds, and proper monitoring from time to time.
- **Staff Meetings:** (Staff associations, both teaching and nonteaching) A large number of issues relating to service, distribution of works, examination, infrastructure, campus cleaning, etc., are discussed during the meetings, giving the scope for collective thinking and its implementation through collective efforts.
- **College Development Committee meeting (Estate committees):** reviewing different construction activities going on in the college, making and approving different purchases as per the need, budgetary provisions, making decisions for expansion, etc. •
- **Parents teachers meetings:** Regularly held parent-teacher meetings.
- **Mo college Abhijan Parichalana Sangathana:**
- **The principal and the coordinator interact/seek advice with the alumni** to connect the past students with the present for the development of the college.

The IQAC holds a meeting to prepare the plan and action to be taken during the year and also reviews its progress by the principal and other faculties. extension activities. The best practices, like NSS, sports, YRC, self-defence training, and cultural activities, are also reviewed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: From the academic session 2019-20, the model syllabus was implemented; this college follows the CBCS (model syllabus) course curriculum. Some senior teachers of the Syllabus Committee prepared the syllabus of different streams. All

the semesters carry equal credit of marks. During this academic session, also members of the syllabus committee reviewed the syllabus for the forthcoming semesters. Teaching and learning: Smart classrooms are provided for science students. The principal, management, and the IQAC monitor the enhancement of quality teaching. The provision of remedial classes for slow learners is extended to all the departments, especially to the honours students. All the teachers are requested to update their teaching methods as per the courses.

Examination and evaluation: The mid-semester examination for the +3 students has been conducted after the completion of 80% of the course. Central evaluation has also been conducted. The mid-sem marks are uploaded in the university link as provided to the college. The semester examination is conducted as per university rules.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The institution has a governing body, comprising a president, principal, and governing body members. The president of the governing body holds supreme power and responsibility. For instance, he appoints different subcommittees, such as the Financial Sub-Committee, Construction Sub-Committee, Academic Sub-Committee, Welfare Sub-Committee, Student Welfare Sub-Committee, and Purchase Subcommittee. Although the post of principal comes next to the president in the hierarchy of the organisation. He is entrusted with the utmost power and responsibility to lead the institution in each and every field.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Periodical orientation is provided to the staff, both teaching and non-teaching. Staff welfare measures like the Employees Provident Fund and NPS are implemented in the organisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

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)	No File Uploaded

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

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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

0

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

Monthly lesson plan and progress register for teaching staff, visitors register for library, log book and diary, index and filling implemented to the office activities are maintained for performance of work/activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 college conducts an internal audit by the college. The account bursar and external audit are done by the local fund audit by the government of Odisha. The audit is done each year after the end of the financial year, and the audit report is submitted to the regional director, Dept. of Higher Education, Govt. of Odisha. But the internal financial expenditures are properly monitored by the account bursar and accountant duly approved by the principal. All the fees and fines collected by the office are entered in the Daily Collection Register (DCR) verified by the Accounts Bursar. All the accounts, cash book entry, balance sheet, etc., have been maintained as per the guidelines of CAPA, DHE, and Odisha.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

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)	No File Uploaded

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

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support the teaching-learning process. Fees charged as per the university and government norms from students of various granted and self-financed courses. The college receives a salary grant from the state government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the full-time permanent teachers and non-teaching staff. The Purchase Committee takes care that purchases are done properly and in accordance with the rules. The College Development Committee takes a review of the mobilisation of funds and the utilisation of these sources periodically in their meetings. Regular audits from the government make sure that the mobilisation of the resources is being done properly. The timetable committee looks after the proper utilisation of classrooms and laboratories. The Library Advisory Committee takes care that the resources in the library are utilised properly. Our botanical garden is maintained by the department of botany. The views given by all the committees are

reviewed by the principal. In this year's initiative, a donation was taken from alumni as invited through Mo College Abhijan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Getting more employment opportunities through career counselling of students.
- Encourage study endurance and create vision by facilitating job opportunity in their mind.
- A large number of students are attending the counselling of the placement cell organised by different companies.
- During this academic session, resource persons from the police and insurance sectors have been invited to provide different strategies to be followed before appearing for competitive examinations.
- Planting and ensuring a green environment.
- College beautification, toilet, and drinking water facilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Quality sustenance and enhancement measures are undertaken

to ensure constant upgradation of teaching-learning methods.

- The principal, management, and IQAC monitor the enhancement of quality teaching.
- The provision of remedial classes for slow learners is there.
- All the teachers are requested to update their teaching methods as per the courses.
- The college administration is run by the Govt. of Odisha, the
- Governing Body and Principal as the ex-officio secretary.
- The teaching and non-teaching staff of the college attend various training programs to update their knowledge & skills either at the institutional level or outside.
- Students are encouraged to participate in seminars, special lectures, field tours, quizzes, and debates along with some best practices to increase their skill and experience involvement in the institutional development activity.
- Each department organises course-related seminars and interdisciplinary seminars on a regular basis. Faculty members are encouraged to participate in different national and international seminars organised by universities and governments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

D. Any 1 of the above

Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

- **Gender Equity and Sensitisation** Understanding the fact that gender discrimination is a common practice and an academic institution is the best place to educate and make aware the young mind, the institution has given stress on women empowerment and gender equity in its curricular and cocurricular activities. Self-defence training is provided to the girl students.
- **Facilities for Women** The college offers equal facilities to the girl students to make them competent with the boys: they are participating in NSS, Youth Red Cross, and some of the trained girl students are continuing their work in their respective fields. **Safety and Security** For the safety and security, the college has installed CCTVs inside the campus. In addition to that, the institution has formed the following cells to resolve the issues:
 - Grievance Redressal Cell
 - Anti-Harassment Cell for Women
 - Anti-Ragging Cell
 - Committee Against Sexual Harassment Cell
- Besides, the institution has a Girls Common Room with an attendant, drinking water, and proper sanitary facilities.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

Though the college generates solid, liquid, and e-waste, there are no specific arrangements for the management of such waste inside the campus. Generally, the institution depends on the local N.A.C., BALLIGUDA, for outsourcing these wastes. The liquid waste is stored underground on the campus, and when it gets filled up, the local N.A.C. comes for help.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available

C. Any 2 of the above

**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**

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

C. Any 2 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	No File Uploaded
Any other relevant documents	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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.

E. None of the above

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

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

The motto of our college is to provide higher education to all, creating a learnt society covering all levels of the people, especially to the people of the tribal community in Kandhamal, a tribal district of Odisha. The socio-economic disparity amongst the people can be removed through education. The institution has

opened its doors for all categories: Scheduled Caste, Scheduled Tribes, Other Backward Classes, and General, to all religious students: Hindu, Muslim, Christian, and others. Therefore, it can be stated that the college has an inclusive environment with tolerance and harmony towards different diversities of the campus. It can be stated that the institution stands for unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

As the people are not much politically educated, they lack the basic idea of their legal rights, liberty, and equality, which allows them to live a free and justified life. The institution organises various programs from time to time to make the students and staff aware and sensitise them about their constitutional values. Therefore, the college observes Human Rights Day, Voter's Day, and Constitution Day every year. The children who are deprived of education are easily attracted towards criminal activities. Women are still victims of domestic violence, illegal migration (by agents) in search of jobs, workplace harassment, and gender disparity in the case of education and wages. Therefore, the institution arranges awareness programs on human rights, child rights, and rights of women. The success of democracy depends on the responsible citizens, which is possible by casting their vote in a free and fair manner. Hence, to make the citizens aware of the power of their votes in a democratic country and their legal rights to choose the appropriate representative, the college organises Voter's Day every year. The college observes Constitution Day each year. The constitution of India gives every citizen a secure and dignified life. It strengthens each individual of every section and class of the society. It protects individuals from the parochial and arbitrary activities against their will.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

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

1. University foundation day

2. International yoga day

3. Republic day

4. Saraswati Puja

5. Birth Anniversary of Mahatma Gandhi

6. Constitution Day and Voter's Day

7. World AIDS Day

8. Independence Day

9. Teacher's Day

10. Ganesh Puja

11. College Annual Function

12. Annual Athelatic Meet

13. Youth day

14. Womens 'day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Career counselling

2. Campus cleaning and beautification

3. Health awareness

4. Blood Donation Camp

5. Plantation Programme

6. Social work

7. Cultural activities

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

Adivasi College, Balliguda, is a pioneering educational institution in the Kandhamal district. The foundation stone was laid by Late Sri Natabar Pradhan, Hon'ble Cabinet Minister, Works, Transport, Forests, Fisheries, and Animal Husbandries, Govt. of Orissa on 30.08.1979. As the name suggests, Adivasi College caters to the educational needs of tribal people, especially in the Kandhamal district in the Tribal Sub-Plan area of the largest sub-division of the state. The location of the college is by the side of NH 59 and covers an area of about 10 acres of land, which is 83 km away from the District Headquarters, Phulbani, and 290 km away from the State Headquarters, Bhubaneswar. Presently, the college is a full-fledged one with the faculties of arts, science, and commerce.

The Crest of Adivasi College shows a chant, "PARAM BRAHMA PARAM DHAMA PAVITRAM PARAMAM BHAVAN" In the Bhagavad Gita, Arjuna said to Sri Krishna, You are the Supreme Brahman, the ultimate, the supreme abode and purifier, the absolute Truth, and the eternal divine person. It also indicates the perfect knowledge can be obtained by the grace of the Supreme Lord, which is not possible by so-called academic education. There are different icons in the crest: OMM, Brahma, Sun, Stars & Moon, Vedas, Lotus, Bow, Temple Mountain Rivers, etc., indicating the serenity of the college campus. The main thrust is to impart quality education to tribal people of the district.

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

ARTS faculty subjects: ODIA, ENGLISH, HISTORY, POLITICAL SCIENCE, ECONOMICS & PHILOSOPHY.

COMMERCE faculty subjects: ACCOUNTING, MANAGEMENT, TAXATION, STATISTICS, LAW, FINANCE.

SCIENCE faculty subjects: PHYSICS, CHEMISTRY, MATHEMATICS, BOTANY & ZOOLOGY.

In order to improve the spirit of competitiveness and standard among the students in the higher education level, the Department of Higher Education, Govt. of Odisha, introduced the Choice Based Credit System (CBCS) from 2016-17. From 2019 to 2020, a uniform model course curriculum was implemented at the UG level in the state universities and colleges. The college has been following the model syllabus for all its programs (arts, science, and commerce) under Berhampur University. It follows the prescribed model syllabus and conducts internal examinations at regular intervals for both odd and even semesters at the undergraduate level, and the end-semester/term-end examination is conducted as per the guidelines of the Higher Education Department, Govt. of Odisha.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

The institution prepares an academic calendar that shows the deadline for completion of courses, examinations, seminars, extension activities, sports, athletics, and cultural programs. All staff strictly follow the academic calendar so that continuous internal evaluation is done.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

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

D. Any 1 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	No File Uploaded

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

12

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

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

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

0

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

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

0

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

0

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

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 prescribed syllabus does provide a space for teaching as well as discussion on issues such as gender, climate change, environmental education, and human rights. It aims to achieve the overall curricular objectives of education at the local as well as national level. The institution, at its own level and with the assistance of different stakeholders from various tiers of governance, makes arrangements for seminars where experts are invited to share and deliver their experiences and knowledge. It is encouraged to highlight these issues in the teaching of different courses as and when possible. The subjects of environmental studies and disaster management and ethics and values are part of the college curriculum and

compulsory for all the students.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

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

0

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

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

279

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

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	E. None of the above
File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil
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	
464	
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

266

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

2.2 - Catering to Student Diversity

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

Extra classes provided to slow learner and project preparation, seminar presentation and participation etc are provided to advance learner. Likely group discussions are conducted among students also clear the doubts of many students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
974	24

File Description	Documents
Any additional information	No File Uploaded

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

1. The close interaction between students and teachers in the classrooms makes the process of identifying the slow and advanced learners easy.

2. Advanced learners are encouraged to teach their fellow

students in turn; they become confident and also help them to learn more of the subject by referring to the reference books.

3. The college encourages advanced learners for their participation in various competitions inside and outside the campus and also in various competitive examinations.

4. Those students are advised to use the college library and the Internet to acquire more information on topics of their interest. They are provided with extra books from the concerned department to improve their knowledge and understanding.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

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

The faculty embraces a diverse toolkit that goes beyond traditional methods.

They utilise: 1. Presentations: PowerPoint presentations (PPTs) created with the help of LCD projectors keep lessons visually engaging. 2. Digital Resources: Video clips, audio systems, and online sources provide students with exposure to advanced knowledge and practical applications of concepts. 3. Interactive Learning: Interactive methods like PPT presentations, seminars, debates, group discussions, etc., are used to encourage active participation and deeper understanding. 4. Recorded Resources: Video lectures are recorded for students to revisit later, facilitating long-term learning and reference. 5. Virtual Support & Online Resources: Counselling sessions are conducted, and teachers recommend online platforms like SWAYAM and NPTEL, leveraging the college's internet facilities to provide students with additional learning opportunities.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

0

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	No File Uploaded

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

3

File Description	Documents
Any additional information	No File Uploaded
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

24

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

2.5 - Evaluation Process and Reforms

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

The IQAC of the college is aware of this fact, hence giving due importance to internal assessment. Transparency in evaluation and interface discourse between examiners and examinees after evaluation of answer sheets of internal examinations is another vital part of effective teaching and learning. The learners are informed about the program of internal assessment one week before the commencement of internal examinations. At the end of the teaching of every chapter, students are provided with a number of important questions as per the CBC's question pattern and the procedure of answering the questions. They are made aware of the scheme of evaluation of each question. So that they can write the answer to the question in a befitting manner. As a result, the learners can secure good marks in the internal examinations. This process motivates the learners and makes it easy for them to present answers in an appropriate manner to the given questions at the end of semester

examinations. In the meanwhile, the HEI has prepared its own question bank on each chapter for the use of students. The question bank is made available for the students in each department so that they can refer to the question bank as and when they desire.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

Usually the very next day after the end of the internal examination, the central valuation is conducted as per the decision of the college examination committee. If some cases are reached about the absence of some students, they are informed by a re-notification, and the exam is reconducted for those students within a week as per the guidelines given by the Department of Higher Education, Odisha. In some other cases, after the publication of end semester examination results, some misinterpretations of mid-semester results are brought to notice by students. In that case, the examination committee has played a very crucial role in the correction of data, sending it to the university, and republication of the results of those students.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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 college offers three undergraduate programs, such as B.A. (Economics, English, History, Odia, Philosophy & Political Science), B.Sc. (Botany, Chemistry, Mathematics, Physics & Zoology), and B.Com. From 2019 to 2020, the Higher Education Department, Govt. of Odisha, implemented a model syllabus in the state universities and colleges affiliated to them. The college has been following the model syllabus for all of its

programs. Our teaching faculties are appointed as chief/assistant/sole examiners for evaluation activities of semester examinations. Since the college does not have its own curriculum, it strictly follows the prescribed model syllabus and conducts internal examinations at regular intervals at the undergraduate level, and the end-semester examination is conducted as per the Common Minimum Standard prepared by the Higher Education Department, Govt. of Odisha. Our college has clearly stated learning outcomes in the vision and mission statement of the college calendar. The college has also defined student learning outcomes in terms of the pass percentage of students in university examinations. Faculty is best suited to determine the intended educational outcomes of their academic programs and activities, how to assess these outcomes, and how to use the results for program development and improvement as a part of student evaluation. The results of the outcome assessment are used to evaluate the effectiveness of academic programs and activities and student services, not the performance of individual faculty or staff. Faculty use the information collected to develop and improve academic programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

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

The institution has evaluated the attainment of program outcomes, program-specific outcomes, and course outcomes during the year through the mid-semester exam, end-semester exam, assignment, presentation, viva-voce, etc. These are also evaluated by the college from the feedback got from the students, the parents, the teachers, the employees, and the alumni. Seminars, assignments, projects, workshops, debates, lab work, etc., also evaluate the attainment of students. Project preparation, extension activities, and co-curricular and extracurricular activities are the outcomes of different programs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

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

286

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	No File Uploaded
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

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)

[NA](#)

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)

0

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

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)	No File Uploaded
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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	No File Uploaded

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**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	No File Uploaded

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)	No File Uploaded

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**

Many extension activities were carried out throughout the year. Students and faculties are involved in plantation programs, blood donation camps, observation of International Yoga Day, International Women's Day, International National Youth Day, etc., by NSS and YRC VOLUNTEERS. The cultural club of our institution reach the local people through skit and displayed gender equity, women empowerment, superstition etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

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

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

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

1

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	No File Uploaded

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

5

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

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

1

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

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

0

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

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.

1. The college has about 10 Acres of land out of which about 7000 sqmts. of built up area .
2. Class rooms: There are 16 classrooms and all class rooms are well ventilated. Honours class rooms are provided with green chalk boards to avoid dusts.
3. The college library utilizes a space of 260 square meter with a reading room providing access to students to use it. The library has about 14000 number of books.
4. There are 5 Laboratories for the subjects; Physics, Chemistry, Botany, Zoology, and Mathematics (ICT). The Laboratories are well equipped with adequate space to carry out practical classes effectively.
5. The college has it's own gym centre for students.
6. 2 nos of smart class room provided.
7. plantation and beautification.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

This College has a long reputation in the field of sports activities. Students take part in Inter-college and Inter University level for different events. The college has a well

developed play ground of its own having Kabaddi, Volley ball and Foot ball courts. Both boy's and girl's common room are provided with indoor game facilities like Carom and Chess at their common room. Some students of the college are winner of inter college badminton competition and they are also participated inter university competition. The college organizes annual athletic meet to encourage the students for taking part in sports and games activities to expose their inner skill.

The students of our institution represented Berhampur University, Odisha at 37th AIU Inter-University National Youth Festival held at Punjab Agricultural University, Ludhiana, Punjab and secured 4th position in Cultural Display.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

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)	
File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	No File Uploaded
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
At present the library is not automated . There is a plan to install Intergated Library Management System (ILMS).	
File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil
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	E. None 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)	No File Uploaded
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)

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	No File Uploaded

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**

200

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institution updates its computer and printers time to time from the College fund. The internet connection is upgraded as per the infrastructures and data speed of the Internet Service Provider (ISP) of our locality. Presently we have internet service from BSNL.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

18

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

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

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)

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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.

The institution has certain systems and procedure for maintaining and utilizing physical, academic and support facilities. The maintenance of physical facilities of the college like departmental classrooms, seminar libraries, computers, projectors are done at the level of concerned heads.

For the small maintenance works they are entitled to use the office contingency fund. The various support facilities like sports, yoga, gymnasium, cultural activities are maintained by various committee formed by the college. There is also a centralised purchase committee to purchase different requirements of the college.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

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

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

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

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	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	No File Uploaded

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

0

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

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

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

0

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

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

5.2.2.1 - Number of outgoing student progression to higher education

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	No File Uploaded

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded

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.

1

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

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)

Students representatives are selected for varoius co-curricular and extra curucular activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
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)	No File Uploaded

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

As per the Resolution of the Odisha Government , Higher Education Department MO COLLEGE ABHIJAN as an initiative to connect the old students to participate, interact and contribute their past experience, success stories to inspire and motivate the present student community for betterment of educational ecosystem, college has taken measure to invite the students to stay connected. Some of the the students have enrolled and registered in the portal. Steps are taken to get an association

registration very soon.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- To provide good infrastructure, human resources, and necessary support services for the betterment of students' progress and welfare. To impart syllabus-based education along with its application to students, which enables them to compete globally. To provide holistic education and pedagogical innovations focusing on employment.
- To undertake research work contributing to the creation of knowledge, skills, and their applications for sustainable development. To set up extension activities for the betterment of teaching, learning, research, and extension activities.
- To promote national integration, human rights, universal brotherhood, and community development activities through inclusive practices.
- To create an eco-friendly campus and to make students aware of cleanliness.
- VISION: Ensuring need-based, cost-effective, qualitative,

skill-based holistic education at the undergraduate level of arts, science, and commerce for the students, especially in tribal and backward areas of the Kandhamal district of Odisha, to proliferate innovative skills & thoughts, moral values, and social responsibility among them.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- **Administration:** The principal, administrative bursar, and academic convener, along with all the HODs, are entrusted to plan academic and administrative activities for the smooth conduct and continuous progress of both academic and administrative-related matters of the college.
- **Different committee meetings (UGC, OHEPEE):** As per the guideline, the committee decides on the participatory action plans, implementation, utilisation of funds, and proper monitoring from time to time.
- **Staff Meetings:** (Staff associations, both teaching and nonteaching) A large number of issues relating to service, distribution of works, examination, infrastructure, campus cleaning, etc., are discussed during the meetings, giving the scope for collective thinking and its implementation through collective efforts.
- **College Development Committee meeting (Estate committees):** reviewing different construction activities going on in the college, making and approving different purchases as per the need, budgetary provisions, making decisions for expansion, etc. •
- **Parents teachers meetings:** Regularly held parent-teacher meetings.

- Mo college Abhijan Parichalana Sangathana:

- The principal and the coordinator interact/seek advice with the alumni to connect the past students with the present for the development of the college.

The IQAC holds a meeting to prepare the plan and action to be taken during the year and also reviews its progress by the principal and other faculties. extension activities. The best practices, like NSS, sports, YRC, self-defence training, and cultural activities, are also reviewed.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development: From the academic session 2019-20, the model syllabus was implemented; this college follows the CBCS (model syllabus) course curriculum. Some senior teachers of the Syllabus Committee prepared the syllabus of different streams. All the semesters carry equal credit of marks. During this academic session, also members of the syllabus committee reviewed the syllabus for the forthcoming semesters. Teaching and learning: Smart classrooms are provided for science students. The principal, management, and the IQAC monitor the enhancement of quality teaching. The provision of remedial classes for slow learners is extended to all the departments, especially to the honours students. All the teachers are requested to update their teaching methods as per the courses.

Examination and evaluation: The mid-semester examination for the +3 students has been conducted after the completion of 80% of the course. Central evaluation has also been conducted. The mid-sem marks are uploaded in the university link as provided to the college. The semester examination is conducted as per university rules.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
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.

The institution has a governing body, comprising a president, principal, and governing body members. The president of the governing body holds supreme power and responsibility. For instance, he appoints different subcommittees, such as the Financial Sub-Committee, Construction Sub-Committee, Academic Sub-Committee, Welfare Sub-Committee, Student Welfare Sub-Committee, and Purchase Subcommittee. Although the post of principal comes next to the president in the hierarchy of the organisation. He is entrusted with the utmost power and responsibility to lead the institution in each and every field.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

Periodical orientation is provided to the staff, both teaching and non-teaching. Staff welfare measures like the Employees Provident Fund and NPS are implemented in the organisation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

0

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)	No File Uploaded

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

0

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	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	No File Uploaded

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**

0

File Description	Documents
IQAC report summary	No File Uploaded
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)	No File Uploaded

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

Monthly lesson plan and progress register for teaching staff, visitors register for library, log book and diary, index and filling implemented to the office activities are maintained for performance of work/activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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 college conducts an internal audit by the college. The account bursar and external audit are done by the local fund audit by the government of Odisha. The audit is done each year after the end of the financial year, and the audit report is submitted to the regional director, Dept. of Higher Education, Govt. of Odisha. But the internal financial expenditures are properly monitored by the account bursar and accountant duly approved by the principal. All the fees and fines collected by the office are entered in the Daily Collection Register (DCR) verified by the Accounts Bursar. All the accounts, cash book entry, balance sheet, etc., have been maintained as per the guidelines of CAPA, DHE, and Odisha.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)**

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)	No File Uploaded

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

The institution always monitors the effective and efficient use of available financial resources for the infrastructure development to support the teaching-learning process. Fees charged as per the university and government norms from students of various granted and self-financed courses. The college receives a salary grant from the state government. For this, we prepare and send an annual budget of the estimated salary grant required to the state government. This grant includes salaries of the full-time permanent teachers and non-teaching staff. The Purchase Committee takes care that purchases are done properly and in accordance with the rules. The College Development Committee takes a review of the mobilisation of funds and the utilisation of these sources periodically in their meetings. Regular audits from the government make sure that the mobilisation of the resources is being done properly. The timetable committee looks after the proper utilisation of classrooms and laboratories. The Library Advisory Committee takes care that the resources in the library are utilised properly. Our botanical garden is maintained by the department of botany. The views given by all the committees are reviewed by the principal. In this year's initiative, a donation was taken from alumni as invited through Mo College Abhijan.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Getting more employment opportunities through career counselling of students.
- Encourage study endurance and create vision by facilitating job opportunity in their mind.
- A large number of students are attending the counselling of the placement cell organised by different companies.
- During this academic session, resource persons from the police and insurance sectors have been invited to provide different strategies to be followed before appearing for competitive examinations.
- Planting and ensuring a green environment.
- College beautification, toilet, and drinking water facilities

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Quality sustenance and enhancement measures are undertaken to ensure constant upgradation of teaching-learning methods.
- The principal, management, and IQAC monitor the enhancement of quality teaching.
- The provision of remedial classes for slow learners is there.
- All the teachers are requested to update their teaching methods as per the courses.

- The college administration is run by the Govt. of Odisha, the
- Governing Body and Principal as the ex-officio secretary.
- The teaching and non-teaching staff of the college attend various training programs to update their knowledge & skills either at the institutional level or outside.
- Students are encouraged to participate in seminars, special lectures, field tours, quizzes, and debates along with some best practices to increase their skill and experience involvement in the institutional development activity.
- Each department organises course-related seminars and interdisciplinary seminars on a regular basis. Faculty members are encouraged to participate in different national and international seminars organised by universities and governments.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

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

- **Gender Equity and Sensitisation** Understanding the fact that gender discrimination is a common practice and an academic institution is the best place to educate and make aware the young mind, the institution has given stress on women empowerment and gender equity in its curricular and cocurricular activities. Self-defence training is provided to the girl students.
- **Facilities for Women** The college offers equal facilities to the girl students to make them competent with the boys: they are participating in NSS, Youth Red Cross, and some of the trained girl students are continuing their work in their respective fields. **Safety and Security** For the safety and security, the college has installed CCTVs inside the campus. In addition to that, the institution has formed the following cells to resolve the issues:
 - Grievance Redressal Cell
 - Anti-Harassment Cell for Women
 - Anti-Ragging Cell
 - Committee Against Sexual Harassment Cell
- Besides, the institution has a Girls Common Room with an attendant, drinking water, and proper sanitary facilities.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

Though the college generates solid, liquid, and e-waste, there are no specific arrangements for the management of such waste inside the campus. Generally, the institution depends on the local N.A.C., BALLIGUDA, for outsourcing these wastes. The liquid waste is stored underground on the campus, and when it gets filled up, the local N.A.C. comes for help.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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	C. Any 2 of the above
File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	C. Any 2 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
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	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
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	E. None of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
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).

The motto of our college is to provide higher education to all, creating a learnt society covering all levels of the people, especially to the people of the tribal community in Kandhamal, a tribal district of Odisha. The socio-economic disparity

amongst the people can be removed through education. The institution has opened its doors for all categories: Scheduled Caste, Scheduled Tribes, Other Backward Classes, and General, to all religious students: Hindu, Muslim, Christian, and others. Therefore, it can be stated that the college has an inclusive environment with tolerance and harmony towards different diversities of the campus. It can be stated that the institution stands for unity in diversity.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

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

As the people are not much politically educated, they lack the basic idea of their legal rights, liberty, and equality, which allows them to live a free and justified life. The institution organises various programs from time to time to make the students and staff aware and sensitise them about their constitutional values. Therefore, the college observes Human Rights Day, Voter's Day, and Constitution Day every year. The children who are deprived of education are easily attracted towards criminal activities. Women are still victims of domestic violence, illegal migration (by agents) in search of jobs, workplace harassment, and gender disparity in the case of education and wages. Therefore, the institution arranges awareness programs on human rights, child rights, and rights of women. The success of democracy depends on the responsible citizens, which is possible by casting their vote in a free and fair manner. Hence, to make the citizens aware of the power of their votes in a democratic country and their legal rights to choose the appropriate representative, the college organises Voter's Day every year. The college observes Constitution Day each year. The constitution of India gives every citizen a secure and dignified life. It strengthens each individual of every section and class of the society. It protects individuals from the parochial and arbitrary activities against their will.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	No File Uploaded

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

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

1. University foundation day

2. International yoga day

3. Republic day

4. Saraswati Puja
5. Birth Anniversary of Mahatma Gandhi
6. Constitution Day and Voter's Day
7. World AIDS Day
8. Independence Day
9. Teacher's Day
10. Ganesh Puja
11. College Annual Function
12. Annual Athelatic Meet
13. Youth day
14. Womens'day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

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

1. Career counselling
2. Campus cleaning and beautification
3. Health awareness
4. Blood Donation Camp
5. Plantation Programme

6. Social work**7. Cultural activities**

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

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

Adivasi College, Balliguda, is a pioneering educational institution in the Kandhamal district. The foundation stone was laid by Late Sri Natabar Pradhan, Hon'ble Cabinet Minister, Works, Transport, Forests, Fisheries, and Animal Husbandries, Govt. of Orissa on 30.08.1979. As the name suggests, Adivasi College caters to the educational needs of tribal people, especially in the Kandhamal district in the Tribal Sub-Plan area of the largest sub-division of the state. The location of the college is by the side of NH 59 and covers an area of about 10 acres of land, which is 83 km away from the District Headquarters, Phulbani, and 290 km away from the State Headquarters, Bhubaneswar. Presently, the college is a full-fledged one with the faculties of arts, science, and commerce.

The Crest of Adivasi College shows a chant, "PARAM BRAHMA PARAM DHAMA PAVITRAM PARAMAM BHAVAN" In the Bhagavad Gita, Arjuna said to Sri Krishna, You are the Supreme Brahman, the ultimate, the supreme abode and purifier, the absolute Truth, and the eternal divine person. It also indicates the perfect knowledge can be obtained by the grace of the Supreme Lord, which is not possible by so-called academic education. There are different icons in the crest: OMM, Brahma, Sun, Stars & Moon, Vedas, Lotus, Bow, Temple Mountain Rivers, etc., indicating the serenity of the college campus. The main thrust is to impart quality education to tribal people of the district.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Implementation of proctorial class
2. Assuring seminar of each department
3. E-library and office automation
4. Smart classroom
5. Solar light system
6. Campus beautification
7. Career counselling program