



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	UPENDRA NATH COLLEGE, NALAGAJA
Name of the head of the Institution	DR. NILARATNA KALIA
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	917008562720
Mobile no.	9348349340
Registered Email	unc.nalagaja@rediffmail.com
Alternate Email	unc.iqac2020@gmail.com
Address	AT/PO-NALAGAJA PS- RASGOVINDPUR DIST- MAYURBHANJ
City/Town	BARIPADA
State/UT	Orissa
Pincode	757073

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR. SADHANA ROUT
Phone no/Alternate Phone no.	917008562720
Mobile no.	9437444638
Registered Email	unc.nalagaja@rediffmail.com
Alternate Email	unc.iqac2020@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.uncnalagaja.org/AOAR2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.uncnalagaja.org/Calender2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C	1.86	2008	16-Sep-2008	15-Sep-2015
2	B	2.10	2016	16-Dec-2016	15-Dec-2021

6. Date of Establishment of IQAC	04-Aug-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Implementation of CBCS	02-Aug-2019 1	52
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
UPENDRA NATH COLLEGE	NIL	UGC	2019 365	0
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

• In the academic session 201920 the IQAC has monitored the teaching learning evaluation and has put its best efforts round the year towards quality enhancement and sustenance. • Since the outbreak of covid19 pandemic in mid March 2020, physical mode of teaching has been replaced with online engagement of classes. • University Examinations, Evaluations and Admission are managed following all covid guidelines. • Strategic plans are also developed for keeping the educational ecosystem in right track and to disseminate information among all the stakeholders for overall academic excellence in the institution.

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

Plan of Action	Achivements/Outcomes
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1. Preparation of lesson plan progress report as per CMS. 2. Unit tests/ Test Exam /Mid term Exam/ seminars by each department. 3. Courses completed intime and special classes organised from 1st week of January to last week of February 2020. 4. Timely publication of Academic calendar. 5. Purchase of more books and library automation. 6.Purchase of laboratory equipment	1. Courses completed as per the lesson plan. 2. Test/ Unit Test Mid/ term Exam conducted and scripts evaluated. 3. Weekly Seminars organised by each Department. 4. Extension activities conducted. 5. Books have been purchased and library automation is going on. 6. Required laboratory equipment have been purchased
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
STAFF COUNCIL	25-Nov-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	04-Mar-2019
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17. Does the Institution have Management Information System ?	No
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Curriculum is the essential ingredient of any education system regardless of the education level. All other aspects whether teaching learning and evaluation or research and development, infrastructure and learning resources, students activities and support system revolves around it. Therefore, curricular aspect and the best practices connected to curriculum design and development play a very significant dimension of the quality of higher education since the curriculum has a decisive role for quality enhancement. There ought to be a dynamic curriculum with necessary additions and changes introduced in it from time to time with a prime objective to maintain updated curriculum and fulfill the demand of the time. The College follows the curriculum designed by state Model Syllabus for the undergraduate students. At the beginning of every academic year, the college chalks out an academic calendar and a college calendar either. The faculties in charge of preparation of the time table sets

the Master time table of each subject for teaching which includes lecture hours consequent upon which departmental time table is made for monitoring all classes. The Heads of all the departments conduct academic planning, meeting to plan and organize the schedule of lectures and distributes the syllabus among the faculty members of their departments. The faculty members are instructed by the head of departments to complete the syllabus within stipulated time. If, for any reason, a faculty fails to finish his/her syllabus within the stipulated time, he/she is being asked to arrange extra classes for his/her subject. The weak and slow learners are facilitated with remedial classes through revamped schedules designed conveniently to meet the requirements of students. As per the requirement new books are ordered with the concern of library committee members subject teachers and students. For implementation of curriculum, teachers have included teaching methods such as presentation, assignments, and seminars for effective teaching. The faculties receive all sorts of support from the university and college to understand the curriculum. Timely meetings are conducted and instructions are given for submission of Assignments and conducting Unit test and internal test are well planned and executed before final examination. Periodic meetings of IQAC take stock of the progress of teaching learning, among other things and meetings of the Department with Principal and parent-teacher meetings are other forums where progress of the delivery of curriculum are regularly monitored and necessary course corrections are initiated. Since the institution specializes in the humanities and the social sciences, the students observe, analyse and gain insight into various intricate aspects of their syllabus. The college is equipped with smart class rooms, virtual class rooms, audio-visual and other ICT facilities which are extensively used by teachers in day to day teaching to make delivery of the curriculum attractive to students. Interactive teaching is promoted through students' participation in group discussions, quizzes and seminars. Special lectures delivered by eminent scholars on topics related to the curriculum further intensify students' learning experience.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NO	NO	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NO	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	HONOURS	01/06/2019
BCom	HONOURS	01/06/2019
BSc	HONOURS	01/06/2019

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NO	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	NO	Nil
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>A sound feedback mechanism exists in the institution wherein students, staff, parents and Alumni are the important stakeholders. The feedback system acts as a guiding tool for accelerating the pace of promotional activities and bringing about all round development of the institution. The Internal Quality Assurance Cell (IQAC) happens to be the statutory body for monitoring the feedback mechanism of the institution. A well strategized comprehensive feedback mechanism for the academic session 2019-20 have been developed by means of which available information are collected, analyzed and reviewed by the IQAC for policy formulation. It is customary for the institution to provide Feedback forms separately to all the stake holders in given formats on 4 points scale of measurement with different parameters like Educational Feedback, Administrative and infrastructure feedback, Curricular and extra-curricular activities feedback. Suggestions on the basis of these parameters are sought form the stake holders at par with 4 points scale for evaluation and assessment which includes 1. Average 2. Good 3. Very good 4. Excellent The feed backs so collected are analyzed and reviewed by the IQAC members following a statistical model by using bar diagram, Graph, Pie chart. A critical analysis and review of the feed backs helps in ascertaining the strength, weakness, opportunities and challenges of the institution. Accordingly, future action plan is strategized to beef up teaching- learning process, support system for students, infrastructure development, and financial management. The extant feedback mechanism, thus, plays a crucial role and for over all development of the institution.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the	Programme	Number of seats	Number of	Students Enrolled
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Programme	Specialization	available	Application received	
BSc	PHY, CHE, MATH, ZOOL, BOT	64	310	56
BCom	ACCOUNTANCY	64	102	5
BA	ENG,ODIA, HIST, EDU, ECO,PHIL, SANS,POL. SC.	256	420	174
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	779	Nil	31	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
31	31	36	14	4	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

At the beginning of every academic session, the institution organises an induction meeting for students of first semester and explain the course structure, syllabus and evaluation process in detail. Students of the college mainly come from low-middle income and low income families and in many cases they are first generation learners and therefore face many challenges in their academic endeavors as well as in social interactions. Teachers of the college take special initiatives to address any issue faced by the students. All necessary information related to the students such as the contact number, email of the student, category, gender, their personal problem are collected by the proctors of the respective departments in proctorial classes. Departments also maintain the records of progress, lesson plans, lesson notes, attendance records, records of student seminars etc related to the reviewing of the performance of the students. Departmental teachers maintain interaction with students through individual meetings and few departments maintain interaction through social networking sites as well. The institution also organizes parent-teacher meetings and tries to identify the problems faced by students and issues related to them. It is worth mentioning here that from the current academic session (2019-20) the college has introduced a formal Mentoring System to make the mentoring process more directed and effective. It is under the Mentoring system that proctorial classes are arranged and each department assigns teacher(s) to act as proctors/ mentors of each class. At the beginning of the academic session, the department-wise names of the mentors/proctors are communicated to designated faculties and HODs and then displayed on the college website. The proctors through interpersonal approach and careful interactive mode take stock of the academic progress as well as personal capacity development of their mentees and provide primary psychological counseling to those who need them the most. The mentoring mechanism of the institution has invariably yielded better outcome than ever before for the last five years

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
779	31	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
42	31	11	4	4

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NO	Nil	NO

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	6TH/2019	25/03/2019	22/05/2019
BCom	BCom	6TH/2019	25/03/2019	22/05/2019
BSc	BSc	6TH/2019	25/03/2019	22/05/2019

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

To evaluate the students' academic development continuously with their learning, faculties of each department take unit tests after completing a portion of the syllabus. The tests are normally arranged within the class hours. This particularly helps for the assessment of the students' weaknesses so that more emphasis is given by the mentors for overall improvement of the students. To encourage participatory learning seminars are held in every weekend on a regular basis. Some of the departments encourage their students to prepare wall magazines on different topics. For some departments educational tours and excursions form an integral part of the effective curriculum delivery mechanism. Some of the departments have introduced project based evaluation systems in place of traditional evaluation methods. For example, in the current academic session, Department of Zoology has initiated project based evaluation process for their end-term Skill Enhancement Course. Department of Sanskrit has started home assignment instead of written examination. Other departments are also planning to introduce more innovative evaluation techniques like organizing debates, quiz competition, extempore, group discussion, and seminar presentations in the future for skill development and capacity building of students. We are also planning to introduce MCQ type questions for evaluation of General Course in some subjects in the pursuit of best practices on "Knowledge Sharing Ecosystem". Some departments of the college, along with standard written test based evaluation also use seminar presentation by students as an evaluation strategy.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

At the beginning of each academic year, the college prepares an exhaustive academic calendar to ensure timely and effective teaching-learning outcome. The academic calendar is prepared according to the notices and circulars received from the affiliating North Orissa University. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension and co-curricular activities. This is facilitated by uploading the college calendar in the college website and also by providing hard copies to the students from the library. Unlike the academic calendar of the preceding session, the academic calendar for the session 2019-20 has incorporated some modifications on course syllabi as per State Model Syllabus and fees structure has also been partially modified. The affiliating university schedules the date of examinations and accordingly End term examinations are conducted at the end of each semester. The college uses the schedule of end semester examinations as given in the academic calendar of the varsity and incorporates the schedule in its own academic calendar to make it easily accessible for the students. The mid-term examinations which are conducted by the college are mentioned in the academic calendar. The activities conducted by the institution in organizing Induction meeting at the beginning of the session and College Sports and cultural functions are also reflected in the academic calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HONOURS	193	77	40.25
UG	BSc	HONOURS	55	22	38.5
UG	BCom	HONOURS	25	8	29.27
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

NO

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	NO	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NO	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NO	NIL	NIL	Nil	NA
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NO	NO	NIL	NO	NO	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	0	Nil	0
International	0	Nil	0
No file uploaded.			

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
0	Nil
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NO	NIL	2019	0	NIL	Nil
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NO	NO	2019	Nil	Nil	NIL
No file uploaded.						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	Nil	Nil	Nil
Presented papers	Nil	Nil	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
0	0	Nil	Nil
No file uploaded.			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NIL	0	NIL	Nil	Nil
No file uploaded.				

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
No file uploaded.			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
0	0	0	17/06/2019	12/05/2020	0
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	NIL	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3.5	3.5

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Seminar halls with ICT facilities	Existing
Campus Area	Existing
Laboratories	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Partially	Nil	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	22384	3288257	1180	102143	23564	3390400
e- Journals	2	5062	Nil	Nil	2	5062
Journals	353	141427	54	9329	407	150756
View File						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under

Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nil
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	37	2	4	0	4	2	14	0	3
Added	3	1	0	0	0	2	0	0	0
Total	40	3	4	0	4	4	14	0	3

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

1 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nil

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
0.4	0.32	2.23	1.2

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institution follows standard operational procedure (SOP) in all matters relating to physical, academic and support facilities. Each science department has its own laboratory. The laboratories are well equipped with instruments, apparatus, chemicals, solvents etc. They are purchased and procured at college level as per requirements of various departments. The college office purchase those scientific equipments and apparatus through open bidding process as per Odisha General Financial rules guidelines and as per instruction of the Higher Education Department, Govt of Odisha. Govt of Odisha sanction money DHE for the said purpose. Each department maintains a separate stock register regarding the procurement and utilization of equipments, chemicals and solvents. Students are issued both text and reference books weekly from the library. Reading room with all required facilities is open for the students during the college time and even after the college time also. Library facilitates students with Text books and Reference Books through Book Bank and General Library. A library committee exists which monitors the procurement and distribution of books. Each teaching department prepares and sends book list to

the Library as per requirements and Library- in -charge procures those books from various book stores following the established procedures and guidelines. After books are purchased stock entries are made and thereafter books are issued to students and faculty members for their reference. To enhance the sporting activities, the students are provided with sports materials like cricket kit, football, badminton, volleyball etc. One computer lab with internet facilities is provided to the students. Classrooms with proper light and fan facilities are provided for the students. Apart from this, the college also maintains the campus and building from time to time as and when it is required by which the students always experience a good academic environment.

<http://uncnalagaja.org>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1. Prativa Manjari Award	4	10000
Financial Support from Other Sources			
a) National	PMS	348	1748315
b) International	Nil	Nil	Nil
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Self Defense Training Programme for Girl	11/04/2019	150	State Govt. Youth Policy
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	NIL	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
3	3	6

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NIL	Nil	Nil	NIL	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	80	BA, B.SC,B.COM	ECONOMICS, POL. SC., MATHEMATICS, PHYSICS, CHEMISTRY, BIOLOGY, COMMERCE	Different Universities	PG
2019	70	BA, B.SC,B.COM	ECONOMICS, POL. SC., MATHEMATICS, PHYSICS, CHEMISTRY, BIOLOGY, COMMERCE	Different Universities	PG
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	Nil
No file uploaded.	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Organized by Cultural Athletic Association	Institution Level	50
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NIL	National	Nil	Nil	NIL	NIL
2019	NIL	International	Nil	Nil	NIL	NIL

No file uploaded.

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the order of Higher Education Department, Govt. of Odisha, Students Union Election for the academic session 2019-20 was not held throughout the state. So there is little scope of involvement of students through Students Union during the current academic year. However, the students were given due representation in extension activities through delegation of representatives in state and National events by NCC, NSS YRC, Scouts and Guide units of the college. Besides, they have their representation in the IQAC, Athletic Society, Dramatic Society, Cultural Society etc. They are also given fair opportunity and equal representation for the publication of college magazine and wall magazine.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

40

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

10530

5.4.4 – Meetings/activities organized by Alumni Association :

3

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The institution has followed a decentralized and participative approach towards control and management of academia, finance and administration. The main objective of this practice is to ensure collective responsibility and efficiency in realizing various developmental goals. Among other institutional best practices, two best practices pursued during the last year to ensure decentralization and participative management and control include: (1) Learner-centric modules (2) Evaluation modules. The academic council of the college meets from time to time and takes various decisions in collaboration with IQAC to facilitate students with a sound academic environment. The conduct of varsity Examinations along with following up of a structured evaluation modules are replicative of decentralized and participatory management system of the institution.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	Officers in charge of E-Admission

	undergo training under Student Academic Management System (SAMS)
Human Resource Management	Principal , IQAC coordinator , NSS program Officers, YRC Counsellors, NCC Officers and Scout Guide Officers attend different training programs
Library, ICT and Physical Infrastructure / Instrumentation	Faculties attend different training program organised by University
Examination and Evaluation	Faculties attend different training program organised by University
Teaching and Learning	Faculties attend refreshers courses and different Orientation programs
Curriculum Development	Faculties participate in the meeting of Board of Studies meeting organised by the University

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

E-governance area	Details
Administration	Bio metric Attendance, HRMS, PAR,
Finance and Accounts	Preparation of Online Salary Bill by HRMS
Student Admission and Support	Officers in charge of E-Admission undergo training under Student Academic Management System (SAMS)
Examination	Form Fill up all odd and even semester examination done as the guidelines of affiliating university

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Dr Nilaratna Kalia	International Conference on Advanced in Mathematics and Computing 2020	DEPARTMNET OF MATHEMATICS, VEER SURENDRA SAI UNIVERSITY OF TECHNOLOGY	2000
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	NIL	NIL			Nil	Nil

17/06/2019 | 12/05/2020

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
INDUCTION TRAINING PROGRAMME	4	06/01/2020	19/01/2020	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
4	4	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff welfare fund	Staff welfare fund	Govt. Scholarships and institutional scholarships

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institution conducts internal and external financial audit on a regular basis. The internal audit includes Academic Audit, Green Audit, Examinations Audit, Quality Assurance Audit etc. whereas the external audit includes the Local Fund Audit, A.G. Audit and any agency authorized by the State Govt of Odisha . The audit reports are thereafter transmitted to IQAC for analysis and review for policy formulations towards financial prudence. The overall financial system of the institution is, however, run by the State Govt known as CAPA.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DLC/ Stak	Yes	Principal

		Force of the Govt		Academic Bursar
Administrative	Yes	Regional Director Higher Education/DLC/ Stak Force of the Govt /	Yes	Principal Academic Bursar

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

A parent teacher forum exist in the college. Annual meetings are organized and feed backs in given format are obtained from the parents. The feed backs so obtained are critically analysed by IQAC. Accordingly, formulation of polices are made through a well structurized action plan.

6.5.3 – Development programmes for support staff (at least three)

1. Accounts Training Programme for Junior Assistant
2. Training for NSS Programme
3. Training for YRC Programme
4. Training for Self defence Programme (Women)

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

1. Construction of Campus Road
2. Renovation of Class Room
3. Renovation of PMS Hostel, Ladies Hostel
4. Renovation of Boundary Wall

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Institutional best practice -01	12/11/2019	13/11/2019	15/11/2019	25
2020	Institutional best practice -02	27/01/2020	29/01/2020	31/01/2020	35
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NSS	14/10/2019	18/10/2019	18	20
YRC	20/01/2020	23/01/2020	14	17
NCC	07/04/2020	10/04/2020	7	10

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

NIL

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	3	3	09/09/2019	03	AWARENESS PROGRAMME	ALCOHOL REDUCED MEN AND ELEPHANT CONFLICT FREE SOCEITY	25
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
UPENDRA JYOTI	17/06/2019	The highest education is that which does not merely gives information but makes our life in a harmony with all its existence. We want that education by which character is formed. Let noble thoughts come from all sides. The institution aims at building the characters of the students by diffusing the enshrined ethical values and principles.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Seminars	05/08/2019	27/12/2019	150
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The college has been taking continuous initiatives for an eco-friendly environment inside the campus as well as off the campus. Most of the eco-

friendly drives and campaigns undertaken by NSS, NCC, YRC, Scouts and Guide units on a regular basis have become a sustainable lifestyle for majority of students. Tree planting, campus cleaning, gardening, Swachh Bharat programs, polythene free campus are the major initiatives taken up by the institution for ensuring an eco-friendly environment. Moreover, Environmental Studies have been a component course for all under graduate students.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two institutional best practices of the institution under the titles (I)- 'Spreading Awareness against Alcoholic addiction' and (II)- Reducing conflict between men and elephants in the locality have enormously influenced our students in the realization of outcomes enshrined in their themes. Instances of continuing impoverishment and malnourishment more so in case of tribal women and infants thereof continuously put them at high risk of vulnerable diseases and other related problem. At times under the influence of alcohol, heinous crimes such as murder, sacrifice of humans consequent upon witchcraft and sorcery are committed in drunken condition which has negative social impact.

This compels the society to rethink for eradication of such social evil practices. Since the institution is located in such a milieu, contextually it is befitting to address these issues which have great social as well as moral value. In addition, elephants from Dalma elephant sanctuary cross through this area during paddy harvesting season and are attracted to villages to consume Handia (rice beer) and Mahuli (country-made rum) and bring destruction to life and property. Preparation of Handia and Mahuli in this locality is one of the major causes of man- elephant conflict. The institution adopts the following practices for better implementation of the programme. 1. Seminars are conducted periodically in the college campus inviting locals to sensitize them on topics like prohibition of alcoholic consumption especially Mahuli and Handia their preparation. Diseases like TB, Heart ailment, Diabetes, Kidney and Liver problem are rampant among the tribal. These tribal instead of going for medical treatment opt for witchcraft and sorcery. The institution incessantly endeavors to bring these targeted groups to mainstream to carry forward the message of the evils of alcoholic consumption. The NSS Units of the institution organize camps at selected vulnerable sites to spread the message of the evils of alcoholic consumption. Leaflets are distributed in the villages by the volunteers to educate them on different themes. Various Departments of the institution organize field visits and sample surveys on eradication of illiteracy, ignorance and poverty. Awareness campaigns involving boys and girls of the institution are organized in Hats (weekly local markets) and local Melas (fairs) with a view to sensitizing the people in general and the tribal in particular using AV Aids. Dramatic representations by selected artists from among the students of the institution using the themes like prohibition of liquor/health hazards due to TB/benefits of small family norm etc. are displayed at public places in the form of road shows (patha pranta nataka). This method is adopted to attract the tribal community and others to remain present and in the process they learn the benefits of the above themes. This method has been selected by the institution as because it is located in an area predominantly inhabited by SC/STs as per available statistical information from different Govt. agencies both in the district as well as state level. Antyodaya Chetana Mandal(ACM) is one of the leading NGOs in the district of Mayurbhanj which is well associated with our programme. The Organization has been rendering different kinds of health and other social services to the public in general and the tribal community in particular. In addition to its usual day to day activities, the organization extends various kinds of moral and physical support to implement various programmes initiated at our level. We feel that their involvement makes our practice more meaningful and significant.

Electronic and print media, as well as govt. report reveal a lot of human- elephant conflicts and causalities during the month of November, December January every year consequent upon infiltration of large number of elephants from neighboring states Jharkhand West Bengal. Consequent upon the frequencies of such occurrence during the last five years, the Govt. has reckoned this place as one of the noted elephant corridors. The elephants primarily on their way to Nilgiri forest range and some other buffer zones of Similipal sanctuary cause lots of damage to corn fields, thatched and mud houses thus threatening the lives and properties of poor rural tribal. The causalities occur among the Adivasis who illegally make Handia and Mahuli. Considering the above facts the efforts of the institution has started bearing fruits. Consequently, such hazards have been minimized to a great extent. The preparation of Handia and Mahuli has been in the declining trend though not checked fully. Since it is a process it will be our effort to continue such practices through our renewed interest and vigor. Illiteracy, ignorance and poverty of the tribal stand as a major barrier towards acceptance of the initiatives taken by the institution.

These people still stick to their primordial connection to addiction, superstition and the like. Their language is different. Illiterate tribal understand 'Santali' and they don't accept instructions in any other language other than 'Santali'. So the inputs in terms of road shows, counseling through interactive mode supplied at our level fall short of our expectation. Moreover, in spite of awareness campaigns and sensitization programmes by the institution regarding health and other health related ailments such as TB, Cardiovascular diseases, Kidney and Liver problem caused by consumption of Handia and Mahuli, still some tribal do not visit hospital for their treatment. Rather, they depend on local quacks, sorcery and do other old- fashioned practices like 'chhadana'(Removal of evil spirit from body) for their recovery. At times, poverty also stands as a barrier for them to undergo proper medical treatment. Modern health treatment involves sizable amount of expenditure. Unfortunately, they do not have either landed property or required savings for treatment at better hospitals situated around 250km from here. The pursuits of these practices go to help the targeted people significantly. The institution is also planning to pursue new best practices under the titles (I)- 'Multi Dimensional Activities for Societal Transformation' and (II)- 'Educational Ecosystem ' focusing on knowledge sharing ecosystem from the academic session 2020-21.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://www.uncnalagaja.org>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Despite being a coeducational College more than 150 of the total student's enrollments are Girls students which make our College a distinctive one. It is due to the study environment and discipline in our College. Our college also provide girls hostel with various facilities, to increase the confidence of the girl students college conduct self-defense programme. As per the recommendations of NAAC Peer team visit in 2016, initiatives have been taken for opening of new courses. Proposals for opening of PG courses in the subject of Odia, Pol.Sc, History has been made. Virtual Classroom has been established during the academic session 2018-19 for smart learning. Initiative for opening of NCC Girls Wing. New UGC supported Boys Hostel for SC/ST students to be made operational from next academic session

Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The college has its own action plan for the academic session 2020-21 ranging from teaching and research to extension activities. Apart from following normal process of teaching, the institution plans to impart teaching through the provision of more and more ICT facilities. The construction of UGC supported New Boys Hostel is completed and as such the college aims at making it functional from the next academic session. Besides, renovation work for PMS hostel, Women's hostel and old Women's hostel are to be taken up along with maintenance of electronic gadgets and beautification of the college campus. Some other future plans for the next academic session include purchase of more books under CBCS curriculum, constructing a new Reading Room, coloring of old wooden bench and desk, renovating the barrack and affording a part of it for a New canteen. The extension activities are to be streamlined in right direction through NSS, YRC, NCC, Scouts and Guide units. Moreover, the college plans to accelerate the pace of research activities through motivation and encouragement to faculties. Two institutional best practices of the institution under the titles (I)- 'Spreading Awareness against Alcoholic addiction' and (II)- Reducing conflict between men and elephants are continuing. From the academic session 2020-21 the institution plans to pursue new best practices under the titles (I)- 'Multi Dimensional Activities for Societal Transformation' and (II)- 'Educational Ecosystem ' focusing on knowledge sharing ecosystem.