SUBMISION OF INSTITUTIONAL DEVELOPMENT PLAN (IDP)

TO

DEPARTMENT OF HIGHER EDUCATION, GOVT. OF ODISHA

By

MOTTO +3 DEGREE COLLEGE, MOTTO, BHADRAK, ODISHA

Under

Fakir Mohan University, Vyasa Vihar, Balasore

Contents

Vision

To be one of the lead colleges in Odisha at par excellence in teaching, learning, research and public service.

Mission

To provide higher education to the students from illiterate and low income group families.

To provide need-based academic programmes by giving proper professional orientation courses to the learners.

To introduce courses based on moral and ethical values, employable and life skills.

To impart quality education and create suitable environment for motivating the youths to take up a promising career.

To develop a sense of responsibility, discipline, punctuality and honesty in the learners.

To encourage faculties for their involvement in active research for undertaking research projects.

To impart computer literacy and proficiency in soft skills to all students.

To establish effective and transparent system of examination and evaluation.

INSTITUTIONAL BASIC INFORMATION

1.1. Institutional Identity:

A. Name of the Institution: Motto +3 Degree College, Motto, Bhadrak Odisha

• Is the Institution approved by regulatory body?: **Yes**

• If yes, Furnish approval no. :**4942/RDE Date-23.04.2016**

B. Type of Institution: Govt. /**Govt. aided**/Private unaided/Autonomous/Self-financing/ Any Other

C. Status of Institution: Autonomous Institute as declared by University / Non-autonomous / Deemed University / **Constituent Institution**/Specialised College

D. Category: Co-education/Girls/Tribal/Differently-able

E. Location: (urban/**rural**/tribal)

F. Name of Head of Institution and Project Nodal Officers

Head and Nodal Officer	Name & Phone Number	Mobile Number	Fax Number	E-mail Address
Head of the Institution (Full time appointee)	Sri Bibhuti Bhusan Jayadev Biswal, Principal I/C 06786-221552	9437467101	06786-221552	bbjbiswal@gmail.com
• IDP Institutional Coordinator • IDP Institutional Associate Coordinator	Sri Pitambar Mallick, Lect. in History Sri Sashi Bhusan Mallik, Lect. in Pol. Science	9937210175 9583100788		Pmmallick2010@gmail.com sashipsc@gmail.com
Nodal Officers for:				
Academic Activities	Sri Anjan Kumar Sahoo, Academic Bursar			
Civil Works including Environment Management Procurement	Sri Dilip Kumar Samal, Administrative Bursar			
Financial aspects	Sri Pitambar Mallick, Accounts Bursar			
Equity Assurance Plan Implementation	Smt. Nirupama Sutar, Co-coordinator, Equal-Opportunity Cell, Women Harassment Cell			

1.2 Academic Information :(2016-17)

Sl. No.	Title of programs	Level(UG, Diploma, PG, PhD)	Duration (Years)	Year of starting	Sanctioned annual Intake	Total student strength
1	**+3 Degree in Arts** **Compulsory Subjects :** English M.I.L(o) Indian Society& Culture Env. Studies **Honours Sub:-** History Odia Pol. Science Education	UG	3 years	1993-94 2009-10 2009-10 2010-11 2010-11	128 32 32 32 32	447
2	**+3 Degree in Commerce** **Compulsory Subjects:** C. English Business Economics Indian Society & Culture Env. Studies **Pass Subjects:-** MA, PBM, BRF, Auditing, I. Tax, BS, CA, BE, FA &FE	UG	3 Years	2009-10	64	167

1.3 Establishment Details:

Sl. No.	Establishment Details	
1	Year of establishment	1992
2	Name of University to which Affiliated	Affiliated to Fakir Mohan University, Vyasa Vihar, Balasore
3	Name of other Universities to which Affiliated	The college was previously affiliated to Utkal University, Vani vihar, Bhubaneswar From 1993-94 to 1998-99.
4	The statutory body through which recognised	Govt. of Odisha through the Regional Director of Education , Bhubaneswar.
5	Year of Affiliation with University and Nature of Affiliation	The college was provisionally affiliated to Utkal University, Vani vihar, Bhubaneswar from 1993-94 to 1998-99 and Fakir Mohan University , Balasore from 1999-2000 to 2005-06. The college became permanently affiliated to Fakir Mohan University, Vyasa Vihar, Balasore with effect from-2006-07.

1.4 Accreditation Details:

1.4.1 NAAC accreditation and UGC autonomy

	Date of Application (LOI & SSR submitted)	Date on which accreditation was received	Grade	Valid till
1st Cycle	SSR-Dt. 19.11.2015 LOI-Dt.09.12.2015 IEQA-Dt.10.12.2015	The Accreditation result was declared on Dt. 23.01.2017 through Internet.	C	2022
2nd Cycle	-	-	-	-
3rd Cycle	-	-	-	-

Date of submission of the Annual Quality Assurance Report for the current year: Dt. **28.06.2016 for 2015-16**. Has the college been granted UGC autonomy? **Yes, Recognized under Section 2(f) & 12(B**) **of UGC Act-1956**   . If yes by order **number   F. No. 8-498/210(CPP-I/C),** dated- **19.06.2012   .**

1.5 Faculty Status (Regular/On-Contract Faculty as on March 31st, 2016)

Faculty Rank	No. of Sanctioned Regular Posts	Present Status : Number in Position by Highest Qualification											Total Number of regular faculty in Position	Total Vacancies	Total Number of contract faculty
		Doctoral Degree		M. Phil		Master's Degree				Bachelor Degree						
		Sc/Arts/Com Disciplines		Other Disciplines		Sc/Arts/Com Disciplines		Other Disciplines		Sc/Arts/Com Disciplines		Other Disciplines				
		R	C	R	C	R	C	R	C	R	C	R	C			
Professor										-	-	-	-			
Associate Professor										-	-	-	-			
Asst. Prof	14	02 Arts	-	03 Arts	01C. Sc.	06 Arts 03 Com	01 C. Sc			-	-	-	-	14	-	01

(Prof = Professor, Asso Prof = Associate Professor, Asst Prof = Assistant Professor, R=Regular, C=Contract)

1.6 Course and Examination Details:

1.6.1 Courses Offered

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Type of Courses (Traditional/semester/CBCS	Traditional for +3 2nd Yr. & 3rd Yr. Classes Semester and CBCS for 1st Yr. Classes					
2	Examination Pattern (Annual/Semester/CBCS)	Annual for +3 2nd Yr. & 3rd Yr. Classes Semester and CBCS for 1st Yr. Classes					

1.6.2 Examination Results

		(a) Examination results for 2015-16 (undergraduate)									
		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
1st year	Appeared	-	-	-	-	-	-	-	-	-	-
	1st division	-	-	-	-	-	-	-	-	-	-
	2nd Division	-	-	-	-	-	-	-	-	-	-
	3rd Division	-	-	-	-	-	-	-	-	-	-
2nd year	Appeared	-	-	-	-	-	-	-	-	-	-
	1st division	-	-	-	-	-	-	-	-	-	-
	2nd Division	-	-	-	-	-	-	-	-	-	-
	3rd Division	-	-	-	-	-	-	-	-	-	-
3rd year Arts	Appeared	3	5	0	0	0	0	28	62	31	67
	1st division	0	0	0	0	0	0	2	14	2	14
	2nd Division	0	2	0	0	0	0	4	24	4	26
	3rd Division	2	2	0	0	0	0	20	21	22	23
	% failed	33%	20%	0	0	0	0	8%	5%	10%	6%
3rd Year Com.	Appeared	3	2	0	0	0	0	28	14	31	16
	1st Division	0	0	0	0	0	0	0	0	0	0
	2nd Division	0	0	0	0	0	0	0	0	0	0
	3rd Division / Pass	2	1	0	0	0	0	27	13	29	14
	% failed	37%	50%	0	0	0	0	4%	7%	6%	12%

(a) Examination results for [previous academic year] (postgraduate)NA											
		SC		ST		Other Reserved Categories		General		Total	
		M	F	M	F	M	F	M	F	M	F
1st year	Appeared										
	1st division										
	2nd Division										
	3rd Division										
2nd year	Appeared										
	1st division										
	2nd Division										
	3rd Division										

1.7   Students' Profile

1.7.1 Enrolment (During 2016-17)

Sl No.	Student Details	UG 1st yr	UG 2nd yr	UG 3rd Yr	PG 1st yr	PG 2nd yr	Others, yr-wise	Total
1	No. of students in all programs	202	-	-	-	-	-	202
2	No. of women students in all programs	110	-	-	-	-	-	110
3	No. of SC students in all programs	12	-	-	-	-	-	12
4	No. of ST students in all programs	1	-	-	-	-	-	1
5	No. of Physically Challenged (PC)students in all programs	-	-	-	-	-	-	-

1.7.1(a)   Dropout (2016-17) (Excluding inter-college transfers, jobs etc.,)

Sl No.	Student Details	UG 1styr	UG 2ndyr	UG 3rdYr	PG 1styr	PG 2ndyr	Others, yr-wise	Total
1	No. of students dropped out in all programs	13	22	11	-	-	-	46
2	No. of women students dropped out in all programs	02	08	06	-	-	-	16
3	No. of SC students dropped out in all programs	03	-	-	-	-	-	03
4	No. of ST students dropped out in all programs	-	-	-	-	-	-	-
5	No. of Physically Challenged (PC) students dropped out in all programs	-	-	-	-	-	-	-

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1.7.2 Fellowship/ Scholarship / Fee subsidy

		1st Yr.	2nd Yr.	3rd Yr.				Total
1	No. of students receiving govt. fellowships and other resources in general category PMS received	-	-	-	-	-	-	-
2.	No. of Women students receiving govt. fellowship and other resources	17	19	15				51
3.	No. of students receiving govt. fellowships and other resources in SC category	11	10	12	-	-	-	33
4.	No. of students receiving govt. fellowships and other resources in ST category	-	-	-	-	-	-	-
5.	No. of students receiving govt. fellowships and other resources in PC category	-	-	-	-	-	-	-

1.7.3 Educational Loan: Nil

		1st Yr.	2nd Yr.	3rd Yr.				Total
1.	No. of students availing educational loans in general category	-	-	-	-	-	-	-
2.	No. of women students availing educational loans	-	-	-	-	-	-	-
3.	No. of students availing educational loans in SC category	-	-	-	-	-	-	-
4.	No. of students availing educational loans in ST category	-	-	-	-	-	-	-
5.	Students availing educational loans in PC category	-	-	-	-	-	-	-

1.7.4 Placement

1.	% of UG students placed through campus interviews in the year 2015-16?	**No campus interview conducted but as per the report of the Alumni Association maximum 20% of the students passing out from this institution have got jobs in private and public sectors.**			-	-	-	**Nil**
2.	% of PG students placed through campus interviews in the year 2015-16	**NA**							

1.7.5 Other Activities

		1st Yr.	2nd Yr.	3rd Yr.					Total
1	What are the different social outreach programme students are involved with (NSS, NCC, YRC, etc.) No. of students involved in each programme:	**NSS**							100
		35	40	25					
		YRC							
		19	16	15					50
		Rovers							
		20	12	10					42
		Rangers							
		18	15	10					43
2	How many women students of the institution participate in self-defence programme offered by the college?	107	129	119					355
3	No. of students participated in the programmes: a) Swachha Bharat Aviyan b) Blood Donation c) Body Donation, d) Any other, Please specify i. Motivation for road safety measures ii. Active citizenship iii. Tree Plantation	35 2 - 30 72 35	55 15 - 38 25 42	60 18 - 37 22 20					150 35 105 119 95

1.8. Facilities (Lab/Library/Hostel)

A. Laboratory

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	Ph.D	Total
1	Does the institute have computer laboratory? If yes specify the no. of computers.	Yes 15	-	-	-		15
2	Number of fully functional P-5 and above level computers available for students in the year 2015-16	15					
3	a) Does the institute have laboratories for each class of UG and PG courses? If yes, 1. specify subject-wise student capacity of the lab 2.number of subject-wise students enrolled b) Do the laboratories have sufficient equipments available for students?	Yes. a) laboratories have been established for the dept. of Education & ICT of the college. 16 students in each laboratory may be accommodated. Students having education as optional subject get enrolled for the laboratory b. 30 students have been enrolled for ICT laboratory					

B. Library

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Is the library system computerized?(Yes/No)	**Steps are being taken to computerize.**					
2	Total number of text books and reference books available in library for students in the year 2015-16	**7376**					
3	Total number of reference books available in library for students in the year 2015-16	**1050**					
4	Total number of e- books available in library for students in the year 2015-16	**75**					
5	Total number of journals and e-journals available in library for students in the year 2015-16	**150**					
6	Total number of audio books, CD & Videos available in library for students in the year 2015-16	**15**					
7	a) Is the library accessible differently able students? b) If yes, describe the facilities, provided;	**Yes** **The differently able students are given priority in getting library books and journals whenever they need.**					

C. Hostels (boys) Nil

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Does the college/Institute have Student Hostel(Yes/No)						
2	If Yes, Number of Hostels						
3	Intake Capacity						
4	Present students strength						
5	No. of ST students among sl.no 4 above						
6	No. of SC students among sl.no 4 above						

7	No. of differently abled students among sl.no 4 above						
8	Facilities(Common room, Food, Games & Sports, Reading room etc.						
9	Hostel accommodation fees per month						
10	Hostel mess fees per month						
11	Mess management (fully by students/fully by college admin/ both)						
12.	Are the hostel accessible to differently able students						

C. Hostels (Girls)

Sl. No.	Parameters	Programme Wise					
		UG	Diploma	PG	MPhil	PhD	Total
1	Does the college/Institute have Student Hostel(Yes/No)	Yes					
2	If Yes, Number of Hostels	One Women's Hostel is under construction					
3	Intake Capacity	30					
4	Present students strength	Girls-346					
5	No. of ST students among sl. no 4 above	0					
6	No. of SC students among sl. no 4 above	27					
7	No. of differently abled students among sl.no 4 above	0					
8	Facilities(Common room, Food, Games & Sports, Reading room etc.	yes					
9	Hostel accommodation fees per month	Rs.1200/-					
10	Hostel mess fees per month	Rs.1400/-					
11	Mess management (fully by students/fully by college admin/ both)	Fully by college administration					
12.	Are the hostel accessible to differently able students	Yes. The ground floor seats in the hostel shall be reserved for the differently able students.					

1.9 Research and Development

1.9.1 Research Projects (Since 2012)

Sl.No.	Research Projects	Funding Agency	Amounts	Completed since 2012	ongoing	Sanctioned	Submitted
1	No. of Major Research Initiatives	-	-	-	-	-	-
2	No. of Minor Research Initiatives	UGC	-	Continuing	**Yes**	**Rs. 1, 52,000/- Sanctioned in 1st phase**	**Works continuing**
3	Interdisciplinary Projects	-	-	-	-	-	-
4	Industry Sponsored	-	-	-	-	-	-
5	Projects sponsored by University and College	-	-	**Projects** **i) On Environment Studies,** **ii) Educational Survey and writing a report, iii) Construction of an achievement test and try out of the test are prepared by the college students as per the University syllabus**	-	-	**Submitted at the time of Viva-voce test as conducted as per the University Programme.**
6	Student Research Projects	-	**-**	-	**-**	**-**	**-**
7	Any other, specify	-	**-**	-	**-**	**-**	**-**
8	Total						

1.9.2 Patent (Since 2012)

Sl No.	Details	Type of Patent		
		National	**International**	**Commercial**
1	Number of patents obtained since 2012			**One piece of land owned by the institution by means of Sale Deed**
2	Number of patents filed since 2012			**An Agreement made to purchase one piece of land**

1.9.3 Innovation/Incubation: Nil

Sl No.	Details	Type of Innovation Process/ Incubation Centre		
		National	International	Commercial

1	Number of
	  a) Innovation Process
	  b) Incubation Centre
	completed by 2012
		-
		
		-
			-
			
			-
				-

2	Number of a) Innovation Process b) Incubation Centre started since 2012	- 	- 	-

1.9.4 Seminar Conference Organised (since 2012)

Sl No	Level	International	National	State	University	Funding agency with amount
1	Number		**6**	**2**		
2	Sponsoring Agencies		**UGC**	**UGC**	**F.M. University**	**UGC Rs. 11,00,000/-**

1.9.5 Teachers' Participation in Seminars/Conferences

Sl No	Level	International	National	State	University	Funding agency with amount
1	Number		70	15	14	
2	a) Participated b) Presented paper		70 15	15 10	14 02	UGC & Own Resources

1.9.6 Research Publications (Since 2012)

Sl No.	Details on Research Publications	Scopus Indexed	Web of Science	International	National	State	Department
1	Peer Review Journals						
2	Books					1	
3	Chapters in Books						
4	Non-Peer Review Journals						
5	e - journals						
6	Conference Proceedings				4	1	60

1.9.7 Consultancy (Since 2012) Nil

Sl No.	Organisation/Agency	No. of consultancy	Revenue generated	Completed	Ongoing
1	Central Govt.				
2	State Govt.				
3	Industry				
4	Others, Specify				

1.9.8 Research Programmes (Since 2012)

Sl No.	Research	Number
1	PhD awarded from the institution	1 in 2014
2	PhD student enrolled	01
3	Research scholars receiving fellowship	01
4.	Self-sponsored research scholars	02
5.	Teachers recognised as guides	-
6.	Teachers acquired Ph. D.	01
7.	Teachers acquired M. Phil.	05

1.10. Sports and Culture

Sl No.		State/University Level	National level	International Level
1	A) Does the college have quota for admission of students with sports/culture background?(Yes/No) B) If yes, mention the level of participation.	**Yes. Provision for admission of students on sports quota is maintained by Dept. Of Higher Education while selecting students online** **State level**		
2	If yes, how many students came in through such quota?	**Such category of students not yet admitted**		
3	Is there any Sports Scholarship given to students	**Not yet given**		
4	Broadly, what are the fields of sports/culture pursued by students in the institutions?	**All facilities are provided to the students to develop their athletic activities**		
5	Does the college have any infrastructure to support sports and games of the students?	**Yes, the college is having a play ground for Football, Cricket, Volley ball and other outdoor games**		
6	Does the college have any trainer to support the students?	**Yes, the PET of the college imparts regular coaching on sports**		
7	No. of students participated in Sports, Games and other events	**More than 300 students participate**		
8	No. of students participated in cultural events	**More than 100 students participate**		
9	Is there a Cultural Club?	**Yes, a Cultural Association**		
10	Does the college have open Field facilities to support the students?	**Yes**		
11	Does the college have Indoor game facilities to support the students?	**Yes**		
12	Does the college have Gym facilities to support the students?	**Yes**		
13	No. Of students won medals in sports	**About 50 students have won medals in college sports**		
14	No. of students participated in annual sports	**More than 300 students participate in Annual sports**		

1.11 Financial Reports

Sl No.	Category/Head	FY 2016/2017	FY 2015/2016	FY 2014/2015
		A. Total Income		
		(budgeted)	(actual)	(actual)
		Grants: National		
1	UGC	-	-	43,00,000/-
2	Distance Education Council	-	-	-
3	Other Central Govt. Departments	-	-	-
		Other Grants		
4	Grants received from state government	17,21,920/-	19,12,460/-	24,23,420/-
5	Grants received from local bodies	32,66,000/-	-	-
6	Donation	1,50,000/-	-	-
7	Tuition fees	61,452/-	59,184/-	57,564/-
8	Development fee	10,95,800/-	9,99,200/-	7,18,800/-
9	Other fees	11,61,381/-	9,13,213/-	12,57,041/-
10	Interests	20,000/-	21,500	21,300/-
11	Sale of Application forms	-	-	-
12	Others	15,000/-	15,000	14,500

Sl No.	Category/Head	FY 2016/2017	FY 2015/2016	FY 2014/2015
		B. Total Expenditure		
		(budgeted)	(actual)	(actual)
1	Salary of Aided staff	19,69,450/-	15,59,759/-	15,59,759/-
2	Payment to Non-aided staff with EPF	8,19,398/-	7,52,277/-	6,49,533/-
2	Buildings (Construction and Maintenance)	21,50,000/-	7,33,882/-	46,75,733/-
3	Library and Laboratory	1,50,000/-	1,50,000/-	3,07,962/-
4	Scholarships	-		2,60,960/-
5	Grants to College	-		
6	R &D	-		
7	Sports	72,760/-	56,525/-	35,184/-
8	Other Expenses	22,12,000/-	5,46,900	12,25,110/-
9	Accounts(Audit) Status, whether audited? (Yes/No) If yes, by Local Fund/ CA	CA	CA	CA

Principal

Motto +3 Degree College,

Motto, Bhadrak

2. NEED ASSESSMENT

2.1. Curriculum Excellence: (Only Sl.no.4 be filled by government and aided colleges)

Sl. No.	Describe	
1	When the curriculum was updated last?	
2	How frequently (time duration) the updating is done?	

3	Does the curriculum help the students in
	    A. Skill development
	    B. Enhancing Employability
	    C. Generating interest among students for learning higher courses
	    D. Any other, Please Specify.	

4	State the learning outcome in terms of
	a. Exam result (2015-16)
	    I. Above 75%
	    II. 51% - 75%
	    III. Pass and upto 50%
	    IV. Failed %
	
	b. Placement (2015-16)
	I. % of students employed after completion of course
	
	II. % of Students progressing to Higher Studies
		Nil
		20 out of 98
		114 out of 145
		21%
		
		As per alumni report above 10% students have been employed after completion of their courses.
		
		Above 20% students move for higher Studies.

5	No. of application received during last three years for each programme:
	    a. 2014-15
	    b. 2015-16
	    c. 2016-17	

6	No. of students applied per seat for each programme.	
7	Mention the top five programmes opted by the students	
8	What is the students' progression rate for higher studies?	

2.2. Pedagogical Excellence

Sl.No.	Describe	
1	What are the teaching-learning systems currently followed in the institution? (for example, IT enabled learning, traditional method, Experiential method, Team Problem solving, etc)	**IT enabled learning and traditional methods are at present followed in the institution.**
2	Whether practical orientation in relation to teaching- learning system is given to students?	**Yes practical orientation in relation to teaching learning system is given to students through computer, smart classes and group discussions.**
3	Is an introductory lecturer given on the practical utility of the subject for each paper.	**Yes introductory lecturer is given on the practical utility of the subject for each paper.**
4	What are the pedagogical tools (Presentation, Demonstration, Field study, Survey, Role Play, Case Study, and Simulations etc.) used for teaching students?	**Yes. Presentation, Demonstration and Field Study and Survey are used as pedagogical tools for teaching students in the college.**
5	Does the institution conduct regular industry-academia interface? If yes, Mention the number during 2015-16	**Since no industry is found in the nearby areas, the institution has not yet conducted industry academia interface.**
6	What are the innovative teaching practices (like-smart classroom, conferencing, etc) are adopted in the institutes?	**Smart classroom teaching group discussions and video conferencing are being adopted as innovative teaching practices.**
7	a. Does the Institute have the practice of collecting feedback from students? b. Does the institute implement the suggestions from students' feedback for improving pedagogy?	a) **Yes the institution from time to time collects feedback from the students through Feedback Forms in which they give their opinions about teaching and learning.** b) **Yes suggestions invited through students feedback are discussed and finalised. After finalising concrete suggestions, the institution implements it for improving pedagogy.**

2.3. Academic Administration

Sl.No.		
1.	Does the institute have academic calendar for the year?	**Every year academic calendars are published by the college and the Directorate of Higher Education also circulates another academic calendar.**
2.	Does it follow academic calendar strictly?	**Normally the academic calendar published by the college is followed . But the academic calendar circulated by the Director of Higher Education, Odisha is also strictly followed by the college.**
3.	Does the institute have following systems: 　a. Mentoring system 　b. Proctorial system 　c. Tutorial system 　d. Counseling system	a. **Yes the college sometimes follows the mentoring system** b. **Yes the college has proctorial system in which proctorial groups are framed under the guidance of some teachers for smooth maintenance of academic administration.**

		c. Yes the institution has tutorial system by which regular tutorial classes are held. A tutorial group consists of 16 students.
		d. Yes the college has counseling system and the carrier counseling cell expedites the system so that counseling is done whenever it requires.
4.	Whether detailed lesson plans are given to students?	Lesson plans are prepared as per the students' demand for learning. Keeping in view the course curriculum classes are taken and if possible some important notes are provided to the students.
5.	If yes, Is the lesson plan followed strictly?	Yes lesson plans are strictly followed by which classes are taken according to lesson plans the progress of teaching is recorded in the progress register.
6.	What type of monitoring system is followed for completing course within set timeframe?	Usually the courses are completed within stipulated period. If courses are not completed due to some unavoidable reasons, extra classes are taken to cover up the courses.
7.	What type (monthly, quarterly, biannually, annually) of attendance management system is followed in the institute? What is the method of intimation?	Daily attendance of students is maintained by the teachers taking classes as per the time table. Every month the abstract of student attendance is displayed on the college notice board for information of students concerned. Regular attendance is also maintained for the employees of the institution. The head of the institution is the competent authority to maintain the attendance management of the college. Action as deemed proper is taken for unauthorised absence. Written intimations are communicated to the staff members and the students parents for the staff and students absentees respectively.
8.	What type of feedback system is used for appraising the performance of faculty members? a. 360 degree b. Students' feedback c. Self-appraisal d. CCR	a) In a general meeting of students, teachers, guardians and alumni suggestions regarding the performance of faculties are invited. b) Yes. Students feedback are collected by means of the feedback forms given to them . As per their suggestions steps are taken for implementation. c) Yes. Self-appraisal system for teachers are maintained by means of self appraisal forms provided to teachers every month by the college. The same forms duly furnished by them submitted to the principal and the later reviews for further action. d) Yes the CCRs of the employees are maintained annually by the head of the institution.
9.	Is the rating communicated to teachers for improvement?	Yes the teachers are informed for rectification and improvement of their performance

2.4. Examination Reforms: (for Universities and autonomous colleges only)

Sl.No.	Describe	

1	What type of examination pattern followed in the institution?
	    a. Annual
	    b. Semester
	    c. Any other, Please specify	

2	What is the question patterns followed for examinations?
	    a. Objective
	    b. Subjective
	    c. Any other, Please specify	

3	Whether practical examinations are integrated with the examination system?	
4	Whether Case study/ presentation are part of the examination system?	
5	What types of reforms are required in the present examination system?	
6.	Is the examination system a continuous one? If yes, Please mention in detail	
7.	Is the evaluation system computerised?	
8.	What is the days' gap between completion of examination and publication of result?	
9.	Should the gap be reduced?	
10.	If Yes, Please suggest how?	

2.5. Infrastructural Development & Maintenance

Sl.No.	Describe	
1	What type of expansion work is required for existing infrastructure? Is own land available for this?	**Construction of Additional Classrooms, Sports Complex, Dispensaries, Library building and Establishment of Solar light system are some of the required expansions. The above construction work can be made on the college own land.**
1(a)	Are men and women hostels adequate as per demand? If expansion required, is own land available?	**One women's hostel funded by UGC is under construction and another hostel is also required to be constructed. The Institution has its own land for the said construction**
1(b)	Are men and women toilet blocks adequate as per demand? If expansion required is adequate space available?	**The existing toilets are inadequate to meet the students(Boys & Girls) demand. Hence two toilet blocks are required to be constructed and for the construction space is made available.**
2	What type of modernisation/renovation works are needed for existing infrastructure? (viz. Laboratories, Library, Networking, Smart classrooms)	**Library Automation, Smart Class Rooms, Automation of Establishment section, Accounts section , Examinations section of the institution, Language Laboratory and Well Equipped Computer Laboratory and Wi-Fi networking facilities are to be modernised.**
3	Whether creation of a laboratory / centralized computing / instrumentation facility is required?	**Yes, Language Laboratory and centralized computing and up gradation of general library as well as Departmental Libraries are required to be created**
4	What type of sophisticated equipments relevant to growth of different specializations are required by the institution?	**Up-to-date equipments, e-books, e-journals a good number of reference book are required and relevant to the growth of Central Library as well as Departmental Libraries of the college.**

5	What type of infrastructural development work required for non-academic area for the institution (hostels, parks, residence, sports complex, gym, dispensaries, toilets, cycle stand, girls' common room, etc.)	**Hostel for Boys, Staff residence, sports complex like cricket, basket ball, football fields, mini stadium for girl's, gym centre, and a Dispensary are required for non-academic area.**
6	What type of infrastructural development work is needed for making them accessible for differently-abled students?	**Necessary equipments , good number of books and ground floor of the building for classrooms and administrative sections are needed for differently-abled students. .**
7	Does the institute maintain the academic and non-academic infrastructure areas?	**Yes the institution tries to maintains as per the requirement.**
8	What are the monitoring mechanisms followed for maintenances?	**Different committees and Cells, Staff council and G.B are the mechanisms to monitor the maintenance of the institution.**

2.6. Collaboration / Partnering with Knowledge and skill Hubs

Sl.No.		
1	What steps have been taken by the institute to enrich the intellectual Capitals	**Steps are being taken to invite Resource Persons to have their talks on different academic programmes in which the faculties have interaction with them.**
2	What steps have been taken to acquire best and improved administrative and technical acumen for the institution?	**Faculties, Technical and Administrative Staff have been constantly encouraged for regular participation in different seminars, symposium, academic and non-academic meetings & trainings.**
3	What type of institutional/departmental collaborations the institution has with others?	**The Institution seeks collaboration from other academic institutions for organising State & National level seminars. Steps are being initiated to have collaboration with industries for better guidance of professional students.**
4	Does the institution have Faculty Exchange Programme (National & International)?	**The institution invites faculties from reputed institutions to participate in Seminars and Workshops organised in the college. The faculties of this institution are also invited to do the same work. Thus the faculty exchange programme is done by this way.**
5	Does the institution have student exchange programme (National & International)?	**Student exchange programme has not yet been initiated by the institution.**

2.7. Effective institutional governance

Sl.No.		

1	Does the institution have duly constituted governing body?
	    a. If yes, has it been approved?
	    b. How frequently the Governing body meets?
	☐ Yearly
	☐ Biannually
	☐ As and when required
		Yes, the G.B is approved by the Govt. of Odisha vide Letter No-4942/RDE Date-23.04.2016 of Regional Directorate of Education, Bhubaneswar.
		
		  Normally the G.B. meets four times in a year but on emergent matters the G.B meets as and when required.

2	Does the institution have E-Governance project (ERP & MIS) implemented?	**Now the institution does not have E-Governance project but steps are being taken to have MIS project, office automation and database software if funds made available for the said purpose.**
3	How record keeping and data management is done in the institute?	**Now record keeping data management is being maintained by the office manually but steps are being taken to maintain the same by means of computerisation of office and library.**
4	What type of library management system is there in the institute?	**The Library management system is being maintained manually but steps are being taken for automation of library .**
5	What type of financial management and accounting system is followed in the institute?	**The financial management and accounting system of the college are being maintained through College Accounting Procedure Automation.**
6	Does the institute have its own active website? If yes, mention web address	**Yes, the college website is** **www. Mottodegreecollege.nic.in**

2.8. Stakeholders Involvement

Sl. No.		
1	Does the institute have any mechanism of participatory management in academic, administrative and financial affairs by involving teachers and staff?	**Yes the institution have academic council coordinated by Academic Bursar, financial committee coordinated by Accounts Bursar and the administrative & office works administered by Administrative Bursar. The above three bursars look after academic, financial and administrative affairs.**
2	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Parents?	**The meetings of Parents and teachers are organised from time to time to have discussions and decisions regarding academic, administrative and financial affairs.**
3	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Alumni?	**The meetings of Alumni with staff of the institution are held to invite suggestions and receive feedbacks from them in connection with academic, administrative and financial affairs of the college.**

4	Does the institute have any mechanism for enhancing participatory management in academic, administrative and financial affairs by involving Students?	**The meetings of Students and staff are held time to time in which the students ventilate their grievances and give their opinions as regards academic, administrative and financial affairs of the institutions. On academic matter feedback from students are collected and steps being taken for reformation**
5	Does the institute have any plan for enhancing participatory management in academic, administrative and financial affairs by involving local authorities?	**Yes. The Governing Body and the Advisory committee of the institution are invited from time to time for their involvement in taking decisions about academic, administrative and financial affairs.**

2.9. Manpower Management

Sl.No.	Describe	
1	Does the institute have adequate and skilled manpower (both teaching and non-teaching)	**Yes. The Institution has qualified and experienced teachers . The non-teaching staff of the college have skilled manpower in administrative and technical affairs. One Ph. D and five M. Phil holders have been appointed as teachers in the college. Steps are also being taken to engage guest faculties.** **The institution also conducts time to time training programmes for both teaching and non-teaching to enhance their skill and manpower.**
2	What type of promotion system practiced in the institute?	**NA.**

3	Does the institute have a grievance redressal mechanism?
	Do they represent all the stakeholders? Specify.
	    a. For Staff
	    b. For Students
		a) Yes, there is provision to listen grievances of the staff . The principal with help of other senior faculty members or the Governing Body takes steps for redressing the grievances of staff .
		b) The college is having a Grievance Redressal Cell which listens the grievances of the students. A complaint box is kept in front of the cell where the students lodge their written complaints. Every Saturday at 3 P.M. the box is opened and the complaints are sorted out by the members of the cell for redressing grievances.

4	What type of staff engagement practices (academic, behavioural &organisational) followed in the institute?
	    a. Regular time-bound promotion
	    b. Regular training
	
	    c. Counseling on Performance
	
	    d. Any other. Please specify
		a) Promotion of staff depends on State govt. for which the Institution has no role for it.
		b) Yes, the training is provided as and when it is required.
		c) Yes, the institution follows counselling on performance of teachers and students.
		d) The institution follows both academic and non-academic (behavioural and organisational) practices for staff engagement in various fields.

2.10. Legal Compliances

Sl.No.	Describe	
1	How the institute deals with legal issues?	**Every year staff members having knowledge and ideas about legal matters are entrusted to deal legal matters . They try to solve the legal issues amicably but if the issues are not settled by the head of the institution, an advocate is appointed to deal the matter as far as practicable.**
2	Does the institute have any legal cell?	**Yes, the institute have a legal cell to deal with legal issues.**
3	Does the institute have any designated officer to deal with legal issues?	**There is no designated officer to deal with legal issues. But normally the person in-charge of the Legal Cell, the Administrative Bursar, the Head Clerk and the Principal deal the important legal issues.**

4	Whether the institution is having the following:
	    a. Equal Opportunity Cell
	    b. Sexual Harassment Cell
	    c. Anti-ragging Cell
	    d. Disciplinary Committee
	    e. Any other, Please specify
		Yes
		Yes
		Yes
		Yes
		Grievances Redressal Cell , Legal Cell and Placement Cell

5	Does the institute manage RTI and Intellectual Property Right?	**Yes, the Public Information Officer of the college manages applications coming under RTI Act.**

6	Has the institute made mandatory disclosures? If yes, how does it display?
	    a. In website
	    b. At college notice board
	    c. Any other
		a) **Yes, all advertisements and important matters are displayed in college website.**
		b) **All notices for students are pasted on the college notice board for information of all.**
		c) **All circulars and information are communicated to the students and their parents through post cards and mobile SMS.**

2.11. Creating Institutional Brand Image

Sl.No.	Describe	
1	What steps taken by the institute for building brand image?	**The institution tries to built brand image in making the institution pollution free, procuring good result, facilitating job opportunities, involving Alumni and appointing brilliant teachers** **The institution strives hard to churn out excellent scholars for building brand image.**
2	Has the institute adopted any innovative practices to build the institutional brand image?	**The Institution tries to provide Entrepreneurship development training, language skilled training and computer training to all the staff in order to build the institutional brand image.**

3	Does the institute have any centre of excellence?	The institution has not yet attained to the stage of centre of excellence.
4	What steps are adopted for promoting the institute as Centre of Excellence?	Institution makes all efforts for enhancing quality of teaching in order to give proposal for centre of excellence.
5	Whether multi disciplinary approach is followed to build and nurture effective brand image?	Yes, the institution gives much emphasis on socio economic aspects and inter departmental programmes as multi disciplinary approach to built effective brand image.

2.12. Research & Development

Sl.No.	Describe	
1	What are the research initiatives taken by the institute?	Faculties are encouraged to undertake research works in different research centres and the areas of research should be innovative. The institute also encourages teachers to apply UGC for funds to undertake Minor Research Project
2	Have the institute identified the thrust areas for research work in the institutes? If yes, Please mention the areas	No such area is yet identified by the institution. The institution is taking initiative to identify thrust areas very soon.
3	How does the institute facilitate the project funding, from sources like: (UGC/AICTE/ICSSR/CSIR/DBT/DST etc.)	The college has facilitated the project funding from UGC. Soon after receiving the grant from funding agency the institution provides the same to the researchers.
4	Has the institute handled Inter disciplinary project?	Steps are being taken by the institution to handle inter disciplinary project.
5	Has the institute worked on student research project?	The institute has not yet worked on student research project. Steps are being taken for working on the same in future.
6	Has the institute measured the growth in research and development through participation and contributions in International/ National Conferences, Seminars, Symposiums, Workshops, and initiation of academic exchange programs? If yes, give details.	Yes, from time to time the faculties participate National/State level Seminar, workshops organized by various departments, institutions and Universities. In attending the above programmes the college has measured the growth in research development.
7	What type of facilities and incentives are provided to faculty members to manage the research work after getting the funding?	Facilities as far as possible are being provided to faculties to manage their research works after receiving funds from different sources.

2.13. Social Outreach Programmes

Sl.No.	Describe	
1	What are social outreach activities the institute is involved with? Provide details.	Yes, the institution is involved with social outreach activities provided by the NSS & YRC Volunteers . Adoption of poor family in the

		nearby village for social uplift is being also taken up through NSS programmes.
2	Is there any community/peripheral development programme organised by the institute? If yes, mention details.	**Yes, on Sundays and other holidays NSS Normal Camps are conducted and the institution organises development programmes in adopted villages.**
3	Does the students participate in sports activities (State/National/International)? Provide details.	**Yes, the students participate in sports activities conducted in college, University and State levels.**
4	Does the students involve with organisations like NSS/NCC/Red Cross?	**Yes the students are involved with NSS and YRC Activities.**
5	Are the students given training on self-defence, Yoga & Meditation to augment their physical and mental fitness?	**Yes, Self Defence Training is only given to the girls' students . The training of Yoga & Meditation is given to the students every year by the competent Yoga Trainer.**

2.14. Monitoring and Evaluation

Sl.No.	Describe	
1	Does the present administration, academic and financial system need monitoring and development for flawless implementation?	**Yes, the present administration and financial system of the institution needs monitoring and development for smooth management of the above.**
2	Does the institute have IQAC cell? If yes, State the major functions of the cell.	**Yes, the college has an IQAC Cell. The major functions of the cell are to organise extramural classes, and to hold meetings of the stakeholders for quality enhancement of teaching and learning.**
3	Give details of number of meetings held by IQAC for last 3 years.	**Every year at least four meetings are held by IQAC. In the last three years 14 Meetings have been organised on the agendas mentioned in the notices.**
4	Does the institute conduct the followings: a. Academic Audit b. Energy Audit c. Green Audit d. Financial Audit e. Administrative Audit	a) **Yes, the Principal & Governing Body and District Level Consultant look after the academic affairs from time to time.** b) **A committee is constituted in the college for conservation of electricity and economic maintenance of power.** c) **Green Audit is conducted by inviting horticulturist and forest department officials.** d) **By Charted Accountant financial audit is done.** e) **By Principal and Governing Body administrative works are reviewed.**
5	Mention the audits last done:	**UGC Funds audited in 2015-16**
6	What type of decision mechanism adopted by the institute (Centralised/ Decentralised) Elaborate	**Centralized. The Principal is the final authority to take decision. Of course the decision is taken democratically with the help of senior faculty members and different committees.**
7	Does the present system have clarity of control mechanism of the system? Elaborate	**Yes the present system of institution is having clarity of control mechanism for effective management.**

2.15. Employment

Sl.No.	Describe	
1	What are the most important industries in the geographical area of the institute?	**Only one Rice Mill is found at Chandbali and another Agricultural Research Centre named (OUAT) has been established in geographical area of the college.**
2	Which industries employ the most college graduates?	**There is no mandatory provision for any industry to employ the graduates of this college.**
3	Which industries provide the best jobs?	**No such industry is found in the locality to provide jobs.**
4	Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors) a. Currently, what jobs are most available in the area? b. What skills do these jobs require? c. Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors)	a) **The graduates of the institution are engaged in agricultural field and services in private sectors.** b) **Skill development in computers is required for jobs in service sectors** c) **Students are engaged in agricultural fields for self employment**
5	a. What jobs are seeing growth in the area? b. What will be the jobs of the future? c. Please give similar details with respect to self-employment (agriculture/manufacturing/services sectors)	a) **Generally no jobs are made available in the locality but some students are engaged in prawn farms.** b) **In future the students may be accommodated in agricultural and prawn farming to earned their livelihood.** c) **Students themselves seek self engagement in agricultural fields.**
6	a. What specific skills or attributes are local employers seeking in their employees? b. What skills do they need, but do not get in local hire? c. For self-employment, besides skills, what are the other constraints that youth may face? d. What kind of support do they need?	a) **Manufacturer, technical and skilled hands are sought by employers** b) **Managerial and technical skills are needed but steps are being taken to make available in the college.** c) **The youth face Financial constraint for self employment** d) **They need financial support.**
7	Has the college organised campus placement for 2015-16. If yes a. No. Of companies attended b. No. Of students recruited on-campus	The college has consulted with different companies to conduct campus selection, but no company attended.
8	Does the college train students on interview skills like CV preparation, Group discussion, soft skills etc.,?	Yes, training programmes are conducted to train the students on interview skill through group discussions and by experts invited to attend the training programme.

2.16. Supporting Students from Disadvantaged Backgrounds

Sl. No.	Describe the particular needs of your female, and Scheduled Caste/Tribe/Other Backward Caste students by answering the following questions:	
1	a. What academic programs are female students currently enrolling in? b. What academic programs are seeing growth in female enrolment?	a) The girl students are enrolled in Arts and Commerce Streams of the college. b) Job oriented , skill development and professional trainings are required.
2	What are the employment outcomes for female students after passing out of the institution?	The girls students after passing out of the institution seek employments in public sector services by appearing competitive examinations. They also get employed in nursing profession and teaching professions.
3	What is the academic/skill training support that female students may need for improving employability?	The girls students need technical and professional training like BCA, BBA, Entrepreneurship Development programme and Language developmental skilled training .
4	Do all women students want hostel accommodation get it on priority from 1st year onwards?	No. Accommodation may be provided to limited girls students and the selection for getting seat is done on merit basis.
5	a. What academic programs are Scheduled Caste/Tribe students currently enrolling in? b. What academic programs are seeing growth in Scheduled Caste/Tribe enrolment?	SC/ST students get enrolled in +3 Arts and Commerce classes in the college Generally SC/ST students seek job oriented courses but institution tries to introduce job oriented programmes
6	What are the employment outcomes for Scheduled Caste/Tribe after passing out of the institution?	Comparatively they get employed after passing out from the institution. But there is no specific employment for them
7	What is the academic/skill training support that SC/ST students may need for improving employability?	Special drive should be made for their coaching such as taking remedial classes & coaching classes for entry into services.
8	Do all SC/ST students wanting hostel accommodation get it on priority from 1st year onwards?	No hostel for SC/St students particularly is provided in the college. The women SC/ST students may be accommodated in the women's hostel on priority basis.
9	c. What academic programs are differently-abled students currently enrolling in? d. What academic programs are differently-abled students seeing growth in enrolment?	They take enrolled in general courses available in the institution. All need to take job oriented courses

10	What are the employment outcomes for differently-abled students after passing out of the institution?	**Though there is no specific employment for them after passing out of the institution, but employment opportunities are to be created.**
11	What is the academic/skill training support that differently-abled students may need for improving employability?	**Job oriented and skill development training is required to be provided to differently-abled students for improving employability.**
12	Do all differently -abled students wanting hostel accommodation get it on priority from 1st year onwards.	**Though there is no specific hostel for differently-able students, but the differently –able girls students may be accommodated in the women's hostel on priority basis**

Which of the following were conducted to arrive at these needs? (Only mark 'Yes' if the minutes of the proceedings are on record)

Surveys of students: **No**

Surveys of local industry: **No**

Consultation with industry: **No**

Consultation with students: **Yes**

Workshop on IDP: **Yes**

3. STRATEGIC GOALS

(These are indicative on only. Institutions can set their strategic goals in their own words)

- To support the overall academic success of students

- To create opportunities for best teaching, learning skills and innovation practices

- To create opportunities for employment of students after graduation

- To support for the academic success of under-represented students

- Providing Stipends/Scholarship to SC/ST/OBC/ Minority Community and other economically weak students towards their expenses for three years.

- Keeping provision for necessary funds towards organizing seminars/ conference/ Symposium/workshops from time to time.

- Providing required funds towards research works of faculty members.

- Providing necessary funds towards introduction of INFLIBNET.

4. DEVELOPMENTAL OBJECTIVES

For each heading, the number of objectives and the list of activities under each objective can be less than or more than three as per plan

4.1. Curriculum Excellence Objectives(for Universities/ autonomous colleges only)

Based on the Needs Assessment undertaken in earlier section, please define the objectives and the required activities

In the table below, list out the objectives of your strategic plan that relates to developing your Curriculum. Ensure that your objectives for developing your curriculum contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support	
Objective 1	NA
Objective 2	NA
Objective 3	NA

List the activities required to meet Curriculum Excellence Objectives

Objective 1									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									

Objective 2									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									

Objective 3									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									

4.2. Pedagogical Excellence

In the table below, list out the objectives of your strategic plan that relates to developing your Pedagogy. Ensure that your objectives for developing your pedagogy contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	To make teaching and learning more students centric
Objective 2	To adopt modern and latest tools and technologies for effective teaching
Objective 3	Monitoring for enhancement of quality teaching

List the activities required to meet Pedagogical Excellence Objectives

Objective 1	To make teaching and learning more students centric								
l. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To purchase reference books and e-books	40% to be covered	20% to be covered	20% to be covered	10% to be covered	10% to be covered	N. Sutar, Lect. in Education	IDP Committee	Institution will continue the programme under self financing mode out of its own resources
2	Imparting training to teachers	40% to be covered	20% to be covered	20% to be covered	10% to be covered	10% to be covered			
3	Conduction of field study and survey	40% to be covered	20% to be covered	20% to be covered	10% to be covered	10% to be covered			

Objective 2	To adopt modern and latest tools and technologies for effective teaching								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To purchase Smart Board, LCD and Computers	35%	30%	20%	10%	5%	N.Sutar, Lect. in Education	IDP Committee	Institution will continue the programme under self financing mode out of its own resources
2	Installation of Wi-Fi system	35%	30%	20%	10%	5%			
3	Invitation of guest faculties to teach the students	35%	30%	20%	10%	5%			

Objective 3	Monitoring for enhancement of quality teaching								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To organise remedial classes and coaching classes	35%	25%	25%	10%	5%	N.Sutar, Lect. in Education	IDP Committee	Institution will continue the programme under

									self financing mode out of its own resources
2	To conduct workshop, conference and seminar	35%	25%	25%	10%	5%			
3	To undertake refresher course and MRP	35%	25%	25%	10%	5%			
4	Installation e-library	35%	25%	25%	10%	5%			

4.3. Academic Administration

In the table below, list out the objectives of your strategic plan that relates to developing your Pedagogy. Ensure that your objectives for developing your academic contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	To appoint efficient and qualified teachers
Objective 2	To enhance the academic activities of learners
Objective 3	To develop teaching and learning towards academic excellence

List the activities required to meet Academic Administration Objectives

Objective 1	To appoint efficient and qualified teachers								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To appoint qualified and efficient teachers on contractual basis	30% to be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			
2	To engage guest faculty to fill up the vacancies	30% to be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			Institution will continue the programme under self financing mode out of its own resources
3	Allotment of extra mural lectures	30% to be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered	A.K Sahoo, Lect. in English	IDP Committee	

Objective 2	To enhance the academic activities of learners								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To purchase of necessary materials to enhance academic excellence	30%	25%	20%	20%	5%	A.K Sahoo, Lect. in English	IDP Committee	Institution will continue the programme under self financing mode out of its own
2	To create a question bank	30%	25%	20%	20%	5%			
3	To take extra coaching classes	30%	25%	20%	20%				

	to bridge up knowledge gap					5%			resources

Objective 3	To develop teaching and learning towards academic excellence								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Maintaining sincerity in teaching	30%	25%	20%	20%	5%	A.K Sahoo, Lect. in English	IDP Committee	Institution will continue the programme out of its own resources
2	Attending classes regularly	30%	25%	20%	20%	5%			
3	Maintaining attendance regularly	30%	25%	20%	20%	5%			

4.4. Examination Reforms (for Universities/autonomous college only)

In the table below, list out objectives of your strategic plan that relates to Examination Reforms. Ensure that your objectives for Examination Reforms contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support
Objective 1	NA
Objective 2	NA
Objective 3	**NA**

Objective 1									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									
Objective 2									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									
Objective 3									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									

4.5. Infrastructural Development & Maintenance

In the table below, list out the objectives of your strategic plan that relates to Infrastructural Development & Maintenance . Ensure that your objectives for developing your infrastructural development to meet the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	**To construct of Academic Halls & Additional Class rooms**
Objective 2	**To construct Boys hostel for accommodation of male students coming from distant places**
Objective 3	**Construction of sports complex , Gym. Centre and Dispensaries**

List the activities required to meet Infrastructural Development & Maintenance Objectives									
Objective 1	**Construction of Academic Halls & Additional Class rooms to provide free accommodation to the students**								
Sl. No.	**Activity**	**Y1**	**Y2**	**Y3**	**Y4**	**Y5**	**Nodal person**	**Monitoring & Evaluation Plan**	**Sustainability plan**
1	Constitution of committee to monitor the construction works	40% To be covered	20% To be covered	20% To be covered	10% To be covered	10% To be covered	P. Mallick, Lect. in History	IDP Committee	The maintenance of the infrastructure shall be made by the institution out of its own resources
2	To purchase necessary materials to built the academic hall and additional class rooms	20% To be covered	20% To be covered	20% To be covered	10% To be covered	10% To be covered			
3	Hiring manpower and technical knowledge	20% To be covered	20% To be covered	20% To be covered	10% To be covered	10% To be covered			
Objective 2	**To construct Boys hostel to accommodate male students coming from distant places and Auditorium for organising seminar, workshops and cultural programmes**								
Sl. No.	**Activity**	**Y1**	**Y2**	**Y3**	**Y4**	**Y5**	**Nodal person**	**Monitoring & Evaluation Plan**	**Sustainability plan**
1	Inviting tenders from qualified contractors to construct Boys hostel and Auditorium	30%	25%	25%	15%	5%	P. Mallick, Lect. in History	IDP Committee	The maintenance of the infrastructure shall be made by the institution out of its own resources
2	Engaging qualified engineer to supervise construction work	30%	25%	25%	15%	5%			
3									

Objective 3	Construction of sports complex, Gym. Centre and dispensaries								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	To produce athletes enabling them to take part in the State and National level Athletic meet	30%	25%	20%	15%	10%	P. Mallick, Lect. in History	IDP Committee	The maintenance of the infrastructure shall be made by the institution out of its own resources
2	Establishment of Gym. Centre for regular exercise of the students	30%	25%	20%	15%	10%			
3	To purchase necessary accessories to manage the Gym.	30%	25%	20%	15%	10%			

4.6. Partnering with knowledge hubs

Objective 1	To project the institution as a centre of excellence for imparting knowledge
Objective 2	--------
Objective 3	---------

List the activities required to meet Partnering with knowledge hubs Objectives

Objective 2									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1							Nodal person	Evaluation Plan	Sustainability plan
2	Activity	Y1	Y2	Y3	Y4	Y5			
3						10%			
1	Imparting ICT based training to groom school teachers of the locality	35% To be covered	25% To be covered	20% To be covered	10% To be covered	10% To be covered	N. Sutar, Lect. in Education	IDP Committee	Institution will continue the project out of its own resources
2	Organising workshop, seminars and conference to enhance the academic skill of the student	35% To be covered	25% To be covered	20% To be covered	10% To be covered	10% To be covered			
3	Introduction of certificate course to provide job facilities	35% To be covered	25% To be covered	20% To be covered	10% To be covered	10% To be covered			
4	Educating the people belonged to poverty stricken families of the locality	35% To be covered	25% To be covered	20% To be covered	10% To be covered	10% To be covered			

Objective 3									
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1									
2									
3									

4.7. Automation and Information Technology

In the table below, list out the objectives of your strategic plan that relates to Automation and Information Technology. Ensure that your objectives for developing your automation and information technology contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	To introduce ICT **as a core subject to enhance students efficiency in communication technology**
Objective 2	To recruit qualified and capable faculty to impart teaching in ICT
Objective 3	**To invite technical persons on hire for Automation of library , Office, Accounts and Examination sections**

List the activities required to meet Automation and Information Technology Objectives

Objective 1	To introduce ICT **as a core subject to enhance students efficiency in communication technology**								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Obtaining permission from Govt. for opening of ICT as a subject	35% To be covered	25% To be covered	20% To be covered	15% To be covered	5% To be covered			
2	Establishing a laboratory for conducting practical classes in ICT	35% To be covered	25% To be covered	20% To be covered	15% To be covered	5% To be covered			Institution will continue the project out of its own resources
3	Providing adequate computers for ICT laboratory	35% To be covered	25% To be covered	20% To be covered	15% To be covered	5% To be covered	S. Nayak, Lect. in Com.	IDP Committee	

Objective 2	To recruit qualified and capable faculty to impart teaching in ICT								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Making wide advertisement in daily news papers for conducting walk in interview in order to recruit ICT faculty.	30%	25%	20%	15%	10%	S. Nayak, Lect. in Com.	IDP Committee	Institution will continue the project under self financing mode out of its own resources
2	Giving preference to higher qualified candidates for	30%	25%	20%	15%	10%			

		Y1	Y2	Y3	Y4	Y5			
	attending the interview								
3	Providing sizable salary to the IT faculty in order to create interest in him towards teaching IT	30%	25%	20%	15%	10%			

Objective 3	To invite technical persons on hire for Automation of library , Office, Accounts and Examination sections								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Purchasing software for automation of library, office, accounts and examination sections	35%	25%	20%	15%	5%	S. Nayak, Lect. in Com.	IDP Committee	Institution will continue the project under self financing mode out of its own resources
2	Purchase of computers with accessories of branded companies	35%	25%	20%	15%	5%			
3	Engaging highly skilled technical persons for automation of the above	35%	25%	20%	15%	5%			

4.8. Stakeholders Involvement

In the table below, list out the objectives of your strategic plan that relates to Stakeholders involvement . Ensure that your objectives for developing your stakeholders involvement contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support	
Objective 1	To strengthen Alumni Association for their involvement in academic administration of the institution
Objective 2	To activate parent teachers association for better academic suggestions
Objective 3	To invite suggestions from the Stake holders for developmental work

List the activities required to meet Stakeholders involvement Objectives									
Objective 1	To strengthen Alumni Association for their involvement in academic administration of the institution								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Organising time to time Alumni meeting	35%	20%	20%	15%	10%	D.K Samal, Lect. in Pol. Science	IDP Committee	The institution will continue the involvement of stake holders
2	Involving the Alumni in the developmental works	35%	20%	20%	15%	10%			
3	Inviting feedbacks from Alumni for academic improvement	35%	20%	20%	15%	10%			

Objective 2	To activate parent teachers association for better academic suggestions

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Convening more meetings of parent and teachers to sort out the students' learning problems	30%	25%	20%	15%	10%			
2	Seeking the involvement of the parents and inviting suggestions from them for academic improvement	30%	25%	20%	15%	10%	D.K Samal, Lect. in Pol. Science	IDP Committee	The institution will continue the involvement of stake holders
3	Eradicating the major problems for academic improvement with the involvement of the parents	30%	25%	20%	15%	10%			

Objective 3	To invite suggestions from the Stake holders for developmental work

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Organising public meeting in order to invite suggestions for developmental works in the college	35%	25%	20%	10%	10%	D.K Samal, Lect. in Pol. Science	IDP Committee	The institution will continue the involvement of stake holders
2	Keeping constant touch with them for taking innovative steps.	35%	25%	20%	10%	10%			
3	Constituting development committee in with two members from the public	35%	25%	20%	10%	10%			

4.9. Manpower Management

In the table below, list out the objectives of your strategic plan that relates to Manpower management . Ensure that your objectives for developing your manpower management contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support
Objective 1 — To engage guest faculties for different disciplines on contract basis
Objective 2 — To assign extra duties for the staff in order to uphold the image of the institution
Objective 3 — Inviting technically skilled persons to impart training to non-academic staff

List the activities required to meet Manpower management Objectives

Objective 1	To engage guest faculties for different disciplines on contract basis

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Making advertisement in daily News papers for walk in interview to recruit guest faculty	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered			
2	Providing remunerations to guest faculties as per govt. rules	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered	P. Mallick, Lect. in History	IDP Committee	The institution will continue the project out of its own resources
3	Giving priority to experience and higher degrees in concerned field	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered			

Objective 2	To assign extra duties for the staff in order to uphold the image of the institution

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Paying extra remuneration for extra works assigned to the staff	25%	25%	20%	20%	10%			
2	Assigning extra duties as per the abilities of the staff	25%	25%	20%	20%	10%	P. Mallick, Lect. in History	IDP Committee	The institution will continue the project out of its own resources
3	Providing amenities to the employees for doing extra works	25%	25%	20%	20%	10%			

Objective 3	Inviting technically skilled persons to impart training to non-academic staff

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Hiring the services of qualified and efficient faculties of other institution	30%	20%	20%	15%	15%			
2	Inviting technically qualified faculties as resource persons	30%	20%	20%	15%	15%	P. Mallick, Lect. in History	IDP Committee	The institution will continue the project out of its own resources
3	Imparting proper training to administrative staff of the institution	30%	20%	20%	15%	15%			

4.10. Legal Compliances

In the table below, list out the objectives of your strategic plan that relates to Legal compliances . Ensure that your objectives for developing your legal compliances contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support
Objective 1   **To ensure the different Cells and Committees sorting out legal issues of the institution**

| Objective 2 | To ensure the advisors of different committees for quick disposal of legal issues in the college |
| Objective 3 | To review the legal matters for initiating appropriate measures for legal compliances and good governance |

List the activities required to meet legal compliances Objectives									
Objective 1	To ensure the different Cells and Committees sorting out legal issues of the institution								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Constituting different cells and committees to take up legal issues of the institution	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered			
2	Framing Eve-teasing and Women harassment cell to find issues related to girls students	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered			The institution will maintain continuity
3	Activating the Anti-ragging cell and equal opportunity cell to equalize all categories of students	35% To be covered	25% To be covered	15% To be covered	15% To be covered	10% To be covered	D.K. Samal, Lect. in Pol. Science	IDP Committee	
Objective 2	To ensure the advisors of different committees for quick disposal of legal issues in the college								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Committees and cells trying to solve all legal matters amicably	25%	25%	20%	20%	10%			
2	Insisting the employees to restrain from proceeding to the court of law for negligible issues	25%	25%	20%	20%	10%			The institution will maintain continuity
3	Fixing liability on the employees concerned for lapses in their duties	25%	25%	20%	20%	10%	D.K. Samal, Lect. in Pol. Science	IDP Committee	
Objective 3	To review the legal matters for initiating appropriate measures for legal compliances and good governance								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Organising legal awareness programmes in inviting legal practioners	30%	25%	20%	15%	10%			
2	Engaging legal counsellor to solve the legal problems	30%	25%	20%	15%	10%			The institution will maintain continuity
3	Improving the legal cell of the institution in organising workshops and seminars on different legal issues.	30%	25%	20%	15%	10%	D.K. Samal, Lect. in Pol. Science	IDP Committee	

4.11. Creating Institutional Brand Image

In the table below, list out the objectives of your strategic plan that relates to creating institutional brand image . Ensure that your objectives contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support	
Objective 1	To ensure cordial relationship among the stakeholders for creating brand image
Objective 2	To introduce job oriented courses to create job opportunities among the students
Objective 3	To achieve excellent results in university examination

List the activities required to meet creating institutional brand image Objectives

Objective 1 — To ensure cordial relationship among the stakeholders for creating brand image

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Inviting stakeholders to get themselves involved in academic matter	30% To be covered	30% To be covered	15% To be covered	15% To be covered	10% To be covered			
2	Developing healthy relationship between the institution and the stakeholders	30% To be covered	30% To be covered	15% To be covered	15% To be covered	10% To be covered	S.B Mallick, Lect. in Pol. Science	IDP Committee	The institution will continue the programmes out of its own resources
3	Welcoming the suggestions of stakeholders for improvement of academic excellence	30% To be covered	30% To be covered	15% To be covered	15% To be covered	10% To be covered			

Objective 2 — To introduce job oriented courses to create job opportunities among the students

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Providing job opportunity and skilled based training for the stakeholders	35%	25%	20%	15%	5%			
2	Introducing job oriented add-on courses for the students	35%	25%	20%	15%	5%	S.B Mallick, Lect. in Pol. Science	IDP Committee	The institution will continue the project out of its own resources
3	Keeping constant consultation with industries to provide jobs	35%	25%	20%	15%	5%			

Objective 3 — To achieve excellent results in university examination

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Allotting more periods for engaging all classes for the students	30%	25%	20%	15%	10%			
2	Taking proper care of the students for their academic improvements and good performance in the examination	30%	25%	20%	15%	10%	S.B Mallick, Lect. in Pol. Science	IDP Committee	The institution will continue the project out of its own resources
3	Extra coaching and remedial coaching	30%	25%	20%	15%	10%			

	classes for the lesser standard learners						

4.12. Research & Development

In the table below, list out the objectives of your strategic plan that relates to Research & Development . Ensure that your objectives for developing your research & development contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support.

Objective 1	To create Research oriented atmosphere in the institution for attracting research activities
Objective 2	To inspire the Faculties for undertaking research projects to enhance their research abilities
Objective 3	To encourage the faculties for becoming supervisor to guide research works of scholars

List the activities required to meet research & development Objectives									
Objective 1	To create Research oriented atmosphere in the institution for attracting research activities								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Keeping more books in the library to meet the intellectual needs of the researcher	30% To be covered	20% To be covered	20% To be covered	15% To be covered	15% To be covered	P.C. Mallick, Lect. in Odia	IDP Committee	The institution will continue the programmes out of its own resources
2	Providing adequate journals and e-journals for development of research works	30% To be covered	20% To be covered	20% To be covered	15% To be covered	15% To be covered			
3	Creating a healthy academic atmosphere for development of research work	30% To be covered	20% To be covered	20% To be covered	15% To be covered	15% To be covered			

Objective 2	To inspire the Faculties for undertaking research projects to enhance their research abilities								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Advising the faculties to apply for projects funded by UGC	35%	30%	20%	10%	5%	P.C. Mallick, Lect. in Odia	IDP Committee	The institution will continue the programmes out of its own resources
2	Encouraging them to apply for minor and major research project	35%	30%	20%	10%	5%			
3	Motivating them to accomplish research works in scheduled time	35%	30%	20%	10%	5%			

Objective 3	To encourage the faculties for becoming supervisor to guide research works of scholars								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Encouraging Ph. D holder teachers to guide Ph. D scholars	30%	20%	20%	20%	10%	P.C. Mallick, Lect. in	IDP Committee	The institution will continue the
2	Inspire them to prepare research	30%	20	20	20	10			

		%	%	%	%	Odia		programmes
3	Providing them materials to write creative article	30%	20%	20%	20%	10%		out of its own resources

4.13. Social Outreach Programmes

In the table below, list out the objectives of your strategic plan that relates to social outreach programmes . Ensure that your objectives for developing your social outreach programmes contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	To identify and adopt poor families and undeveloped villages for conducting outreach programmes
Objective 2	To encourage the NSS & YRC volunteers for Swachha Bharat Abhijan
Objective 3	To organise motivation and awareness programmes on social evils and AIDs

List the activities required to meet social outreach programmes Objectives

Objective 1	To identify and adopt poor families and undeveloped villages for conducting outreach programmes								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Identifying poor families for all-round development in a period of five years	35% To be covered	20% To be covered	15% To be covered	15% To be covered	15% To be covered	R.N Sahoo, Lect. in Com.	IDP Committee	The institution will continue the programmes out of its own resources
2	Encouraging their children to continue higher study	35%	20%	15%	15%	15%			
3	Motivating the villagers to educate their children in schools and colleges	35%	20%	15%	15%	15%			

Objective 2	To encourage the NSS & YRC volunteers for Swachha Bharat Abhijan								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Inspiring NSS/YRC/Rover and Ranger volunteers to clean public places	35%	20%	15%	15%	15%	R.N Sahoo, Lect. in Com.	IDP Committee	The institution will continue the programmes out of its own resources
2	Motivating the villagers to keep the villages neat & clean	35%	20%	15%	15%	15%			
3	Advising them to have proper sanitation.	35%	20%	15%	15%	15%			

Objective 3	To organise motivation and awareness programmes on social evils and AIDs								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan

1	Organize Regular Health Check-up Camps and awareness programmes	40%	30%	15%	10%	10%			The institution will continue the programmes out of its own resources
2	Organising health awareness programmes in collaboration with health organisations.	40%	30%	15%	10%	10%	R.N Sahoo, Lect. in Com.	IDP Committee	
3	Organizing Blood Donation Camps	40%	30%	15%	10%	10%			

4.14. Monitoring and Evaluation

<table>
<tr><td colspan="3">In the table below, list out the objectives of your strategic plan that relates to Monitoring & Evaluation . Ensure that your objectives for developing your monitoring and evaluation contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support</td></tr>
<tr><td><i>Objective 1</i></td><td colspan="2">To ensure better academic excellence by exhibiting excellent performance</td></tr>
<tr><td><i>Objective 2</i></td><td colspan="2">To maintain utmost transparency for monitoring and evaluation of academic activities</td></tr>
<tr><td><i>Objective 3</i></td><td colspan="2">To conduct continuous academic and other Audits for strengthening monitoring and evaluation</td></tr>
</table>

	List the activities required to meet Monitoring & Evaluation Objectives								
Objective 1	**To ensure better academic excellence by exhibiting excellent performance**								
Sl. No.	**Activity**	**Y1**	**Y2**	**Y3**	**Y4**	**Y5**	**Nodal person**	**Monitoring & Evaluation Plan**	**Sustainability plan**
1	Inspecting classes regularly and monitoring the completion of courses	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			The institution will continue the programmes on its own way
2	Verifying lesson plan and progress register to review course covrage	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			
3	Organising academic meetings in order to obtain academic excellence	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered	N. Sutar, Lect. in Education	IDP Committee	
Objective 2	**To maintain utmost transparency for monitoring and evaluation of academic activities**								
Sl. No.	**Activity**	**Y1**	**Y2**	**Y3**	**Y4**	**Y5**	**Nodal person**	**Monitoring & Evaluation Plan**	**Sustainability plan**
1	Conducting monthly tests to enhance performance of the students	35%	20%	20%	15%	10%			
2	Evaluating the performance of students and intimating the parents for the same	35%	20%	20%	15%	10%	N. Sutar, Lect. in Education	IDP Committee	The institution will continue the programmes on its own way
3	Meeting provisions for special awards to the students, who are academically excellence	35%	20%	20%	15%	10%			
Objective 3	**To conduct continuous academic and other Audits for strengthening monitoring and evaluation**								

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Conducting regular audits for academic growth	30%	20%	20%	15%	15%			The institution will continue the programmes out of its own way
2	Conducting green Audit, financial audit etc.	30%	20%	20%	15%	15%	N. Sutar, Lect. in Education	IDP Committee	
3	Preparing the old fans, bulbs and distempering the building	30%	20%	20%	15%	15%			

4.15. Employment

In the table below, list out the objectives of your strategic plan that relates to employment . Ensure that your objectives for contribute to meeting the needs of your institute, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support

Objective 1	To make collaboration with companies for creating job opportunities
Objective 2	To encourage the students for enhancing their fitness to face the competition in the world job market
Objective 3	To motivate for seeking employment in Private Sectors without wasting time for Govt. jobs

List the activities required to meet employment Objectives									
Objective 1	To make collaboration with companies for creating job opportunities								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Taking initiative for collaboration with distant companies	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			
2	Negotiating private organisation to create job opportunities	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered	P. Mallick, Lect. in History	IDP Committee	The institution will continue the programmes on its own way
3	Requesting companies to recruit students in new branches	30% To be covered	25% To be covered	20% To be covered	15% To be covered	10% To be covered			
Objective 2	To encourage the students for enhancing their fitness to face the competition in the world job market								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Motivating students to engage in Agricultural farms	35%	25%	25%	20%	5%	P. Mallick, Lect. in History	IDP Committee	The institution will continue the programmes
2	Giving priorities to computer training for engagement	35%	25%	25%	20%	5%			

| 3 | Initiating Special Training Programmes for enhancing employment | 35% | 25% | 25% | 20% | 5% | | | on its own way |

Objective 3	To motivate for seeking employment in Private Sectors without wasting time for Govt. jobs								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Organising training in collaboration with private agencies	30%	20%	20%	15%	15%	P. Mallick, Lect. in History	IDP Committee	The institution will continue the programmes on its own way
2	Imparting self-employment schemes with the local bodies.	30%	20%	20%	15%	15%			
3	Teaching students to preserve food and vegetables for more days	30%	20%	20%	15%	15%			

4.16 Supporting Students from Disadvantaged Backgrounds

In the table below, list out the objectives of your strategic plan that relates to supporting students from Disadvantaged BACKGROUND. Ensure that your objectives contribute to meeting the needs of your INSTITUTE, listed earlier. Additionally, ensure that these objectives are reasonably attainable considering your institutional capacity and likely funding support
Objective 1	To impart training for obtaining eligibility to hold better jobs
Objective 2	To organise career counselling programmes to encourage for seeking jobs
Objective 3	To contact companies opening new centres to provide jobs to the students from disadvantages background

List the activities required to meet Monitoring & Evaluation Objectives									
Objective 1	To impart training for obtaining eligibility to hold better jobs								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Giving due attention for availing better placement	35% To be covered	20% To be covered	20% To be covered	15% To be covered	10% To be covered	S.B Mallik, Lect. in Pol. Science	IDP Committee	The institution will continue the programmes on its own way
2	Organising awareness programmes to obtain eligibility	35% To be covered	20% To be covered	20% To be covered	15% To be covered	10% To be covered			
3	Inspiring students to attend career oriented courses in the College.	35% To be covered	20% To be covered	20% To be covered	15% To be covered	10% To be covered			
Objective 2	To organise career counselling programmes to encourage for seeking jobs								
Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
1	Conducting special counselling programmes in the college.	35%	20%	20%	15%	10%	S.B Mallik, Lect. in	IDP Committee	The institution will continue

Sl. No.	Activity	Y1	Y2	Y3	Y4	Y5	Nodal person	Monitoring & Evaluation Plan	Sustainability plan
2	Inviting experts from other institute to motivate students.	35%	20%	20%	15%	10%	Pol. Science		the programmes out of its own way
3	Giving special tips to students for improving their smartness.	35%	20%	20%	15%	10%			

Objective 3									
Sl. No.	**Activity**	**Y1**	**Y2**	**Y3**	**Y4**	**Y5**	**Nodal person**	**Monitoring & Evaluation Plan**	**Sustainability plan**
1	Providing free coaching to build up good career.	30%	25%	25%	15%	15%	S.B Mallik, Lect. in Pol. Science	IDP Committee	The institution will continue the programmes out of its own way
2	Providing 24 hours Net facility to the students	30%	25%	25%	15%	15%			
3	Opening college Library for students on Sundays and holidays.	30%	25%	25%	15%	15%			

4.17 Others : The institution will undertake necessary an innovative programmes from time to time keeping in view the developmental objectives for the all round developments of students, teachers and institution.

5. Metrics &Targets

The targets against the deliverables as listed below

Indicator	Present Rating	Target Rating (after 5 years)
GOVERNANCE QUALITY INDEX -		
% of Faculty Positions vacant	30%	0%
% of Non-teaching staff to teaching Staff	81%	80%

Total no of under graduation programs	2	5
Total no of post graduate programs	NA	NA
Total no of doctoral programs	NA	NA
Faculty appointment - turn around/ cycle time in months(not applicable for Govt. colleges)	8Months	12Months
Delay in payment of monthly salary payment of faculty	Nil	Nil
ACADEMIC EXCELLENCE INDEX -		
Delay in exam conduction and declaration of results	NA	90
Plagiarism Check	NA	80
Accreditation	'C'	'B+'
Teacher Student ratio	1:43	1:16
% of Visiting professors	NA	NA
% of Student Passing out with 60% or more marks	11%	75%
% of graduates employed by convocation	NA	NA
% Number of students receiving awards at National and International level	Nil	20%
% of expenditure on Library, cyber library and laboratories per year	5%	10%
% of faculty covered under pedagogical Training	Nil	80%
% of faculty involved in "further education"	20%	60%
Dropout rate	7.5%	0%
No of foreign collaborations	-	-
Subscription to INFLIBNET	-	-
EQUITY INITIATIVE INDEX -		
SC Student%	8%	12.5%
ST Student%	0.5%	12.5%
Gender Parity	30:70%	25:75
Existence of CASH (Committee against Sexual Harassment)	01	02
Existence of Social Protection Cell	01	02
Language assistance programs for weak Students	04	10
REASERCH AND INNOVATION INDEX		
Per-faculty publications	Nil	10%
Cumulative Impact Factor of publication	NA	NA
H Index of scholars	-	-
% of staff involved as principal researcher	12%	50%
% of research projects fully or more than 50% funded by external agencies, industries etc	6%	25%
Total no of patents granted	-	-
% of faculty receiving national/ international awards	0%	5%
% of research income	0%	25%
Doctoral degrees awarded per academic Staff	NA	
% doctoral degrees in total number of degrees awarded	NA	
% expenditure on research and related Facilities	0%	10%
Digitization of Master's and Doctoral thesis	0%	20%

UPE/CPE		
% of Income generated from non-grant Sources	30%	50%
STUDENT FACILITIES -		
No of new professional development Programs	2	5
Existence of Placement Cells and Placement plan	1	3
% of expenditure on infrastructure maintenance and addition	10%	20%
Availability of hostel per out-station female student	1	2
Availability of hostel per out-station male student	0	1
Student Experience Surveys	20	50
Infrastructure and Others -		
%Income generated from training courses	0	20%
% Income generated from consulting	NA	NA
Computer coverage	30	100
Internet connectivity of Campus	20%	100%

*Only for Universities/autonomous colleges

6. Institutional Project Budget(Rs. in Crore)

Sl. No	Activities	Project Life Allocation	Financial year				
			2016-17	2017-18	2018-19	2019-20	2020-21
1	Infrastructure	3crore					

	1. Modernization and strengthening of laboratories including contractual technicians recruitment	0.05 crore	0.01 Crore	0.01 Crore	0.01 Crore	0.01 Crore	0.01 Crore	
	2. Establishment of new laboratories for existing UG and PG programs and for new PG programs including contractual technicians recruitment	0.10 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 Crore	
	3. Modernization of classrooms	1 Crore	0.20 Crore	0.20 Crore	0.20 Crore	0.20 Crore	0.20 Crore	
	4. Updating of Learning and training Resources	0.20 Crore	0.04 Crore	0.04 Crore	0.04 Crore	0.04 Crore	0.04 Crore	
	5. Procurement of furniture	0.25 Crore	0.05 Crore	0.05 Crore	0.05 Crore	0.05 Crore	0.05 Crore	
	6. Establishment/Up gradation of Central and Departmental Computer Centers including contractual technicians recruitment	0.10 Crore	0.03 Crore	0.03 Crore	0.02 Crore	0.01 Crore	0.01 Crore	
	7. Modernization/improvements of supporting departments	0.25 Crore	0.05 Crore	0.05 Crore	0.05 Crore	0.05 Crore	0.05 Crore	
	8. Modernization and strengthening of libraries and increasing access to knowledge resources	0.25 Crore	0.10 Crore	0.05 Crore	0.05 Crore	0.03 Crore	0.02 Crore	
	9. Refurbishment (Minor Civil Works)	0.15 Crore	0.05 Crore	0.03 Crore	0.03 Crore	0.03 Crore	0.01 Crore	
	10. Students residential infrastructure like hostel, mess etc.,	0.70 crore	0.20 Crore	0.20 Crore	0.10 Crore	0.10 Crore	0.10 Crore	
2	Research and development support	2 crore						
	Providing Teaching and Research Assistantships to existing and new M. Phil and Ph. D programs	1crore	0.25 crore	0.25 crore	0.25 crore	0.20 crore	0.5 crore	
	Provision of resources for research support	0.25 crore	0.10 crore	0.05 crore	0.05 Crore	0.03 crore	0.02 crore	
	Enhancement of R&D and institutional consultancy activities	0.75 crore	0.2 Crore	0.2 Crore	0.2 Crore	0.1 Crore	0.05 Crore	
3	Faculty Development Support	1.5crore						

	Faculty and Staff Development (including faculty qualification upgradation, pedagogical training, and organising/participation of faculty in workshops, seminars and conferences) for improved competence based on Training Needs Assessment		0.4 Crore	0.4 Crore	0.4 Crore	0.15 Crore	0.15 Crore
4	Institutional reforms	1.5crore					
	Technical assistance for procurement and academic activities	0.75 Crore	0.2 Crore	0.2 Crore	0.2 Crore	0.1 Crore	0.05 Crore
	Institutional management capacity enhancement	0.75 Crore	0.2 Crore	0.2 Crore	0.2 Crore	0.1 Crore	0.05 Crore
5	Academic support	1crore					
	Creation of new departments/courses	0.6 Crore	0.15 Crore	0.15 Crore	0.15 Crore	0.1 Crore	0.05 Crore
	Enhanced Interaction with Industry	0.1 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 Crore
	Temporary faculty engagement	0.2 Crore	0.04 Crore	0.04 Crore	0.04 Crore	0.04 Crore	0.04 crore
	Student support activities	0.10 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 Crore	0.02 crore
6	Others	1crore	0.20 Crore	0.20 Crore	0.20 Crore	0.20 Crore	0.20 Crore
	TOTAL	10crore					