SELF STUDY REPORT

OF

MOTTO +3 DEGREE COLLEGE
MOTTO, BHADRAK,ODISHA

UNDER

Fakir Mohan University, Vyasa Vihar, Balasore, Odisha

Submitted to

National Assessment and Accreditation Council
Nagarbhavi, Banglor-- 560 072

MAIN GATE OF MOTTO +3 DEGREE COLLEGE

ADMINISTRATIVE BLOCK OF MOTTO +3 DEGREE COLLEGE

Office of the Principal
Motto +3 Degree College, Motto

Letter No.MDC/NAAC/ 08/15   *Date- 15/12/2015*

To
The Director, National Assessment and Accreditation Council
P.O. Box No: 1075, Nagarbhavi,
Bangalore-560072

Sub- Submission of **SELF STUDY REPORT** of Motto +3 Degree College, Motto,
     Dist-Bhadrak, Odisha-756132 for Assessment and Accreditation (1st Cycle)

Ref- Track Id-ORCOGN25584

Esteemed Sir,

     In compliance to the revised timelines and procedures for Assessment and
Accreditation by NAAC, this office has uploaded the Self Study Report on dt. 19. 11.2015 in
the college official website www.mottodegreecollege.ac.in for 1st Cycle accreditation.
Further, in response to the acceptance of LOI on Dt.09.12.2015 and IEQA Application on
Dt. 10.12.2015, the undersigned is submitting herewith 1(One)Soft Copy and 5(Five) Hard
copies of Self Study Report of this college accompanied by required and relevant
documents in 10(Ten) Annexures as listed in the content page of SSR and would request
that the enclosed materials may kindly be accepted.

  Hence the undersigned ardently look forward to hear from your august office about your
decision for the Hon'ble Peer Team's visit to this institution.

                                   With Regards

                                        Yours' Faithfully

                                        (Prof. B.B.J Biswal)
                                             Principal
                                    Motto +3 Degree College,
                                       Motto, Bhadrak
                                        Odisha-756132

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Prof. B.B.J. Biswal, Principal
Motto +3 Degree College,
Motto, Bhadrak, Odisha-756132

Tel No-06786-221552
Mob-9437467101
email mottocollege@gmail.com

Preface

Motto +3 Degree College is one of the pioneering institutions of Bhadrak district in the state of Odisha. Being established in the year 1992 the college have been catering not only to the urgent academic needs of the students of whole district but also to the students coming from far-off places to pursue higher studies here. The establishment of a Degree College at Motto and to provide Higher Education to the students belonged to marginalized sections of the society and the girls students was the long cherished dream of the enlightened people of the locality. However our developing institution is now having qualified and experienced faculties, well equipped library, developing infrastructure and above all serene sylvan environment which provide a perfect backdrop for all round development of the students. The present status of the college could be possible only for the whole hearted support and cooperation of the staff and Governing Body Members with timely financial support of UGC and the State Govt.

As per UGC Guidelines it is mandatory for all institutions to be assessed and accredited by National Assessment & Accredited Council. The Accreditation of our college by NAAC is virtually a dream of students, staff, alumni and stakeholders. Therefore this year-2015 is very crucial for the college as it stands on the threshold of obtaining accreditation by NAAC. In order to accomplish the Herculean task the steering committee is constituted with senior and sincere staff members. As per the revised guidelines of NAAC, Preparing the Self Study Report by the steering committee and uploading the same in the college website is the first step towards the accreditation process.

It is my great pleasure and privilege to submit the Self Study Report of Motto +3 Degree College, Motto for the 1st Cycle of accreditation by National Assessment and Accreditation Council. Though preparation of Self Study Report is a Herculean task but the steering committee members have collected and edited data for incorporating in the NAAC format. With limited number of staff the members of steering committee have tried their best to prepare the SSR and hope the same will give a complete image of the institution. The committee have left nothing to harness the potential of every teaching and non-teaching staff, students and the alumni. We sincerely expect the NAAC Peer Team's visit is a glorious occasion for all of us and we will be immensely inspired and benefited by the valuable suggestions of the hon'ble members of Peer Team.

In the eve of submitting of Self Study Report of the institution, I would like to extend my thanks to Prof. D.K. Samal, Head of Deptt. of Political Science and Coordinator of NAAC Steering Committee of this college for his unstinted and extensive cooperation in preparing the Self Study Report of the college and presenting the same to NAAC for accreditation.

My thanks are due to Prof. Smt. Nirupama Sutar, HOD, Education, Prof. Pitambar Mallick, HOD, History, Prof. Anjan Kumar Sahoo, HOD, English, Prof. Raghunath Sahoo, HOD, Economics and Prof. Ramakanta Dash, HOD, Commerce for their laudable efforts to prepare the Evaluative Reports of their respective departments.

No less is my thankfulness to Sri Upendra Kumar Sahoo, Head Clerk of the College for providing correct information in preparing the Self Study Report.

Sri Basanta Kumar Behera, Demonstrator in Education, Sri Premananda Biswal, Librarian, Sri Babaji Chran Sahoo, Jr. Clerk, Sri Nishikanta Behera, Data Entry Operator and Sri Sarat Kumar Behera, Library Attendant deserve my sincere thanks for their whole hearted cooperation to prepare the Self Study Report.

I extend my special thankfulness to Smt. Sarita Puhan, Lab. Attendant in Education for her unhesitating computer works with great care to make the Self Study Report bodily fit for presentation to NAAC.

(Prof. Bibhuti Bhusan Jayadev Biswal)

About the Institution

Motto +3 Degree College is one of the constituent colleges of F. M. University, Balasore in the state of Odisha. Being established in the year 1992, this everlasting Institution has been remarkably functioning keeping pace with other neighboring colleges in Bhadrak district. With perfect vision and excellent mission this education temple aims at providing quality education, by inculcating social, cultural, moral values and molding the conduct and character of students. The College is excellently located by the side of Bhadrak Chandbali Road and in the east it connects Dhamara port, the gate way of Indian economic prosperity and Vitarakanika Wild Life Sanctuary, Rajnagar, Kendrapara. In the west the holy shrine of Lord Akhandalamani is perfectly viewed from our education shrine. It is also at a distant of 10. K.m from Chandbali, the ancient maritime town of Odisha and about 40.k.m from Bhadrak town, the district headquarter and 145 K. M from the capital city Bhubaneswar. The college is surrounded by picturesque landscapes and bucolic ambience.

The college has been striving to develop itself as value and need based quality education provider in the district of Bhadrak. Confronting continuous natural calamities like flood and cyclone, the pioneering institution stands erected both in quality and quality keeping pace with other neighboring college in the district. Despite its snail movement the college has expanded and extended its size to Welcome all irrespective of region, religion, caste and class as far as practicable. Primarily up to 1998 the college was affiliated to Utkal University, Vanivihar, Bhubaneswar, but when F.M University came into being in 1999 by the State Government the institution became an affiliated college of F.M University, Vyasa Vihar, Balasore. The college came under Direct Payment fold in 2008 and accordingly grant-in-aid released by the state govt. towards salary components against 10 employees of this college. It is a matter of pride and glory on our part that our developing institution has been recognized by U.G.C under Sec.2(f) & 12(B) of U.G.C. Act. 1956 in the year2012, vide UGC Letter-F. No-8-498/2010(CPP-I/C) Date-19.06.2012.

Our institution was started in R.R.M.E. School, Motto with four rooms and now it has acquired 10 general class rooms, 4 Honours rooms, Administrative Block, Women's Hostel, Well equipped Library, Computer Laboratory and other minimum facilities to support academic, Sports, Cultural and Curricular Activities round the year. The college has been working hard to bring a revolutionary change in the field of infrastructural development. In the field of work efficiency among teaching and non-teaching staff the performance is above all satisfactory and steps are being taken up continuously by the internal mechanism and Governing Body for improvement of their performances.

Our institution stands firm and committed to enhance the teaching learning standard, to materialize the aims & objectives into reality to pay back the stakeholders for their dedication and dreams by providing quality education, personality development and employment opportunities to students from all branches of studies.

With a view to making the education more community based various outreach programs such as Blood Donation Camp, Health Camp, Disaster Management Program, Sanitation, Road safety Week and Environmental issues are taken up through NSS & YRC Units of the college. Regular Yoga classes, Extra Mural lectures, interaction with the students in tutorial practical and remedial classes are taken for inculcating moral values in the students. Students and staff are also awarded for their cultural and sports activities at different levels. The alumni of the college have excelled themselves in different fields and they also continue to take active interest in all round development of the college. The committed service of the faculty the dedication of the Non-teaching staff, the sportive students participation, the zealous cooperation of the Governing Body, the constructive feedback from alumni and parents have immensely inspired to go ahead.

As Assessment and Accreditation by NAAC is mandatory as per the UGC guidelines, so this year is very crucial for the college to stand on the threshold of obtaining NAAC Accreditation. With the valuable suggestion and feedback from NAAC Peer Team we hope the institution will be encouraged to proceed further in achieving our targets.

Principal
Motto +3 Degree College,
Motto, Bhadrak

SWOC ANALYSIS

Strength

1. High enrollment of Girls students for excellent location of the College i.e. adjacent to Bhadrak Chandbali Road.

2. Qualified, Committed and Dedicated faculty members having M. Phil. & Ph. D Degrees.

3. Honours teaching facilities in the disciplines of History, Odia, Political Science & Education.

4. Regular conduct of Yoga Classes, Self Defense Training of Girls Students, Value Based Quality Education for all round development of the learners.

5. Updated library with furnished Reading Room, Water supply, Sports ground, Developing infrastructure and Canteen for the Stakeholders.

6. Wide variety of extra-curricular activities through regular N.S.S & YRC programs to broaden the outlook and attitude of the students.

7. Healthy social atmosphere, good academic result and satisfactory students guidance in career counseling and job finding.

weakness

1. Financial and Infrastructural constraints for opening a New Stream in Science.

2. Paucity of UGC funds to introduce Remedial Coaching and Coaching classes for students belonged to SC/ST/OBC and Weaker section for bridging the knowledge gap.

3. Financial constraints to improve the academic standard and to develop satisfactory infrastructure.

4. Lack of facilities and provisions provided for the faculty members to widen their access to undertake research works for M. Phil & Ph. D Degrees.

5. Lack of auditorium and non availability of quarters for Principal and Staff.

Opportunity

1. Adequate space in college campus for construction of quarters for Principal and Staff and a Boys' Hostel also.

2. There is ample scope to introduce self financing and short term courses.

3. Vast play ground available for the college towards construction of a mini stadium financially supported by UGC.

4. The committed and dedicated faculties taking special care of the students for enhancement of Teaching, Learning and Evaluation.

5. In time financially support and cooperation from UGC and State Govt. to meet urgent infrastructural need.

Challenges

1. Constraint in getting time to introduce short term skill based courses.

2. Inculcating befitting skills in the students belonged to economically weaker and marginalized section of the society.

3. Coaching and orientation of students to face the job market.

4. Skill development of students to equip themselves at par with the need of the Global job market.

5. Motivating students to get more time to develop language skills.

6. Creation of a permanent income source to support developmental activities.

Executive Summary

With a view to provide very access to higher education for the youths, Motto +3 Degree College opened up the door of higher studies at Motto under Chandbali Block in the district of Bhadrak in the year 1992. After being established in the midst of rural surroundings, it has been striving to develop itself as a value and need based quality education not only in the Bhadrak district but also in the state of Odisha. Despite its snail movement, the institution has expanded and extended its size to welcome all irrespective of region and religion, caste and class as far as possible.

At present the institution has picturesque campus sprawling over 5 acres of land Administrative Block, Academic Block, Independed Library, computer Networking, women's hostel, College Canteen, Play ground and Students Service counter. This all could happen due to generous contribution of the people of this locality and financial assistance from UGC. The college has reached its present level of excellence only for the dedicated team works of the teaching and administrative staff. UGC has made the process of accreditation mandatory in which colleges are evaluated. The accreditation of the college by NAAC is the dream of the teachers, students, alumni, parents and stakeholders. NAAC also sets the stages of identification, dissemination, sustenance and adoption of best practice. Assessment of NAAC lays focus on the institutional documents with reference to their aspect: Quality initiative, Quality sustenance and Quality enhancement. To serve as the basis for assessment of Higher Education Institutions. NAAC has identified seven Criterions, such as - (i)Curricular Aspects, (ii) Teaching, Learning and Evaluation, (iii) Research Consultancy and Extension, (iv) Infrastructure and Learning Resources, (v) Students support and Progression, (vi) Governance, Leadership and Management and (vii) Innovation and Best Practices.

The executive summary contains a criteria wise report duly prepared by the members of the Steering Committee under the active guideline of the coordinator of the Committee

Criterion-I: Curricular Aspects

The curriculum for different degree courses by the institution is designed by the Fakir Mohan University to which the college is affiliated. Courses are implemented as per the specification provided in the syllabus. The system and pattern of examinations conducted in the college are prescribed and controlled by the University. As an affiliated institution the college has no freedom as regards its curricular aspects. Only little academic flexibility is with us. Despite the squeezed academic freedom, the college has adopted certain ways to improve the academic standard. Monthly Test Examinations are being conducted regularly by which the performance of the students get evaluated. The institution organizes different departmental seminars and reputed resource persons are invited to have talks and the topics of the seminars. The faculty members of the college participate in the seminars and workshops organized by different organizations at the beginning of the session , the academic calendar is published following the guidelines as stated in the academic calendar provided by the Directorate of the higher Education, Odisha.

Criterion-II: Teaching, Learning and Evaluation

Admission of students in the college is made through Students Academic management System(SAMS). The admission procedure is highly transparent and we strictly adhere to the reservation policy outlined by the Govt. of Odisha. As per the reservation policy the students of SC/ST/OBC/ Economically Backward Classes, differently able students and students having sporting talents are duly accommodated. Admission for honours students are made according to admission merit list.

The faculty   members of all the departments of the college take introductory classes to bridge the knowledge gap of the enrolled students and enable them to cope with program of their choice. In order to improve teaching learning process, tutorial classes, remedial classes and monthly tests are taken. We take special care for disadvantaged and weaker sections of the society by engaging special coaching classes.

The teachers of the college are highly innovative in discriminating knowledge to the learners in modern methods. Apart from the common lecturer method, other methods like interactive method, project based learning method, study tours, seminars and smart classes are practised. Participatory learning activities such as participation in inter class quiz competitions, departmental seminars using audio visual aids and project works assignment are encouraged. Internet facility is available for faculties as well as students. Teaching learning is conducted through smart board/LED projector in maximum classes. The teachers of the college strive hard round the year to nurture critical thinking and creativity among the students. Different competitions such as Essay, Debate and Literacy competitions etc. among the students and certificate and awards are given to them for their merits and talents. The college invites feedback from students and their guidance about the performance of teachers. The IQAC of the college monitors and evaluates teaching, learning process and suggest for better improvement.

Criterion-III: Research, Consultancy and Extension

The college has a research committee and it encourages research activities among teachers as well as students. Faculties of different departments are encouraged to participate in national and state level seminars and workshops to update their knowledge. The college library has reference books, journals, magazines and the teachers are supplied with these materials to keep themselves breast of the current trends. The institution has provisions to allow the teachers to undergo refresher courses conducted by UGC. Even study leave is also sanctioned to teachers undertaking M. Phil and Ph. D courses. Some of the faculty members have applied for Minor Research Project sponsored by UGC. Some of the faculty members of the college have published research articles in journals of national repute, the institution also provide consultancy to the nearby institution according to their necessity.

Extension activities in the institution are carried out through N.S.S & Y.R.C units of the college. The two NSS Units (Boys' & Girls') and YRC Units of the college are actively involved in extension activities which help the institution to reach out to the greater community. Awareness programs on Aids, Immunization, Pure drinking water, Plantation, Literacy, Blood Donation rallies etc. are undertaken through NSS & YRC Units of the college

Criterion-IV Infrastructure and Learning Resources

The college has adequate number of class rooms by all departments. Separate class rooms are also provided for honours classes. Sufficient class rooms are also available for tutorial classes and extra classes after 2.P.M. The institution has the proud possession of Administrative Block consisting of the Principal Chamber, Staff common room, Establishment Section, Accounts section, Examination Section, Computer Laboratory, Store Room etc. The old block consists of common rooms for boys' and girls' each with well maintained lavatories and honours teaching rooms. Cycle shed both for students and staff, NSS & YRC rooms, Sports room are provided in the college. The college has recently constructed a new block which consists six class rooms. The construction of Women's hostel is under progress and is likely to be completed by end of the academic session. The college has a computer lab with LCD projector, two water Coolers with Aqua guard purifier to provide drinking water to the students. There are generator and inverters to support power failure. The examination cell of the college conducts various examinations from time to time and keeps examination related records. The college has effective mechanism which looks after the maintenance and development of infrastructure and learning resources.

The institution has a well equipped library enriched with 7000/- number of books on different subjects consisting text books, reference books, journals and magazines. The library is computerized and the reading room is attached to it. English and odia news papers, journals and magazines s for students and staff are subscribed by the library. Each Honours Departments has separate room and separate seminar library there is well maintained Canteen with separate rooms for students and staff in the college campus near the main get.

Criterion-V Students support and progression

Ample opportunities is provided to the poor and meritorious students of the institution towards free scholarship. Stipends are provided to students belonged to SC/ST/OBC/ Minority Community by the State Govt. as well as UGC in order to support them for continuing their studies without facing any financial problems. The career counseling and placement Cells provide career guidance and information about jobs to the students of the college.

The grievances redressal cell redreses grievances of the students. Extra care is taken to establish educational environment on the college campus and to provide doubt clearing classes for educationally weaker and SC/ST students of the institution. At the time of admission special consideration is made for poor students by giving preferential options.

The college calendar is published annually which gives all relevant information about the rules and regulation relating admission, examination, library and college election. All useful and firsthand information are provided by the college website to the students of our college as well as students of other colleges. Every year the college magazine named Palli Prajna is published and the students as well as the staff contribute literary articles to the same. In order to develop the athletic talents in the students the athletic council of the college organizes sports competitions every year and to encourage them, certificates and prizes are given. Some departments of the college publish wall magazines to improve creativeness in the students.

The NSS & YRC units of the college provide practical training field work and community orientation along with awareness programs with the support of students and local people. Awareness programs like sanitation, plantations, Blood donation Camp and Aids awareness are organized by the volunteers of NSS & YRC.

The Alumni is actively involved in looking after the academic progress and the result of the college. They invite feedback from students and if any negligence is found with anyone, steps are being taken for appropriate action.

Criterion VI- Governance, Leadership and Management

The governance and leadership of our college is managed by the constituted Governing Body headed by the president and different consisted committees headed by the principal. The administrative structure of the college is decentralized where the principal is the administrative and the academic head. The Administrative Bursar, The academic bursar and Accounts Bursar coordinate administrative, academic and accounts matters of the college in consultation with the principal. The academic council with other sub committees coordinate different activities of the college specially conduct of examination, election and organization of annual cultural function etc. Some committees such as Students Union, Anti-Ragging Committee, committee against Sexual Harassment and the Discipline committee as the integral parts of the Staff Council discuss and take decisions regarding administrative activities. The heads of different teaching departments look after the academic progress of their respective departments. Co-curricular activities are assigned to the faculty members by the principal and their accountability is ascertained through performance appraiser. The college has a Governing Body, the local M.L.A is the President and the principal acts as the secretary of the Governing Body. The Non-teaching staff play crucial role in taking decision on various institutional matters. In case of necessity meetings are held with the Staff Council headed by the principal. The principal in coordination with different committees and NSS & YRC program officers and Head clerk of the college monitors the institutional activities. All financial accounts of the college are audited. All the UGC funds are audited by the private charted Accountant. Other Govt. and Non-Govt. grants are audited by the audited authorized by the Department of Higher Education from time to time.

Criterion VII: Innovations and Best Practice

The college has taken several academic and administrative innovative steps for smooth management. Appropriate steps have been taken to maintain sound environment and to preserve trees in order to avoid pollution. To make the college campus eco-friendly, some of the initiatives such as energy conservation use of renewable energy, water harvesting, efforts for carbon neutrality, plantation program and hazardous waste management are taken by the institution.

As extension and outreach Activities have been made mandatory for the students in every college, so the institution has adopted the same as the first best practice. Through NSS & YRC activities the students perform the extension and outreach activities superbly.

Monthly congregation of students, staff, invited guests, alumni and students guardians in the college solve most of the problems of students, staff and other stakeholders are solved by discussions and suggestions from different quarters. Hence 'Monthly Congregation' has been taken as the second Best Practice by the institution.

SECTION B: PREPARATION OF SELF-STUDY REPORT

1. Profile of the Affiliated / Constituent College

1. Name and Address of the College:

Name :	**Motto +3 Degree College, Motto**	
Address :	**At/Po-Motto, Dist-Bhadrak**	
City :Bhadrak	**Pin :756132**	**State : Odisha**
Website :	**www.mottodegreecollege.ac.in**	

2. For Communication:

Designation	Name	Telephone with STD	Mobile	Fax	Email
Principal	Bibhuti Bhusan Jayadev Biswal	O:06786-221552 R:	9437467101	06786-221552	bbjbiswal@gmail.com
Vice Principal		O: R:			
Steering Committee Coordinator		O: R:			

3. Status of the Institution

Affiliated College ✓

Constituent College

Any other (Specify)

4. Type of Institution

   a. By Gender

     i. For Men ☐

     ii. for Women ☐

     iii. Co-education ✓

   b. By shift

     i. Regular

     ii. day ✓

     iii. Evening

5. It is a recognized minority institution?

Yes

No ☑

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

6. Sources of funding:

Government

Grant-in-aid ☑

Self-financing Any

other

7. a. Date of establishment of the college- **04/09/1992** (dd/mm/yyyy)

b. University to which the college is affiliated or which governs the college

(if it is a constituent college) **Fakir Mohan University, Vyasa Vihar, Balasore**

c. Details of UGC recognition

Under section	Date , Month & Year(dd/mm/yyyy)	Remarks (if any)
i. 2(f)	**19.06.2012**	Copy enclosed
ii. 12(B)	**19.06.2012**	Copy enclosed

(Enclose the certificate of recognition u/s 2(f)and 12(b) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) **Not Applicable**

Under Section/ clause	Recognition/Approval details Institution/Depar	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
i.				
ii.				
iii.				
iv.				

(Enclose the recognition/approval letter)

8. Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?

   Yes ☑   No ☐

   If yes, has the College applied for availing the autonomous status?

   Yes ☐   No ☑

9. Is the college recognized

   a. by UGC as a College with Potential for Excellence (CPE)?

   Yes ☐   No ☑

   If yes, date of recognition: ……………………. (dd/mm/yyyy)

   b. for its performance by any other governmental agency?

   Yes ☐   No ☑

   If yes, Name of the agency …………………… and

   Date of recognition: …………………… (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	Rural	
Campus area in sq. mts.	26,126	
Built up area in sq. mts.	6,606	

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

   - Auditorium/seminar complex with infrastructural facilities
   - Sports facilities
      * play ground ✓
      * swimming pool
      * gymnasium

- Hostel
  * Boys' hostel **Nil**
    i.   Number of hostels
    ii.   Number of inmates
    iii.   Facilities (mention available facilities)

  * Girls' hostel: **Yes**
    i.   Number of hostels :**One Women's Hostel under Construction**
    ii.   Number of inmates
    iii.   Facilities (mention available facilities)
  * Working women's hostel   **Yes**
    i.   Number of inmates
    ii.   Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff(give numbers available-cadre wise)-No
- Cafeteria- Yes
- Health Centre-   No
  First aid, Inpatient, outpatient, Emergency, Ambulance.........
  Health Centre Staff-
  i.   Number of Hostels
  ii.   Number of inmates
  iii.   Facilities (mention available facilities)

Qualified Doctor	Full ti☐	Part t☐	
Qualified Nurse	Full ti☐	Part t☐	

- Facilities like banking, Post office, Book shops : **Available within 1. K.M.**
- Transport facilities to cater to the needs of students and staff: **The college is situated by the Road side, so all private and Govt. transports are available from the college gate.**

- Animal House: **No**
- Biological waste disposal : **Yes**
- Generator other facility for management/regulation of electricity and voltage: **One Generator 15 KV capacities and 6 inverters of 2. K.w capacites each are available in the college. The regulation of electricity and the voltage is satisfactory.**
- Solid waste management facility-**N.A**
- Waste water management-**No**
- Water harvesting-**Yes**

12. **Details of programs offered by the college (Give data for current academic year)**

SI. No	Program Level	Name of the Program/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	+3 Arts (Pass& Hons)	Three Years	+2 or 12th Standard	English	128+26=154	154
		Com.(Pass)	Three Years	+2 or 12th Standard	English	64+13=77	62

13. Does the college offer self-financed Programs?

    Yes ☐   No ☑

    If yes, how many? [   ]

14. New programs introduced in the college during the last five years if any?

    | Yes | | No | ✓ | Number | |

15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programs. Similarly, do not list the departments offering common compulsory subjects for all the programs like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany,	UG	PG	Research
Science	---	---	---	---
Arts	English, Odia, Political science, History, Education	UG	---	---
Commerce	Commerce, Economics	U.G	---	---
Any Other (Specify)	---	---	---	---

16. Number of Programs offered under (Program means a degree course like BA, B. Sc, MA, M.Com…)

    a. annual system   3

    b. semester system

    c. trimester system

17. Number of Programs with

    a. Choice Based Credit System   -----

    b. Inter/Multidisciplinary Approach   -----

    c. Any other (specify and provide details)   -----

18. Does the college offer UG and/or PG programs in Teacher Education?

    Yes [ ]   No [✓]

    If yes,

    a. Year of Introduction of the program(s)………………… (dd/mm/yyyy)
        and number of batches that completed the program b. [   ]

        NCTE recognition details (if applicable)

        Notification No.: ……………..Date: …………….……(dd/mm/yyyy)

        Validity:………………………….

    c. Is the institution opting for assessment and accreditation of Teacher Education
        Program separately?

        Yes [   ]   No [   ]

19. Does the college offer UG or PG program in Physical Education?

Yes ☐   No ☑

If yes,

a. Year of Introduction of the program(s)………………. (dd/mm/yyyy)

and number of batches that completed the program

b. NCTE recognition details (if applicable)

Notification No………… Date: …………………… (dd/mm/yyyy)

Validity:……………………

c. Is the institution opting for assessment and accreditation of Physical Education Program separately?

Yes ☐   No ☐

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government *Recruited*	-	-	-	-	**4**	**1**	**5**	-	-	-
Yet to recruit	-	-	-	-	-	-	1	-	-	-
Sanctioned by the Management/ society or other authorized bodies *Recruited*	-	-	-	-	**9**	-	**5**	**2**	-	-
Yet to recruit										

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	2	0	2
M. Phil.	-	-	-	-	5	0	5
PG	-	-	-	-	8	1	9
Temporary teachers N.A							
Ph.D.							
M.Phil.							
PG							
Part-time teachers N.A							
Ph.D.							
M.Phil.							
PG							

22. Number of Visiting Faculty /Guest Faculty engaged with the College. **Nil**

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	2011-12		2012-13		2013-14		2014-15		Total
	M	F	M	F	M	F	M	F	
SC	07	03	06	10	10	05	07	10	**58**
ST	01	0	0	0	01	0	0	0	**02**
OBC	32	30	14	16	30	24	31	48	**225**
General	59	60	68	78	67	60	39	61	**492**
Others	0	00	0	00	00	00	00	00	**00**
Total	**99**	**93**	**88**	**104**	**108**	**89**	**77**	**119**	**777**

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1	0	0	0	0
Students from other states of India	-	-	-	-	-
NRI students	-	-	-	-	-
Foreign students	-	-	-	-	-
Total	-	-	-	-	-

25. Dropout rate in UG and PG (average of the last two batches)

UG $\boxed{10\%}$ PG $\boxed{}$

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)

(a) including the salary component $\boxed{\textbf{Rs. 2721}}$

(b) excluding the salary component Rs. $\boxed{\textbf{Rs.1737}}$

27. Does the college offer any program/s in distance education mode (DEP)?

Yes $\boxed{}$ No $\boxed{\checkmark}$

If yes,

a) is it a registered centre for offering distance education programs of another University

Yes $\boxed{}$ No $\boxed{}$

b) Name of the University which has granted such registration.

$\boxed{}$

c) Number of programs offered $\boxed{}$

d) Programs carry the recognition of the Distance Education Council.

Yes $\boxed{}$ No $\boxed{}$

28. Provide Teacher-student ratio for each of the program/course offered

$$\boxed{610:14= 43:1}$$

29. Is the college applying for

    Accreditation : Cycle 1 ☑ Cycle 2 ☐ Cycle 3 ☐ Cycle 4 ☐

    Re-Assessment: ☐

    (Cycle 1refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re- accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only) **N.A**

    Cycle 1: ……………… (dd/mm/yyyy) Accreditation

    Outcome/Result……….. Cycle 2: ……………… (dd/mm/yyyy)

    Accreditation Outcome/Result……..... Cycle 3: ………………

    (dd/mm/yyyy) Accreditation Outcome/Result……......

    * Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.

31. Number of working days during the last academic year. $\boxed{240}$

32. Number of teaching days during the last academic year

    (Teaching days means days on which lectures were engaged excluding the examination days) $\boxed{180}$

33. Date of establishment of Internal Quality Assurance Cell (IQAC) IQAC   - **24.06.2013**

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC. AQAR for the session , 2013-14 and 2014-15 has been uploaded in the college website and also sent to the NAAC.

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information-**Nil**

2. CRITERIA – WISE INPUTS
CRITERION I: CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation

1.1.1 State the vision, mission and objectives of the institution, and describe how these are communicated to the students, teachers, staff and other stakeholders.

VISION

The vision of Motto +3 Degree College describes what our college aspires to become in future and the values it enshrines. The vision is to be one of the Lead colleges par excellence in teaching, research and public service. It develops qualities of character, courage, comradeship, discipline and the idea of selfless service among the youths. It facilitates the process of imparting quality education and creating suitable environment to motivate the youths for taking up a promising career. It is to focus on assimilation, generation and dissemination of knowledge and facilitates for transformation of students into good human beings and responsible citizens.

MISSION

The mission of Motto +3 Degree College is crystal clear like other academic institutions in our state. It provides high quality education to all those who seek irrespective of age, caste, creed and sex. It has established effective and transparent system of examination and evaluation. It offers need-based academic programmes by giving proper professional orientation to the courses. It prepares students with positive attitudes, skills and moral values. It also promotes quality teaching in present Global Perspective.

AIMS AND OBJECTIVES

The main objectives of this institution is to provide higher education to the rural and poor meritorious youths. To create good citizenship and inject moral values, to develop a sense of responsibility and leadership to develop the sense of discipline, duty bound, decency, punctuality as well as honesty and simplicity.

The Vision and Mission of our college has been displayed on the boundary walls near the main gate of the college. Anyone entering into the College campus will have a look at the visuals.

1.1.2 How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substantiate through specific example(s).

❖ As per the instruction of the Department of Higher Education, Govt. of Odisha, the Academic Calendar is prepared in the beginning of each academic session. The Academic Council develops action plans to carry out the academic calendar. Lesson Plans and Progress Registers are prepared by the teachers keeping in view the number of teaching days and times available for examinations so that the courses can be completed and revised. The lesson plans and progress registers are verified by the principal towards the end of every month.

❖ An effective assessment system through monthly assessment test, assignments, presentation and group discussions are also followed by the college.

1.1.3 What type of support (procedural and practical) do the teachers receive (from the University and/or institution) for effectively translating the curriculum and improving teaching practices?

❖ The teachers are supported by the University and other academic bodies in participating seminars and workshops organised from time to time, attending training programmes conducted by the University the teachers get more scope to enhance their teaching standard.

1.1.4 Specify the initiatives taken up or contribution made by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency.

❖ For effective delivery of the curriculum the college authorities take necessary initiatives for better class room teaching, practical classes, projects assignment and study tours. Extra classes and special classes are also taken to clear doubts of the students. The students are also provided scope to move University, Industries and corporate sectors to gain knowledge about the theoretical aspects of the curriculum.

1.1.5 How does the institution network and interact with beneficiaries such as industry, research bodies and the university in effective operationalisation of the curriculum?

❖ The institution takes appropriate steps to establish and strengthen the linkages with various organisations for the effective implementation of the curriculum. The resource persons are invited from different organizations for the said purpose.

1.1.6 What are the contributions of the institution and/or its staff members to the development of the curriculum by the University?(number of staff members/departments represented on the Board of Studies, student feedback, teacher feedback, stakeholder feedback provided, specific suggestions etc.

❖ The college gets a little scope to contribute its idea to the development of curriculum. Although the Principal Mr. Bibhuti Biswal is a Senate member as V.C Representative, he gets a little chance to suggest for curriculum framing as and when required.

1.1.7 Does the institution develop curriculum for any of the courses offered (other than those under the purview of the affiliating university) by it? If yes give details on the process ('Needs Assessment' design, development and planning) and the courses for which the curriculum has been developed.

❖ The Institution does not develop any extra course and curriculum because, the curriculum is designed and restructured by the F.M University and accordingly it is implemented by college.

1.1.8 How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation?

❖ The Institution takes initiatives to complete the curriculum within a stipulated time. It facilitates various programs of teaching-learning, arranges programs for site visit, and conducts various literary competitions like debates, discussions, seminars and workshops to achieve the objectives of the curriculum.

1.2 Academic Flexibility

1.2.1 Specifying the goals and objectives give details of the certificate/diploma/ skill development courses etc., offered by the institution.

❖ No such course is presently offered by the institution

1.2.2 Does the institution offer programs that facilitate twinning /dual degree? If yes, give details.

❖ Now the college does not offer any such programs

1.2.3 Give details on the various institutional provisions with reference to academic flexibility and how it has been helpful to students in terms of skills development, academic mobility, progression to higher studies and improved potential for employability. Issues may cover the following and beyond:

❖ The institution is bound to follow the curriculum designed by the affiliating university. So the university does not provide any scope of academic flexibility to the institution. But the college offers choices for the following subjects/careers.

Range of Core / Elective options offered by the University and those opted by the College

Programs   core   Elective

Stream	Core	Elective
Arts	English, Odia, History, Political Science, Education,	Odia, Indian Polity, Land Mark of Indian History & Education
Commerce	F.A, BRFW, B. Eco . B.S, B.E, I. Tax, C.A, M.A, PBM, Auditing	

- **Choice Based Credit System and range of subject options**
❖ Not yet introduced
- **Courses offered in modular form**
❖ Modular form of courses is not provided
- **Credit transfer and accumulation facility**
❖ No such system is provided
- **Lateral and vertical mobility within and across programs and course Enrichment courses**
❖ Enrichment courses do not exist in the college

1.2.4 Does the institution offer self-financed programs? If 'yes', list them and indicate how they differ from other programs, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.
❖ Only P.G.D.C.A Course has been introduced D.D.C.E., F.M. University.

1.2.5 Does the college provide additional skill oriented programs, relevant to regional and global employment markets? If 'yes' provide details of such program and the beneficiaries.
❖ No skill oriented program is provided by the college

1.2.6 Does the University provide for the flexibility of combining the conventional face-to-face and Distance Mode of Education for students to choose the courses/combination of their choice" If 'yes', how does the institution take advantage of such provision for the benefit of students?
❖ No such provision is facilitated by the University.

1.3   Curriculum Enrichment

1.3.1 Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programs and Institution's goals and objectives are integrated?
❖ In order to supplement university curriculum the college organizes seminars/workshops/extra mural classes and other extension activities in which the goals and objectives of the college are integrated.

1.3.2 What are the efforts made by the institution to enrich and organize the curriculum to enhance the experiences of the students so as to cope with the needs of the dynamic employment market?

❖ The curriculum framed by the University is enriched and organized by teachers and students collectively. The teachers encourage the students to develop the habit of attending library regularly and make themselves fit to meet the challenges of the employment market. Career experts are also invited to deliver talks in career prospects and personality development.

1.3.3 Enumerate the efforts made by the institution to integrate the cross cutting issues such as Gender, Climate Change, Environmental Education, Human Rights, ICT etc., into the curriculum?

❖ In order to avoid the cross cutting issues the college has framed Sex Harassment Cell, Women Empowerment Cell, Anti Ragging Cell and Grievances Redressal Cell, Girls' Self Defence Tanning Program has also been introduced in the college. Besides the above, Environment Studies has been included into the curriculum so that it becomes a compulsory paper by the University for all categories of Students.

1.3.4 What are the various value-added courses/enrichment programs offered to ensure holistic development of students?

❖ No value added courses is offered by the college to develop skills of students. The college organizes enrichment programs from time to time.

- **Moral and Ethical values**
❖ Through the active participation in N.S.S. and YRC activities, moral and ethical values are ensured.

- **Employable and Life Skills**
❖ Special initiatives are taken for capacity building of the students. The college has applied to UGC for establishing a career Counseling Cell.

- **Better career options**
- No formal system is found in the college

❖ **Community Orientation**
❖ The college organizes community orientation programs such as Blood Donation camp, Health Camp, Aids awareness and Plantation programs in collaboration with N.S.S. &Y.R.C Units.

1.3.5 Citing a few examples enumerate on the extent of use of the feedback from stakeholders in enriching the curriculum?

❖ The Institution collects feedback from students and their parents for improvement of teaching and learning process. The teachers communicate the response of students to the Board of Studies of F.M. University.

1.3.6 How does the institution monitor and evaluate the quality of its enrichment programs?

❖ The Internal Quality Assurance Cell Academic Council and Advisory Council of the college always educate for the quality of enrichment programs.

1.4 Feedback System

1.4.1 What are the contributions of the institution in the design and development of the curriculum prepared by the University?

❖ The designing and restructing of courses mainly depends on the Board of Studies constituted by Fakir Mohan University. The college only follows the curriculum as designed and developed by the affiliating university.

1.4.2 Is there a formal mechanism to obtain feedback from students and stakeholders on Curriculum? If 'yes', how is it communicated to the University and made use internally for curriculum enrichment and introducing changes/new programs?

❖ The college does not have a formal mechanism to obtain feedback on curriculum because the University authorities do not ask the college to communicate any views to them. But discussions are made between senior faculty members at the time of curriculum enrichment following the guidelines of Fakir Mohan University and if it becomes necessary the communication about the same is made to the University.

1.4.3 How many new programs/courses were introduced by the institution during the last four years? What was the rationale for introducing new courses/programs?)Any other relevant information regarding curricular aspects which the college would like to include.

❖ Honours teaching in education and Political Science have been introduced to meet the growing demands of the students. The institution would like to open English as Honours and Economics as elective subjects in Arts stream. Necessary permission is sought for opening science stream in the coming session to make the institution a full-fledged one.

CRITERION II: TEACHING - LEARNING AND EVALUATION

2.1 Student Enrollment and Profile

2.1.1 How does the college ensure publicity and transparency in the admission process?

❖ The college maintains absolute transparency in the admission process. The admission to college on the enrolment system is regulated by the Deptt. Of Higher Education, Govt. of Odisha through Students Academic Management System(SAMS). Admission is done through e-admission process and all information regarding e-admission procedure is available in the Govt. website http/dheodisha.govt.in

2.1.2 Explain in detail the criteria adopted and process of admission (Ex. i) merit (ii) common admission test conducted by state agencies and national agencies (iii) combination of merit and entrance test or merit, entrance test and interview (iv) any other) to various programs of the Institution.

❖ The admission into +3 Classes is made on the basis of merit-cum-reservation for various categories through SAMS following the instruction of the Deptt. Of Higher Education, Govt. of Odisha.

2.1.3 Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/district.

❖ Comparative Statements of Admission at Entry level for 2015-16

Sl No	Name of the College	Highest percentage	Lowest percentage
1	Motto +3 Degree College	67.83%	35%
2	Chandbali College	65%	35%
3	Ghanteswar College	50%	35%

2.1.4 Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is the outcome of such an effort and how has it contributed to the improvement of the process?

❖ Yes the college has an admission committee which look into the admission process and review the admission process and students profiles annually. The mechanism in the institution helps increasing number of students applying for admission into the college every year. It also helps choice of subjects combination and balancing the enrolment of students in different subjects.

2.1.5 Reflecting on the strategies adopted to increase/improve access for following categories of students, enumerate on how the admission policy of the institution and its student profiles demonstrate/reflect the National commitment to diversity and inclusion

❖ The college adopts the reservation policy of the State and Central Govt. at the time of admission. Students belonged to the categories of SC/ST/OBC/Women/Minority Community/Differently abled and economic weaker sections get benefit in admission as per the Govt. norms. They are provided scholarships by the Govt.

2.1.6 Provide the following details for various programs offered by the institution during the last four years and comment on the trends. i.e. reasons for increase / decrease and actions initiated for improvement.

❖ Admission details of +3 Arts

Programs	Number of applications	Number of students admitted	Demand Ratio
2012-13	237	128	23:12
2013-14	214	132	21:13
2014-15	282	154	28:15
2015-16	293	154	29:15

❖ Admission details of +3 Commerce

Programs	Number of applications	Number of students admitted	Demand Ratio
2012-13	90	64	3:2
2013-14	86	65	4:3
2014-15	87	42	2:1
2015-16	120	62	2:1

2.2 Catering to Student Diversity

2.2.1 How does the institution cater to the needs of differently- abled students and ensure adherence to government policies in this regard?

❖ In order to meet the needs of the differently able students, the college takes appropriate measures. To facilitate them the college provides all sections in the Administrative Block, Library, Examination Cell, Canteen and Toilets on the ground floor. Even some class rooms are also allotted in each building on the ground floor for their convenience.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes', give details on the process.

❖ No provision is made in the institution to assess the students knowledge and skill before launching any program.

2.2.3 What are the strategies adopted by the institution to bridge the knowledge gap of the enrolled students (Bridge/Remedial/Add-on/Enrichment Courses, etc.) to enable them to cope with the program of their choice?

❖ Slow and advanced learners are identified through class room participation and their performances in the monthly tests. After finding any deficiency in them the institution arranges extra classes in different subjects as demanded by the students of weaker sections for bridging the knowledge gap.

2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

❖ The college has framed Sex-harassment Cell and Anti-Ragging Cell to help the girls students against any type of harassment to them. The college N.S.S and Y.R.C. Units sensitize the staff and students by conducting awareness programs and seminars on socio-cultural and environment related issues.

2.2.5 How does the institution identify and respond to special educational/learning needs of advanced learners?

❖ Advanced learners are identified through monthly tests, interactive class room teachings and the students' responses in class room participations. They are free to communicate with their teachers at any time and the laters encourage them by recommending books and supplying materials from journals to meet their needs.

2.2.6 How does the institute collect, analyze and use the data and information on the academic performance (through the program duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc. who may discontinue their studies if some sort of support is not provided)?

❖ The college collects data of students performance through attendance registers and examination records. Letters are sent to the students guardians regularly to check their irregularity. Special attention is given to the disadvantaged group.

2.3 Teaching-Learning Process

2.3.1 How does the college plan and organize the teaching, learning and evaluation schedules? (Academic calendar, teaching plan, evaluation blue print, etc.)

❖ The Academic Calendar has been issued from the Director of Higher Education, Odisha and the college strictly follows it. The guidance of Teaching, Learning and Evaluation have taken place in the academic calendar. The college also prepares its own academic calendar basing on the calendars issued by Government and University. Teaching plan and progress registers are regularly maintained by the faculty members. Monthly tests are conducted by which the academic standards of the students are evaluated. In order to develop the academic quality and administrative performance of students the answer scripts are properly valued and the marks shown to the students.

2.3.2 How does IQAC contribute to improve the teaching learning process?

❖ The IQAC of the college is established on Dt. 24.06.2013 as per the UGC guidelines. The Coordinator of IQAC frequently convenes meetings where all the faculty members attend to carry out the teaching learning evaluation process in a systematic way. IQAC needs upto date information about modern methods and techniques, classroom teaching. Various programs are organized for benefits of staff and stakeholders.

2.3.3 How is learning made more student-centric? Give details on the support structures and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

❖ Learning has been made more student-centric by giving stress on interactive method of teaching. The teachers invite doubts from students and clarify the same in the class. Seminars are regularly conducted in all Honours Department where the students clarify their doubts. Group discussions and workshops are also organized to make learning more student-centric.

2.3.4 How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovators?

❖ To instil and nurture creativity and scientific temper among the students, the college organizes competitions of Essay, Debate, Quiz, Art Exhibition and Indoor Games in the college campus. Articles for college magazine and wall magazines are invited from students to enhance their creative and innovative ideas.

2.3.5 What are the technologies and facilities available and used by the faculty for effective teaching? Eg: Virtual laboratories, e-learning - resources from National Program on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education, etc.

❖ The teachers of the college use various modern tools such as audio visual aids, overhead projector, slide projector, charts, models, internet and educational CDs for teaching more effective. The teachers use internet resources from well- equipped computer laboratory of the college for effective teaching.

2.3.6 How are the students and faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc.)?

❖ Different departments of the college organize seminars to expose the students and faculty to advance level of knowledge and skills. The teachers and students of the college are encouraged to attend seminars, workshops and make use of magazines /journals in the library for advanced level of teaching.

2.3.7 Detail (process and the number of students \benefitted) on the academic, personal and psycho-social support and guidance services (professional counseling/mentoring/academic advise) provided to students?

❖ Academic, personal, professional and social guidance are provided to students by the departmental teachers and proctors of the college. The Career Counselling Cell, Placement Cell, N.S.S. and Y.R.C Units of the college keeping closer contact which students find out their problems and adopt appointments measure for solution.

2.3.8 **Provide details of innovative teaching approaches/methods adopted by the faculty during the last four years? What are the efforts made by the institution to encourage the faulty to adopt new and innovative approaches and the impact of such innovative practices on student learning?**

❖ The teachers of the college adopt various modern teaching methods by taking the helps of LCD Projector, Smart Boards to make learning effective and interacting.

2.3.9 **How are library resources used to augment the teaching-learning process?**

❖ The college library is well equipped with text books, reference books, journals and news papers for the benefit of students and staff. Separate reading rooms are provided for students and staff.

2.3.10.**Does the institution faces any challenges in completing the curriculum within the planned time frame and calendar? If 'yes', elaborate on the challenges encountered and the institutional approaches to overcome these.**

❖ Normally the courses in different subjects are covered within the stipulated time. But due to same urgent needs of the college or unusual holdings, the curricular activities are hampered and the teachers successfully cover the courses.

2.3.11. **How does the institute monitor and evaluate the quality of teaching learning?**

❖ The quality of teaching and learning are evaluated by collecting feedback from stakeholders and students. The IQAC conducts frequent meetings with teachers on quality of teaching and submits report to the principal for improvement. Accordingly the principal monitors and evaluates the quality of teaching and learning.

2.4   Teacher Quality

2.4.1 Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

❖ The recruitment of teachers in our college is very transparent. The college G.B have recruited qualified teachers as per Recruitment Rules. To meet the changing need of the curriculum the teachers are instructed to undergo M. Phil, Ph. D and refresher courses and to attend seminars and workshops for which study leave and duty leave are sanctioned.

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	M	F	M	F	M	F	
Permanent Teachers							
D.Sc./D.Litt.	-	-	-	-	-	-	-
Ph.D.	-	-	-	-	2	-	2
M.Phil.	-	-	-	-	5	-	5
PG	-	--	-	-	7	1	8
Temporary Teachers **Nil**							
D.Sc./D.Litt.							
Ph.D.							
M.Phil.							
PG							
Part time Teachers **Nil**							
D.Sc./D.Litt.							
Ph.D.							
M.Phil.							
PG							

2.4.2 . **How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programs/ modern areas (emerging areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details on the efforts made by the Institution in this direction and the outcome during the last three years.**

❖ At present short term courses have not been introduced in the college but steps are being taken to introduce the same in the nest academic system.

2.4.3 **Providing details on staff development programs during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.**

a) Nomination to staff development programs

Academic Staff Development Programs	Number of faculty nominated
Refresher courses	Facilities have applied undergoing refresher course
HRD programs	-----------
Orientation programs	-----------
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / winter schools, workshops, etc.	----------

b)**Faculty Training programs organized by the institution to empower and enable the use of various tools and technology for improved teaching-learning,**

❖ The teachers of the institutions are encouraged to use modern and latest tools and technologies in teaching to meet the students demand.

c)Percentage of faculty

❖ 30% of faculty members have participated seminars organized by external agencie

*invited as resource persons in Workshops / Seminars / Conferences organized by external professional agencies

*participated in external Workshops / Seminars / Conferences recognized by national/ internationalprofessional bodies

*presented papers in Workshops / Seminars / Conferences conducted or recognized by professional agencies.

2.4.4.What policies/systems are in place to recharge teachers? (eg: providing research grants, study leave, support for research and academic publications teaching experience in other national Institutions and specialized programs industrial engagement etc.)

❖ The faculties are encouraged to pursue research works and to avail research grants from U.G.C and Government departments. The college management have provision to grant study leave to teachers for completion of their research work. Duty leave is also provided to teaches for academic publications presentation of research papers in different seminars and workshops.

2.4.5 . Give the number of faculty who received awards / recognition at the state, national and international level for excellence in teaching during the last four years. Enunciate how the institutional culture and environment contributed to such performance /achievement of the faculty.

❖ The college presents a conclusive involvement beneficial to the teachers and the institution also encourages and inspires the faculty members to receive awards from various organizations.

2.4.6 . Has the institution introduced evaluation of teachers by the Students and external Peers? If yes, how is the evaluation used for improving the quality of the teaching-learning process?

❖ Feedback from students regarding the performance of teachers is obtained by IQAC through a format and the principal reviews the same. Steps are taken to improve the performance of teachers if such   situation arises.

2.5 . Evaluation Process and Reforms

2.5.1 How does the institution ensure that the stakeholders of the institution especially students and faculty are aware of the evaluation processes?

❖ Following the guidelines of the Academic Calendar supplied by the Directorate of Higher Education and F. M. University, the college authorities also make the college calendar in order to communicate, the students and teachers about the scheduled of the examinations and the evaluation process.

2.5.2 What are the major evaluation reforms of the university that the institution has adopted and what are the reforms initiated by the institution on its own?

❖ No such evaluation reforms of the University have been made during the last five years. But the institution conducts house examinations in which the university pattern of question papers are introduced and evaluation of answer scripts are made soon after the examination is over.

2.5.3 How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

❖ The institution evaluates the answer scripts of all the house examinations in time as per the university norms. The results of students are reviewed for further improvement of students.

2.5.4 Provide details on the formative and summative assessment approaches adopted to measure student achievement. Cite a few examples which have positively impacted the system.

❖ Both formative and summative evaluation are adopted by the institution in order to assess the students' learning, feedback is collected from them for further improvement of learning. Conduct of regular monthly tests and other tests with different competitions like essay, debate, quiz and sports make all round development of the students.

2.5.5 Detail on the significant improvements made in ensuring rigor and transparency in the internal assessment during the last four years and weightings assigned for the overall development of students (weightage for behavioral aspects, independent learning, communication skills etc.

❖ As there is no provision for internal assessment in our University examination, so the college does not adopt it.

2.5.6 What are the graduate attributes specified by the college/ affiliating university? How does the college ensure the attainment of these by the students?

❖ The institution encourages the students to participate community outreach programs and conducts extra-mural classes in the minds of the students. Creativity, Civic responsibilities and Social commitment are the significant graduate attributes of the institution and that is developed through various activities.

2.5.7 What are the mechanisms for redressal of grievances with reference to evaluation both at the college and University level?

❖ The institution takes necessary steps to redress the students grievances related to University Examinations. But in the college level the answer scripts are properly evaluated and shown to the students to know their performances.

2.6. Student performance and Learning Outcomes

2.6.1 Does the college have clearly stated learning outcomes? If 'yes' give details on how the students and staff are made aware of these?

❖ At the beginning of every academic session the students and staff are provided college calendar in which the learning outcomes are stated. The staff students became aware of going through the college calendar.

2.6.2 Enumerate on how the institution monitors and communicates the progress and performance of students through the duration of the course/ program? Provide an analysis of the students results/ achievements (Program/course wise for last four years)and explain the differences if any and patterns of achievement across the programs /courses offered.

HONOURS WISE PASS PERCENTAGE				
Subjects	2011-12 Pass %	2012-13 Pass %	2013-14 Pass %	2014-15 Pass %
Odia	85%	94%	94%	100%
History	93%	83%	100%	92%
Pol. Science	-	69%	93%	100%
Education	-	100%	94%	87%

2.6.3 How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning outcomes?

❖ The teaching, learning and assessment strategies of the institution has been structured to help the students to reach their potential through the vibrant learning environment in the college and makes them good learning and moral values.

2.6.4 What are the measures/initiatives taken up by the institution to enhance the social and economic relevance (student placements, entrepreneurship, innovation and research aptitude developed among students etc.) of the courses offered?

❖ The placement Cell and career counseling cell of the college make the students well aware about the available scopes for jobs in different sectors.

2.6.5 How does the institution collect and analyze data on student performance and learning outcomes and use it for planning and overcoming barriers of learning?

❖ The data of academic performance of the students are collected from the records available in Examinations Cell of the college. The institution makes special arrangements for the students whose progresses are not satisfactory. To eradicate the deficiencies, guardians meetings are arrange to discuss the progress of the students for improvement of their performances.

2.6.6 How does the institution monitor and ensure the achievement of learning outcomes?

❖ After the publication of different examinations the performances of students are discussed in the staff council meeting and corrective measures are adopted for their academic improvement.

2.6.7 Does the institution and individual teachers use assessment/ evaluation outcomes as an indicator for evaluating student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples. Any other relevant information regarding Teaching-Learning and Evaluation which the college would like to include.

❖ Yes, the college and its teachers of different departments use the outcome for dealing with all the parameters pertaining to students performance, achievement of learning, objectives and planning. Discussions are made in the academic meetings and the subject teachers give their views for strengthening the mechanism.

———○———
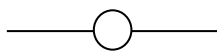
CRITERION III: RESEARCH, CONSULTANCY AND EXTENSION

3.1 Promotion of Research

3.1.1 Does the institution have recognized research center/s of the affiliating University or any other agency/organization?

❖ At present, the college does not have any research centre.

3.1.2 Does the institution have a research committee to monitor and address the issues of research? If so, what is its composition? Mention a few recommendations made by the committee for implementation and their impact.

❖ Yes, the institution has Research Committee and the following is the composition of the committee.
1. Prof. B.B.J Biswal, Principal, Chairperson
2. Prof. D.K. Samal, Prof. in-charge UGC, Member
3. Prof. (Mrs.) N. Sutar, Administrative Bursar, Member
4. Dr. P.C. Mallick, Member
5. Prof. S. C Jena , Members
6.

Recommendations: Faculty members are often persuaded to apply Minor/Major research projects promoted by UGC. Teachers are encouraged to join M. Phil, Ph. D. programs in any of the recognized institutes. They are encouraged to attend various refresher courses, National/ State Level seminars/Workshops. They are also encouraged to present papers in seminars/ workshops and to publish articles, in the journals in State & National level. Some of the faculty members have applied for availing UGC grants for prosecuting Minor Research Project.

3.1.3 What are the measures taken by the institution to facilitate smooth progress and implementation of research schemes/ projects?

§ **autonomy to the principal investigator-** Yes given

§ **timely availability or release of resources-**Yes provided

§ **adequate infrastructure and human resources-**Yes available

§ **time-off, reduced teaching load, special leave etc. to teachers-**Yes Privileged given

§ **support in terms of technology and information needs-**Yes facilities provided

§ **facilitate timely auditing and submission of utilization certificate to the funding authorities-**Yes given

3.1. 4 What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

❖ Since it is an under graduate college having no research centre, students are encouraged to promote research activities by conducting departmental seminars and discussions in honours teaching and to present papers in such seminars. Reputed Resource persons are invited to deliver talks that inculcate scientific temper and research centre among students.

3.1. 5 Give details of the faculty involvement in active research (Guiding student research, leading Research Projects, engaged in individual/collaborative research activity, etc.

❖ Prof. B.B.J. Biswal, Principal(Lect in Odia) is involved in individual MRP work of his respective subjects and during Ph. D works under F.M. University. Five faculty members have completed M. Phil and two faculty members have procured Ph. D degrees.

3.1.6 Give details of workshops/ training programs/ sensitization programs conducted/organized by the institution with focus on capacity building in terms of research and imbibing research culture among the staff and students.

❖ In order to build up research culture among the staffs and students the college has organized Five U.G.C Seminars in the subject of History, Odia, Political Science , Education and Commerce.

3.1.7 Provide details of prioritized research areas and the expertise available with the institution.

❖ As the institution has no research centre of its own, so the facilities are encouraged to undertake individually research works in their prioritized research area in different universities.

3.1.8 Enumerate the efforts of the institution in attracting researchers of eminence to visit the campus and interact with teachers and students?

❖ The college organizes various functions, seminars and conferences in which eminent professors as research persons having National/International repute are invited to deliver speakers and interact with students and staff. UGC sponsored four national seminars and a state level seminar has been organized by the college in the year-2013. Invited learned delegates have visited the college campus to interacted with faculties and students.

3.1.9 What percentage of the faculty has utilized Sabbatical Leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

❖ No faculty has availed such facilities.

3.1.10 Provide details of the initiatives taken up by the institution in creating awareness/advocating/transfer of relative findings of research of the institution and elsewhere t students and community (lab to land)

❖ The institution regularly organizes programs on health and Sanitation, Environment Education and Road Safety for the benefits of the communities as well as the students.

3.2   Resource Mobilization for Research

3.2.1 What percentage of the total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization.

❖ The college makes a small part of the budget for research.

3.2.2 Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

❖ There is no provision to provide seed money to the faculty for research.

3.2.3 What are the financial provisions made available to support student research projects by students?

❖ Financial provision is not made available to support student research project.

3.2.4 How does the various departments/units/staff of the institute interact in undertaking inter-disciplinary research?   Cite examples of successful endeavors and challenges faced in organizing interdisciplinary research.

❖ While choosing topics, interdisciplinary research, the researchers interact. For example a faculty from sociology takes the help of faculty from statistics while making statistical analysis.

3.2.5 How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

❖ The employees and students use computers internet faculties journals in library for research activities. The library is opened for the teachers and students whenever they require in performing their projects works and organizing seminars.

3.2.6 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

❖ The college has not yet received any special grants from the Industry or other beneficiary agencies for developing research facilities. Only the college has obtained UGC grants for specific purpose.

3.2.7 Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other organizations. Provide details of ongoing and completed projects and grants received during the last four years.

❖ No such grant has been released from any funding agencies.

Nature of the Project	Duration Year From To	Title of the project	Name of the funding agency	Total Grant		Total grant received till date
				Sanctioned	Received	
Minor projects						
Major projects						
Interdisciplinary						
Industry sponsored						
Students' research projects						
Any other (specify)						

3.3 Research Facilities

3.3.1 What are the research facilities available to the students and research scholars within the campus?

❖ The well equipped library of the college helps the researchers in providing facilities to use journals, reference books, computer and internet.

3.3.2 What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

❖ The institution plans to create and upgrade its library, computer laboratory and other infrastructural facility out of the funds from UGC, RUSA, State Govt. , M. P, and M. L.A Lad funds.

3.3.3 Has the institution received any special grants or finances from the industry or other beneficiary agency for developing research facilities? If 'yes', what are the instruments / facilities created during the last four years.

❖ The institution has not yet received any grant from any agency for developing research facilities.

3.3.4 What are the research facilities made available to the students and research scholars outside the campus / other research laboratories?

❖ The college does not offer any research oriented program in its campus. But the institution encourages the faculties to avail facilities for their research activities. Students and teacher pay visit on study tours to different places.

3.3.5 Provide details on the library/ information resource center or any other facilities available specifically for the researchers?

❖ The college has adequate reference books of established writers and provides research materials from the internet so that required scope is provided to the faculties for their research work.

3.3.6 What are the collaborative research facilities developed/ created by the research institutes in the college. For ex. Laboratories, library, instruments, computers, new technology etc.

❖ There is no collaborative research facilities in the college.

3.4   Research Publications and Awards

3.4.1 Highlight the major research achievements of the staff and Students   in terms of

Sl. No	Name	Designation	Department	Awarded
1	Dr. P.C Mallick	Lect. In Odia	Odia	Ph. D
2	Dr. K. C. Mallick	Lect. In Odia	Odia	Ph. D
3	Prof. B.B.J. Biswal	Lect. In Odia, I/C Principal	Odia	Doing Ph. D under F. M. University, Balasore (Odisha)

3.4.2   Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

❖ The college does not publish research journal. But the faculties contribute articles to the referred journal every year. Moreover the institution publishes its Magazine.

3.4.3   Give details of publications by the faculty and students:

∗ **Publication per faculty-**
Name of the faculty Dr. K. C Mallik, Lect. In Odia
Name of the book-"Lalita Nibandha" a criticism in Odia language.

∗ **Number of papers published by faculty and students in peer reviewed journals (national / international)-** Nil

∗ **Number of publications listed in International Database (for Eg: Web of Science, Scopus, Humanities International Complete, Dare Database -International Social Sciences Directory, EBSCO host)-**Nil

∗ **Monographs-**Nil

∗ **Chapter in Books-**Nil

∗ **Books Edited-**Nil

∗ **Books with ISBN/ISSN numbers with details of publishers-**Nil

* **Citation Index-**Nil
* **SNIP-**Nil
* **SJR-**Nil
* **Impact factor-**Nil
* **h-index-**Nil

3.4.4 Provide details (if any) of

* **research awards received by the faculty-**Dr. K.C Mallik, received his Ph. D. Degree from Utkal University in 2014
* **recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally-**Nil
* **incentives given to faculty for receiving state, national and international recognitions for research contributions.-**Nil

3.5 Consultancy

3.5.1Give details of the systems and strategies for establishing institute-industry interface? Not provided

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?- No provision to promote consultancy.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?-
❖ The Staff are allowed leave when their services get required for consultancy.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.
❖ No Such services are provided now.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?
❖ The college has not yet designed the policy to generate the income out of consultancy service.

3.6   Extension Activities and Institutional Social Responsibility (ISR)

3.6.1   How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?

❖ The two N.S.S Units (Girls' &Boys') of the college organizes different programs/activities through normal and special camping programs at adopted villages. Health Check-up camp, Cattle immunization, Rallies, Road show on several social evils are organized by NSS unit of the college.

❖ Red Ribbon Club (RRC) under YRC Unit of this college organizes Blood Donation Camp, Awareness programs on Aids/HIV, Drugs abuse, Gender Inequality etc.

3.6.2   What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

❖ The institution welcomes the students for involving in various social movements and activities by two N.S.S Units one YRC Unit, Red Ribbon Club and Students Union which promotes to be true citizen.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

❖ The institution solicits stakeholders perception for its quality development and overall performance of the institution in the following ways:

a. Involvement of students in various co-curricular and extra-curricular activities.

b. Student union to put suggestions to the principal on grievances

c. The Governing Body of the college to give valuable suggestions and take appropriate steps in academic and administrative aspects.

d. The institution also invites Ex-G.B members, educationists and locals at the time of observance of the various occasions like Annual Day, Inaugural and closing ceremony of Annual sports, College Foundation day etc. and to solicit their views for quality development.

e. The IQAC of this college to welcome feedback/suggestions from stakeholders.

3.6.4 How does the institution plan and organize its extension and outreach programmes? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students.

❖ The college NSS Units, YRC Units and Students' Union plan and organize the extension and outreach programs. Supporting fund collected from the students and grants released from State Govt. are duly earmarked for organisation of extension and outreach programs on socio economic need.

3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/ International agencies?

❖ The Institution recommends the names of faculty on the basis of attitude and ability for appointment of program officers. The Program Officers and the Counselor of YRC take responsibilities to enroll the students of their Units concerned from the beginning of the academic session. Each of unit has advisory committee for fixation of plans/programs for an academic year. Volunteers are encouraged for taking initiatives like Blood Donation Camp, Plantation program, Awareness rallies and celebrating important days like Rastriya Ekata Divas, World population Day, World Environment Day, Flag Day and Swachha Bharat Abhiyan etc.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from under-privileged and vulnerable sections of society?

❖ The NSS Units of the institution organizes special camps in different adopted villages in which it carries out extension works like cleaning of ponds, repairing of village roads & plantation programs. Moreover Health Check-up Camp, Cattle immunization, Blood donation camp are organized by the Volunteers. Awareness programs regarding Anti drugs, eradication of women literacy, Anti dowry stem are conducted the volunteers making road show, rally, street plays in order to create social harmony in the society.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students' academic learning experience and specify the values and skills inculcated.

- ❖ Besides academic learning, the institution encourages the students to involve in the extension activities so that the spirit of civic leadership quality, cooperative and overall skill based training are inculcated in them.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

- ❖ The college ensures to involve the communities in its various community development programs. The volunteers have played vital roles in rescue and relief work during the last cyclone "Hood Hood" in 2013. Various awareness programs like active citizenship, Swachha Bharat Abhiyan (Clean India Program) World Voters' Day are organized by the units with the help of expertise from time to time on various extension and outreach activities/programs of the college.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

- ❖ The volunteers of NSS & YRC Units participate in various extension and outreach activities inside and outside the college campus. Our volunteers have joined 'Active Citizenship program' organised in this college and National Disaster Program organized by B.N.M.A. College, Pliabindha and Chandbali College, Chandbali. Two volunteers attended seven days National Adventure Camp at Monali in Himanchal Pradesh. In active collaboration of Blood Bank, Bhadrak and Ama Odisha(The Sambad) Blood Donation Camps are being organized in the college every year.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

❖ The volunteers of N.S.S & YRC Units have not yet obtained award from any organization but they have been awarded merit certificates as participants on the events of inter college camps. Active Citizenship Program, inter Leadership Development program and National Adventure Camp.

3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives – collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

❖ At present the collage does not collaborate any Research Laboratories, institutes and industry for research activities.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/otheruniversities/ industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

❖ No MoUs/collaborative arrangement have been made with any institution of National importance/other universities/Industries/Corporate etc. for the development of the institution.

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment/ creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

❖ The institution have not yet got scope to interact with industries or community for the establishment of academic facilities or students staff support.

3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years.

❖ A State level and four National level UGC sponsored seminars have been organized successfully in 2013. Participants are invited to the seminars and Eminent Resources Persons deliver lecturers on the theme of seminar in which the students and staff get scope to enrich knowledge during intervals.

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements ? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

❖ The college has not signed in any MOUs or made agreements for collaborations.
a. **Curriculum development/enrichment**- F.M University, Vyasa Vihar, Balasore
b. **Internship/ on the job training-** No
c. **Summer placement-**No
d. **Faculty exchange and professional development-No**
e. **Research-**No
f. **Consultancy-**No
g. **Extension-**With NSS & YRC units
h. **Publication-**No
i. **Student Placement-**No
j. **Twinning programmes-**No
k. **Introduction of new courses-**No
l. **Student exchange-**No
m. **Any other-**No

3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations. Any other relevant information regarding Research, Consultancy and Extension which the college would like to include.

❖ The Principal holds meetings with Heads of Department and Senior Faculty Members to take initiatives with regard to collaboration and linkages for academic improvement of the students.

CRITERION IV: INFRASTRUCTURE AND LEARNING RESOURCES
4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

❖ The college has Governing Body, Planning Board, Construction Committee and Purchase Committee and on their recommendations a policy is adopted for utilizing funds for creation and enhancement of infrastructure. For enhancement of infrastructure, the college every year purchases books journals, computers, furniture, equipments, reading materials, sports article etc.

4.1.2 Detail the facilities available for

❖ The college has 9 class rooms for general classes and 4 class rooms for Honours classes. Beside the above it has the following facilities
   1. Principal's Chamber
   2. Office (Establishment section)
   3. Accounts Section
   4. Examination Cell
   5. Library and Separated Reading Room
   6. Staff Common Room
   7. Girls' Common Room
   8. Boys' Common Room
   9. N.S.S & Y.R.C Room
   10. Sports' and Games' Room
   11. Education Laboratory

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution/campus and indicate the existing physical infrastructure and the future planned expansions if any).

❖ The Development Committee, the Construction Committee, the Budget Committee, the Academic Council of the college prepare Annual Plan as regards to infrastructure required in the line of academic growth of the institution. The available infrastructure is optimally utilized to meet the growing needs of the stakeholders.

During the last four years a two-storied building of additional class rooms of 2800sqft. (approximate) area with expenditure of five lakhs   has been completed. One Women's Hostel under UGC(special scheme) with the sanctioned amount of Rs. 60,00,000/-(Sixty Lakhs) is under construction. The master plan of the institution shall be submitted at the time of NAAC Peer Team's visit.

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

❖ The college takes special care for the differently able students by which they cannot face any problems in attending classes, borrowing books from library and to fulfill their requirements in office and other sections of the college

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility –** One Women's Hostel is under construction
- **Recreational facilities, gymnasium, yoga center, etc.:**
  Steps are being taken to provide such facilities
- **Computer facility including access to internet in hostel-**
   After completion of hostel the facilities shall be provided.
- **Facilities for medical emergencies-First Aid available-**
   The Hospital is within 1 K.M. from the college
- **Library facility in the hostels-**N.A
- **Internet and Wi-Fi facility-** Internet available in the college campus
- **Recreational facility-common room with audio-visual equipments-**No
- **Available residential facility for the staff and-No**
- **occupancy Constant supply of safe drinking water-**Yes
- **Security-** Provided Round the clock

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

❖ The Hospital is 1k.m. away from the college. Periodical health check-up of students and staff is conducted by the doctors of the Health Centre. The first aid box facility is available in the college**.**

4.1.7 Give details of the Common Facilities available on the campus–spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

❖ Special units like IQAC room, Women's Cell, Grievances Redrerssal Cell , Placement Unit, Recreational spaces for students and staff, Space for safe drinking water have been provided by the college.

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

❖ Yes, the library has an Advisory Committee constituted with the following members headed by the Principal

1. Prof. B.B.J. Biswal, Principal-cum-Chairperson
2. Prof. D.K. Samal, Accounts Bursar, Member
3. Prof.(Smt.) N. Sutar, Administrative Bursar, Member
4. Prof. P. Mallick, H.O.D History, Member
5. Sri P. Biswal, Librarian, Member

After the admission process is over, the meetings of Library Advisory Committee is held to finalize the budget and steps are taken for improvement of library and proper utilization of library infrastructure

4.2.2 Provide details of the following:

- **Total area of the library (in Sq. Mts.)-180**
- **Total seating capacity-50 students and 20 staff members**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation) -9 A.M to 5 P.M**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources)-Separate reading rooms for staff and students have been provided. Space has been provided for browsing and accessing e-recourses.**

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount spent on procuring new books, journals and e-resources during the last four years.

Library holdings	2011-12		2012-13		2013-14		2014-15	
	Number	Total Cost	Number	Total Cost	Number	Total Cost	Number	Total Cost
Text books	207	39,691	579	1,02,389	504	62,987	527	86,800
Reference Books	178	32,999	840	1,13,731	453	1,57,024	882	1,65,073
Journals/ Periodicals	150	15,575	200	19,200	300	24,000	340	27,000
e-resources								
Any other (specify)								

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

- **OPAC**-No
- **Electronic Resource Management package for e-journals**-
- Facility is provided for staff only
- **Federated searching tools to search articles in multiple databases**-
- Not available
- **Library Website-**Library website is linked with college Wi-Fi
- **In-house/remote access to e-publications-**Nil
- **Library automation-**Under process
- **Total number of computers for public access-**Two numbers available
- **Total numbers of printers for public access-**Two numbers available
- **Internet band width/ speed-**10 mbp
- **Institutional Repository-** Yes
- **Content management system for e-learning-**No
- **Participation in Resource sharing networks/consortia (like Inflibnet)-** No

4.2.5 Provide details on the following items:
- **Average number of walk-ins-**30(Thirty)
- **Average number of books issued/returned-**20-25 daily
- **Ratio of library books to students enrolled-**4:1
- **Average number of books added during last three years-**1261
- **Average number of login to opac (OPAC)-**Nil
- **Average number of login to e-resources-**Nil
- **Average number of e-resources downloaded/printed-** Nil
- **Number of information literacy trainings organized-**
  At least two seminars in every department
- **Details of "weeding out" of books and other materials-**Not found so far

4.2.6 Give details of the specialized services provided by the library

- **Manuscripts-**Access multi through internet.
- **Reference-** M. Phil Thesis- 10Numbers, Ph. D. Thesis 2 Numbers
- **Reprography-**Scanning and copying of study materials are avail in library
- **ILL (Inter Library Loan Service)-** No provision
- **Information deployment and notification (Information**
- **Deployment and Notification)-**Nil
- **Download-** Yes provided
- **Printing-** Yes provided
- **Reading list/ Bibliography compilation-**Nil
- **In-house/remote access to e-resources-**Nil
- **User Orientation and awareness-**Yes provided
- **Assistance in searching Databases-** Providing by the library
- **INFLIBNET/IUC facilities-** Not provided

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.
- ❖ The library staff are very cooperative and friendly to serve both students and staff. They render quick service in issuing library cards pacing and issuing books giving clearance and other facilities to the students.

4.2.8 What are the special facilities offered by the library to the Visually /physically challenged persons? Give details.
- ❖ Prompt service is provided to visually/physically challenged person and more numbers of books provided to them if they need.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)

❖ The library invites feedback from its users through a format provided by the librarian quarterly. The suggestion and complaints and discussed in the library Advisory committee meetings to taking appropriate steps for further improvement

4.3   I T Infrastructure

4.3.1. Give details on the computing facility available (hardware and software) at the institution.

- **Number of computers with Configuration (provide actual number with exact configuration of each available system**
- **Computer-student ratio-**1:35
- **Stand alone facility-**Not available now
- **LAN facility-**Yes available
- **Wifi facility-**Available in college campus
- **Licensed software-**MS Office has been loaded in computer
- **Number of nodes/ computers with Internet facility-**15(Fifteen)
- **Any other-** No

4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

❖ Internet facility is available to the faculty and students within the campus during working hour.

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

❖ Steps have been taken to upgrade the I.T infrastructure and to install Wi-Fi facility in college campus to extend internet facility.

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last four years)

❖ The college has been budgetary provision for up gradation and maintenance of campus every year.

Year	Procurement	Maintenance
2012-13	Rs. 1,00,000	Rs. 75,000
2013-14	Rs. 1,00,000	Rs. 75,000
2014-15	Rs. 1,00,000	Rs. 75,000
2015-16	Rs. 1,00,000	Rs. 75,000

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

❖ Computers with printers, internet and Xerox machines are made available in college library, computer laboratory and Administrative Block, IQAC Examination Cell for the use of students and staff.

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

❖ New technology has become very vital in importing. For quality teaching, teachers of the college are encouraged to undergo training in the computer aided teaching skills. Students are also advised to acquire knowledge to handle internet.

4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

❖ National knowledge Network connection is not made available in the college.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?

❖ Maintenance of campus Facilities.

Building	2011-12	2012-13	2013-14	2014-15
Furniture	18,000	21,000	20,000	18,000
Equipment	15,000	18,000	18,000	19,000
Computer	14,000	16,000	15,000	20,000
Any other	20,000	15,000	16,000	16,000
Total	67,000	70,000	69,000	73,000

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

❖ There is annual financial provision in the college for maintenance and upkeep of the infrastructure and equipment, The development Committee look after the execution of work.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/ instruments?

❖ At the beginning of every academic session, all the departments, sections and units of the college are informed to intimate the condition of the equipments. Accordingly the college takes up the calibration and other precision measures by the technical experts in the relevant field.

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

❖ The college has one 15 K.V. Generator set, Two Honda Generator, Five inverter and Stabilizers to avoid voltage fluctuation and to provide interrupted power supply to the class rooms and computer laboratories. The institution has constant and adequate water supply.

- **Any other relevant information regarding Infrastructure and Learning Resources which the college would like to include**.

❖ The college proposes to construct a separate library Building, Auditorium Gymnasium, Health care centre through financial assistance from U.G.C

CRITERION V: STUDENT SUPPORT AND PROGRESSION

5.1 Student Mentoring and Support

5.1.1 Does the institution publish its updated prospectus/handbook annually? If 'yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

❖ Yes, the institution publishes its updated prospectus/ hand book(the college calendar) annually giving detail information about the admission fee structured, Examination rules, Library rules, college union rules, syllabus and details of co-curricular activities etc. The calendar provides the Brief History, Vision, Mission, Aims and Objectives of the college. The succession list of the principal and the list of teaching and non-teaching staff take place in the institutional calendar which follows the instructions prescribed in Academic Calendar sent by the Director of Higher Education, Odisha.

5.1.2 Specify the type, number and amount of institutional scholarships / free ships given to the students during the last four years and whether the financial aid was available and disbursed on time?

❖ Different types of scholarship are given to the students every year. The scholarships awarded during the last four years i.e. 2011-12 to 2014-15 profile is given below by the table.

Sl. No	Session	Scholarship	No. of Students	Amount disbursed
1	2011-12	PMS(S.C)	9	32,670
		PMS(ST)	Nil	-
		PMS(OBC/SEBC)	Nil	-
		Disability	Nil	-
		Free ship	1	400
2	2012-13	PMS(S.C)	27	Online Payment 1, 14, 600
		PMS(ST)	Nil	----
		PMS(OBC/SEBC)	62	1, 30, 200
		Disability	Nil	----
		Free ship	1`	400
3	2013-14	PMS(S.C)	25	Online Payment 75, 600
		PMS(ST)	Nil	---
		PMS(OBC/SEBC)	61	1,26, 800
		Disability	3	Online Payment by DSWO
		Free ship	10	4,100
4	2014-15	PMS(S.C)	32	Online Payment 1, 20, 400
		PMS(ST)	Nil	-
		PMS(OBC/SEBC)	53	1, 41, 160
		Disability	2	Online Payment by DSWO
		Free ship	27	10,974

5.1.3 What percentage of students receive financial assistance from state government, central government and other national agencies?

❖ Approximately 35% (average of last four academic session) of all students receives financial assistance from State Govt. and Central Govt.

Table: financial Assistance Receiving profile

Source	Percentage of Student received			
	2011-12	2012-13	2013-14	2014-15
State Govt. Scheme	5%	46%	45%	44%
Central Govt. Scheme	--	--	--	--
Other National agencies	--	--	--	--
Total	5%	46%	45%	44%

5.1.4 What are the specific support services/facilities available for

- **The Students belonging to SC/ST/OBC, Economically weaker section-** Different Scholarships from the State Govt. are available for them every year
- **Students with physical disability-** Stipends and Scholarships are provided to them by the State Govt. and the college takes special care for them.
- **Overseas Students-** No such type of student takes admission here in this college
- **Students to participate in various competitions/National and International-**
- ❖ The college encourages students to participate in various inter college competitions like Essay, Quiz, Debate, Song etc. Students also participate in various competitions inside and outside the college.

- **Medical assistance to students: health centre, health insurance etc.-**
- ❖ The college has first aid box & weight machine and Primary Health Centre located within a distance of 1. K.M. from the college.

- **Organizing coaching classes for competitive exams-**
  - ❖ The college has approached UGC for financial assistance to introduce different coaching classes.

- **Skill development (spoken English, computer literacy, etc.,)-**
  - ❖ The basic computer literacy programs is running in the institution for skill development of students.

- **Support for "slow learners"**
  - ❖ The special doubt clear classes are taken for slow learners and the college has approached UGC for financial assistance for remedial coaching classes.

- **Exposures of students to other institution of higher learning/ corporate/business house etc.:** NA

- **Publication of student magazines-**
  - ❖ The college publishes college magazine named " Palli Prajna" annually to give opportunity to students to express their literary talent besides Wall magazines are also published by some of the departments of the college.

5.1.5 Describe the efforts made by the institution to facilitate entrepreneurial skills among the students and the impact of the efforts.

- ❖ The college takes efforts for allround development of the students including experience skills. The college has B. Com course which includes one paper "Entrepreneurship Development" study of this paper helps the students to understand what entrepreneurship is and also helps to develop entrepreneurship idea within themselves**.**

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.

- ❖ Students are encouraged to participate in extracurricular activities such as volunteers of N.S.S. & YRC, Rangers and Rovers . They are engaged in various social welfare activities throughout the year i.e. Cleanness Program, Human awareness program, Environmental awareness program, Literacy program, Tree plantation program, Blood donation camp etc. are undertaken through co curricular activities. Students are also encouraged to participate in sports and games organized by the college Athletic Council. Sports and Games' equipments and materials are such as Cricket, Football, Volley ball, Badminton Shut-put, Javelin & Discus throw are provided to the students.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE/CAT/GRE/TOFEL/ GMAT/ Central/State services, Defense, Civil Services, etc.

❖ At present, the college does not have such provision. Necessary proposals in this connection has been sent to the UGC for sanction of financial assistance.

5.1.8 What type of counseling services are made available to the students (academic, personal, career, psycho-social etc.)

❖ The college does not have Career Counseling Cell & Placement Cell. But the teachers arrange academic counseling at the beginning of the academic session to help the students to select subjects.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programs).

❖ The college has a career counseling cell and placement cell which provide career guidance &placement of its students. All the advertisements regarding employment job opportunities and other academic programs are displayed on the notice board of the college.

5.1.10 Does the institution have a student grievance redressal cell? If yes, list(if any)the grievances reported and redressed during the last four years.

❖ Yes, the institution has a grievances redressal cell consisting of senior faculty members. After the establishment of such cell, most of the grievances have been redressed. The cell looks into the academic and personal grievances of the students. So far no such grievance is left disputed.

5.1.11 What are the institutional provisions for resolving issues pertaining to sexual harassment?

❖ The institution has established Sex Harassment cell, Mrs. Nirupama Sutar, Lect. In Education-cum-N.S.S program officer is the Prof. in charge of said cell. This cell promotes a healthy environment among the Boys & Girls students. Till now, no case of Sex harassment is reported in the college campus.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

❖ Yes, there is an Anti-ragging committee in the college which maintains disciplines in the campus. Till now, no case of ragging has yet been brought to the notice of the committee.

5.1.13 Enumerate the welfare schemes made available to students by the institution.

❖ The welfare schemes are listed below
   a.   Post Matric Scholarship for SC/ST/OBC /SEBC, Minority Community & Physically disabled students from State Govt.
   b.   Anti Ragging Committee
   c.   Committee against Sex Harassment Cell
   d.   Medical assistance to students
   e.   Sports and Games facilities.

5.1.14 Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

❖ Yes, the college has applied for registration of Alumni. But the association regularly meets &interact with the management for development of the institution.
       The following executive body members of the Alumni is given below.

Sl. No	Designation	Name
01	President	Ashok Kumar Panda
02	Vice-President	Chakadola Sahoo
03	Secretary	Srustidhar Mohanty
04	Joint Secretary	Tarakanta Mohanty
05	Treasurer	Niranjana Behera

5.2 Student Progression

5.2.1 Providing the percentage of students progressing to higher education or employment (for the last four batches) highlight the trends observed.

Students Progression					
Sl. No		Session	Arts	Commerce
1	UG to PG	2011-12	55	21
2		2012-13	89	26
3		2013-14	75	35
4		2014-15	86	31
5	P.G to M. Phil	-	-	-
6	P.G to Ph. D.	-	-	-
7	Employed ☛ Campus selection ☛ Other than campus recruitment		--- 5%	--- 5%

5.2.2 Provide details of the program wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)? Furnish program-wise details in comparison with that of the previous performance of the same institution and that of the Colleges of the affiliating university within the city/district.

Year	Stream	Appeared	Passed	% of Pass
2011-12	B.A	89	55	62%
	B. Com.	25	21	84%
2012-13	B.A	105	89	85%
	B. Com.	38	26	68%
2013-14	B.A	122	75	61%
	B. Com.	52	35	67%
2014-15	B.A	111	86	77%
	B. Com.	45	31	69%

5.2.3 How does the institution facilitate student progression to higher level of education and/or towards employment?

❖ The placement Cell of the institution always provides information regarding employment to the students through the employment news.

5.2.4 Enumerate the special support provided to students who are at risk of failure and drop out?

❖ The following measures are taken by the institution for students, who are at risk of failure and drop out.

a. Extra classes/Tutorials are taken for these students.

b. Repetition of lecture, regular class tests, sometimes small group class test and personal guidance are adopted for these students.

c. Discussions with the parents about their wards failure and negligence in academic perfermance.

5.3　Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

❖ The institution organizes the annual athletic meet on the college play ground every year and the students get opportunity to show sporting talent on high Jump, Long Jump, Discus Throw, javelin Throw, Putting the Short and Relay race i.e. 100 Mtrs., 200Mtrs., 400Mtrs. and 800 Mtrs. etc. The institution organizes interclass cricket tournament, Badminton, Volly Ball and Foot Ball Competitions. The institution deputes the students to participate in inter college cricket tournament and sports competitions organized by the University. The college also encourages the students to participate in various cultural events. Students also participate in Essay, Debate Short Story, Music, Dance and Quiz competitions organized inside and outside the college campus.

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University / State / Zonal / National / International, etc. for the previous four years.

❖ Of course the students of this college have no remarkable achievements in co curricular, extra-curricular and cultural activities University and State level competitions but their participation is upto standard.

5.3.3 How does the college seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

❖ The institution takes initiative on the matter in seeking feedback from the continuing students and outgoing students. A feedback form is provided to all and collected the same from them.

5.3.4   How does the college involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

❖ The college encourages the students to contribute articles for college magazine published in each academic session and wall magazinse in which the articles from students get maximum priority.

5.3.5   Does the college have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

❖ Yes, the college has a student Council nominated by the head of the institution. It motivates the students to participate in different functions celebrated in the college campus and to organize different programs like annual sports events and other cultural celebrity.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

❖ Students representatives are considered as members to various committee such as

1. The Alumni
2. N.S.S. &Y.R.C Advisory Committee.
3. College Discipline Committee
4. Anti-ragging Cell
5. Sexual Harassment cell
6. Magazine committee
7. Athletic Council

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution. Any other relevant information regarding Student Support and Progression which the college would like to include.

❖ The Alumni meet the college authority to discuss regarding college affairs & give constructive suggestions. The Alumni is invited to the college on independence day, Re-public Day, Saraswti Puja, Ganesh Puja & Annual Day Celebration to give their valuable message to the students.

CRITERION VI: GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

Vision

The vision of Motto +3 Degree College describes what our college aspires to become in future and the values it enshrines. The vision is to be one of the Lead colleges par excellence in teaching, research and public service. It develops qualities of character, courage, comradeship, discipline and the idea of selfless service among the youths. It facilitates the process of imparting quality education and creating suitable environment to motivate the youths for taking up a promising career. It is to focus on assimilation, generation and dissemination of knowledge and facilitates for transformation of students into good human beings and responsible citizens.

Mission

The mission of Motto +3 Degree College is crystal clear like other academic institutions in our state. It provides high quality education to all those who seek irrespective of age, caste, creed and sex. It has established effective and transparent system of examination and evaluation. It offers need-based academic programmes by giving proper professional orientation to the courses. It prepares students with positive attitudes, skills and moral values. It also promotes quality teaching in present Global Perspective.

6.1.2 What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

❖ **Top Management – President of G.B**

Principal-cum-secretary (Ex-officio) and head of the faculty play a vital role for shaping, framing the institutional policy and plans for imparting quality education to the students. Through various committees like IQAC, Staff Council, Academic Council, UGC Advisory Board etc. the principal formulates internal quality policy and plans. Senior faculty members are kept in charge of various committees and look after the college affairs as Administrative Bursar, Academic Bursar, and Accounts Bursar. The decision taken in the internal bodies in connection with the policies is adopted by the G.B.

6.1.3 What is the involvement of the leadership in ensuring:

❖ The Principal as the Head of the institution plays major role for smooth functioning of the college. At the beginning of the academic session, a meeting of the staff council is held to discuss about the mission of new section. This council consists of different committees' viz. Academic Committee, UGC Committee, IQAC etc. The feedback/Suggestions received from the students, alumni, parents, local intellectuals faculty members and administrative staff members are taken into consideration while framing the strategic action plans.

❖ To achieve the excellence the college emphasizes on quality teaching and learning process. Various enrichment programs such as Seminar, Extension activities, Literacy Competitions, Song competitions, Group Discussions etc are organized. The best students and teachers are awarded Certificates, Prizes and medals by the college. The NSS & YRC Units take genuine interest in undertaking various extension activities in the following manner.

❖ The college authority strictly adopts the guidelines framed by Govt. and UGC with regard to e-admission process, curricular and extracurricular activities and other development works of the college.

6.1.4 What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

❖ The Principal in coordination with the Staff Council, G.B, all HODs, student's representatives etc. monitors and evaluate all institutional program activities. The implementation of policy and plans are discussed and suggestions are given accordingly for remedial resources. Core committees such as, Construction Committee, Purchase Committee, UGC Committee etc are constituted for effective implementation and improvement for academic and administrative affairs.

6.1.5 Give details of the academic leadership provided to the faculty by the top management?

❖ The Academic leadership is provided to the faculty by Academic Bursar who supervises and monitors regularly day to day academic activities inside the campus. They are given full freedom to report cases of irregularity in engagement of classes and completion of courses. Staff members are allowed to attend refresher/orientation courses, seminar/workshop and leadership training program organized by Govt. and Non-Govt. agencies.

6.1.6 How does the college groom leadership at various levels?

❖ As the institution believes in decentralization of power, the principal with the helps and suggestions of senior faculty members takes all the policy decisions in democratic manner keeping in mind with the aims and objectives of college. The students representatives are encouraged to participate in decision making bodies like Anti Ragging Cell, Sex Harassment Cell, Grievances Redressal Cell, NSS Advisory Board to facilitate the development of leadership among the students. The Honours teaching departments have their seminars who write the students and promote coordination among them.

6.1.7 How does the college delegate authority and provide operational autonomy to the departments / units of the institution and work towards decentralized governance system?

❖ The college provides operative autonomy to various departments and committees by three major fields-Administrative, Academic and Accounts which are headed by three senior faculty members. They are allowed to have operational autonomy in their respective spheres. The heads of various departments look after the day to day administration of departments and interact with the principal. The various committees in consultation with the principal make their own decision. The Examination section headed by senior faculty member is given freedom to handle to conduct of examination as per the guideline. Besides there are other sections like UGC advisory Board, Building Committee, IQAC which function without any interference.

6.1.8 Does the college promote a culture of participative management? If 'yes', indicate the levels of participative management.

• The institution promotes and ensures culture best participative system and also assigned various co-curricular activities to its staff for better academic excellence. The activities of staff and their team sprit are observed at times of Annual Day Celebration, observation of National Days, College Foundation Days., Athletic Meet, Seminars, Workshops etc.

6.2   Strategy Development and Deployment

6.2.1   Does the Institution have a formally stated quality policy? How is it developed, driven, deployed and reviewed?

❖ Yes, the institution has a formally started quality policy and it is regulated by academic council and IQAC of the college in accordance with the guidelines framed by State Govt. and Central govt., affiliating University and as per local needs. The academic committee in coordination with Principal develops the various activities to fulfil the quality policies from time to time.

6.2.2 Does the Institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

❖ Yes the institution has perspective plans which cover the following areas.
   a.   Integrated academic expansion of both teaching and learning community.
   b. Stake holders interaction

❖ **Infrastructural Growth**
   a.   The ladies hostel of the college under UGC grant is under construction and likely to be completed in 2016.
   b.   Proposal for mini stadium and gymnasium has been sent to UGC for sanction of finalcial assistance.
   c.   A conference Hall is to be constructed in 2016
   d.   Steps are being taken to mobilize resources to construct the library building along with separate reading room attached to it.

6.2.3 Describe the internal organizational structure and decision making processes.

❖ The Governing Body of the college is the apex body of decision making. The President of G.B. approves the decision plan and budget prepared by the college. The Principal acts as the ex-officio secretary of the Governing Body. The internal administration and development of the college rest on Administrative Bursar, Academic Bursar and Accounts Bursar. Administrative Bursar looks after Establishment Section, Grievance, Redressal cell, Discipline Committee, Anti-ragging cell, Women Harassment Cell etc.

* Magazine Committee, Admission Committee, Examination Cell, Students Union etc. function under the leadership of Academic Bursar.
* The Accounts Bursar coordinates the activities of Audit Committee, Purchase Committee, Construction Committee and Development Committee.
* The UGC Coordinator coordinates the UGC funded program like NAAC, IQAC etc.
* The ministerial staff members work under to guidance of the Head Clerk.

6.2.4 Give a broad description of the quality improvement strategies of the institution for each of the following.

* **Teaching & Learning**
❖ The faculty members are encouraged to undertake research work for award of M. Phil and Ph. D Degrees .The institution ensures total transparence in admission process by the publication of selected admission merit list in college notice board/website before the date of admission. Monthly test/Unit test is conducted regularly and extra classes are taken for improvement of the students. Steps are being taken to upgrade the library with new reference books, text books, journals, internet connection from internal sources . Faculty members are encouraged to participate in training program, seminars, conference and research programs. Besides class room teaching different seminars, debates, group discussion cultural competitions are held to widen the knowledge of the students.

* **Research & Development**
❖ Involvements in Minor Research Project by teachers are also encouraged.

* **Community engagement**
❖ Engagement with community is ensured through NSS & YRC

* **Human resource management**
❖ The institution utilizes the service of the existing staff in different co-curricular and development work. Provision for computers with internet facility at different segments are also available. The staff members are encouraged to undertake research and extension activities. The college bears the employers' premium for the staff members under EPF scheme

* **Industry interaction-**Not Applicable

6.2.5 How does the Head of the institution ensure that adequate information (from feedback and personal contacts etc.)is available for the top management and the stakeholders, to review the activities of the institution?

❖ The head of institution collects adequate information from students, parents, faculties, alumni and visitors regarding the quality teaching , extracurricular activities and infrastructural facilities etc. The information collected through the feedback are discussed in staff council and IQAC meeting for taking appropriate measures.

6.2.6 How does the management encourage and supportinvolvement of the staff in improving the effectiveness and efficiency of the institutional processes?

❖ The management encourages and the staff members support to improve their efficiency for smooth management of institutional activities. The staff members enjoy full liberty in functioning and executing their works as per assignment given.

6.2.7 Enumerate the resolutions made by the Management Council in the last year and the status of implementation of such resolutions.

❖ So far the Governing Body of the college have no sitting after the college became an Aided Institution and for this no resolutions adopted for the last 4 years.

6.2.8 Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

❖ The Fakir Mohan University, Vyasa Vihar, Balasore does not make any provision for according the status of autonomy to this institution and no efforts have been initiated in this regard.

6.2.9 How does the Institution ensure that grievances /complaints are promptly attended to and resolved effectively? Is there a mechanism to analyze the nature of grievances for promoting better stakeholder relationship?

❖ The college has a Grievance Redressal Cell and Anti-ragging Cell to look into the grievances or complaints of stakeholders. The staff members convey their grievances if any to the Principal and the matter is discussed in the staff council and G.B. meeting for final disposal. The Grievances Cell try to redresses students grievances promptly and effectively with utmost care. Most of the grievances are settled down mutually inside the campus.

6.2.10 During the last four years, had there been any instances of court cases filed by and against the institute ? Provide details on the issues and decisions of the courts on these?

❖ There is no such court cases filed against the institution during last four years.

6.2.11 Does the Institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcome and response of the institution to such an effort?

❖ The college does not have a mechanism for obtaining student feedback on institutional performance. The Principal, the HODs and the various committees collect feedback from the students. The obtained data is evaluated and analyzed to solve the problems for improvement of the institution's quality.

6.3 Faculty Empowerment Strategies

6.3.1 What are the efforts made by the institution to enhance the professional development of its teaching and non teaching staff?

❖ The faculty are encouraged to attend different seminars, conferences, workshops and to undergo Minor Research Projects for enhancement of their professional skills. The Honours departments are encouraged to organize seminars from time to time. The computer skill development program is being organized for both teaching and non-teaching staff. The Non-teaching staff are also insisted to attend the programs of e-Despatch, e-admission, management of library and for better automation of office, accounts and examination works.

6.3.2 What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibility they perform?

❖ The faculty empowerment and motivation programs of the institution are done properly by the top management for enhancing the academic skill and knowledge of the employees. It gives maximum satisfaction to the stakeholders to get better quality of education. The teacher in charge of NSS & YRC regularly attends the training programs organized by the University and State Govt. from time to time.

6.3.3 Provide details on the performance appraisal system of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.

❖ The overall performance of the staff are taken into consideration in appraisal system. It includes the class room, teaching, maintains of progress register, execution of co-curricular activities , integrity of teachers etc. The students feedback mechanism is also used for better appraisal of the faculty. The Principal analyzes the appraisal report of the faculty members and suggests corrective measures. The performance of other non-teaching staff is also assessed and necessary measures are taken for improvement of their skills.

6.3.4   What is the outcome of the review of the performance appraisal reports by the management and the major decisions taken? How are they communicated to the appropriate stakeholders?

❖ The performance appraisal report of Non-teaching Staff is furnished on the grounds of self appraisal report of the teaching staff members. The Principal-cum-Secretary remain in the helm of administration takes needful steps for better improvement of the academic atmosphere

6.3.5   What are the welfare schemes available for teaching and non teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

❖ The college has several welfare schemes for its teaching and non-teaching staff and Employees Provident Fund(EPF) one of the such welfare schemes in which all the employees are benefited. Duty leave is given to the staff members for attending orientation programs, refresher courses, seminars, workshops, training programs etc. All teaching and Non-teaching staff members avail leaves at the time of medical urgency. There is a provision of Employee Welfare Fund to meet the urgent financial problems of the staff.

6.3.6 What are the measures taken by the Institution for attracting and retaining eminent faculty?

❖ As the college is a Non-govt. Aided college, the institution has no power to attract the eminent faculty member from other colleges. However the college invites eminent person to deliver talks in different seminars and functions organized by the college. The college also takes special initiatives to honour eminent faculty members during annual function and foundation day celebrations of the college.

6.4 Financial Management and Resource Mobilization

6.4.1 What is the institutional mechanism to monitor effective and efficient use of available financial resources?

❖ At the beginning of the academic session, the institution prepares its annual budget keeping in view the needs of different sections and the same is sent to the President of the G.B. for final approval. Income and Expenditure of the college are closely monitored and supervised by Bursars and accountant headed by the principal. Proper procedure for purchase is adopted, quotations are called for and prices given by the quotationer are compared. The college has constituted a purchase committee for this end. The college also utilizes its own funds, the funds of the State Govt., University and UGC etc.in due time and Utilization certificates are submitted to the concerned authorities for further course of action.

6.4.2 What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance.

❖ There is an internal audit mechanism in college, comprising various heads of the faculty member and the principal as its head to examine, supervise and   monitor the financial transactions effectively. The last audit work has been done by a private C.A as per UGC norms. No audit objection has been received from the authority concerned.

6.4.3 What are the major sources of institutional receipts/funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/corpus available with Institutions, if any.

❖ The major sources of receipts /funding of the college are follows.

1. Staff salary by the State Govt.
2. Management staff salary is by the college authority.
3. The major sources of receipts/funding are form students fees/dues.
4. Occasional grants provided by M.L.A and M.P for infrastructural development.
5. Different grants for purchasing equipments, teaching aids, seminars, development of infrastructure, construction for Women's' Hostel are received from UGC.
6. Funds for organizing extension and outreach programs are received from the State NSS and YRC Cells.
7. Students stipend/scholarship are received from the State Govt..

    The deficit of funds is managed by the college and to meet the major deficit, the college approaches to the appropriate authority for sanction of more funds.

6.4.4 Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

❖ The institution has approached the Central/State govt. for seeking financial assistance under RUSA for overall developments of the college.

6.5   Internal Quality Assurance System (IQAS)

6.5.1 Internal Quality Assurance Cell (IQAC)

a. Has the institution established an Internal Quality Assurance Cell (IQAC)? .6 If 'yes', what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

❖ In order to improve the academic quality of the institution an Internal Quality Assurance Cell (IQAC) has been established. Since its inception, the cell has made in-depth study on the quality assurance process and devises mechanism for effective implementation of the institutional programs.

b. How many decisions of the IQAC have been approved by the management/ authorities for implementation and how many of them were actually implemented?

❖ Almost all decisions taken by the IQAC are accepted by the college administration and they are in the process of administration. The proposal for computerization of Library made by the IQAC is being implemented.

c. Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

❖ The IQAC of this college has external members and they regularly attend the meeting give valuable suggestion for quality enhancement.

d. How do students and alumni contribute to the effective functioning of the IQAC?

❖ The IQAC invites constructive suggestions from students and alumni for its smooth functioning.

e. How does the IQAC communicate and engage staff from different constituents of the institution?

❖ The IQAC coven a meeting in which members of staff council and all Heads of department are invited for giving their valuable suggestions.

6.5.2 Does the institution have an integrated framework for Quality assurance of the academic and administrative activities? If 'yes', give details on its operationalisation.

❖ Yes, the institution has an integrated frame work for quality assurance and enhancement of the administrative and academic activities. Basing on the feedbacks of all quarters the IQAC take decisions for implementation.

6.5.3 Does the institution provide training to its staff for effective implementation of the Quality assurance procedures? If 'yes', give details enumerating its impact.

❖ Though such facility is not provided by the college at present. But the staff members are competent in acquiring skills and knowledge, through internet, journals and interaction with eminent experts in different field.

6.5.4 Does the institution undertake Academic Audit or other external review of the academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

❖ No academic audit of the college has been made by any agency. But academic progress of the students is assessed by the academic council through departmental lesson plans and progress registers. Some time the District Level Coordinator visits the college to review the academic performance.

6.5.5 How are the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?

❖ No such difference is found between internal quality assurance mechanism and the requirements of external quality assurance agencies but it is accepted that both have the same ideal purpose for providing quality education to the students.

6.5.6 What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

❖ The IQAC of the college in association with academic council, Examination Committee and Academic Bursar continuously reviews and monitors the teaching learning process. The initiatives of the members of IQAC and the staff members take the initiatives and that make the outcomes effective and truthful.

6.5.7 How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders? Any other relevant information regarding Governance Leadership and Management which the college would like to include.

❖ The performance of the students in their examinations is communicated to the parents in the parent teachers meet. The quality assurance policies and mechanism regarding quality assurance are communicated to the staff and students in the staff students meet. The outcomes of the process are discussed in different forums

CRITERIA VII: INNOVATIONS AND BEST PRACTICES
7.1   Environment Consciousness

7.1.1.   Does the Institute conduct a Green Audit of its campus and facilities?

❖ The institution takes appropriate steps to maintain a sound environment and to preserve various fees in order to avoid pollution. Further initiatives are taken to conduct appropriate green audit from the next academic session.

7.1.2. What are the initiatives taken by the college to make the campus Eco-friendly?

Following initiatives have been taken by the college to make campus eco-friendly.

- **Energy conservation**
❖ The students and staff have tried to minimize the electric consumption so that the energy conservation is made

- **Use of renewable energy**
❖ The institution is taking initiative to install solar panel in consultation with Odisha Renewable Energy Development Agency(OREDA)

- **Water harvesting**
❖ The college having use Bore Well to supply water inside the college campus. Another tube well inside the college campus to supply water to the plants in the campus. Steps are being taken for rain water harvesting inside the college campus.

- **Check dam construction**
❖ Not Applicable

- **Efforts for Carbon neutrality**
❖ The dried leaves and the waste papers are put into the pit not allowed to put on fire. Efforts one being taken to plan more green in the college campus maintaining carbon neutrality.

- **Plantation**
❖ The college takes initiatives to plant saplings every year.

- **Hazardous waste management**
❖ A waste collection drives are being conducted for the smooth management of wastes.

- **e-waste management**
❖ Production of e-waste is negligible

7.2. Innovations

7.2.1 Give details of innovations introduced during the last four years which have created a positive impact on the functioning of the college.

❖ The following innovative methods have created positive impact on the teaching, learning activities.

a) Feedback system has been introduced

b) Proctorial system has been implemented

c) Special coaching classes are taken in different honours subjects to clarify the doubts of the students

d) Teaching through LCD projectors has been implemented and that brings clarity in understanding.

e) Regular monthly test are conducted and the valued answer scripts shown to the students for rectification of their weakness

f) The canteen inside the college campus provides meals and refreshment to students for their prolonged stay in the campus.

g) The teachers are encouraged to pursue higher studies.

h) Interaction between students and teachers are encouraged.

i) The college library, establishment section, account section and Examination cell have been computerized.

j) The college has approached UGC for financial assistance to introduce Remedial Coaching and coaching for entry into service for SC/ST/OBC/Minority Community and for non-creamy layer.

7.3 BEST PRACTICES

BEST PRACTICE-I

1. Title of the Practice:
Extension and Outreach Activities

2. Objective of the Practice:

❖ Extension and Outreach activities have been made mandatory for the students of every college to promote community linkage, social responsibility, interaction with different categories of people and problem analyzing and solving skills.

3. The Context
❖ In present society, the students to some extent are innocent about the problems of the society where they live. Hence it is truly realized that the students must be sensitized about the society and extension activities and to solve the problems in the society. Extension activities are to be made compulsory for them.

4. The Practiced
❖ N.S.S & Y.R.C Units, Red Ribbon Club of the college are functioning smoothly and the students are involved in the following activities.
   * Field visits
   * Organizing Camps on awareness programs
   * Conducting of Blood Donation and Health Check-up Camps
   * Collecting contributions for relief and rehabilitation of people affected by natural calamities
   * Involvement in social survey on the people of nearby villages and their living condition.
   * Cleaning and Plantation of tress in college campus
   * Drive against Domestic Violence

5. Evidence of Success

- ❖ The Students of this college have realized the problems of schools as regards the drop outs of students and they also realize the value and importance of education for their upliftment. As a result the drop outs from our college have been checked.
- ❖ Every year the students of our institution donate about 60 Units of blood in a Blood Donation Camp conducted by District Red Cross Society.
- ❖ The students of the college developed the quality of unit and integrity through the extension and outreach activities undertaken by the volunteers of NSS & YRC units.
- ❖ Students participation in various socio-cultural activities has greatly increased.

6. Problems Encountered:

- ❖ Mobilization of funds to organize different events and functions for better organization of programs is the major problems for the college.

BEST PRACTICE-II

1. Title of the Practice :
   Monthly Congregation

2. Objective of the Practice

- ❖ The objective is to arrange a meeting of faculties and students at one place and disseminate the information and activities of the college to all. The stakeholders or congregated at one place every month disciplined and report to college on time. This ensures sincerity and regularity of the part of the students as attendance is randomly taken for every department which is picked by lot. The monthly congregation serves many other purposes. It creates a bond among all students who assemble in a single platform and develops a feeling of loyalty to the institution.

3. The Context

- ❖ The congregation is quite relevant as all members of staff and students are well communicated through a single announcement to avoid compliant against lack of awareness about any event or happenings of the college. This get-together movement avoids discrimination and disparity as there is familiarity with one another.

4. The practice

❖ This practice is an healthy practice which has been followed since the inception of the institution in 1992. The college conducts assembly on Friday at 8.30 A.M. To bring the students of both shifts (day & evening)assembly is conducted 12 Noon once a month.

The agenda of the assembly is

- National Anthem
- Silent Prayer
- Taking oath for eradication of untouchability.
- All announcements like inter and intra college events, scholarships, fees, Exam. Dates, Academic and discipline and all other information are well disseminated to the students.
- Awarding staff and students in a special function and delivering talks by Alumni and invited Guests for the interest of institution as regards quality enhancement.
- Condolence if any is expressed with community prayer and the condolence resolution is forwarded to the bereaved family.
- An announcement for students by Union members is also done.

5. Evidence of success

❖ Fixation of scheduled dates by one and all in the institution itself is an evidence for success of this practice. All are abreast and updated with information.

6. Problems Encountered:

❖ Monthly Congregation creates among the 600 students binding engagement Community and all get united in a feeling of loyalty towards their institution. It comprises a prayer as well as moral teaching which helps in the holistic development of the students making him not just a good student but more importantly, a good human being.

Contact Details

Name of the Principal: Prof. Bibhuti Bhusan Jayadev Biswal

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

City: Bhubaneswar

Pin Code:756132

Accredited Status: Submitting for Cycle-1

Work Phone : 06786221552   Fax: 06786221552

Website: mottodegreecollege.ac.in   E-mail :mottocollege@gmail.com

Mobile:9437467101

Evaluative Report of the Department of Odia

1. Name of the department-**Odia**

2. Year of Establishment-Pass-**1992-93, Honours-2009-10**

3. Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate (General & Honours)**

4. Names of Interdisciplinary courses and the departments/units involved-**Nil**

5. Annual/ semester/choice based credit system (program wise)-**Annual**

6. Participation of the department in the courses offered by other departments-**Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8. Details of courses/programs discontinued (if any) with reasons-**N.A.**

9. Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**03**	**03**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. B.B.J. Biswal	M.A	Asst. Prof, Principal I/C	Ancient literature (Sarala Sahitya, Panchasakha Sahitya)	23 Years	Nil
Dr. P.C. Mallick	M. A, M. Phil., Ph. D	Asst. Prof.	Religion(Odia Sahitya re bibhinna dharma, Odia Sahitya re vashinav dharma)	17 years	Nil
Dr. K.C. Malik	M. A, M. Phil. , Ph. D	Asst. Prof.	Modern poetry(Radhanathan ka tharu 1935 paryanta kabya kabita, 1935 parabarti kabya kabita)	05 years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise) **16 :1(Honours) (Pass &Elective)**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- **Ph. D- 2, M. Phil- 2, P.G- 1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**
    * a) Publication per faculty
    * Number of papers published in peer reviewed journals (national /international) by faculty and students
        * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
    * Monographs
    * Chapter in Books
    * Books Edited
    * Books with ISBN/ISSN numbers with details of publishers
    * Citation Index
    * SNIP
    * SJR
    * Impact factor
    * h-index
20. Areas of consultancy and income generated-**Nil**
21. Faculty as members in
    a) National committees
    b) International Committees
    c) Editorial Board
    The HOD-cum-Principal has been nominated as the Senate member to F.M. University, Vyasa Vihar, Balasore

22. Student projects- **Nil**
   a) Percentage of students who have done in-house projects including inter departmental/programme
   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Two**

24. List of eminent academicians and scientists / visitors to the department-
   Dr. Manoranjan Pradhan, Prof. in Odia Deptt., Biswabharati University, Santiniketan Dr. Sabita Pradhan, Prof. in Odia Deptt., Biswabharati University, Santiniketan Dr. Sanghamitra Mishra, Dr. Gouranga Charan Dash, Prof. in Odia Deptt, Ravenswaw University, Cuttack, Prof. Sanghamitra Mishra, Prof. in Odia Deptt., Utkal University, Vani Vihar, Bhubaneswar Dr. Satrughna Pandab, Reader in Odia, Kendrapara Auto College, kendrapara, Prof. Hrudananda Panigrahi, Reader vin Odia, B.N.M.A College, Palibindha Dr. Girish Chandra Sahoo, Reader in Odia, Kendrapara Auto College, kendrapara,

25. Seminars/ Conferences/Workshops organized & the source of funding
   a) National : One National Seminar funded by UGC has been organized
   b) International: Nil

26. Student profile program/course wise:

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
Odia Honours	2011-12	Honours selection are made through Central Councseling	16	3	13	100%
	2012-13		16	4	12	100%
	2013-14		16	3	13	100%
	2014-15		19	5	14	100%
	2015-16		19	6	13	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
Odia Honours, Pass, Elective	100%	Nil	Nil
	100%	Nil	Nil
	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data are not available in college**

29. Student progression

Student progression	Against % enrolled
UG to PG	50%
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed - Campus selection - Other than campus recruitment	Nil 10%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Yes**
    b) Internet facilities for Staff & Students- **Yes Available**
    c) Class rooms with ICT facility   -**Yes**
    d) Laboratories- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies-**Students belongs to SC/ST/OBC / Differently able categories receives scholarships from State Govt.**
32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts- **Seminars from time to time are organized by inviting external experts.**
33. Teaching methods adopted to improve student learning- **Modern Methods of teaching is being adopted**
34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **Most of the students of the department participate in NSS, Sports, Essay and Other Cultural Competitions**
35. SWOC analysis of the department and Future plans

Strength

- Qualified and committed faculties having variety specialization maintain healthy coordination among themselves .
- Adequate number of Text Books, Reference Books and Journals in departmental library to meet the need of Honours Students.

Weakness

- Students opting for Odia Honours Course are almost economically challenged and less meritorious.
- Financial constraints for requiting more faculty members to glorify the department.

Opportunities

- Encouragement to students for undertaking Higher Studies inside and outside State Universities.
- Providing necessary help and guidance to attend entrance examinations after passing degree courses.

Challenge

- To prepare the students of the department for taking of Higher Studies while leaving the department.
- To give Odishana culture and value based lessons to the students specially opting for Odia honours and to give knowledge beyond the syllabus.

Future Plan

- To introduce PG courses in Odia from the next session.
- To make the students equip themselves at par with lead colleges of our State.

Evaluative Report of the Department of Political Science

1. Name of the department-**Political Science**

2. Year of Establishment-Pass-**1992, Honours-2010-11**

3. Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate (General & Honours)**

4. Names of Interdisciplinary courses and the departments/units involved-**Nil**

5. Annual/ semester/choice based credit system (program wise)-**Annual**

6. Participation of the department in the courses offered by other departments-**Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8. Details of courses/programs discontinued (if any) with reasons-**N.A.**

9. Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**02**	**02**

10. Faculty profile with name, qualification, designation, specialization,
     (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. Dilip Kumar Samal	M.A	Asst. Prof,	International Law and Orgainisation)	23 Years	Nil
Prof. S.B. Mallick	M. A, M. Phil.,	Asst. Prof.	International Relation and Foreign Policy	5 years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise) **Hons-16:1, Pass-11:1, Elective-44:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- **, M. Phil- 1, P.G- 2**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**

   * a) Publication per faculty
   * Number of papers published in peer reviewed journals (national /international) by faculty and students
   * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
   * Monographs
   * Chapter in Books
   * Books Edited
   * Books with ISBN/ISSN numbers with details of publishers
   * Citation Index
   * SNIP
   * SJR
   * Impact factor
   * h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as members in
  a) National committees
  b) International Committees
  c) Editorial Board **Nil**
22. Student projects- **Nil**

   a) Percentage of students who have done in-house projects including inter departmental/programme

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Nil**

24. List of eminent academicians and scientists / visitors to the department-
   Prof. Gitanjali Dash, Prof. Social Science, F.M University, Vyasa Vihar, Balsore Dr. Umakanta Dash,Reader in Political Science, Nilagiri College, Nilagiri. Prof. Suresh Chandra Mishra, Reader in Political Science, Olaver College, Olaver, Kendrapara , Prof. Kamalakanta Biswal, reader in Political Science, B.N.M.A College, Paliabindha, Bhadrak Dr. Gajendra Kumar Parida, Reader in Political Science, Udala College, Udala,

25. Seminars/ Conferences/Workshops organized & the source of funding
   a) National : One State level Seminar funded by UGC has been organized
   b) International: Nil

26. Student profile program/course wise:

| Name of the Course | Session | Applications received | Selected | Enrolled | | Pass percentage |
				*M	*F	
Political Honours	2011-12	Honours selection are made through Central Counseling	16	8	8	93%
	2012-13		16	5	11	100%
	2013-14		16	3	13	100%
	2014-15		19	5	14	84%
	2015-16		19	4	15	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
+3 1ST Yr. (Arts)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data are not available in college**

29. Student progression

Student progression	Against %
UG to PG	30%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed - Campus selection - Other than campus recruitment	------ 20%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Well equipped library**
    b) Internet facilities for Staff & Students- Internet Facilities are available centrally Staff and Students
    c) Class rooms with ICT facility **-Yes**
    d) Laboratories**- Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies- **Some of the students belong in SC/ST/OBC of the department receive stipend and scholarship from the state govt.**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts-**Departmental seminars are organize and eminent educationist invited for talks.**

33. Teaching methods adopted to improve student learning- **Modern Methods of teaching learning and evaluation and participatory method are adopted**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **NSS/YRC programs**

35. SWOC analysis of the department and Future plans

Strength
- Departmental students are well disciplined, obedient and punctual having excellent academic career to become good citizens of our Nation .
- Excellent and experienced faculties having cordial relations with students.

Weakness
- Lake of separate spacious departmental library building well equipped with sophisticated and up-to-date teaching equipments.
- Lack of sufficient study related material like Text Books, Reference Books, Journals for enhancing the quality of Teaching Learning process.

Opportunities
- The Political Science graduate students initiates and develop the spirit of good leadership through participation in different institutional social responsibility and extension activities.

Challenge
- Financial constraints for increment of departmental infrastructure.
- Providing job opportunity for placement of the students in different sectors.

Future Plan
- To invite eminent resource person from inside and outside states to attend National and State level Seminars organizing by the department for academic enrichment.
- Developing class room with ICT facilities for students.

Evaluative Report of the Department of Education

1. Name of the department-**Education**

2. Year of Establishment-Pass-**1992, Honours-2010-11**

3. Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate (General & Honours)**

4. Names of Interdisciplinary courses and the departments/units involved-**Nil**

5. Annual/ semester/choice based credit system (program wise)-**Annual**

6. Participation of the department in the courses offered by other departments-**Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8. Details of courses/programs discontinued (if any) with reasons-**N.A.**

9. Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**02**	**02**
Demonstrator	**01**	**01**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof.(Smt.) N. Sutar	M.A	Asst. Prof,	Measurement and guidance	17Years	Nil
Prof. P.K. Biswal	M.A, M.Phil	Asst. Prof.	Educationational meseaurment of Evaluation	05 Years	Nil
Prof. S.S. Nayak	M. A,	Asst. Prof.	Technology	5 years	Nil
B.K. Behera	B.A	Demonstrator	-	18	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise) **16:1(Honours), 42:1 (Pass& Elect)**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- , **M. Phil- 1, P.G- 2**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**

   * a) Publication per faculty
   * Number of papers published in peer reviewed journals (national /international) by faculty and students
   * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
   * Monographs
   * Chapter in Books
   * Books Edited
   * Books with ISBN/ISSN numbers with details of publishers
   * Citation Index
   * SNIP
   * SJR
   * Impact factor
   * h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as members in
   a) National committees
   b) International Committees
   c) Editorial Board **Nil**

22. Student projects-

   a. Percentage of students who have done in-house projects including inter departmental/programme-**The Honours and Pass students prepare projects for submission to the University for partial fufilment of their degrees**
   b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies-
   Nil

23. Awards / Recognitions received by faculty and students- **Best Employee of the session 2009-10-B. K. Behera, demonstrator in education.**
Best Graduate 2012-13 session- Kanchan Biswal
Best Graduate 2013-14 session-Artabandhu Roul

24. List of eminent academicians and scientists / visitors to the department-
Dr. Kanhu Charan Sahoo, Head P.G Deptt. Of Education, Biswabhari University, Santiniketan, Dr. Harihara Sarangi, Reader in Education, G.M. College, Sambulpur, Prof. Partha Sarathi Behera, Head P.G Deptt. Of Education, Fakirchand College, Diamond Harbor, Westbengal, Dr. Arun Kumar Lenka, Reader in Education, Khaira College, Khaira, Dr. Shyam Sundar Pradhan, Ex-reader in Education and Principal, H.K Mohatab. College, Agarapara, Bhadrak.

25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **One National Seminar funded by UGC**
 b) International: **Nil**
26.   Student profile program/course wise:

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
Education Honours	2011-12	Willing Candidates attend to central counseling system	16	4	12	100%
	2012-13		16	2	14	100%
	2013-14		16	2	14	100%
	2014-15		19	1	18	100%
	2015-16		19	3	16	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
+3 1ST Yr. (Arts)	100%	Nil	Nil
+3 2nd Yr.(Arts0	100%	Nil	Nil
+3 3rd Yr. (Arts)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data are not available in college**

29. Student progression

Student progression	Against %
UG to PG	20%
PG to M.Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed - Campus selection - Other than campus recruitment	 20%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Yes**
    b) Internet facilities for Staff & Students- **Yes**
    c) Class rooms with ICT facility   -**Yes**
    d) Laboratories- **Yes**

31. Number of students receiving financial assistance from college, university, government or other agencies- **20% of the students getting PMS from Govt.**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts-**10**

33. Teaching methods adopted to improve student learning- **Modern Methodology with LCD Projector and CD adopted to improve Students' learning.**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **Prof. N. Sutar, HOD appointed as P.O., NSS Girls' Unit**

35. SWOC analysis of the department and Future plans

Strength

- Obedient, sincere and hard working students perform well in University Examinations .
- Students and faculty members are encouraged to participate in seminars, discussions , picnic and study tour.

Weakness

- Limited seats fails to meet the students demand to opt education.
- Insufficient numbers of reference books and journals at the departmental library.
- Separate practical rooms with updated and sophisticated teaching learning materials are not made available for the department.

Opportunities

- The Students after completion can cope with the liberalization and globalization policy of India , they can find a suitable place in India.
- Students are encouraged to undergo Higher Studies in state as well as outside state Universities.

Challenge

- To make the subject more popular by using its knowledge in the society.
- Exposure of students to English language as medium of instruction is a big challenge. .

Future Plan

- To organize National and international seminar by inviting eminent experts .
- To organize students exchange program with University Students for academic enrichment of students.

Evaluative Report of the Department of History

1. Name of the department-**History**

2. Year of Establishment-Pass-**1992, Honours-2009-10**

3. Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate (General & Honours)**

4. Names of Interdisciplinary courses and the departments/units involved-**Nil**

5. Annual/ semester/choice based credit system (program wise)-**Annual**

6. Participation of the department in the courses offered by other departments-**Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8. Details of courses/programs discontinued (if any) with reasons-**N.A.**

9. Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**02**	**02**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. P. Mallick	M.A	Asst. Prof,	Ancient Indian History	16 Years	Nil
Prof. S.C Jena	M. A, M. Phil.,	Asst. Prof.	Ancient Indian History	5 years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise)**Hons-1:27, Pass-1:7, Elective-1:28, Comp.-1:87**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with D. Sc/ D. Litt. / Ph. D/ M. Phil / PG.- **M. Phil- 1, P.G- 2**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**
* a) Publication per faculty
* Number of papers published in peer reviewed journals (national /international) by faculty and students
* Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
* Monographs
* Chapter in Books
* Books Edited
* Books with ISBN/ISSN numbers with details of publishers
* Citation Index
* SNIP
* SJR
* Impact factor
* h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as members in
a) National committees
b) International Committees
c) Editorial Board **Nil**

22. Student projects- **Nil**

a. Percentage of students who have done in-house projects including inter departmental/programme

b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Nil**

24. List of eminent academicians and scientists / visitors to the department-
Dr. Harihara Panda, Prof. National Defense Academy, Pune, Dr. Umakanta Mishra, Reader in History, Ravenshaw College, Revenshaw, Cuttack, Dr. Pravat Kumar Mohanty, Reader and Head in History, Anandapur College, Anadapur, Dr. Ajaya Kumar Nayak, Principal-Cum-Reader, Chandbali College, Chandbali, Dr. R.P. Sahoo, Reader in History, S.N. College, Rajkanika, Kendrapara,

25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : **One National Seminar funded by UGC has been organized**
 b) International: **Nil**
26. Student profile program/course wise:

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
History Honours	2011-12	Willing Candidates attend to central counseling system	16	5	11	100%
	2012-13		16	3	13	93%
	2013-14		14	8	8	60%
	2014-15		19	3	16	74%
	2015-16		19	2	17	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
+3. (Arts)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data are not available in college**

29. Student progression

Student progression	Against %
UG to PG	20%
PG to M. Phil.	
PG to Ph.D.	
Ph.D. to Post-Doctoral	
Employed	
- Campus selection	
- Other than campus recruitment	20%
Entrepreneurship/Self-	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Common Library**
    b) Internet facilities for Staff & Students- Internet Facilities are available centrally Staff and Students-**Yes internet facility available centrally for students and staff**
    c) Class rooms with ICT facility   -**Nil**
    d) Laboratories**- Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies- Yes **18 students are received the financial assistants as stipend from govt.**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts-**Departmental seminars are organize and eminent educationist invited for talks.**

33. Teaching methods adopted to improve student learning- **Lecturer Method, Question answer Method, Discuss methods are adopted.**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **NSS/YRC programs**

35. SWOC analysis of the department and Future plans

Strength
- Qualified, Sincere and Committed faculty members takes the responsibilities for enhancement of teaching, learning process.

Weakness
- Well equipped library having adequate numbers of text books, reference books, journals and other modern studies related materials for increasing academic standard.

Opportunities
- Spirited and encouraged faculty to raise India's glorious culture and heritage for saving the country from the clutches of Western culture.

Challenge
- Faculty members are harassed to find out the means of livelihood as the importance of subject is deteriorated in current academic system.

Future Plan
- To organize National, International, State level seminars by inviting prominent experts from outside Universities.
- Introduction of ICT facility for development of computer skill and students.

Evaluative Report of the Department of Economics

1. Name of the department-**Economics**

2. Year of Establishment-**2009-10**

3. Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate**

4. Names of Interdisciplinary courses and the departments/units involved-**Commerce**

5. Annual/ semester/choice based credit system (program wise)-**Annual**

6. Participation of the department in the courses offered by other departments-**Nil**

7. Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8. Details of courses/programs discontinued (if any) with reasons-**N.A.**
9. Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**01**	**01**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. R.N. Sahoo	M.A	Asst. Prof.	Mathematic	6 Years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise) **64 :1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- **P.G- 1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**
    * a) Publication per faculty
    * Number of papers published in peer reviewed journals (national /international) by faculty and students
    * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
        * Monographs
        * Chapter in Books
        * Books Edited
        * Books with ISBN/ISSN numbers with details of publishers
        * Citation Index
        * SNIP
        * SJR
        * Impact factor
        * h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as members in
   a) National committees
   b) International Committees
   c) Editorial Board-**Nil**

22. Student projects- **Nil**
   a. Percentage of students who have done in-house projects including inter departmental/programme
   b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Nil**

24. List of eminent academicians and scientists / visitors to the department- **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding
   a) National : **One National Seminar has been conducted by the Deptt. of Commerce and the topic is related to Economics**
   b) International: **Nil**

26. Student profile program/course wise: **For +3 Commerce**

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
Economics (Pass)	2011-12	Application received for admission through SAMS	64	47	17	69%
	2012-13		64	48	16	67%
	2013-14		65	52	13	61%
	2014-15		42	32	10	51%
	2015-16		62	45	17	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
B. Economics	100%	Nil	Nil
	100%	Nil	Nil
	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Data are not available in college**
29. Student progression.

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed - Campus selection	Nil
- Other than campus recruitment	20%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
   a) Library- **Well equipped college library**
   b) Internet facilities for Staff & Students- **Provided actually**
   c) Class rooms with ICT facility –**Steps being taken to provide ICT facility.**
   d) Laboratories- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies-**2011-12-(5), 2012-13-(13), 2013-14(12)**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts- **Departmental Seminars are conducted where experts are invited for talks.**

33. Teaching methods adopted to improve student learning- **Modern Methods of teaching for enhancement of Teaching & Learning .**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **Some students of the stream are the Volunteers of NSS & YRC Units of the college.**

35. SWOC analysis of the department and Future plans

Strength
  - Students and faculty members are displined, cooperative and sincere for doing all the works of the department smoothly. .

Weakness
  - No Hons facility provided to the students opting for general degree courses are poor and   meritorious..

Opportunities
  - Students are encouraged to take higher studies inside or outside the State.

Challenge
  - To the subject more popular by introducing pass and honours subjects in Arts stream.
  - To give Odishana culture and value based lessons to the students specially opting for Odia honours and to give knowledge beyond the syllabus.

Future Plan
  - To organize UGC sponsored National /State level Seminar for encouraging students for research work.

Evaluative Report of the Department of English

1.   Name of the department-**English**

2.   Year of Establishment-**1992**

3.   Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate**

4.   Names of Interdisciplinary courses and the departments/units involved- **Nil**

5.   Annual/ semester/choice based credit system (program wise)-**Annual**

6.   Participation of the department in the courses offered by other departments- **Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.-**N.A.**

8.   Details of courses/programs discontinued (if any) with reasons-**N.A.**

9.   Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**02**	**02**

10.   Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. A.K. Sahoo	M.A	Asst. Prof.	Language and Phonetics	17 Years	Nil
Prof. Alina Behera	M.A, P.G.D.T.E	Asst. Prof.		05 Years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **N.A**

13. Student -Teacher Ratio (program wise) **1:135**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- **P.G- 2, P.G.D.T.E-1**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**
     * a) Publication per faculty
     * Number of papers published in peer reviewed journals (national /international) by faculty and students
     * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
     * Monographs
     * Chapter in Books
     * Books Edited
     * Books with ISBN/ISSN numbers with details of publishers
     * Citation Index
     * SNIP
     * SJR
     * Impact factor
     * h-index

20.   Areas of consultancy and income generated-**Nil**
21.   Faculty as members in-**Nil**
   a)   National committees
   b) International Committees
   c) Editorial Board

22. Student projects- **Nil**
   a. Percentage of students who have done in-house projects including inter departmental/programme
   b. Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Nil**

24. List of eminent academicians and scientists / visitors to the department- **Nil**

25. Seminars/ Conferences/Workshops organized & the source of funding
 a) National : Nil
 b) International: Nil

26. Student profile program/course wise:

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
English Compulsory	2011-12	Students apply for admission through SAMS Centre	128+64	52+47	76+17	63%
	2012-13		128+64	40+48	88+16	75%
	2013-14		132+65	56+52	76+13	78%
	2014-15		154+42	45+32	109+10	65%
	2015-16		154+62	43+45	111+17	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
+3 1ST Yr. (Arts/Com)	100%	Nil	Nil
+3 2nd Yr.(Arts/Com)	100%	Nil	Nil
+3 3rd Yr. (Arts/Com)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Nil**
29. Student progression

Student progression	Against % enrolled
UG to PG	10%
PG to M. Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed - Campus selection - Other than campus recruitment	Nil 20%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Yes**
    b) Internet facilities for Staff & Students- **Yes Available**
    c) Class rooms with ICT facility -**Yes**
    d) Laboratories- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies-**Students belongs to SC/ST/OBC / Differently able categories receives scholarships from State Govt.**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts- **Seminars from time to time are organized by inviting external experts.**

33. Teaching methods adopted to improve student learning- **Modern Methods of teaching is being adopted**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **Most of the students of the department participate in NSS, Sports, Essay and Other Cultural Competitions.5**

35. SWOC analysis of the department and Future plans

Strength
- It has helped to augment the confidence of the students to participate various competitive examinations both State and national level.

Weakness
- Facility for spoken English and research activities not available.

Opportunities
- Adequate scope to introduce functional English course to improve the standard of English of the students.

Challenge
- To make the students better both in writing and speaking in English

Future Plan
- Opening of Honours in English from the next session.

Evaluative Report of the Department of Commerce

The Self-evaluation of every department may be provided separately in about 3-4 pages, avoiding the repetition of the data.

1.   Name of the department-**Commerce**

2.   Year of Establishment-**2009-10**

3.   Names of Programs / Courses offered (UG, PG, M. Phil., Ph.D., Integrated Masters; Integrated Ph.D., etc.)-**Under Graduate (General)**

4.   Names of Interdisciplinary courses and the departments/units involved-**Nil**

5.   Annual/ semester/choice based credit system (program wise)-**Annual**

6.   Participation of the department in the courses offered by other departments-**Nil**

7.   Courses in collaboration with other universities, industries, foreign institutions, etc.-**Nil**

8.   Details of courses/programs discontinued (if any) with reasons-**Nil**

9.   Number of Teaching posts

	Sanctioned	Filled
Professors	**Nil**	**Nil**
Associate Professors	**Nil**	**Nil**
Asst. Professors	**02**	**02**

10. Faculty profile with name, qualification, designation, specialization, (D.Sc./D.Litt./Ph.D. / M. Phil. etc.,)

Name	Qualification	Designation	Specialization	No. of Years of Experience	No. of Ph.D. Students guided for the last 4 years
Prof. R.K . Dash	M.Com.	Asst. Prof.	Higher Company Accounts and Direct Tax laws and practice	06 Years	Nil
Prof. S. Nayak	M. Com	Asst. Prof.	Higher Company Accounts and Direct Tax laws and practice	05 Years	Nil

11. List of senior visiting faculty-**Nil**

12. Percentage of lectures delivered and practical classes handled(program wise) by temporary faculty- **Nil**

13. Student -Teacher Ratio (program wise) **85:1**

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled-**Nil**

15. Qualifications of teaching faculty with DSc/ D. Litt/ Ph. D/ M. Phil / PG.- **P.G- 2**

16. Number of faculty with ongoing projects from a) National b) International funding agencies and grants received-**Nil**

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received-**Nil**

18. Research Centre /facility recognized by the University-**Nil**

19. Publications: **Nil**
   * a) Publication per faculty
   * Number of papers published in peer reviewed journals (national /international) by faculty and students
   * Number of publications listed in International Database (For Eg: Web of Science, Scopus, Humanities International Complete, Dare Database-International Social Sciences Directory, EBSCO host, etc.)
      * Monographs
      * Chapter in Books
      * Books Edited
      * Books with ISBN/ISSN numbers with details of publishers
      * Citation Index
      * SNIP
      * SJR
      * Impact factor
      * h-index

20. Areas of consultancy and income generated-**Nil**

21. Faculty as members in-**Nil**
   a) National committees
   b) International Committees
   c) Editorial Board

22. Student projects- **Nil**

   a) Percentage of students who have done in-house projects including inter departmental/programme

   b) Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories/Industry/ other agencies

23. Awards / Recognitions received by faculty and students- **Nil**

24. List of eminent academicians and scientists / visitors to the department-

   Dr. Swagat Sen, Prof. of Commerce, Kolkata University, Dr. Ranjan Kumar Bal, Prof. of Commerce, Utkal University, Bhubaneswar, Prof. Gopinath Das, Reader in Commerce, Olaver College, Olaver, Prof. Sekhar Chandra Barik, Reader in Commerce, S.N. College, Rajkanika, Prof. Sauresh Chandra Mohanty, Reader in Commerce, Charampa College, Bhadrak and Prof. Prasanta Kumar Behera, Reader in Commerce, Chandbali College, Chandbali

25. Seminars/ Conferences/Workshops organized & the source of funding
   a) National : **One National Seminar funded by UGC has been conducted**
   b) International: **Nil**

26. Student profile program/course wise: **+3 Commerce(Pass)**

Name of the Course	Session	Applications received	Selected	Enrolled		Pass percentage
				*M	*F	
+3 Commerce (Pass)	2011-12	Application received for admission through SAMS	64	47	17	69%
	2012-13		64	48	16	67%
	2013-14		65	52	13	61%
	2014-15		42	32	10	51%
	2015-16		62	45	17	N.A

*M = Male   *F = Female

27. Diversity of Students

Name of the Course U.G.	% of students from the same state	% of students from other States	% of students from abroad
B. Economics	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.? **Nil**
29. Student progression.

Student progression	Against % enrolled
UG to PG	20%
PG to M.Phil.	N.A
PG to Ph.D.	N.A
Ph.D. to Post-Doctoral	N.A
Employed - Campus selection - Other than campus recruitment	Nil 20%
Entrepreneurship/Self-employment	Not recorded

30. Details of Infrastructural facilities
    a) Library- **Facilities available**
    b) Internet facilities for Staff & Students- **Yes available**
    c) Class rooms with ICT facility –**Not available now.**
    d) Laboratories- **Nil**

31. Number of students receiving financial assistance from college, university, government or other agencies-**Some of students receive financial assistants from the college and the State Govt.**

32. Details on student enrichment programs (special lectures / workshops /seminar) with external experts- **Seminars are organized from time to time where resource persons are invited to have their talks.**

33. Teaching methods adopted to improve student learning- **Modern Methods adopted to improve student learning process.**

34. Participation in Institutional Social Responsibility (ISR) and Extension Activities- **Some students participate in extension and outreach activities through of NSS& YRC Units of the college.**

35. SWOC analysis of the department and Future plans

Strength
- Cordial teachers students relationship
- Competent faculty with variety specialization .
-

Weakness
- Meritorious students unwilling to take admission in commerce with pass subjects only .
- No Hons facility available for the students.

Opportunities
- Encouragement for higher studies in M.Com, M.B.A, Cost Accountancy, Charted Accountancy and Company Secretary courses.

Challenge
- Pursuing students to become Commerce Graduates for competing in global job market.
-

Future Plan
- To introduce Hons in subjects of Commerce Stream
- To organizes National/ State seminars for improving the research activities of the students and staff.

Declaration by the Head of the Institution

I certify that the data included in this Self-study Report (SSR) are true to the best of my knowledge.

This SSR is prepared by the institution after internal discussions, and no part thereof has been outsourced.

I am aware that the Peer team will validate the information provided in this   SSR during the peer team visit.

Motto +3 Degree College

Date-19.11.2015

PRINCIPAL
MOTTO +3 DEGREE **COLLEGE**
MOTTO, BHADRAK

Ph. 23236351.23232701.23237721
23234116,23235733,23232317
23236735.23239437.23239627

Extension No. 413 *(CPP-I Colleges)*
UCC Website: www.ugc.nc.ill
F. No. *8-498/2010* (CPP-I/C)

ज्ञान-विज्ञान विमुक्तये
SPEED POST

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UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

June,2012

The Registrar,
Fakir Mohan University,
Vyasa Villar, Balasore - 756 019,
Orissa.

Sub: - Recognition of College under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

I am directed to refer to your letter No. MOC/41/12 dated 23-02-2012 received from the Principal, Motto +3 Degree College, Saraswat Vihar, Motto, Bhadrak - 756 132 (Orissa) on the above subject and to say that it is noted that the College is aided and permanently affiliated to Fakir Mohan University. I am further to say that the name of the following College has been included in tile list of colleges prepared under Section 2 (f) & 12 (8) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree':-

Name of the College	Year of Establishment	Remarks
Motto +3 Degree College, Saraswat Vihar, Motto, Bhadrak - 756 132 (Orissa).	1992	The college is eiigib!8 to rCCC:V8 Central assistance in terms of the Rules framed under Section 12 (B) of the UGC Act 1956.

The documents submitted in respect of the above College have been accepted by the University Grants Commission.

Yours faithfully
(M.K. Rewari)
Under Secretary

Copy to:-
,0,/ The Principal, Motto +3 Degree Coilege, Saraswat Vihar, Motto, Bhadrak - 756 132 (Orissa).
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Higher Education, Shastri Bhawan, New Delhi - 110001.
3. The Secretary, Higher Education Department, Govt. of Orissa, Orissa Secretariat, Bhubneshwar - 751 001, (Orissa).
4. The Joint Secretary, UGC, Eastern Regional Office (ERO), LB-8 Sector-III, Kolkata - 700 091, (West Bengal).
7. Publication Officer (UGC-Website), New Delhi.
8. Section Officer (FO-III Section), UGC, New Delhi.
9. Guard file.

(M.K. Rewari)

Annexure-2

University Grants Commission
(Ministry of Human Resource Development, Govt of I
Eastern Regional Office
LB-8, Sector-III, Salt Lake,
Kolkata-700 098 (West Bengal)
~ Phone: (033) 2335 4767fltcm Fax: (033) 23350586
~-l'1C1 Email: ugcero_kolkata@yahoo.in

December 16,2014

No.F.Meeting.-12/13-14 (ERO)

To

The PrincipalITeacher-in-Charge,
Motto +3 Degree College,
Saraswati Vihar, Motto, Bhadrak,
Orissa 756132.

Sub: UGC Assistance to colleges during XII Plan- regarding.

Sir/Madam,

As per the UGC, Head Office, New Delhi, letter No. F.1-14/2010(RO/Meeting), dated 25.11.2014 all new colleges which are under Section 2(f) and 12B of the UGC Act, 1956 are eligible for an ad-hoc grant of RS.1 0.00 lakh (Rupees ten lakh only). This grant IS oelng released under Generai Development Assistance (GDA) for Twelfth Plan (2012-17) to the colleges who have not released General Development Assistance during Eleventh and Twelfth Plan. An ad-hoc grant of *Rs.10,00.000/-* (Head 35 RS.8,00,000/- and Head 31 Rs.2,OO,000/-) can be spent under the categories are given below:

Head	Expenditure permitted to be incurred
Grants in Aid-Capital Expenditure (Head 35) - 80%	Purchase of books, journals and equipment
Grants in Aid-General Expenditure (Head 31) - 20%	Contingency, Extension Activities, Field work/study tours etc., (Details are given in the XII Plan Guidelines)

Therefore, colleges are requested to follow the XII Plan General Development Guidelines to spend this money. The allocation of XII Plan (Plan Block Grant (PBG) would be conveyed to you after approval of the competent authority.

The guideline for the above scheme is available on UGC website www.ugc.ac.in. Those Colleges, who have not submitted the XII Plan General Development proposal, are requested to submit the documents as per Twelfth Plan Guidelines (ANNEXURE -I and ANNEXURE -II) and send to this office, duly signed by the PrincipalITeacher-in-Charge and forwarded by the affiliating University latest by 15.01.2015.

It may kindly be noted that all the required enclosures are to be attached, failing which the proposal would not be considered.

Yours sincerely,

(MOha~;cb.rif)

Joint Secretary

Encl.: As above.

Annexure-3

... UNIVERSITY ...

B06/0'1 _____ ' _____ .   Date._ ___ _

it is not in for information of all concerned

'that the V.Chancellor in pursuance of Statute--182-.0f .. The
Orissa Universities First Statute; 1990 and as per decision of

3(: _ ?~-2!? .. ~~ ___ . ___ t.o th2 College

V-:C .-- .... -/10 c iiT81'V   Pass

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6/f s ea ts each.'·' '.'

2... Conditions to be fulfilled by the College :
(a)

By order of L:VJ.1:;8-- .91.9-i1C8J Lo r •
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6. The ... A to V.C/Guard File.

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FAKIR MOHAN UNIVERSITY

Vyasa Vihar (North Campus), Nuapadhi
Balasore-756020, Odisha, India

Registrar

Ph. :(06782)
275787
Fax:(06782)275787

TO WHOM IT MAY CONCERN

This is to certify that Motto +3 Degree College, Motto, Bhadrak Odisha is affiliated to the Fakir Mohan University, Balasore since 1999 (Previously affiliated to Utkal University, Bhubaneswar) and recognized by the University Grant Commission, New Delhi under 2 (f) & 12 (b) of the UGC Act 1956.

The following subjects/courses are taught in the said college.

SI. No	Name of the Courses	Affiliation	Year
1.	+3 Arts *Compulsory subjects* English & MIL (0) *Optional subjects* Political Science, History, Education	Permanent	---------
2.	+3 Arts *Optional subjects* Odia *Honours* Political Science, History, Education & Odia +3 Commerce *Compulsory subjects* English & Economics *Optional subjects* All subjects as per University syllabus	Temporary	2015-16

REGISTRAR
Registrar,
Fakir Mohan University
Vyasavihar, Balasore

Office of the Principal

Motto +3 Degree College, Motto

The following Staff members have attended UGC National and State level Seminars in Ghanteswar Degree College, Ghanteswar, Chandbali College, Chandbali, Agarapara College, Agarapara, Simulia College, Markona and Dhamanagar College, Dhamanagar under F.M University Balasore and also S.N. College, Rajkanika, Olaver College, Olaver, Aul college, Aul under Utkal University , Vani Vihar, Bhubaneswar on various dates.

Sl. No	Name of the Staff members	Designation
01	Prof. B.B.J. Biswal	Principal, I/C-cum-Lect. In Odia
02	Prof. D.K. Samal	Lect. In Pol. Science
03	Prof. N. Sutar	Lect. In Education
04	Prof. P. Mallick	Lect. In History
05	Prof. A.K. Sahoo	Lect. In English
06	Dr. P.C. Mallick	Lect. In Odia
07	Prof. R.N. Sahoo	Lect. In Economics
08	Prof. R.K. Dash	Lect. In Commerce
09	Prof. S.K. Nayak	Lect. In Commerce
10	Prof. S.C. Jena	Lect. In History
11	Prof. S.B. Mallik	Lect. In Pol. Science
12	Prof. S.S. Nayak	Lect. In Education
13	Dr. K.C. Malik	Lect. In Odia
14	Sri B.K. Behera	Demonstrator in Edn.
15	Sri S. P Mallick	P.E.T
16	Sri P.N. Biswal	Librarian

Principal
Motto +3 Degree College,
Motto, Bhadrak
Odisha-756132

Certificate of Compliance

(Affiliated/Constituent/Autonomous Colleges and Recognized Institutions)

This is to certify that **Motto +3 Degree College, Motto, Bhadrak, Odisha** fulfils all norms

1. Stipulated by the affiliating University and/or
2. Regulatory Council/Body [such as UGC, NCTE, AICTE, MCI, DCI, BCI, etc.] and
3. The affiliation and recognition [if applicable] is valid as on date.

In case the affiliation / recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses its University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date: 14.12.2015   (Prof. Bibhuti Bhusan Jayadev Biswal)

                                       Principal

Place: Motto, Bhadrak(Odisha)   Motto +3 Degree College,

                                    Motto, Bhadrak

GM

bibhuti biswal <bbjbisv:al@gmail.com>

LOI status of MOTTO PLUS THREE DEGREE COLLEGE,BHADRAK

1 message

NAAC <admn@naac.gov.in>   Wed, Dec 9, 2015 at 11:19 AM
To: bbjbiswal@gmail.com
Cc: rceastneast@naac.gov.in

Dear User,

Institution Name :MOTTO PLUS THREE DEGREE COLLEGE
Your Institution TRACKID is :ORCOGN25584

Thank you for your interest in the Assessment and Accreditation process of NAAC.
Your LOI has been accepted for submission of Institutional Eligibility for Quality Assessment (IEQA).
To submit the ONLINE IEQA use the following link: http://vvww.naac.gov.in/Apply_onlineasp

1.If your institution has submitted LOI on or before 31st july 2015 you are required to submit the IEQA
within six months from receipt of this intimation.
2. If your institution has submitted LOI on or after 1st August 2015 you are required to submit the IEQA
within One week from receipt of this intimation.
On successful submission of ONLINE IEQA, an INSTANT auto qenerated E-mail intimating the IEQA results
(Earned/Not earned)will be sent to the registered E-mail ID of the Institution.
For further details/ instructions o.,n procedures and timelines for processing A&A applications
kindly visit our website: www.naac.gov.in

The Institutions are hereby advised to upload information on "All India Survey of Higher Education" (AISHE)
in MHI~D website (http://aishe.gov.in) under intimation to NAAC. At the time of submission of SSRIRAR to
NAAC,
institutions have to submit the documentary proof of uploading the AISHE information.

------------------THIS IS AN AUTO GENERATED MAIL, PLEASE DO NOT REPLY TO THIS MAIl. ----------------

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
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(An Autonomous Institution ofthe University Grants Commission)

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IEQA EVALUATION RESULT

DETAILS	RESULT
Track ID	ORCOGN25584
Name Of The **College**	MOTTO PLUS THREE DEGREE COLLEGE
Address	at/po-motto, dist-bhadrak state-odisha oin-756132
E-Mail	bbibiswalla)gmail.com
IEQA Submission Date	*10/12/2015*
lEOA Closing Date	*10112/2015*
IEQA Evaluation Status	Congratulations! You have earned IEQA status. Institution should submit SSRlSAR (5 hard copies and I soft copy) within two weeks from the date of obtaining IEQA Status. Please note that the SSRlRAR uploaded on your institutional website must not be password protected and accessible to public until completion of the A&A process by NAAC. For further *details/* instructions on procedures and timelines for processing A&A applications kindly visit our website: www.naac.gov.in Note: a) No Separate intimation will be mailed on the above matter. b) Ensure submission of the SSR in the correct and applicable format. Please use the NAACs Manual for Self Study applicable to your institution. c) The Institutions are hereby advised to upload information on AII India Survey of Higher Education in MHRD website (http://aishe.gov.in) under intimation to NAAC. At the time of submission ofSSR/RAR to NAAC, institutions have to submit the documentary proof of uploading the A ISHE information Please note that a copy ofIEQA application submitted by college is to be annexed to SSRlSAR so that peer team can verify the data Kindly note: SSRlSAR should be submitted by post/courier only. SSRlSAR will not be accepted by hand in NAAC *office.*

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Motto +3 Oegree CoUege Motte'

Annexure-9

IEQA SUBl\1ISSION DATE-IO/12/2015

INSTITUTIONAL ELIGIBILITY FOR QUALITY ASSESSMENT(IEQA) QUESTIONNAIRE

I COLLEGE DETAILS			
Name of the college	MOTTO PLUS THREE DEGREE COLLEGE	Year of establishment	1992
Location of the college	RURAL		
2 ADDRESS			
Address	at/po-rnotto, dist-bhadrak, state-odisha pin-756132	City	Bhadrak
State	Orissa	Pin Code	756132
Website	www.mottodegreecollege.ac.in	E-Mail	bbjbiswaleagmail.com
Phone STD Code	06786	Phone No	221552
Fax STD Code	06786	Fax	221552
3 HEAD OF THE INSTITUTION			
Name	Prof. Bibhuti Bhusan Javadev biswaL Designation		l principal
Status of appointment	PERMANENT		
4 CONTACT DETAILS OF HEAD OF THE INSTITUTION			
Phone std code	06786	Phone number	221552
Fax std code	06786	Fax	0678221552
Mobile	+919437467101	E-Mail	bbibiswaleazmail.com
5 DOES THE COLLEGE FUNCTION FROM			
a. MAIN CAMPUS			

	AREA OF THE CAMPUS IN ACRES	TOT AL BUILT UP AREA IN sq.m.
OWN BUILDINGS	2.99	6606.0
RENTED BUILDINGS	0.0	0.0

b. SA TEL UTE CAMPUS

	AREA OF THE CAMPUS IN ACRES	TOTAL BUILT UP AREA IN sq.m.
OWN BUILDINGS	0.0	0.0
RENTED BUILDINGS	0.0	0.0

6 NAME OF THE UNIVERSITIES TO WHICH THE COLLEGE IS AFFILIATED OR CONSTITUENT

University!	Fakir Mohan Universitv. Balasore	Other	
Nature of relationship with the university	AFFILIATED	If affiliated, status of affiliation	PERMANENT
University2		Other	
Nature of relationship with the university		If affiliated, status of affiliation	
University3		Other	
Nature of relationship with the university		If affiliated, status of afflliation	

7 STATUTORY PROFESSIONAL REGULATORY COUNCIL(S)

Does the college offer any programme recognized bv any Statutory Professional Rezulatorv Councihs)?			no
Prozrammes offered		Name of the Reaulatorv Council(s)	

8 COLLEGE FUNCTIONING

Tvne of college	CO-EDUCATION	Time of functioning	DAY COLLEGE
Nature of fundinz	GRANT -IN-AID	Manaaernent	PRIVATE

9 MANAGEMENT/TRUST DETAILS

Name of the Management	GOVERNING BODY, MOTTO +3 DEGREE COLLEGE, MOTTO,	Recognition under Ugc Act.1956	2f & 12b

10 MANAGEMENT/TRUST OF THE COLLEGE IS REGISTERED UNDER

Society's registration Act of 1960	yes	Relevant Act of the respective state Govt.	yes
Anv other'(please sneclfv)	0		

11 NUMBER OF DEGREES OFFERED BY THE COLLEGE

UG	2	PG	0
Research	0	Others	0
Total	2		

12 DETAILS OF DEGREES OFFERED(B.A., M.A., B.Com., M.Com., B.Sc., M.Sc., M.Phi!., Ph.D., etc.,)

Arts	B.A	Commerce	B.COM.
Science	0	Education	0
Health Science	0	Engineering & Technology	0
Management	0	Others	0
Is the college opting for Assesment & Accreditation of Teacher Education department separately?			no
Is the college opting for Assesment & Accreditation of Physical Education department separately?			no
Number of departments			7

13 TOTAL NUMBER OF STUDENTS(EXCLUDTNG THOSE IN SELF-FINANCING PROGRAMMES)

	UG		PG		M.PhiI/Ph.D		Value Added Courses(Certificate/oiplor	
	Male	Female	Male	Female	Male	Female	Male	Female
General	165	204	0	0	0	0	0	
SC/ST	26	25	0	0	0	0	0	
OBC	81	108	0	0	0	0	0	
Total	272	337	0	0	0	0	0	
Grand Total	609							

14 TOTAL NUMBER OF STUDENTS IN SELF-FINANCING PROGRAMMES

	UG		PG		M.PhilPh.D		Value Added Courses(Certiticate/Oiplo	
	Male	Female	Male	Female	Male	Female	Male	Female
General	0	0	0	0	0	0	0	
SC/ST	0	0	0	0	0	0	0	
OBC	0	0	0	0	0	0	0	
Total	0	0	0	0	0	0	0	
Grand Total	0							
Total number of students in the colleze		609						

15 NUMBER OF TEACHING, TECHNICAL AND ADMINISTRATIVE STAFF

	Permanent		Temporary		Total	
	Male	Female	Male	Female	Male	Female
Teachers with PG	7	2	1	0	8	
Teachers with M.Phi!.	5	0	0	0	5	
Teachers with Ph.D	2	0	0	0	2	
Teachers with NET/SLET	1	0	0	0	I	
Technical staff	2	0	I	0	3	
Administrative staff	3	0	0	0	3	
Support staff	6	2	0	1	6	
Total no, of teachers	14	2	I	0	15	

16 SUPPORT SERVICES

Number of titles of books	7306
Number ofjournals	1152
Number of e-resources	15
Does the college have a rezistered Alumni Association'!	Ives
Does the college have a functional Placement Cell'!	Ives

17 UNIT COST OF EDUCATION

Unit Cost=Total annual expenditure divided by no, of students enrolled	2721.0

Unit cost calculated excluding salary component	1731.0

18 MENTION FIVE ACADEMIC MILESTONES OF THE COLLEGE

First	DEVELOPING QUALITIES OF CHARACTER, COURAGE, COMRADESHIP, DISCIPLINE AND THE IDEA OF SELFLESS SERVICE AMONG THE YOUTHS.
Second	PROVIDING HIGH QUALITY EDUACTION TO ALL THOSE WHO SEEK IRRESPECTIVE OF AGE, CASTE, CREED AND SEX AND CREATING SUIT ABLE ENVIRONMENT TO MOTIVATE THE YOUTHS FOR TAKING UP A PROMISING CAREER
Third	FOCUSING ON ASSIMILATION, GENERATION AND DISSEMINATION OF KNOWLEDGE AND FACILITIES FOR TRANSFORMATION OF STUDENTS INTO GOOD HUMAN BEINGS AND RESPONSIBLE CITIZENS.
Fourth	TO ESTABLISH EFFECTIVE AND TRANSP ARENT SYSTEM OF EXAMINATION AND EVALUATION.
Fifth	PREPARING STUDENTS TO THE POSITIVE ATTITUDE, SKILLS AND MORAL VALUES AND PROMOTING QUALITY TEACHING IN PRESENT GLOBAL PROSPECTIVES.

Section 2: Institutional Data Questionnaire

1. The college has in place a structured internal quality assurance system for ensuring continuous quality monitoring or improvement	YES
2. Library has reading room facilities for students and faculty separately	YES
3. The colleze uses the students feedback for analysis and improvement purposes	YES
4. Basic computer literacy is ensured for all students in a structured way such as add on courses	YES
5. The colleze provides financial aid to at least 10% of the zeneral carczorv students	YES
6. The college has a mechanism for counselling students	YES
7. An annual in-house academic calendar is prepared and implemented by the colleze	YES
8. The colleae has a mechanism for addressing grievances of students and staff	YES
9. The college promotes scholarlv activities of the facultv beyond the syllabus	YES
10. Internet facility is available in the college for faculty and students	YES
11. The college campus is differentlv-abled friendlv	YES
12. The colleze has a formal mechanism to promote research activities of its students and faculty.	YES
13. The colleze has adequate sports facility	YES
14. The collese has developed a short term and a 10m! term plan for its development and I!rowth	YES
15. Percentage of classrooms equipped with LCD projector	25-50%
16. Percentase of teachers usins audio-visual aids including computer-aided teaching	20-40%
17. The average number of extension activities orzanised bv the collcae durlnz the last four years	3-6
18. Averaze percentaze utilization of annual allocated funds for the last four years	>75%
19. Maintenance expenditure on infrastructure as percentage of the total annual budget	>4%
20. Average pass percentaue of graduatinº students	>70%
21. Comnuter students ratio	1:30-1 :60
22. Percentage of faculty benefitted from UGC and other staff development prozrammes (average of last four years)	5-10%
23. Percentage of permanent teachers with Ph.D. qualiflcatlon	<20%
24. Percentage of classes taught by guest faculty or temporary teachers	<20%
25. Students teacher ratio	30: I-50: I
26. Percentage of faculty positions tilled azainst sanctioned posts	>80%
27. Number of add-on courses conducted by the college	3-5
28. Awards received by the students in sports and cultural activities in the last four years	National or International Level
29. Percentage of teachers having on-going or completed research projects in the last four years	10-25%
30. Number of academic seminars or conferences or workshops that the college has orzunized (average of last four years)	>4
31. Number of Journals subscribed in the library National or International	10-20
32. Percentaze of students admitted azainst the reservation catezorv as per Government of India norms	<50%

Certificate

This is to certify that the information given in the IEQA application is true to the best of my knowledge and ability and if the same is found to be false or misleadine. I authorize NAAC to initiate any action which it deems tit includinz wlthholdine thc outcome of the Peer Team Visit.

prl~r

Motto .•. 3 **Degree cbnege**

Gmail - Your DCF has been uploaded on AISHE portal

bibhuti biswal <bbjbiswal@gmail.com>

Your DCF has been uploaded on AISHE portal

1 message

helpdesk-aishe@nic.in <helpdesk-aishe@nic.in>   Tue, Jul 14,2015 at 10:37 AM
To: bbjbiswal@gmail.com

Dear User,

DCF for **Motto +3 Degree College** has been uploaded successfully on AISHE portal. To refer to this form
please use DCF reference number **C-21370-2014.**
We appreciate your sincere efforts in compiling and providing the information.
Kindly update your Account details on the AISHE portal under the link Remuneration Management so that
Remuneration may be transferred .

. (This is an auto generated email, kindly do not reply back)

Thanks,
AISHE Team

Inauguration of UGC National Seminar organised by the deptt. ofOdia in 2013

NSS Volunteers participated in normal camps organised on the occasion of Motto Melana

Innaguration of UGC State level Seminar organised by the deptt. of Political Science in 2013

Innaguration of UGC National Seminar organised by the deptt. ofOdia in 2013

Innaguration of UGC National Seminar organised by the deptt. of History in 2013

Health Awarness Programme organised by NSS & YRC Units of the college in-2014

Blood Donation Camp organized by NSS & YRC Units

Prof. B. Biswal, Principal of the College attends Yoga Classes as Master Trainer

Inauguration of Girls' Self Defence Training Programme -2015

Blood Donation Camp.-2015 Organized by NSS & YRC Unit.