Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**DHAMNAGAR COLLEGE**
Name of the head of the Institution	**Suranjan Panda**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**09439182143**
Mobile no.	**7978979517**
Registered Email	**dhamnagarcollege77@gmail.com**
Alternate Email	**dhamnagarcollege1977@gmail.com**
Address	**Dhamnagar College, Dhamnagar**
City/Town	**Bhadrak**
State/UT	**Orissa**
Pincode	**756117**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Sanjay Kumar Panda**
Phone no/Alternate Phone no.	**09437454178**
Mobile no.	**7008816732**
Registered Email	**iqac.dhamnagarcollege@gmail.com**
Alternate Email	**dhamnagarcollege1977@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dhamnagarcollege.org.in/Attachment/AQAR-2017-18.pdf

4. Whether Academic Calendar prepared during the year

No

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**2.57**	**2008**	**28-Mar-2008**	**27-Mar-2013**

6. Date of Establishment of IQAC

18-Mar-2009

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Capacity Building Programme for Students	**22-Nov-2018** **1**	**89**
World AIDS day	**01-Dec-2018** **1**	**120**
World environment day	**05-Jun-2018** **1**	**59**

Road Safety Week	11-Jan-2019 7	73
International Yoga Day	21-Jun-2018 1	105

L::asset('/'),'public/').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'.$instdata->upload_special_status)}}

No Files Uploaded !!!

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	**1**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Adoption of ecofriendly practices in day to activities of the college.

Upgradation of library facilities and Improvement in the existing infrastructure in the reading room.

Construction of new buildings and upgradation of existing classrooms.

Collection of feedback from the students, parents, and stakeholders.

Measures have been taken to make students aware of the benefits of practicing yoga in everyday life.

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

Plan of Action	Achivements/Outcomes
Collection of curriculum feedback	Curriculum feedback was taken from students, parents and stake holders.
Efforts to make the campus eco-friendly	Plantation programmes were organised in the college premises to aware the students about adopting environmental friendly practices in day to day life.
Organisation of career counselling programme	Carrer Counselling programme was organised.
Remedial classes for slow learners.	Extra classes were engaged to prepare the slow learners better for their exams.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff Council and IQAC	18-Sep-2023

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

19-Dec-2019

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)

1. SAMS for centralized admission for students. Student Academic Management System (SAMS) is an integrated portal that provides a common platform for admission into various courses across the State through eAdmission and also several eServices to students at the institutional level through Administration. 2. HRMS for salary

bills and eservice book. HRMS software automatically prepares all accounts and registers of an employee, like Service Book, Leave Account, Loan Account, Salary Account, Incumbency Chart etc., retrieving relevant data from transactions. 3. PIMS a database of teaching and nonnonteaching staff under DHE, Odisha.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Dhamnagar College, Dhamnagar, Dist-Bhadrak is an aided composite 255-category college. It came into being on 15th August 1977. At the beginning of the session, the college ensures effective curriculum delivery through a well-planned mechanism. It follows the academic calendar & C.B.C.S. Syllabus provided by Fakir Mohan University, Balasore. The Extracurricular and co-curricular activities are prepared for effective implementation of the curriculum. The following measures are taken each year for effective delivery of the curriculum. 1. The college constitutes a timetable committee for the preparation of the Master timetable for each semester. The H.O.D. & faculty members of each department prepare individual timetables for their respective departments from the Master Time Table. The timetables are displayed on the General Notice Board, Departmental Notice Board, Boys Common Room, and Girls Common Notice Board. The copies of the same are submitted to the Principal and Academic Bursars by H.O.Ds 2. The faculty member and H.O.D of every department prepare a comprehensive Lesson Plan and Diary which includes individual timetables, delivery date and time of Lectures, and Practical and proctorial classes. These are monitored by the Principal, and academic Bursars weekly. 3. A Welcome –Cum- Induction Programme was held for the newly admitted students in which the principal and H.O.Ds address the students to be aware of the college rules, Course structure, various facilities, and Add Programmes. 4. Principal & H.O.D.s meetings are held in the last week of every month to review and discuss the curriculum delivery. 5. In order to give healthy & continuous academic exposure to the students the departments conducted monthly Unit Tests on various subjects and the results are displayed. 6. To facilitate the student's access to the latest books available on the subject and topic each department maintains a department library. 7. Seminars, Projects, various competitions, career counseling, etc. are conducted under the supervision of Faculty. 8. To enhance knowledge in various fields the students are encouraged by the teacher to follow reference books and e-books. 9. Remedial coaching and personal counseling are given to slow and advanced learners. 10. Parents-Teacher-student meetings are held 3 times a year to identify problems for academic and other facilities. 11. Students are encouraged to the membership of N.S.S, N.C.C, Y.R.C, and Eco Club. 12. Course File: A course file is maintained for every course such as the Course Syllabus, Course material, Question Bank, Internal assessment test Question papers, scheme & solution, University results, and Lab manuals. 13. Academic file –Every faculty member maintains an academic file such as Individual time table, Teaching plan and progress, Student attendance record, Doubt clearing classes, and internal Evaluation Records 14. Action Plans-Effective implementation of the curriculum is periodically monitored by the Principal, H.O.d and academic Bursars, Two internal assessment tests (Mid

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	NIL	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, History, Odia, Political Science	01/07/2016
BSc	Botany, Chemistry, Mathematics, Physics, Zoology	01/11/2016
BCom	Commerce	01/11/2016

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Economics	8
BA	History	31
BA	Odia	33
BA	Political Science	33
BSc	Botany	7
BSc	Chemistry	7
BSc	Mathematics	5
BSc	Physics	7

BSc	Zoology	12
BCom	Commerce	32
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
Parents	Yes

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

Feedback Obtained

Our college collects feedback on the curriculum from the students, parents, and teachers on the CBCS Model syllabus prepared by the Director, of Higher Education, Odisha in collaboration with FM University, Balasore. These feedbacks strengthen qualitative teaching-learning and overall development. The teacher-student relationship inside and outside the classroom has been given importance by evaluating the teachers performance which gives an opportunity for a teacher to realize his own weakness in teaching. Feedback collected from the parents is discussed in the department and in the academic council. The academic council consists of the principal, academic bursars, and the HODs. The parents expressed their high opinion of quality teaching, lab facilities, library system, exams, evaluation system, and CBCS syllabus design. They express their emphasis on extracurricular and co-curricular activities like Career counseling, job orientation teaching, state and national level seminars, and webinars. The students were greatly satisfied with the quality teaching of the faculty members. Each and every department has taken the initiative not to drop any class. Further doubt-clearing classes were also conducted by the faculties. The performance of the students in each semester exam was also analyzed and steps were taken to improve the performance of the slow learners. The teachers are encouraged to use digital tools in the teaching and learning process.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics, History, Odia, Political Science	128	Nill	132
BSc	Botany, Chemistry, Mathematics, Physics, Zoology	64	Nill	56
BCom	Commerce	64	Nill	52

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	240	0	27	0	27

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
27	5	1	1	1	0
No file uploaded.					
No file uploaded.					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Our college plays a key role in mentoring the students in a systematic and well-planned manner. After the admission, the students are well acquainted with the courses and programs of the college. Each department assigns a mentor not only to discuss students skills and enhancement of competitive exams and problems related to courses but also the infrastructure of the college, academic, nonacademic, or personal as well. They guide the students in a better way to understand the content well. They also interact and keep in touch with the guardians to build up a healthy atmosphere of learning. Thus they build a strong bond of relationship between them and students. By doing all these activities, these mentors prove themselves to be hard-working, sincere, and friendly.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
240	27	1:9

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	27	5	1	3

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	NIL	Nill	NIL
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BA	117H, 0317H, 0817H, 1117H, 1417H	3rd Year	20/03/2019	27/04/2019
BSc	217H, 5217H, 5317H, 5617H, 5717H, 5917H	3rd Year	20/03/2019	27/04/2019
BCom	317H, 8117H	3rd Year	20/03/2019	27/04/2019
No file uploaded.				

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

The reforms initiated by our college on continuous internal exams have ushered in a transformation in the minds of the students. The concerned subject teachers conduct a personal interface meeting with the students. They try their level best to make each and every doubt of the students clear. The students are apprised of their strengths and weaknesses for further improvement. The results of internal exams are analysed to identify the slow and advanced learners and the same is also intimated to the parents. The parents are advised to mark the achievements of the students and to take remedial steps for better results. A special team comprising of senior faculties has also been formed to prepare exam-oriented questions.

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

As an affiliated college of F.M University, our college prepares its own academic calendar regularly to conduct exams and other related matters. It provides a structured timeline for students, faculty, and staff. This calendar is carefully crafted to balance instruction, assessment, and breaks. Furthermore, the academic calendar incorporates vacations and holidays ensuring that students and faculty have opportunities to recharge and celebrate cultural observances. In addition to this, our academic calendar includes registration deadlines, advising sessions, and other administrative events to facilitate smooth operation. Thus the calendar plays a vital role in time management allowing the students to plan their course work and faculty to organise their teaching schedule year after year.

2.6 – Student Performance and Learning Outcomes

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

http://dhamnagarcollege.org.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
117H, 0317H,	BA	Economics, History,	130	106	81.5

0817H, 1117H, 1417H		Odia, Political Science			
217H, 5217H, 5317H, 5617H, 5717H, 5917H	BSc	Botany, Chemistry, Mathematics, Physics, Zoology	59	19	32.2
317H, 8117H	BCom	Commerce	50	20	40

View Uploaded File

2.7 – Student Satisfaction Survey

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

http://dhamnagarcollege.org.in/Forms/sss.aspx

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

No file uploaded.

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NIL	NIL	NIL	NIL	Nill

No file uploaded.

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

Odia	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	2	Nill
National	Urdu	3	Nill
National	Philosophy	1	Nill
National	Political Science	1	Nill
[View Uploaded File](#)			

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

Department	Number of Publication
English	3
Urdu	1
[View Uploaded File](#)	

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

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2019	0	0	NIL
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	1	0	0
Presented papers	0	1	0	0
Resource persons	0	0	1	0
No file uploaded.				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/	Number of teachers	Number of students

	collaborating agency	participated in such activities	participated in such activities
Capacity building of college students	NSS	18	71
World HIV Aids day	NSS and YRC	10	110
Road safety week	NSS	7	66
International Yoga day	NSS	9	55
View File			

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

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
World environment day	YRC and NSS	Plantation	5	54
Voters awareness programme	NSS and YRC	Students rally	7	85
Communal harmony week	NSS	Observation of communal harmony week	15	92
No file uploaded.				

3.5 – Collaborations

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

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
IIT Bombay	29/01/2019	Spoken Tutorial Project	1

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1535000	72500

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NIL	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	12324	Nill	212	41439	12536	41439
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidt	Others

								h (MBPS/ GBPS)	
Existing	18	1	18	1	1	2	3	20	0
Added	0	0	0	0	0	0	0	0	0
Total	18	1	18	1	1	2	3	20	0

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

20 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
40000	41369	1250000	375000

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

The college has a campus of about 15 acres of land with having adequate number of classrooms. It has 04 (Four) numbers of Laboratories equipped with instruments to give hands-on experience to the students and teachers as a whole. The college has Fire extinguishers, First-Aid boxes, and some other safety aids that are kept at easily accessible points. The outward look of an educational institution is its physical facilities and inwardly it supports academic activities. The college runs from 9.15 AM to 4.00 PM. The college possesses as many as 05(Five) numbers big halls used as classrooms, 07 (Seven) classrooms, 10 (Eleven) departmental classrooms, SAMS laboratories, NSS, YRC, a women's hostel, outer Pendle, common room for students, staff common room, 01 (one) strong room used as EMH, college canteen, a meeting hall of internal quality assurance cell (IQAC). The central library has a reading room with physical books and journals. The college has a huge tank and on its bank, the fruit Orchards and woodland ground its greenery. The college has a mini forest increasing the beauty of the campus. The college possesses one ornamental garden, one front garden, and the other harvesting green patches. The college gives priority to physical education, sports, culture, innovation, and creativity among students. So, the college conducts a wide variety of cultural competitions, athletic meets, and tournaments. The college provides scope to students participating in physical education, innovative practices, creative writing, acting, mono-action, anchoring, painting story writing, etc. They participate in quiz competitions, debates, songs, dance, and so on. The winners and successful participants are awarded in the annual function. The college has its own playground inside the campus measuring 100 m. length and 60 m. width. It accommodates a Football Field, Cricket Pitch, and tracks for athletic events. The annual athletic meet is conducted and the students both boy and girl athletes take part in track and field events. The student aspirants of defence services and police force practise physical exercises on the college playground in the morning and afternoon. They practise swimming in the college

tank. There is a badminton court on the campus. Yoga classes are conducted in the area specified for yoga.

http://dhamnagarcollege.org.in/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	NATIONAL SCHOLARSHIP PORTAL (NSP), POST MATRIC SCHOLARSHIP GOVERNEMT OF ODISHA, BANISHREE SCHOLARSHIP, VYASAKABI FAKIR MOHAN SCHOLARSHIP	136	680000
b)International	NIL	0	0
View File			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2018	105	NSS Unit
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	Career Counselling Programme	0	95	0	0
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0
No file uploaded.					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	1	B.A.	Political Science	Fakir Mohan University, Balasore	M.A. Political Science
2018	1	B.A.	Political Science	IGNOU, Bhadrak Auto College	M.A. Political Science
2018	1	B.A.	Political Science	Nagarjuna University, AP	B.Ed.
View File					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
Any Other	0
No file uploaded.	

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

Activity	Level	Number of Participants
100 meters run	Institution	39
200 meters run	Institution	35
Long jump	Institution	37
High jump	Institution	32
Shot put	Institution	33
Discus throw	Institution	29
English and Odia debate	Institution	32
English, Odia and Urdu essay	Institution	53
General Knowledge	Institution	49
Mono action, song and dance	Institution	45
View File		

5.3 – Student Participation and Activities

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

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

No file uploaded.

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

The student council serves as the voice of the entire student body and actively works with faculties to enhance the teaching-learning process and organize extra- curricular activities like cultural and athletic competitions. The student council actively participates in all the activities of the college and this provides them a platform to voice their opinion, share their grievances, and put their demands in matters related to academics, administration, and infrastructure development of the college. All the committees at the college level have student representatives as members keeping in view, the true spirit of holistic education. Internal Quality Assurance Cell (IQAC), Anti-ragging Committee, and Grievance Redressal Cell also have student representatives. Feedback from the students is brought to the notice of the authorities by the student council representatives. Appropriate measures are taken by the administration based on the suggestions and feedback. The student council is also involved in planning and organizing various activities for the students such as the Induction Programme for the first-year students, seminars in various departments, farewell ceremonies for final-year students, celebration of important national and international days, and so on.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

35

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The college has an active Alumni Association in which the graduates of the college are members. The alumni participated in various community services organized by the NSS and YRC units of the college. The alumni also actively participated in the successful organization of sports such as the Annual Athletic Meet. Every year on the occasion of the college Annual Day celebration, the alumni association actively participated in its smooth organization. The alumni association organizes meetings and shares their opinions and suggestions on different issues of the college for the all-round growth of the Institution.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

1. The institution adopts a management system in which every staff member is involved in the decision-making process thereby, utilising their leadership and management capabilities to the fullest. The Governing Body is at the top of the decision-making process and other committees are engaged at the college level for the smooth functioning of the institution. The Governing Body holds meetings at regular intervals for strategic planning and implementation. The Principal, the Administrative Bursars, the Academic Bursars, and the Heads of the Departments look into the day-to-day affairs of the college. For the proper functioning of the college, an extracurricular duty chart is prepared by the principal in consultation with senior faculty members. According to the chart, the teaching and non-teaching staff members are assigned various duties. The principal conducts meetings with different committees regularly to strategize and plan on financial, administrative, academic matters and other important issues related to the college which ensures effective decision-making and policy implementation. The heads of the departments conduct internal meetings to discuss academic matters and plan a schedule of events for a year keeping in mind the all- round development of the students. At the institution level, the Staff Council is the most important decision-making body. The president, Vice-president, Secretary, and Assistant Secretary are elected by the members of the Council. It collects information, feedback, and recommendations from the faculty members, departments, students, parents, and alumni before making final decisions on any related matter. A resolution made by the association is conveyed to the principal and the chair is requested to take prompt steps in implementing the decisions taken by the Council. 2. Decentralization and participative management have been the key factors behind the effective implementation of CBCS in the college. The IQAC cell and the Academic Committee collectively played a vital role in the execution of this system in the college. The faculty members, examination committee, admission committee, academic bursars, and heads of the departments ensured its successful implementation. The cell makes sure that the goals and strategic plans made by the college are achieved through the collective and collaborative efforts of all the staff members. Meanwhile, the college adheres to the rules and regulations of the Department of Higher Education, Govt. of Odisha as well as the affiliating university. It duly responds to the notifications and the instructions of the concerned authorities and takes steps towards the fulfillment of their orders. This clearly manifests the strength of collective decision-making, dedication, and sincerity of all the members of the institution that has contributed to its growth over the years.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The IQAC cell of the institution ensured smooth and proper implementation of CBCS introduced by the affiliating university at UG level and has arranged programmes to give a proper understanding of the CBCS to the staff members. It has given an opportunity to the students to study across disciplines different subjects through elective option. The college also focusses on skill development and

	enhancement of employability skills by offering varied Skill Enhancement Courses (SEC) that are a part of the syllabus. The institution at its level ensures providing quality education by engaging regular classes, organising seminars, talks, conferences, skill development programmes, etc. The heads of the departments, in consultation with the teaching staff, distribute the classes among the faculty members and the specialization of the teachers influence the topics they are assigned to teach. The workload is equally shared among the staff members. Teachers submit their plan and progress report duly to the academic bursars for verification. Seminars are organised at regular intervals on topics relevant to the curriculum. Resource persons are invited to deliver their discourse and students' participation is also encouraged in paper presentations. Doubt clearing classes are also held by different departments and extra classes are scheduled in order to help the students in their preparation for the examinations. Also, parents- teacher meetings are conducted in regular intervals and the opinions, suggestions of the parents are sought on different administrative and academic matters. In order to aware the students about different career options, career counselling programmes have been organised by the IQAC cell successfully.
Examination and Evaluation	Examinations are conducted according to the guidelines of the affiliating university, F.M. University. The institute forms an examination committee which conducts the examinations scheduled by the university. The institution has developed a comprehensive evaluation procedure to prepare the students better for the examinations. Apart from the internal examinations that are conducted before every semester, class tests, seminar presentations, are done regularly in order to check the level of conceptual understanding of the students. Also, the performance of the students is regularly monitored by the faculty members in order to arrange extra classes and prepare the slow learners better for the examinations. For the smooth functioning of the

		examination cell, the college has provided a room well-equipped with computer, printer, and other digital tools.
	Human Resource Management	The institution endeavours to become a medium for the growth of the students as well as staff members. It strives to provide proper infrastructure and the latest technological tools for academic development and effective management. Keeping this in view, the college is devoted to infrastructure development and procurement of advanced digital resources. The college is highly supportive of the career advancement of the staff members and encourages them to participate in Orientation/ Induction Programmes, Refresher Courses, and Short -Term Courses. The institution strongly supports the idea of providing a pleasant, secure, and healthy workplace environment to its employees in which they can make efforts to grow in their careers as well. Therefore, a timetable is prepared at the beginning of every academic year and the workload is equally divided among the staff. Departmental duties and official work are equally done by the staff members. This ensures regular classes as well as the successful organisation of other extension activities. The college also extends its support to the non-teaching staff members and motivates them to attend different programmes at the university and block level for their career advancement as well as to strengthen the administrative capabilities of the college.
	Admission of Students	The institution admits students into various courses through e-admission using the SAMS (Student Academic Management System) portal of the Department of Higher Education, Govt. of Odisha. All the admission-related data and records of the institution are available on the portal. The college has formed an Admission Committee which completes the formalities at the institution level and submits the details of the admitted students on the SAMS portal. It has also formed a helpdesk to address the issues of the applicants so as to give them a hassle-free and smooth admission experience. The college ensures transparency in the

admission process and the applicants who are found to be fulfilling the admission criteria are given admission. Also, all admission-related data is available on the college website.

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

E-governace area	Details
Student Admission and Support	The institution admits students into various courses through e-admission using the SAMS portal of Govt. of Odisha. All the admission-related data and records of the institution are available on the portal.
Examination	The institution follows the guidelines of the affiliating university to conduct examinations. All the examinations are conducted according to the schedules provided by the University. Examination-related records and data are submitted to the university by email as well as by hand within the stipulated time.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0
No file uploaded.				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NAAC Awareness Programme	NAAC Awareness Programme	19/11/2018	19/11/2018	21	6
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration

International Poetry Meet	1	06/01/2019	06/01/2019	1
Prospectives in Biological Sciences	1	21/08/2018	10/09/2018	21
Advance techniques in Botany	1	09/04/2019	13/04/2019	5
NAAC Awareness Workshop	1	16/11/2018	16/11/2018	1

[View File](#)

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
General Provident Fund, Gratuity, GIS, NPS, EPF, Earned Leave, Maternity Leave, Recreational activities like staff picnic	General Provident Fund, Gratuity, GIS, NPS, EPF, Earned Leave, Maternity Leave, Recreational activities like staff picnic	Study tour, Grievance redressal cell

6.4 – Financial Management and Resource Mobilization

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

An audit system was adopted in the college in which a team of three members was formed to conduct the periodical internal audit of the college. The Daily Collection Report is also maintained meticulously as per the daily transactions which is then verified by the assigned staff member. According to the process adopted by the finance committee, all the staff members submit financial bills and receipt of the expenditure to the Accountant of the college. To ensure transparency in matters of financial transactions, the bills are verified meticulously by the Accountant and then passed to the Accounts Bursar for approval. After the bills are approved by the bursar, the principal releases the payment. Objections, if any, raised by the Bursar are clarified by the officer-in-charge before the bill is passed. The audit team mainly looks into any kind of discrepancy or non-record of facts or misappropriation. After reviewing the records, the audit team submits its report to the principal about their findings. The external audit is conducted by the Chartered firms selected by the Local Fund Audit Directorate, Bhubaneswar. The auditor visits the college and verifies all the records related to accounts. It mainly focuses on the receipt and payment details of the college with authenticated documents. They conduct the audit programme under the guidance of the District Local Fund office. After completion of the audit work, the Chartered Accountant firm (Auditor) submits their report before the District Audit Office, Bhadrak. Objections, if any raised on verification of books of records are clarified by the college authorities and the auditor also suggests necessary corrections for the same. Following this, the Local Fund Audit Superintendent after due verification gives his clearance report for approval. Then after, the district audit officer gives the audit completion certificate.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)		
Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL
No file uploaded.		

6.4.3 – Total corpus fund generated

810000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NIL	Yes	IQAC, Dhamnagar College
Administrative	No	NIL	No	NIL

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

The institution ensures parents' participation in the development of the college. Parents-Teacher meetings are conducted in regular intervals and their opinions are sought on administrative and academic matters. The college seeks their opinion on the regularity of classes, class timings, students' attendance, and performance of the students. Their suggestions are sought for proper administration, academic development, and enhancement of students' performance. The college maintains a cordial relationship with the guardians, values their opinions, and suggestions, and includes them in the decision-making process for the smooth functioning of the college. They are also involved in humanitarian services like the blood donation camp organised by the NSS.

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

The college highly supports career advancement and growth of the non-teaching staff members and motivates them to attend different programmes organised at the university and block level. Over the years, it has sent the staff members to attend programmes related to the functioning of HRMS, Student scholarships, online admission, and other administrative work. It has also organised development programmes for enhancing the basic computer knowledge of the staff members.

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

1. The college and faculty members are keen on making the classes interactive, discursive, and student- friendly. The IQAC cell has promoted the use of ICT tools in the teaching-learning process to make the classes engaging, informative, and digitally advanced. 2. The college is focused on research and innovation. With the introduction of CBCS and subsequent project submission, the students are now aware of research writing and presentation. In order to give a proper research experience to the students, the faculty members discuss varied aspects related to research, paper writing, and the new research areas on which they can work in the future. 3. The college has taken the initiative to expand its building space as well as add modern facilities to its existing infrastructure which will cater to the needs of the students. With rising

student strength, the need for expansion is inevitable. As a result, construction of rooms, and renovation work of existing buildings is underway.
4. It has organised awareness programmes like World HIV Aids Day, Road Safety Week, and International Yoga Day to aware students of important issues such as road safety, and the importance of physical fitness and well-being.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Capacity building for college students	22/11/2018	Nill	Nill	89
2018	Road Safety Week	Nill	11/01/2019	17/01/2019	73
2018	International Yoga Day	21/06/2018	Nill	Nill	64
2018	Voters awareness programme	Nill	Nill	Nill	92
2018	Communal Harmony Week	Nill	19/11/2018	25/11/2018	107
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women empowerment in India	08/03/2019	08/03/2019	73	11

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	20/08/2018	1	Observation of communal harmony week	Communal Harmony among students	107
2019	1	1	04/02/2019	3	Observation of Road safety week	Prevention of road accidents	73

No file uploaded.

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NIL	Nill	NIL

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World AIDS Day	01/12/2018	01/12/2018	120
International Yoga Day	21/06/2018	21/06/2018	64

No file uploaded.

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Flower gardens are made to make the campus eco-friendly by the NSS Unit. 2. Steps taken to keep the campus clean. 3. Steps taken to make the campus plastic-free. 4. Gave emphasis on waste management. 5. Pedestrians are encouraged and also for use bicycles.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of practice: Eco-friendly campus Objective: To clean the environment which promotes safe and appropriate hygiene practices in college. The Objective is also the beautification of the campus. Practice: The college volunteers, the NSS, and YRC volunteers of the college together observe World Environment Day by campus cleaning and plantation of trees. The NSS volunteers made a plantation for a flower garden. To make the campus plastic free the college has taken some measures. Awareness programs organized among students. Posters and banners showing the ban on plastic sticks on boundary walls. Dustbins have been placed at different places on the campus to put the garbage. Campus cleaning is also done by outsourcing laborers. Evidence of success: As a result of such an activity a very beautiful and attractive flower garden was formed which beautifies the campus. It also creates a very cordial environment among students for doing work together. Title of Practice: Promotion of Indian

Culture (Rangoli) Objective of Practice: The objective of introducing 'Rangoli' among students is to inculcate in them the significance of old traditions and customs that are disappearing day by day. The Context: Implementing Rangoli among students reminds them of their cultural heritage where their predecessor practiced it during special occasions and festivals. It provides them with a new idea in exposing their knowledge of art. Practice: Rangoli is an art form in which patterns are created on the floor using materials like colored rice, dry flowers, colored sand, or dry flower petals. It ranges from flowers to pictures of gods and goddesses with different shapes and sizes. It looks very attractive. Our students practice it on the occasion of Seminars, and Pujas National Festival in their respective departments. The college arranges Rangoli competitions among students to encourage them. Evidence of Success: Nowadays as students are much more engrossed in electronic media, they have hardly any interest in old practices. Though the practice of Rangoli does not require a lot of money, the interest of students is of utmost importance. To enhance the spirit of the students, occasional competitions should be conducted at a higher level they must be rewarded for that.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://dhamnagarcollege.org.in/Forms/BestPractices.aspx

7.3 – Institutional Distinctiveness

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

Keeping in mind the mission and vision of the institution, the priority and thrust area of the college is academically strong and an inclusive environment. Most of the students coming to this college are from very economically backward families. The college has an important to role in such a way that it is the only college in this location and there is no other college in ten kilometres distance. Students depend only upon the teachings of this institution. The college has a good reputation in Bhadrak district as it is one of the oldest colleges established in 1977. Four honours subjects of Arts, five honours subjects in Science, and two honours subjects in Commerce is also here to facilitate the students to give a choice of their own. The Academic Council is actively operating in the college. Everyday, the Academic Bursar and principal visits the classes such that there is zero drop of class. The guest faculties are also engaged for additional support. The extra classes are also arranged by the departments for timely completion of the courses and remedial classes are also arranged by the departments for slow learners. The college emphasizes on organising seminars, projects, workshops and study tour. The college has also taken steps for construction of new classrooms. For better care of students, the proctorial classes have also been introduced so as to enable the teachers to have one to one interaction with the students. Teachers are very cordial towards the students. Here the student-teacher relationship is similar to a parent-child bond. For all round development of students, the college gives emphasis on the cultural activities and a career in sports. Students are highly respectful towards the teachers.

Provide the weblink of the institution
http://dhamnagarcollege.org.in

8.Future Plans of Actions for Next Academic Year

1. To achieve complete automation of the library. 2. To make the campus plastic-free. 3. To construct smart classrooms well equipped with ICT tools. 4. To collaborate with other colleges and universities for academic activities. 5. To organize career counseling programmes for the students. 6. To introduce new

Honours subjects.