

SELF STUDY REPORT

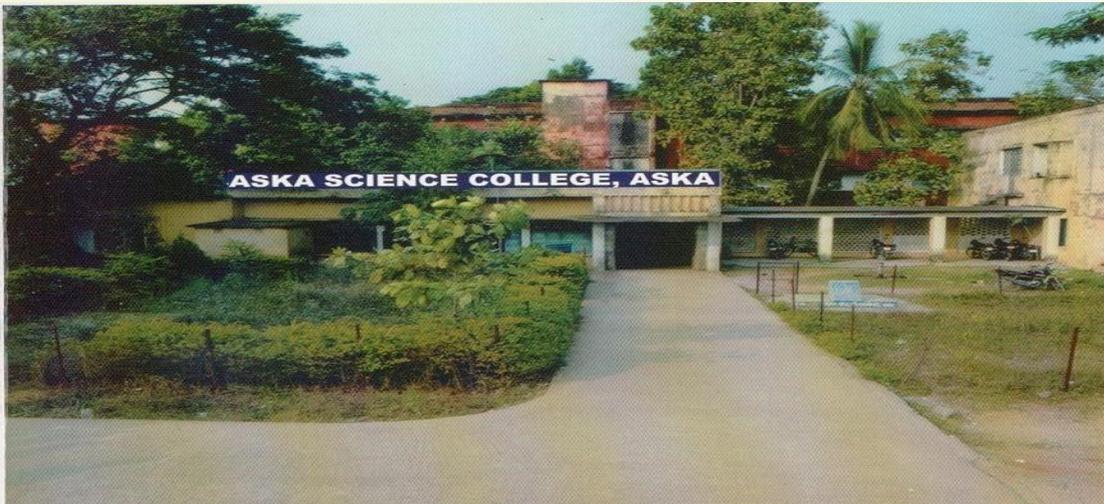
(Cycle - II)

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

(NAAC)

Bengaluru (India)



ASKA SCIENCE COLLEGE
ASKA , GANJAM , ODISHA

2016

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(Cycle-II)

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL (NAAC)

Post Box No. 1075,
Nagarbhavi, Bengaluru-560072



ASKA SCIENCE COLLEGE

Aska, Ganjam, Odisha, PIN-761111

(Affiliated to Berhampur University)

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Preface

It is a matter of great pleasure and contentment that Aska Science College, Aska is bracing up itself to invite the NAAC peer team for the second time. The college invited the NAAC peer team for the first time in 2007 and was awarded “B” grade. I’m sure this time too, the college will be able to impress the peer team and earn a good grade as one of the pioneer colleges of South Odisha.

The submission of a Self Study Report (second cycle) is mandatory prior to the proposed visit. I am glad to know that the same is ready for submission.

Aska Science College, Aska is one of the oldest colleges of south Odisha catering to the needs of higher education in the town as well as surrounding rural areas. For the last 48 years (Estd. 1968) it has been striving hard to establish itself as a model educational hub, thanks to the co-operation of the local people, local political leaders, state government and the UGC, it has achieved considerable success in this regard.

The self-study report to be submitted is an humble but sincere effort to give an accurate idea about the academic and administrative functions of the college. Besides, it also carries information regarding the profile of the college, curricular aspects, Research, Consultancy and extension activities, Infrastructure and learning resources, student support and progression, management of the college, profiles of various departments and the Best practices of the college. Above all, it also carries a short report on the action taken on the recommendations of the earlier peer team.

The preparation of the self-study report has been a long process. The NAAC steering committee headed by the co-ordinator and the co-ordinator of the IQAC has made sincere and untiring efforts to make it flawless and comprehensive keeping to the guidelines enunciated in the NAAC manual. The members have finalized it after exhaustive discussions among themselves, with the principal, with the staff members and the students. I appreciate their efforts and hope the self-study report submitted to the NAAC will serve the specific purpose for which it has been prepared.

Before concluding, as the Head of the Institution, I must record that the preparation of the Self-Study report has enabled us to underline our strengths and weaknesses and highlight the opportunities and challenges before us.

Dr. Ramesh Charana Pandit

Principal

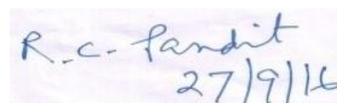
Principal's Message...

Aska Science college has been known for the last 48 years as an institution of quality higher education which produces not only academically qualified youth but also sincere, committed and disciplined citizens upholding higher values of life, nation and humanity. This is the reason why students from different parts of the state consider it a privilege to enroll in it. At present, most of the former students are well placed in different sectors of society which has certainly been a matter of pride for the college. In its long history the college has been sanctified by the hallowed presence of a number of eminent academicians who have worked here as teachers. Though the college is situated in a rural area, it has been able to create a place for itself as a model college in the education map of Odisha.

For the last 48 years the untiring efforts of the staff members of the college have brought it unlimited glory and goodwill. A committed Governing Body headed by the local MLA Sjt. Debaraj Mohanty and a sincere hard working staff are determined to uphold the same in coming days.

Since the college is registered with the UGC as an institute of higher learning under 12 (B) and 12(F) it is mandatory to invite the NAAC peer team at regular intervals. Such visits create an environment for introspection and Self-examination which in turn make us conscious of our setbacks and also motivate us to update teaching-learning process, administration, feedback collection and research work and instills new zeal among the staff members and stakeholders.

It is worth mentioning that the members of the IQAC and NAAC steering committee have taken great pains to prepare this SSR for the second cycle. While thanking them, I hope it will beup to the expectation of the NAAC.



(Dr. Ramesh Charana Pandit)

Principal



The Crest of the College

The motto at the top of the crest is our prayer to Almighty to let wisdom dawn upon us. It also means "May the presiding deity of wisdom, Saraswati also known as Vaani, shower her grace upon us".

The crest in its three blocks symbolizes both the origin and purpose of the college. The factory stands for cooperation and industry. The plough symbolizes agriculture which is the chief occupation of the locality. The flame of the lamp on stand with a book spread open directs us to acquire and disseminate knowledge that will strengthen cooperation, encourage industrial growth and promote agriculture.

1. EXECUTIVE SUMMARY:

Aska Science college, Aska was established in 1968 to cater to the needs of higher education in the town as well as surrounding rural belt. It was the brain child of some eminent citizens of the town among whom mention must be made of Late Harihar Das, Late Chandra Shekhar Mishra, Late Kabiraj Krushna Chandra Tripathy, Srijukta Dwitikrushna Panda etc. The vision of the founders was to bring higher education to the doorsteps of the poor farmers, Scheduled Caste and Scheduled Tribe communities and educationally and socially backward people inhabiting the area. They also hoped for the spread of social, cultural and economic awareness among the inhabitants through this institution. Right from the beginning the college has made quality education at the lowest price its guiding principle.

The college is an aided institution and abides by the rules and regulations laid by Berhampur University (the affiliating University), the Government of Odisha, the University Grant Commission and the National Assessment and Accreditation Council.

In compliance with the latest guide lines of the UGC, the college invited the NAAC Team to assess it in 2007. This year it plans to invite this NAAC team for the second assessment. Meanwhile on the basis of the suggestions given by the earlier NAAC team which awarded “B” grade to it, the college has undertaken a number of steps to enhance quality in teaching – learning process, administration, co-curricular activities etc. An Internal Quality Assessment Cell has been formed in 2012 to monitor quality maintenance and suggest new measures to improve quality. Similarly a Women’s cell has been established in 2012 to ensure safety of girl students and women employees. An Anti-Ragging cell is also in place to stop ragging of students. The teachers have been given ample opportunities to avail research projects, attend seminars and publish papers. Keeping in mind the emphasis of the earlier NAAC team on conduct of seminars, all the departmental heads are being given all kinds of support to hold state level/national level and local level seminars. Similarly the parents – teachers association and the old students association have been reactivated. These associations hold meetings from time to time and give valuable feedback that helps the college in maintaining quality. With the funds provided by the UGC, the college has started remedial classes and special coaching classes for the SC/ST/OBC students.

However, there are still a few areas where prompt action is called for. The college is well aware of this and hopes to undertake necessary action at the earliest. A brief note on academic and co-curricular activities considered criterion wise will not be out of place in this context.

Criterion -1: Curricular aspects

The objective of Aska Science College, Aska is to provide quality higher education to the general as well as underprivileged classes who cannot afford to go to distant places for the same. The college is affiliated to Berhampur University and offers undergraduate education in Humanities, Commerce and Science with honours facilities in a good number of subjects.

In keeping with Odisha Government (Department of Higher Education) rules, the college session begins in the month of June every year and ends in May, the following year. There are a variety of teachers who impart teaching to the students. While majority are paid their salary in full minus house rent and medical allowances at the state government fixed scale by the state government, there are some others who get only a certain amount from the state government. There are still some others who are recruited by the governing body and paid a consolidated amount.

The teachers take the number of classes fixed by the state government. Each teacher makes a plan and records the progress on daily basis. These progress registers are regularly verified by the head of the department and also the Principal. Due care is taken by the college to provide necessary infrastructure such as classrooms furnished with fans and lights, computers, projectors, green boards etc. for effective teaching. As the college is an affiliated institute, it follows the curriculum prescribed by Berhampur University. These curricula are prepared by a Board of Studies at the university level. Senior teachers, drawn from different affiliated colleges constitute it and design the syllabi. This college has also a few teachers who are members of the Board of Studies.

The implementation of the curriculum is monitored by the principal and Heads of Departments. For effective implementation of the curriculum, monthly and quarterly tests are held and feedback is collected. Necessary steps are promptly taken on the basis of the suggestions that come through feedback. Similarly, necessary steps are taken to improve the effect of the teaching learning process on the basis of various test results.

For the benefit of backward classes and weaker sections, remedial classes are conducted. These classes are funded by the UGC. Similarly the placement cell in the college arranges counselling and placement for students. As students are citizens of future, the college takes due care to promote patriotism, social awareness, service mindedness and leadership qualities among them. There are ample opportunities for this in NCC, NSS, YRC and Rovers units which function in the college. It is gratifying that a large number of boys and girls of the college join these.

Criterion –II: Teaching, Learning and Evaluation

- Admission to the undergraduate classes in Arts (Humanities), Commerce and Science is made through the SAMS (a body constituted by the state government) to make it hundred percent transparent and error free.
- Classes in the college usually begin in the last week of June after the Summer vacation. However, classes for the freshers begin on the date fixed by the state government soon after the admission process is over.
- The time table committee headed by a senior member of staff prepares the time table well ahead of the fixed date for commencement of classes and it is circulated among the teachers and students. Each Teacher is provided a Plan and Progress Register before the commencement of the classes. Plan for teaching the topics assigned to him/her is made on monthly basis. This register is duly verified by the head of each department and countersigned by the principal. The progress is recorded on daily basis.
- In case there is backlog in finishing the course as planned, extra classes are arranged by concerned teachers.
- The college has made 75% of attendance in classes compulsory for students.
- The students who are weak and backward in their studies are identified by the teachers and reported to the staff council, a statutory body in academic matters. Special coaching classes are arranged for them under UGC sponsorship remedial classes
- Monthly tests are an important part of the academic calendar of the college. These help teachers to identify weak students and slow learners. The teachers often conduct special classes for them and also counsel them privately. The half yearly and annual examinations are also conducted regularly to improve the academic standard of the students.
- To enhance teaching capabilities of the teachers, the college sends the teachers to participate in orientation programmes, Refresher courses and seminars. Such participation has proved very useful as the concerned teachers find it easy to update the students.
- To make teaching and hearing effective, the college has provided spacious classrooms fitted with fans and lights. Though it has not yet done away with the traditional teaching methods, it is trying to replace this with the latest methods by introducing use of LCD projectors, computers, internet etc. The teachers and students are being sensitized and encouraged to use latest equipment more and more for effective teaching.

- All the science departments have well equipped laboratories. Every year an inspection is conducted by a committee constituted by the principal to identify the latest needs and allocation of funds is made on the recommendations of the committee. Utmost care is taken by the college to make laboratories clean, environmental friendly and also comfortable for students and teachers. Utmost care is also taken for availing the latest scientific apparatus for use of students in the practical classes.
- The library of Aska Science College is one of the best in Odisha. Though it is yet to be fully digitalized, the process is in progress and expected to be over soon. It has a stock of 42,000 (approximately) text/reference books to cater to the needs of needy students and teachers. Every year new arrivals are availed from the market to keep it up to date. It has a journal section which displays about 80 journals. The subjects range from academics to spirituality and include politics, sports, films, culture and literature. There are two separate reading rooms: one for teachers and another for students. These are supplied news-papers in two languages and periodicals on a number of subjects. The students and teachers use these to enrich their subjective knowledge as well as general knowledge. Great care is taken to maintain a conducive environment in the reading rooms.
- A Lending library, a Book Bank and a Youth Red Cross Lending Library are attached to the library. Poor and needy students from backward classes pay a nominal amount to borrow text books from these. Feedback shows that the Book Bank and the lending library have gone a long way in making several poor and backward students able to continue their studies that otherwise might have discontinued it.
- The IQAC constituted under UGC guidelines monitors the quality of teaching and learning process and gives necessary suggestions for improvement. The staff council is also very much vigilant about the teaching learning process. This has brought a very good name for the college in the conduct of classes, fair and smooth conduct of public examinations and campus discipline.

Criterion III: Research ,Consultancy and Extension

Aska Science College is an undergraduate college affiliated to Berhampur University. It is not a recognized research centre. However, as the college has a large number of Ph.D.holders research guidance is given to suitable research scholars. The Principal Dr. R C Pandit has produced two Ph.D.s and guiding a two more at the moment. Dr. J K Das, HOD English (recently retired) has produced two scholars and is guiding one more student at the moment. Similarly Dr. P. Rath, HOD Botany has produced two Ph.D.s and is guiding one more at the moment. Dr. Sheikh Sayeed, Lect in Hindi has produced four Ph.D.s, one M.Phil and is guiding two more scholars. Dr. SP Adhikary, Lect. In Botany is guiding two Ph.D. scholars at present.

Apart from guidance, the college encourages teachers to avail MRPS and makes necessary arrangement for researchers under these projects. It also facilitates sanction of study leaves for teachers for research.

To instill and generate an interest in academics, the college sanctions money from its Development fund to conduct National Seminars, State seminars, field trips and study tours. Besides, faculty members are encouraged to write articles, publish them and attend seminars. They are also sanctioned duty leave when they are invited as resource persons. The college has a unit of NCC, 4 units of NSS and a unit of Rovers (senior scouts) and also a unit of Youth Red Cross. The NCC unit and NSS units often organize rallies, processions and meetings to create awareness among people about burning issues such as AIDs, Literacy, Population growth, Cleanliness, Hygienic living, Voting Rights etc. Recently a rally was organized by the Rovers Crew and the NSS units to create awareness about AIDs. Similarly under the sponsorship of the state government Active Citizenship programme was organized by the NSS units in two phases. Last year the Youth Red Cross unit arranged a Blood Donation camp successfully and the Rovers crew successfully participated in the world famous Rath Yatra of Lord Jagannath at Puri to do seva work under the able guidance of its leader Dr. S N Nanda and won prizes. All these activities are meant to instill service mindedness, a sense of social responsibility and humanitarian values in the student community of the college.

Similarly, Self-Defence programmes were conducted in the last two years to make girl-students confident and impart a feeling of security. The notable thing is due to its success in the first phase of this programme sponsored by the state government, the college has been declared a nodal college for this programme. The college believes in an all round development of the pupils. It holds that in addition to secular and material education, spiritual education is very important to produce civil, sensible and

responsible citizens. Therefore, it invites spiritual persons from famous spiritual organization such as Sri Ramkrushna Math, Pragyan Mission, Chinmay Mission, Sathyasai Seva Samiti, Prajapita Brhmakumaris, Saraswat Ashram, Divine Life Society etc. to address and interact with students. Also, the college extends all types of support for programmes held by these organizations. Vivekananda Kendra of Kanyakumari holds a test among students every year to choose students to participate in its State level / District level camps. The topic of the current session for the test was “Safal Yuva-Yuba Bharat”. The birthdays of several great spiritual leaders are observed with due honour and sanctity in the campus. It is heartening that a good number of students show great zeal in observing these.

Criterion IV: Infrastructure and Learning Resources

Aska Science College is housed in a large three storied building which earlier belonged to the Government Technical School under the Department of Industries, Govt. of Odisha. After being shifted to this building in 1976 from another building in the town (where Govt. Hospital is now functioning), the college has been trying to convert it to suit the rising needs of the students. Presently it has a number of large halls, each with a capacity to accommodate 128 students. Apart from these, there are smaller rooms which are used to conduct classes with less students. The class rooms are fitted with fans and have good ventilation facilities. Several other rooms including a new women's hostel / Girls' common room have been constructed with the funds provided by the UGC and state government. The college building, the cycle stand, the Botanical garden and the two-wheelers stand for staff are enclosed by a strong boundary wall with the Main Entrance Gate facing west. The playground of the college is adjacent to the boundary wall on the south. The college premises are dotted with small and large shady trees which provide an environmentally clean ambiance to the whole place.

The library of the college with a stock of 42,000 books (approx.) is automated and provides internet facilities to the users. It also boasts of a cozy Reference Section, two comfortable reading rooms (one for boys and another for girls), a rich journal section and an efficient library staff ever ready to help the staff members and students in their academic pursuits.

Since the college focuses mostly on science education, it maintains well-equipped and updated laboratories for effective teaching of science subjects. At present the college has Physics, chemistry, Botany, Zoology and Information Technology laboratories.

The college considers NCC, NSS, Youth Red Cross, Rovers Crew, Career Counseling, Anti-Sexual Harassment Cell, Anti-Ragging Cell, Grievance Redressal Cell as paramount for an educational institution. It has allotted separate rooms for each. The students are made aware of the existence of these and the usefulness of these through the calendar which is given to them at the time of admission.

An IQAC has been constituted after the first visit of the NAAC Team in 2007 to monitor the quality of teaching –learning process and implementation of the suggestions by the NAAC peer team. Presently it is headed by Dr. Puspanjali Rath, Reader in Botany. It is worth mentioning that the cell has been working very hard since 2012(01.07.2012) under the coordinatorship of Dr. P Rath to monitor quality improvement and giving suggestions to the authorities in this regard.

The college office is fully computerized with internet facilities in all sections. Most of the administrative work is done on computers saving time and labor. The college has an air-conditioned staff room, two common rooms (one for Boys and another for Girls). These common rooms are provided with English and Odia newspapers, TV sets and indoor games facilities. Thus the college tries to make the students spend their time usefully during leisure hours.

Since sports and games are an inseparable part of the college curriculum the college spends a good amount of its funds in buying sports materials and sending teams to University and state level competitions. The college has a history of several sports medals and shields won in these.

Criterion V: Student Support and Progression

The college has more than one mechanism to support the students and help in their progress.

The college provides sufficient text and reference books to the poor and needy students at a nominal charge of one-tenth of the price of the books through its Lending Library, Book Bank and Red Cross Lending Library. The teachers keep personal contact with the students and monitor their academic progress. Various competitions such as Quiz competition, Essay competition, Debate competitions etc. are held at regular intervals to bring out the inner potentialities of the students. Similarly, song and music competitions are held at regular intervals to promote students' artistic talent. The college publishes an annual magazine every year to promote the literary capabilities of students. The college supports the needy and poor students financially also. Apart from allowing poor and backward class students free studentship, it facilitates availing of scholarship under various government schemes. Nearly 50% of the total student strength get one or another kind of benefits due to this.

To ensure fearless pursuit of academics, the college has an Anti-Ragging Cell, Anti-Sexual Harassment Cell and Grievance Redressal Cell. Besides, under a novel scheme of the State Government a Women's Defense cell has also been made functional in the last few years. While the Anti-Ragging Cell makes sure that no ragging takes place in the college premises, the Anti-Sexual Harassment Cell remains alert to prevent any kind of harassment of the fair sex. The Grievance Redressal Cell is meant to receive complaints from students in general and find solutions.

In view of the stiff competition in the job sector today and the rural and backward background of the college, a Placement and Career Counseling Cell has been formed to support students. This cell invites corporate sector employers to come to the college and recruit fresher and extends all kinds of support such as venue, staff, projector, internet facility during placement programmes.

The college believes that apart from academic studies, the students need some extra coaching for competitive examinations. So, it has availed the UGC scheme for "Coaching for Entry into Services". Under the scheme special coaching in different subjects for various competitive examinations is conducted by the college staff as well as guest experts.

In a bid, to support the weaker students, the college arranges Remedial classes for the SC/ST and backward classes under another UGC scheme. Though it is exclusively meant for SC/ST/OBC/PH students, interested students from general category are also encouraged to take advantage of this scheme.

Criterion VI: Governance, Leadership and Management

Established in 1968 to make higher education accessible to the SC/ST and backward classes living in Aska town and surrounding villages, Aska Science College is presently a State government aided institute. It abides by the rules and regulations made by the State government from time to time for aided educational institutions. The Department of Higher Education controls it in service and academic matters. However as per a government provision there is a Governing Body to look after the management and development of the college. The latest government provision is to constitute a Governing Body with the following as members:

President : The local M.L.A.

Secretary : The incumbent Principal

Members :

1. A senior male representative of Teaching Staff.
2. A senior female representative of Teaching Staff.
3. A representative of Non-Teaching Staff.
4. The Chairperson, Aska Block.
5. A nominee of the local M.P.
6. A nominee of the DHE, Odisha.
7. A nominee of the chairperson CHSE., Odisha.
8. An eminent educationist from the local area.
9. A member from SC/ST community.
10. A member from Minority community.
11. Two women from the locality.

- The Governing Body makes policies (for the smooth running of the college) and implements those. It also looks after maintenance of discipline in the campus, infrastructure development and promotion of a healthy academic atmosphere.
- The Principal maintains a liaison between the staff and the Governing Body. He is also the institutional head and answerable to the State Government (Dept. of Higher Education). In fact he has an important role to play as the Principal-cum-Secretary, G.B. of the college. He is also the Drawing and Disbursing authority of the staff salary. Hence his financial responsibility is also no less.
- The principal reports to the Governing Body on the one hand and the DHE on the other regarding the needs, problems and hardships of the college and takes steps to meet these as per their advice.

However, at the institutional level he is the leader who runs the college with the help of a Staff Council and a Staff Association. He also confers with the Heads of Departments and Bursars to find ways and means to resolve complicated issues. The Staff Council offers necessary suggestions as to academic matters such as conduct of examination, implementation of DHE directions, publication of results, implementation of university syllabus, planning of classes and progress as well as methods of monitoring. It meets whenever there is an exigency.

- The principal gives a free hand to the departmental heads to run their departments. The departmental heads are answerable to the principal regarding conduct of classes, completion of course and conduct of unit tests / monthly tests. From time to time the Principal seeks the opinion of departmental heads and acts on this with the ultimate goal of ensuring a healthy academic environment, discipline in the campus and effective teaching.
- The Principal holds Parents-Teachers Meetings, Old Students' Meetings and Meetings of Local People to seek their opinion on various vital issues related to the academic, developmental and disciplinary aspects of the college. It is worth noting that Aska Science College has a glorious tradition of finding wonderful response in this field. In an academic session the college holds a number of competitions and functions. The responsibility of holding these smoothly and successfully has been entrusted to the staff members designated as Vice-Presidents. They are answerable to the principal in these matters. The Accounts Bursar looks after the monetary transactions whereas the Administrative Bursar helps the principal in the administrative matters. The professor in charge of Examinations conducts the college level as well as University examinations with the help of a committee. Similarly the professor in charge of library remains responsible for the upkeep, maintenance and development of library. He/she heads the Library Advisory Committee as its Convenor and carries out this with the help of a librarian and a subordinate staff. The admission in the college is also the responsibility of a senior teaching staff who carries out admission through the SAMS as per government rules. There is an Admission Committee to help him in this. Thus various aspects of the institutional life are managed through a distribution of responsibility, co-operation, monitoring and constructive suggestions.
- The GB monitors the functioning of the college through the principal who is its secretary. In case the need arises, it meets to suggest ways for improvement. In certain matters related to the students, help of GB is sought by the principal and obtained.
- For the last few years due to mass retirement and non-recruitment of teachers by the state government several departments in the college remain either unstaffed or understaffed. This affects the academic life of the college. So, the GB has engaged a number of temporary/contractual teachers for regular conduct of classes. They are paid a consolidated amount as their monthly remuneration. Besides, they are given Incentive Allowances from time to time if their performance is up to the satisfaction of

the HOD and the principal. This has proved an innovative and encouraging step for the temporary/contractual staff. It is learnt from reliable sources that the state government has initiated a process of selecting candidates for filling up vacancies of teachers in government aided colleges and the vacancies will be manned by government sponsored candidates soon.

- The college, being an aided college does not receive any funds from government on regular basis for development though the salaries of majority teachers are received from it. However, government funds in terms of BRYF, MLA LAD and infrastructure assistance are availed by the college from time to time. But there is no such regular financial aid for development. As an UGC affiliated college, it takes advantage of the UGC grants and a major part of the college infrastructure is due to the funds provided by the UGC. However, for management of the college on day to day basis and payment of the remuneration to the GB engaged staff (Teaching as well as nonteaching) the only funds available are the funds collected from students at the time of admission. The GB makes a budget every year to spend this money under various heads. The principal has power to spend upto Rs. 15,000 /- at his discretion but for any amount more than this, permission and approval of the GB is needed. Attempts are made to ensure 100% transparency in the use of funds. The expenses are duly audited every year by a government approved and duly registered chartered accountant.

CRITERION VII : INNOVATIONS AND BEST PRACTICES

Being an old and established educational institute in the region, the college has undertaken a few innovative measures to make it a model centre for under-graduate education:

- i. It has started a Self-Defence Programme as a part of Women's Empowerment Campaign under the sponsorship of the state government. In the first year i.e. 2014-15, 390 girls were given training by 3 master trainers who earlier received training in Bhubaneswar. Apart from training the girl students from this college, the master trainers of this college are invited to other colleges in the periphery to train girls. In the year 2015-16, 300 girl students have been trained in 2 phases by the same master trainers. This has enhanced the confidence of the girl students considerably. These girls are given training in various martial arts to defend themselves in unusual situations. The college has brought a change in the campus atmosphere by empowering the girls in this way.
- ii. Another innovative measure undertaken by the college for girls in 2015-16 was "Gender Sensitization Programme" held under the aegis of the "Women's Research Cell" of Berhampur University. This programme was the beginning of a campaign to make girl students health conscious and aware of problems like domestic violence, violence at workplaces and in public places. The college plans to hold such programmes every few months either at its own efforts or in collaboration with Govt. / non-govt agencies.
- iii. To fulfill the need of the spiritual component of the curriculum, the college has regularly taken up inviting monks/persons from various spiritual organizations. Students are encouraged to listen to them and interact with them. The college believes that it will have a positive impact on the personality of the students of the college. Due care is taken to invite at least two such spiritual persons from two different organizations in every academic session to address the students.
- iv. To inculcate a sense of active citizenship, the college has started conducting "Active Citizenship" programmes since 2014-2015. This has become unbelievably popular among students. In this programme invitees and staff members speak on the qualities and needs of active citizens. A film prepared by the Sports and Youth Affairs Department of Govt. of Odisha is screened after this. In one phase 150 students are shown this film.
- v. The college has constituted a Students Welfare Cell with a senior member as its convenor. There is also a committee to help him. The objective of this cell is to hear complaints from the students and resolve them on the basis of mutual agreement. Earlier, the students approached the principal and created disruption of the classes. After establishment this cell, this practice has come down considerably.

- vi. In view of the demands of job sector in the world, a programme to enhance soft skills of students has been started in the last two years. Under this programme debates, elocution, quiz competition, group discussions etc are held in leisure hours and tips are given to face competitive examinations and interviews. The UGC scheme of coaching SC/ST/OBC students has proved a great boon in this direction.
- vii. Since majority of students of the college are from Odia medium schools, they are weak in English communication. The college has started a special drive to conduct classes on development of communicative skills. Though the lack of staff is a hindrance in this direction, the drive has already begun and existing staff members of the college are trying their best to make it effective.
- viii. As the role of youth during natural calamities is crucial, introduction of training in disaster management under the sponsorship of ODRAF has been taken up. It is expected that the trained boys and girls would be able to extend valuable help in protecting life during disaster.
- ix. Though several faculty members of the college contribute their writing to national and international journals and publish books, they remain scattered. The college in an innovative effort has collected some of these and compiled these into a collection.
- x. After launching of the Swachha Bharat Abhijan by Prime Minister Shri Narendra Modi, the college has taken up campus cleaning work at regular intervals. Apart from this, Blood Donation Camps and Eye and Health checkup camps are also conducted under the auspices of the NSS/NCC/Rovers.
- xi. Regular study tours by various departments are conducted to make learning more effective. Students are taken to suitable locations inside Odisha under the guidance of departmental teachers and allowed to gather information. The expenses of such tours are borne by the students.

The college has adopted the following as two best practices:

i. Plantation:

The college believes in the motto “Save Tree to Save Life”. It has taken up a plantation programme around the college building and undertakes every possible effort to bring them up. The students are encouraged to plant trees under various programmes of the NSS, NCC, YRC and Rovers. The college authorities make arrangement to provide protective fencing and supply of water.

ii. Observation of the Birth Days of Great persons :

The college observes the birth days of certain great persons every year. The purpose is to make students aware of their cultural heritage and learn from the lives of these great persons. Debates, quizzes and essay writing competitions are conducted on such occasions to sensitise students to the messages of these great souls. The college presently observes the birthdays of Mahatma Gandhi, Swami Vivekananda, Dr. S. Radhakrishnan and Jawaharlal Nehru. Apart from these the college observes the college Foundation Day on July 12 every year to remind the students the sacrifice and contribution of the founders of this college as well as the rich tradition of the college.

A Few Glorious Moments



Hon'ble Minister of Higher Education Dr. P.K. Panigrahy and the local MLA-cum-President (G.B.) Sri Debaraj Mohanty lighting the sacred lamp to mark the beginning of the 48th Inaugural Ceremony.



Distinguished Guests Hon'ble Minister of Higher Education Dr. P.K. Panigrahy, local MLA-cum-President (G.B.) Sri Debaraj Mohanty and Sri Subash Maharana , Chairman (BDA) at the 48th Inaugural Ceremony.

SWOC ANALYSIS OF THE INSTITUTION

2. SWOC ANALYSIS OF THE INSTITUTION

➤ Why should one opt for Aska Science College (Strengths) :

- Peaceful eco-friendly surrounding.
- Highly qualified and resourceful faculty.
- A very healthy Teacher-student relationship and campus discipline.
- An automated library with 42,000 books and 80 journals.
- Book Bank, YRC Lending Library, Lending Library facilities.
- Transparent e-admission.
- Well-equipped separate reading rooms for boys and girls.
- Well equipped laboratories.
- Career counseling cell.
- Students' welfare cell.
- 3 units of NSS
- One wing of NCC
- A Unit of Rovers.
- Sexual Harassment cell.
- Anti-Ragging cell.
- Youth Red Cross.
- Remedial Coaching facility (UGC sponsored)
- Coaching for Entry into services (UGC sponsored)
- Democratically elected Students' Union
- A full proof examination machinery.
- Alumni Association
- Parents-Teachers Association
- Honours facilities in 12 subjects.
- Rewards for meritorious students
- Free-Studentship for poor and deserving students
- Modern tools like LCD, Projector and Smart Boards etc.
- A committed and efficient Administration.
- Canteen in the campus.
- Wi-Fi facility in the library
- LAN facility in Library.

➤ **What more would one expect of Aska Science College (weaknesses)?**

- More full time and qualifying teachers.
- More classrooms for increasing number of students.
- Modern facilities in all classrooms
- Staff quarters.
- Well-developed and demarcated play ground with outdoor games facilities.
- Transportation from the town for students and staff.
- A Gymnasium.
- Wi-Fi campus.
- A larger computer Laboratory.
- More class III and Class IV staff to fill up posts lying vacant.
- Banking facilities and post office.
- A language Laboratory with modern equipment.
- An auditorium fitted with modern equipment.
- Smart class rooms.

➤ **What opportunities are available to students of Aska Science College (opportunities)?**

- Honours study in 12 subjects.
- Quality education to the socially and economically deprived communities at affordable way.
- Scholarship / Free studentship facilities.
- Career counseling and placement counseling.
- Peaceful study atmosphere.
- Scope for exhibition of dramatic and literary talent.
- Personal guidance from experienced faculty
- Scope for developing communication skills in English.
- Seminars and Group discussions.
- Sports and Games facilities under the guidance of an efficient Physical Education teacher.

➤ **What are the challenges ahead for Aska Science College (challenges) ?**

- Accommodation for the rising number of students.
- Communication facilities for staff and students
- Constant dwindling of the efficient teaching / non-teaching staff due to death, transfer and superannuation.
- Lack of indoor games facilities.
- Funds for repair of the building which is more than 50 years old.
- Opening of professional subjects that enhance employability.
- Handling of the needs of higher education in the face of dwindling number of faculty.
- Successful implementation of CBCS as required by the affiliating University.

PART - 1

PROFILE OF THE COLLEGE

PROFILE OF THE AFFILIATED / CONSTITUENT COLLEGE

1. Name and Address of the College:

Name:	ASKA SCIENCE COLLEGE	
Address:	P.O: NUAGAON, ASKA, DIST.: GANJAM	
City:ASKA	PIN:761111	STATE:ODISHA
Website:	www.askasciencecollege.com	

2. For Communication:

Designation	Name	Telephone With STD code	Mobile	Fax	Email
Principal	Dr. R.C. Pandit	O:06822-273013 R:---	9861280441	06822-273013	ascaska@yahoo.co.in
VicePrincipal	---	---	---	---	---
Steering Committee Co-ordinator	Dr. T.P. Das	O:--- R:---	09437381699	06810-256341	tpdas@gmail.com

3. Status of the Institution:

Affiliated College	<input checked="" type="checkbox"/>
Constituent College	<input type="checkbox"/>
Any other(specify)	<input type="checkbox"/>

4. Type of Institution:

a. By Gender

i)For Men	<input type="checkbox"/>
ii)For Women	<input type="checkbox"/>
iii)Co-education	<input checked="" type="checkbox"/>

b. By Shift

i)Regular	<input checked="" type="checkbox"/>
ii) Day	<input checked="" type="checkbox"/>
iii)Evening	<input type="checkbox"/>

5. Is it 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 : 12 / 07 /1968

b) University to which the college is affiliated/or which governs the college(If it is a constituent college) : **BERHAMPUR UNIVERSITY, BERHAMPUR, ODISHA**

(Affiliation Certificate is attached as *Annexure-I*)

c) Details of UGC recognition:

	Under Section	Date, Month & Year	Remarks(If any)
i)	2 (F)	1969	---
ii)	12 (B)	1973	---

(Enclose the Certificate of recognition u/s 2(f) and 12(B) of the UGC Act as Annexure-III)

d) Details of recognition / approval by statutory / regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.) : NA

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.	25017.768
Built-up area in sq.mts.	3584.849

*Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others pecify

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
- * Playground
- * Swimming Pool
- * Gymnasium

• **Hostel**

* **Boys' hostel** **NIL**

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

- Drinking Water
- Clean Lavatory
- Fan & Light
- Recreation Room

* Girls' hostel			
i. Number of hostels			01
ii. Number of inmates			NIL
iii. Facilities (mention available facilities)			
– Specious well ventilated rooms			
– Specious Dining Room			
– Clean Lavatory			
– Aqua Guard Drinking Water			
– Recreation Room			
– Fan & Light			
* Working women's hostel			
i. Number of inmates			NIL
ii. Facilities (mention available facilities)			
• Residential facilities for teaching and non-teaching staff (Give numbers available-cadre wise)			NIL
• Cafeteria			YES
• Health centre– First Aid available (First aid, Inpatient, Outpatient, Emergency care facility Ambulance, Health centre staff)			YES
Qualified doctor:	Fulltime	Part-time	NA
Qualified Nurse:	Fulltime	Part-time	NA
• Facilities like banking , post office, book shops			NIL
• Transport facilities to cater to the needs of students and staff			NIL
• Animal house			NIL
• Biological waste disposal.			NIL
• Generator or other facility for management/regulation of electricity & voltage			YES
• Solid waste management facility			NIL
• Waste water management			YES
• Water harvesting			NIL

12. Details of programmes offered by the college (Give data for current academic year: 2015-16)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
1.	Under-Graduate	B.A. B.Sc. Com.	03 years	+2 Pass	Odia/English	921	780
		Arts				307	293
		Science				307	297
		Commerce				307	190

13. Does the college offer self-financed Programmes?

Yes No

If Yes, how many?

14. New programmes 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 programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.).

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	Physics, Chemistry, Mathematics, Botany, Zoology	UG	NA	NA
Arts	History, Political Science, Economics, Mathematics	UG	NA	NA
Commerce	Spl. Accountancy ,Advanced cost and Management accounting, Company Accounts, IT, Financial Analysis and reporting, Accounting Standards and Cost Accounting Theory	UG	NA	NA
AnyOther (Specify)	---	UG	NA	NA

16. Number of Programmes offered under
(Programme means a degree course like B.A., B.Sc., M.A., M.Com.)

- a) Annual System
- b) Semester System
- c) Trimester System

17. Number of Programmes with: **NA**

- 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 programmes in Teacher Education?

Yes No

If yes,

- a. Year of Introduction of the programme(s).....(dd/mm/yyyy) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No:.....Date :.....(dd/mm/yyyy)
Validity:.....
- c. IstheinstitutionoptingforassessmentandaccreditationofTeacherEducationProgrammeseparately ? No

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

Yes No

If yes,

- a. Year of Introduction of the programme(s).....(dd/mm/yyyy) and number of batches that completed the programme
- b. NCTE recognition details (if applicable)
Notification No.:.....Date:.....(dd/mm/yyyy)
Validity:.....
- c. IstheinstitutionoptingforassessmentandaccreditationofPhysicalEducationProgramme 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 <i>Recruited</i>			09	02	17	03	09	02	05	
<i>Yet to recruit</i>					22		02	01		
Sanctioned by the Management/ society or other authorized bodies <i>Recruited</i>					05	04	11	02	05	
<i>Yet to recruit</i>	As per requirement									

*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.			09	01	06	01	17
M.Phil.			--	01	02	01	04
PG			01	01	10	--	12
Temporary teachers							
Ph.D.					--	01	01
M.Phil.					01	01	02
PG							
Part-time teachers							
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	2012-13		2013-14		2014-15		2015-16	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	65	04	74	04	83	09	108	13
ST	04	00	04	--	07	--	09	--
OBC	00	00	116	--	115	--	320	92
General	549	262	435	270	432	295	200	112
Others	--	--	--	--	--	--	--	--

24. Details on students enrolment 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	854				854
Students from other states of India	Nil				
NRI students	Nil				
Foreign students	Nil				
Total	854				854

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

UG

2 to 3%

PG

--

26. Unit Cost of Education

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

(a) Including the salary component

Rs. 3769 /-

(b) Excluding the salary component

Rs. 1414 /-

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

Yes

No

If yes,

- Is it a registered centre for offering distance education programmes of another University.
- Name of the University which has granted such registration.
- Number of programmes offered
- Programmes carry the recognition of the Distance Education Council.

28. Provide Teacher- student ratio for each of the programme/course offered: **25: 1**

29. Is the college applying for

Accreditation : Cycle 1 Cycle 2 Cycle 3 Cycle 4

Re-Assessment:

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

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

Cycle 1: **31/03//2007** Accreditation Outcome/Result '**B**' Grade

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: 241 Days

32. Number of teaching days during the last academic year: 180 Days

(Teaching days means days on which lectures were engaged excluding the examination days)

33. Date of establishment of Internal Quality Assurance Cell (IQAC) : IQAC : **01/07/2012**

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

AQAR(i) 31/08/2015

AQAR(ii) 31/08/2015

AQAR(iii) 31/08/2015

AQAR(iv) 30/06/2016

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

As per the recent decision of the affiliating university, the college has decided to adopt Choice Based Credit System (**CBCS**) for under graduate classes. Necessary curriculum for the same is being prepared by the university. At the college level the faculties are being oriented to run the system smoothly.

Events that make us proud



Self-defence training for girls : Participants in action



Efforts to bring greenery to the campus : Students in action.



Donate Blood and save Life : Students donating Blood



Let us help the Helpless :Disaster management training for students

PART - 2

CRITERION - WISE INPUT

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 stake holders.

Vision: Aska Science College was established in 1968 by the local people of Aska town as well as its surrounding villages with the noble purpose of spreading higher education among the socially, economically and culturally backward people inhabiting the area. It started with the mission of making higher education affordable to those matriculates of the area who are interested for higher education but not able to go away from their native places because of various factors. Established with the funds collected from the local farmers and named originally as “Krushak Samavay Vigyan Mahavidyala” it grew with the vision of making the whole area not only literate but also enlightened with a scientific approach to life and profession. It was named “Vigyan Mahavidyalaya” because the founders wanted the local children to update themselves in science education. The college aims at seeing the local people raising their employability and earning a respectful livelihood.

The college has the following objectives :

- Empowerment of the rural youth by science education and technical skill.
- Popularisation of higher education among the local people.
- Preparing local youth for professional education such as medical, engineering etc.
- Preparing the local youth for various state level and national level competitive examinations.
- Making local farmers conscious of the latest inventions / discoveries in the field of agriculture and use of these to improve productivity.
- Making local youth sensitive to values of discipline, community development and social “Service”.
- Sensitization of local youth to the latest problems faced by the society/nation/state.
- Driving out superstitions and social evil practices from the local society.
- Creating consciousness about a healthy life and hygienic environment.
- Creating environment consciousness among the local youth.
- Promoting self-employment and generation of resources.
- Making the institution a model one in the whole of South Odisha.

A meeting is conducted in the beginning of each session in which the staff, the newly admitted students and senior students take part. The Principal, staff members and some selected students speak on the vision, mission and the objectives of the institution. The newcomers are informed about the history, traditions and conventions followed in the college and called upon to uphold these.

Besides, parents meetings are also held at least twice a year in which the vision, mission and objectives of the college are discussed. While the college authorities update the participants regarding the achievements and problems faced by them, the participants offer their valuable suggestions.

Old students of the college are also invited to meet from time to time under the auspices of the existing Alumni Association. Attempts are made to remind the assembly of old students' vision, mission and objectives of the institution. The college authorities explain to them the degree to which these have been achieved and valuable suggestions are obtained.

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).

- Since, the college is affiliated to Berhampur University, it has to implement the curriculum prescribed by it.
- For effective implementation of the curriculum in the college, the principal prepares an action plan for each academic session in consultation with the Heads of Departments. Besides, staff council meetings are also convened to review the progress of the curriculum.
- Due care is taken not to drop any class in any departments. There is strict instruction to the HODs to engage classes in case any member remains absent.
- Maintenance of plan and progress register is another step. In the beginning of each month the teachers have to prepare a plan for the month and get it approved by the principal. Similarly they are to record the progress everyday and show it to the principal later for approval.
- The principal pays surprise visits to classes to see that classes are being conducted properly.
- Each member of teaching staff has been strictly directed to remain present for 5 hours in the college.
- Monthly, Half-yearly and Yearly Tests are conducted for effective implementation of the curricular.

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?

For effective translation of the curriculum the affiliating university issues necessary directions for quality enhancement in the process of admission, registration of students, teaching and learning, conduct of examination etc. At times the university conducts training programmes, seminars and workshops to improve the performance of teachers. The university also invites opinions and suggestions from teachers for improvement of the curriculum.

The college provides necessary infrastructure for effective implementation of the curriculum. It has an automated library with a good number of textbooks and reference books. It has also two reading rooms (one for teachers and another for students) where about 80 journals in different languages are available. Besides, Science departments have been provided computers and LCD projectors for teaching through power point presentation and other latest methods. The teachers of the college are encouraged to participate in local/national/international seminars and training programmes. They are also encouraged to attend Orientation and Refresher courses conducted by the UGC. Similarly, all kinds of assistance is extended to the teachers for undertaking Minor Research Projects and Major Research Projects. The institution facilitates field trips and study tours for students and teachers.

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.

- A number of senior staff members of the college are members of the Board of Studies of the University to which the college is affiliated. These members attend meetings at the university to discuss not only the contents of the curricular but also methods of effective curriculum delivery.
- The staff members also send their individual as well as collective views on the curriculum along with suggestions for its enrichment and updation.
- Since, feedback collection is a regular feature in an academic session, it is easy to know the opinion of students/parents. After discussion with students the concerned departments send the summary of the views and suggestions for curriculum reform.

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 college is making the maximum possible use of the research scope and networking facilities available. The area has two industries: Aska Co-operative Sugar Industry (a public sector enterprise under the co-operative department of Odisha Government) and Balaji Spinning Mills (a private sector undertaking). The college has a tie-up with the Sugar Industry as the college was first established by the Sugarcane growers. The staff and the students visit the sugar industry and also sugarcane fields for their research and offer suggestions to the industry.

The college has also an understanding with the affiliating university to provide the staff member's library/laboratory facilities for research work. The university has also agreed to provide guides and co-guides to the researchers from the college. The research scholars submit a copy of the research thesis to the university. Eminent faculty members of the university and the Sugar Industry are invited to the college from time to time to interact with staff and students.

1.1.6. What are the contributions of the institution and/or the 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 sends its views on the current curriculum to the university on the basis of the feedback received from students/parents. Besides, senior staff members who are members of the syllabus committee ventilate their views in the meetings of the syllabus committee. It has been observed that the university has been giving due weightage to their views. Moreover, the university has a Board that plans conduct of examinations and publication of results. The college has quite a few members on this Board who give their views for reforms of the curriculum.

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.
Not Applicable

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

- The institution collects feedback from students from time to time (at least twice a year) to ensure that the stated objectives of the curriculum have been achieved.
- The members of staff also meet from time to time and reviewed the progress of the curriculum to ensure affective implementation.

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.

Not Applicable

1.2.2. Does the institution offer programmes that facilitate twinning/dual degree ?if 'yes', give details.

Not Applicable

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 skill development, academic mobility, progression to higher studies and improved potential for employability.

- Course pattern is to be reproduced from calendar (attached as *Annexure-11*).
- The college has opted for the subjects from a wide range of subjects incorporated in the university syllabus keeping in view the local needs.
- There is a heavy demand for Science Subjects and so the college offers teaching in four core science subjects such as Physics, Chemistry, Biology in addition to Mathematics. Apart from these it has opted for Electronics and Bio-technology for better employability. All these subjects give the students of this college a better chance to build a career in Science and also go for engineering, medicine and other science related professions. A good number of science students of this college are working as scientists, doctors and engineers.
- Similarly, the commerce stream offers a wide variety of subjects which qualify students to become entrepreneurs, chartered Accountants, Cost Accountants and independent businessman. A number of commerce students of this college are tax consultants, chartered Accountants and successful entrepreneurs.
- Students from Arts stream have also qualified in several competitive examinations. The subjects offered in this stream have also proved very useful in developing communication skills.

Choice based credit system and range of subjects :

The affiliating university is planning to introduce CBCS from 2016-17 session.

Courses offered in modular form :

The college at present does not offer modular form of courses for any of its programmes.

Credit transfer on accumulation facility :

As per the rules of affiliating university students migrating from one college to another college under Berhampur University are entitled for credit transfer in certain urgent and unavoidable backgrounds without changing the student's studentship.

Lateral and vertical mobility within and without programmes and courses :

Limited lateral and vertical mobility within and across programmes is available as per university rules. Any student can apply for an Honours subject. Only students passing +2 Science can go for science study. However, they can apply for Arts and Commerce. But a student from Commerce and Arts is not allowed to apply for Science.

- 1.2.4. Does the institution offer self-financed programmes ?if 'yes', list them and indicate how they differ from other programmes, with reference to admission, curriculum, fee structure, teacher qualification, salary etc.**

NO

- 1.2.5. Does the college provide additional skill oriented programmes, relevant to regional and global employment markets ?if 'yes' provide details of such programme and the beneficiaries.**

NO

- 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

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 programmes and Institution's goals and objectives are integrated?

The college follows the curriculum designed by the affiliating university.

However, to ensure integration of academic programmes and institutional goals/objectives, the college arranges personal counseling for the students. This is imparted by the faculty members and covers a wide area including choice of subjects, choice of study materials, choice of a career etc. Communications skill classes are also held to improve communicative ability of the students. Besides, remedial coaching classes and Entry into Services classes are also arranged for students of weaker sections of society such as SC/ST and OBSC.

1.3.2. What are the efforts made by the institution to modify, enrich and organize the curriculum to explicitly reflect the experiences of the students and cater to needs of the dynamic employment market?

A few senior members of the staff are on the Board of studies of the affiliating university which designs the curriculum, modifies it and also finalises modalities of implementing it. The members give their opinion in the Board Meetings for necessary modification and enrichment of the curriculum. In this respect the college has limited scope.

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 ?

The college has taken the following steps to integrate the cross cutting issues such as gender, climate change, Environmental Education, Human Rights etc.

- The college has a women's cell which holds meetings on special occasions such as International Women's Day (MAY 8) to discuss women's problems. It encourages the students to come out with their opinions on various burning issues related to women.
- The college has been declared a Nodal college for Odisha government's Self Defence Programme for Girls. The Self - Defence Cell conducts Self-Defence training for girls of the college and also sends trainers to other colleges.

- Gender sensitization programmes are held in collaboration with the Women's Research Centre, Berhampur University.
- The NSS units plan various rallies, meetings and camps to create awareness among people about climate change and need of environmental balance.
- The Rovers units of the college hold processions, rallies and meetings to create awareness among students and the general public about environment.
- Films prepared by Sports and Youth Services Dept. Govt. of Odisha are screened to motivate students to be active citizens. Such films sensitize students about Human Rights and citizens' responsibilities.

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

- The college conducts a yearly test on a patriotic/Humanitarian/Spiritual topic every year for students in collaboration with Vivekananda Kendra, Kanyakumari. The topic for 2015-16 was 'SAFAL YUVA- YUVA BHARAT'. The objective of this test is to inspire the students to not only succeed but also become an ideal child of Bharat Mata.
- To achieve a holistic development of the students, the college invites eminent spiritualists, Economists, Politicians, Athletes, Social Activists to address and interact with students.
- Apart from these, NSS camps are held for enrichment of the curriculum. The Rovers are taken to participate in various service activities such as supply of water, cleaning of the village and helping the sick and injured.
- Students are also motivated to take part in competitions held by various organizations outside the college. All possible help is extended to the students for this.

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

Collection of feedback from the students has been a regular exercise in the college since the last visit of the NAAC team. A committee constituted by the principal is entrusted with the job and its analysis. The suggestions from student obtained in this way are forwarded to the appropriate parties.

During the session 2014-15 the students and parents suggested that subjects with employment potentiality should be introduced. The college has forwarded the suggestion to the University. Further, it has approached the GB to sanction funds and recruit staff in case university allows such subjects to be opened in the college.

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

- The principal with the help of the IQAC monitors the implementation of all enrichment programmes. IQAC has given strict instruction to all departments of the college to keep records/photographs and newspaper cuts of all such programmes.
- Sometimes, the principal convenes a meeting of all the HODs and other person involved in such programmes to review the preparations. He also entrusts the responsibility of holding the programmes to one or more than one staff members to monitor the successful completion of the programme and report to him.
- The principal checks the plan and progress of the syllabus of each member of staff (Teaching) as a part of his monitoring process.

1.4. Feed Back System:

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

The college has limited role in designing the curriculum, because the affiliating university designs it. However, some members of Staff who are on the Board of Studies / Syllabus committee contribute their views and suggestion to the University regarding designing and modifying the curriculum. Feedback from students regarding the curriculum is duly forwarded to the university authorities.

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 programmes?

Yes, at the end of every academic session feedback is collected from the students and the IQAC analyses these. The valuable suggestions related to the enrichment of the curriculum are conveyed to the affiliating university through the members of the Board of Studies. The suggestions regarding better implementation of the curriculum are taken up at the college level.

1.4.3. How many new programmes/courses were introduced by the institution during the last four years? (What was the rationale for introducing new courses/programmes?)

No new programme/course was introduced in the last 4 years.

Glimpses of Inspiring Events



Distinguished guests with the principal at science work shop



Students exhibiting their scientific spirit – Science Workshop



First-Aid training – Organised by NSS , Unit-III



Annual Athletic Meet : 2015-2016

CRITERION –II: TEACHING, LEARNING AND EVALUATION

2.1. STUDENT ENROLMENT AND PROFILE:

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

For the last few years the Higher Education Dept. of Odisha government has introduced on line admission into +3 classes to ensure transparency. The Students Academic Management System (SAMS) under the control of the Department of Higher Education, Odisha conducts it and monitors it.

The college has an Admission Committee headed by a senior faculty to facilitate the admission into +3 classes. This committee distributes responsibilities among its members so that the process does not deviate from govt. prescribed rules. There is complete transparency because the students apply on line and the selection lists prepared by the central SAMS are released online. The college has a website www.askasciencecollege.com and different stages of admission can be viewed on it by anybody. Usually, the admission process comprises five stages as follows:

1. First Selection;
2. Second Selection;
3. SC/ST Extension Selection;
4. Balance Seat (Spot) Selection;
5. Selection after Supplementary/ Instant results of the qualifying exams.

Lists of applicants are uploaded online and names of selected applicants are displayed on the Notice Board. Again after admission of the applicants, their names are uploaded online within a stipulated time, so that the applicants and their parents can confirm his/her admission into the college. Thus transparency and publicity is ensured at every stage of the admission process.

2.1.2. Explain in details the criteria adopted and process of admission (example: (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 programmes of the institutions.

The process of admission takes place through Common Admission Process adopted by the Govt. of Odisha through SAMS.

The Higher Education Department of the state of Odisha has fixed the percentage in the qualifying examination and the percentage in different subject as the primary criterion for admission in a college. It is actually implemented by the SAMS. Bases on the cut off marks of the previous years the selection list is prepared by the SAMS and released Online. Besides, preference of the applicant for colleges is also taken into consideration and the list is prepared accordingly. It is to be noted that the whole process is arranged by the SAMS and the college has little to do in this matter except guiding the applicants, publishing the selected lists on the college notice board and admitting the selected applicants are uploading their names .

2.1.3. Give the minimum and maximum percentage of marks for admission at entry level for each of the programme offered by the college and provides a comparison with other colleges of Affiliating University within the city / district. :

Minimum and Maximum percentage of marks for admission at entry level for each programme offered by the college and a comparison with other affiliated colleges within the district is given below:

Programmes	Aska Sc. College, Aska.		RCM Sc. College, Khalikote		Tara Tarini College Purushottampur	
	Min %	Max %	Min %	Max %	Min %	Max %
+3 Humanities	35.0	76.6	42.8	76.0	42.83	73.33
+3 Science(Physical)	38.6	73.1	54.8	81.0	60.0	82.1
+3Science(Biological)	52.5	67.7	51.2	70.3	50.0	69.2
+3 Commerce	35.0.	76.0	35.0	75.8	--	--

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 and effort and how has it contributed to the improvement of the process?

Yes, there is an admission committee consisting of a professor in charge of Admission. The Validation Team & the Help Desk in the institution review the admission process and students profile annually. The various departments guide the students in choosing honours subjects. All these have a positive effect as the number of applicants is increasing every year.

- ✓ Yes, the Admission Committee of the college reviews the admission process and students profiles annually. On the basis of these reviews certain innovative measures have been introduced to make the admission process applicant-friendly.
- ✓ All notifications regarding admission are displayed on the college notice boards and college website.
- ✓ A help desk has been started to advise the students regarding filling up forms and submission of a application form (on-line/off-line).
- ✓ The contact number of the Principal, Office-in-Charge of admission, Data Entry Operator and Admission Committee Members are displayed on the college notice board/website for the convenience of applicants and guardians.
- ✓ All merit lists are displayed on the notice board.
- ✓ Arrangements are made to issue I-cards, Library cards and college calendar at the time of admission. As a result of these steps the number of applicants has gone up. Besides, the admission process has been taking place smoothly with no complaints from the applicants and their guardian.

2.1.5. Reflecting on the strategies adopted to increase / improve access for following categories of students (SC/ST/OBC/Women), enumerate on how the admission policy of the institution and its student profiles demonstrate / reflect the National Commitment to diversity and inclusion.

The college abides by the rules made by the Govt. of Odisha regarding increase/access in the admission of various underprivileged categories. The profile of the students belonging to the said category demonstrates the National commitment to diversity and inclusion. The information regarding this for last four years is furnished in the following table :

Category	2012 - 2013	2013 – 2014	2014 - 2015	2015 - 2016
	No. of Students	No. of Students	No. of Students	No. of Students
SC	29	30	31	60
ST	02	01	04	04
OBC	03	109	Nil	303
General	253	148	288	418
Male	186	204	205	496
Female	101	84	118	289

- ✓ To attract the underprivileged class and women students, the college follows the state government stipulations of reservation.
- ✓ The college also facilitates availability of special scholarships for the said category students.

2.1.6. Provide the following details for various programmes offered by the institution during the last 4 years and comment on the trends i.e. reasons for increase / decrease and actions initiated for improvement.

The following are the details of various programmes offered by the college during the last four years. They indicate the trends .Category-wise student profile in case of Admission.

PROGRAMME	YEAR	No. OF APPLICANT	No. OF STUDENTS ADMITED	DEMAND RATIO
B.A.	2012-13	415	105	3.95:1
	2013-14	358	111	3.22:1
	2014-15	364	113	3.22:1
	2015-16	423	307	1.37:1
B.Com.	2012-13	415	144	2.88:1
	2013-14	358	136	2.65:1
	2014-15	364	146	2.49:1
	2015-16	423	307	1.37:1
B.Sc.	2012-13	415	113	3.67:1
	2013-14	358	090	3.97:1
	2014-15	364	110	3.30:1
	2015-16	423	307	1.37:1

2.2. Catering to Diverse Needs of Students:

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

- The college tries its best to cater to the needs of differently abled students within parameters of government as communicated from time to time.
- Seats are kept reserved for differently abled students according to state govt. /Central govt. stipulations.
- At the time of examinations, special arrangement such as room and furniture are made available for differently abled students.

- The college also exempts tuition fees for such students. It also takes all required steps to arrange govt. scholarships for such students.

2.2.2. Does the institution assess the student's needs in terms of knowledge and skills before the commencement of the programme? If 'yes', give details on the processes.

Yes, the institution has its own way of assessing the knowledge and skill of the students before commencement of a programme. This is done particularly in the matter of choice of Honours subjects. Counseling sessions are held by each department before allotment of Honours subjects. In an orientation/welcome meeting held just before the beginning of the classes in an academic session, new entrants are allowed to interact with the old students and teachers are requested to assess their skill and knowledge.

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

The college tries to develop foundational knowledge about the subjects included in the programme through individual and collective counseling.

To bridge the knowledge gap of the students and enable them to grasp the subjects of their choice, the college follows the following strategies:

1. Bilingual explanation in classroom lecturers and discussion
2. Special classes are held for slow learners.
3. Remedial classes are held for SC/ST and OBC students.
4. Class tests are conducted at regular intervals
5. Teachers suggest books and other supporting materials for bridging the gap.

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

Following are the steps taken by the college to sensitize its staff and students on issues such as Gender, Inclusion, and Environment etc.

The NSS Units, the NCC wing and the Rovers Crew Unit functioning in the college often organize rallies, processions, meetings and camps to create awareness about Gender, Environment etc.

- ✓ Women's Day, Environmental Day etc are observed for this purpose. Meetings, discussions and debate competitions are conducted on such occasions to create awareness.
- ✓ A women's Welfare Cell and an Anti-Harassment Cell are functional in the college. They organize meetings and conduct debate, essay and quiz competitions among students on suitable topics to create awareness.
- ✓ The college has been declared a nodal college for govt. sponsored Self-Defense Training for Girls programme. A committee looks after this. The committee holds meetings in the beginning of every phase of training programme in which speakers and Resource persons are invited to speak. A similar meeting with speakers from staff as well as outside is conducted on the concluding day of every phase. These meetings have been fairly successful in creating awareness among students and sensitizing them about gender, environment etc.

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

Just as the college is sensitive to the needs of the weak students, so also is of regarding advanced learners.

- ✓ The advanced learners are encouraged to participate in debates, quizzes, essay competitions etc. held at the college level. They are also extended all sorts of guidance to participate in competitions held outside.
- ✓ The college arranges special classes for advanced students. They are counseled regarding competitive opportunities, career choices etc. in these.
- ✓ The advanced students are encouraged to present papers in seminars and participate in GDs. Teachers of all departments have been given strict instructions to extend all kinds of help to such students in presentation of speech etc.
- ✓ The college has a provision of giving cash awards to the toppers of various streams in the Foundation Day ceremony every year (July 12).

2.2.6. How does the institute collect, analyze and use the data and information on the academic performance (through the programme duration) of the students at risk of drop out (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

The latest statistics show that the dropout rate of the college is only 2.2%. This is due to early marriage in case of girl students and poor economic condition in case of boys and girls both.

Data regarding dropout of students are compiled from students' absence in lectures, tests and public examinations. The college has adopted the following steps to keep the dropout rate at the minimum:

- ✓ It makes every attempt to bring the state government scholarships meant for SC/ST/OBC and other sections to the deserving students of the college. A senior faculty member is in charge of handling the scholarships, advising deserving students and processing documents.
- ✓ Remedial classes for SC/ST/OBC and other weaker sections are held under a UGC scheme. The college gives preferences to the SC/ST/OBC and girl students while considering free studentship and other concession.
- ✓ The Lending Library, the Book Bank and Junior Red Cross Lending Library lends text books and reference books to SC/ST/OBC and other economically backward sections at a nominal charge.
- ✓ Besides, Departmental libraries also arrange books (text and reference) for such students.

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.)

- ✓ An academic calendar is prepared well before the commencement of every academic session with the approval of the staff council and in keeping with the academic schedule issued by the Govt. of Odisha (Higher Education Dept.) and the affiliating university.
- ✓ In the beginning of the session the members of teaching staff are given Plan & Progress Registers along with Time Table. They prepare monthly plans keeping in view the time available and curriculum content. These monthly plans are duly approved by the Principal. At the end of each day, the teacher records the progress and other remarks if any. The Register is submitted to the principal through the Head of the Department at the end of every month.
- ✓ The principal convenes special meetings with the sole purpose of discussing plan and progress of the curriculum. Such meetings offer a platform to the teachers to ventilate their grievances, difficulties and constraints. They offer also suggestions for effective implementation of the curriculum in these meetings.

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

The IQAC plays a vital role to improve quality of teaching, learning process in the college. The following are how it strives to assure quality enhancement of teaching learning process in the college

- ✓ It conducts meetings of teachers of all the three streams – Science, Arts, Commerce to suggest methods of improving quality in teaching – learning process.
- ✓ It encourages various departments to organize state level / national level Seminars and expands all possible support for successful completion of such events.
- ✓ It encourages the faculty members to pursue research in their respective field of study.
- ✓ It recommends names of teachers to the college authorities for participation in Refresher Courses.
- ✓ It supervises conduct of remedial classes, NCC/NSS/YRS/Rovers/Self-Defense for Girls activities and suggests reforms.
- ✓ It prepares proposals to be submitted to the UGC for improvement of infrastructure of the college.
- ✓ It also appreciates good performance of students and teaches and compliments them by felicitating them.
- ✓ It invites eminent scholars/leaders/management-gurus/spiritual leaders to address the students. It supervises and monitors conduct of such meetings. Besides, it also collects feedback from the stakeholders.
- ✓ It initiates the process of reaccreditation of the institute at appropriate intervals.

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

The college aims at making learning hundred percent effective for students. Right from the time of admission, students are encouraged to attend classes regularly. On the other hand, teachers are oriented to pay attention to all categories of students. Special classes for weaker students are conducted by subject teachers, personal guidance and counseling is given to the students to improve their standards. UGC sponsored coaching is provided to economically and academically backward students.

There is provision of coaching for Entry into Services. This helps economically and academically backward students in facing competitive examinations. Good institutions are invited to conduct career counseling. Teachers of the college guide students to choose careers and offer tips to face interviews.

Personality development classes are also conducted by teachers in which students are made to imbibe values like honesty, uprightness, social responsibility and scientific attitude. At times, eminent persons in various fields are invited to conduct such classes. Students are

provided overhead projectors, LCD projector, well equipped laboratories and library to make their learning effective Science departments and some of the departments of Humanities stream take students on Field Trips and study tours for this purpose.

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 ?

- ✓ The college makes all possible efforts to nurture critical thinking, scientific temper and creativity among the students. It organizes student Seminars, Science Quiz, General Awareness programmes, Essay, Debate and poem-writing competitions and poster competition to encourage creativity and Scientific temper among students.
- ✓ The college publishes a magazine annually to promote literary creativity of students.
- ✓ The NCC, the NSS, the Rovers and the Youth Red Cross organize various programmes to offer the students a chance to participate in community service and to inculcate in them a sense of social responsibility.
- ✓ Students of the college are provided ample opportunity through various cultural programmes such as annual dance, song and mono action competitions to show their creativity.

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

- ✓ Science departments impart affective teaching through lecture classes, interactive discussions and student seminars on topics picked up from the curriculum.
- ✓ Mathematics and Economics departments have a special computer laboratory. Projects and practical exercises are also used apart from the above.
- ✓ Other departments conduct group discussions and power point presentations for the purpose, in addition to the above.

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

Students and faculty members are exposed to advanced level of knowledge and skill through the following methods :

- ✓ Students and faculty are encouraged in preparing papers on the recent developments of their subjects and present those in seminars.
- ✓ The college subscribes to a large number of journals in different subjects. Students and faculty are encouraged to read those to update their knowledge. The reading rooms of the college have proved immensely helpful for this.
- ✓ The college invites eminent professors, literary persons, economists etc. to address the students and the faculty. Interaction with these people is arranged on such occasions.
- ✓ The faculty members are sent to state/national level seminars, workshops and conferences. They share their knowledge and experiences with the students.

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 advice) provided to students?

Since a large number of students coming to the college are from rural background, they are given free counseling about choosing subject combinations. Once they choose subjects, they are given necessary guidance regarding choice of text books, reference books and periodical to enable them to grasp the subject better. Special classes are also arranged for weaker students.

- ✓ The college extends personal and psycho-social support to the students in need of this to a limited degree. If a student is detected with a psychological problem, he/she is given personal counseling and moral support. Students are encouraged to discuss their problems fearlessly and necessary help is extended on behalf of the college. Sometimes, the principal directs certain faculty members to talk to the parents of the student.
- ✓ The college has the provision of free studentship, book bank and lending library facilities to help the students.
- ✓ The anti-ragging cell and the Students' welfare Cell see to it that no psychological strain is caused to the students while they are on the campus.
- ✓ The career counseling cell helps the students to choose career options and face interviews. It invites professionals in this field to give tips to the students in facing interviews, participate in group discussions and develop leadership qualities. It has been seen that these steps have instilled great self confidence in the students.
- ✓ Service guidance is given to the students through UGC sponsored Remedial coaching and Entry into service coaching last year (2014-15). The following are the figures of students benefiting in different subjects by coaching for Entry into Services :

Subject	No. of Students Benefited
Botany	29
Chemistry	20
Economics :	12
Hindi	26
History	19
Mathematics	18
Odia	12
Political Sc	20
Zoology	43

Similarly the following figures are the number of students benefiting from the Remedial Coaching Scheme:

Subject	No. of Students Benefited
Botany	25
Chemistry	15
Commerce	14
Economics	23
English	64
Hindi	46
History	52
Mathematics	18
Odia	10
Political Sc	24
Physics	06
Zoology	25

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 faculty to adopt new and innovative approaches and the impact of such Innovative practices on student learning?

The following innovations have been introduced to improve quality of teaching :

- ✓ A larger amount of money compared to the previous years has been sanctioned to the science departments to buy latest scientific equipment. The principal has directed all the science departments to make the best use of these for the benefit of students.
- ✓ A large number of computers have been purchased and given to various departments to use them for teaching.
- ✓ All the old blackboards have been replaced by green boards.
- ✓ Internet facility has been provided to the library.
- ✓ Faculties have been advised to teach through interactive method instead of one-side lecture method.
- ✓ An LED projector has been made available for use in classrooms.
- ✓ Weekly/Fortnightly seminars have been introduced in which students present papers and participate in discussions.

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

- ✓ The college has a rich library with a stock of about 42,000 books. These include text books and reference books apart from books of knowledge on related subjects. It subscribes to about 90 periodicals which include literary journals, science journals, political weeklies and general periodicals. Every year the library purchases the latest publications on the subjects prescribed in the university curriculum.
- ✓ The faculty and students are allowed to borrow books from the college library to update their knowledge. There is a reference section meant for the faculty. The faculty members sit there and use books from this section to prepare their lecture notes.
- ✓ There are two reading rooms – one for teachers and another for students. Certain text books, reference books, journals and news papers are kept in these. Students and teachers use their leisure time in reading these. Care is taken to maintain silence in these reading rooms so that users can pursue their study well.
- ✓ The Lending Library and the Book Bank are two other branches of the college library helping the students, especially, the poor students who can't afford buying books. While books from

the General Library can be borrowed by bona fide students and teachers without any fee, a nominal fee is to be paid by students to borrow books from the Lending Library and the Book Bank.

- ✓ For better service, the college library has been automated recently. Besides, for the benefit of students and teachers a photo-copier has been provided to the library. Students and teachers can get any book or journal photocopied by it at a nominal price.

2.3.10. Does the institution face 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.

Yes, the college faces some challenges in completing the syllabi. These can be summed up as follows :

- ✓ Shortage of staff: Several departments of the college are understaffed or unstaffed due to retirement and transfer of existing faculty. This is proving a serious constraint in completing the syllabi within the planned time frame and calendar.
- ✓ The college management has engaged some contractual staff to overcome this challenge but a lasting solution is needed. The existing staff members and temporary staff members have been taking extra classes to finish the course in time but this does not seem a permanent solution to the problem.
- ✓ Since a large number of students come from poor background, availability of text books and other study materials pose a problem. The college Lending Library and Book Bank offer them some help but it is not possible to provide all text books to all students. Hence, the college offers free studentship to some so that they are given some financial assistance which can be diverted to buying books and notebooks. Meritorious students eligible for government scholarship are encouraged to spend their scholarship money for purchase of text books and study materials.
- ✓ There are quite a few slow learners in different classes who pose a challenge. The college is conducting special remedial classes for them to overcome this.

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

- ✓ The IQAC has been entrusted with the responsibility of monitoring and evaluating the quality of teaching-learning in the college. It often meets the departmental heads and reviews the plan and progress registers of individual teachers. It also collects opinions of teachers and offers useful suggestions.

- ✓ The principal checks the plan and progress registers of individual teachers and gives suggestions to the concerned teachers after necessary consultation with the IQAC.
- ✓ The IQAC collects feedback from students and analyses those. It gives appropriate advice to the concerned teacher in case it deems necessary.
- ✓ The principal meets the departmental head at regular intervals to review the quality of teaching and progress.
- ✓ Monthly tests, Half yearly Tests and Annual Tests are conducted to evaluate the quality of teaching and learning.

2.4. Teaching 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 following table presents the current staff position along with their qualification :

Highest Qualification	Asso. Professor		Asst. Professor (G-2)		Asst. Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent Teachers							
D.Sc./D.Litt.	Nil	Nil	---	---	---	---	Nil
Ph.D.	04	01	---	---	05	02	12
M. Phil.	---	01	---	---	01	01	03
P.G.	01	---	---	---	05	---	06
Temporary Teachers							
Ph.D.	---	---	---	---	---	01	01
M. Phil.	---	---	---	---	01	01	02
P.G.					03	02	05

- ✓ Most of the incumbent teachers were first recruited by the local Management Committee (Governing Body) and later validated and brought in to Grant-in-Aid fold by the Department of Higher Education, Govt. of Odisha. It is to be noted that all the teachers are not originally recruited here; they began their service elsewhere and came here under order of transfer.
- ✓ A few teachers have been directly recruited by the State Selection Board. They too were originally posted elsewhere and came here on transfer.
- ✓ For the last few years Department of Higher Education, Odisha has made a law prohibiting local Governing Bodies to recruit regular staff. Hence, keeping in view the acute need, the

Governing Body has engaged some temporary Staff (both teaching and nonteaching) through a transparent method. The temporary teachers have been chosen on the basis of their academic merit and experience. A consolidated amount is paid to them as their monthly remuneration and they work for 44 days at a stretch, though their engagement is renewed and continued for a period of 10 months in a session.

2.4.2. How does the institution cope with the growing demand/scarcity of qualified senior faculty to teach new programmes / 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.

The college has taken initiative to introduce new subjects like Electronics and Biotechnology. Since, the state government does not provide faculty for these, the Governing Body makes local arrangement to teach these.

Due to transfer and retirement of the faculty a few departments such as Physics and Chemistry do not have any permanent faculty. The Governing Body has given promotion to two Demonstrators with requisite qualification to work as teachers. They work as teaching faculty for all practical purposes. Besides, the Governing Body has also engaged two temporary teachers in these departments. The following table shows the number of faculties engaged by the GB to cope with the demand of qualified senior faculty:

Year	Subject	Name of the Teacher Appointed	Qualification	Temporary Teachers
2015 – 2016	Physics	Miss Subhasree Mishra	M. Sc.	Appointed by Management
	Chemistry	Mr. Manoranjan Behera	M. Sc.	Appointed by Management
	Mathematics	Miss Sarita Mishra	M. Sc., M.Phil.	Appointed by Management
	Economics	Mr. Premananda Pradhan	M.A.	Appointed by Management
	Odia	Dr. Sangita Mishra	M.A., M.Phil. Ph.D	Appointed by Management
	Hindi	Mr. Rajesh Sahu	M.A.	Appointed by Management
		Mr. Kameswar Dora	M.A., M.Phil.	Appointed by Management
	History	Miss Rasmita Maharana	M.A.	Appointed by Management

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

The college understands the need of staff development programs to improve the quality of teaching. Hence it attempts to achieve this in the following way:

- i. By relieving staff members on duty leave to attend Orientation Programmes and Refresher courses conducted by UGC Academic staff colleges.
- ii. By encouraging them to attend state/national/international seminars.
- iii. By encouraging them to present/publish papers;
- iv. By facilitating to avail UGC Minor/Major Research projects.
- v. By encouraging them to undertake Ph.D research.

The following are the details of staff development programme participation of the staff member during the last four years.

Academic Staff Development Programmes	Number of Faculty Nominated			
	2012-13	2013-14	2014-15	2015-16
Refresher Course	02	Nil	03	Nil
Ph.D. Programme	01	02	01	04
Staff Training conducted by the University	-	-	01	01
Staff Training conducted by other Institutions	-	01	01	-
National Seminar attended	05	05	10	10
Inter-National Seminar attended	-	-	-	-
Presented paper in National / Inter National Seminars / Conference.	05	-	-	-

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

The college allows study leave to those who intend to undertake M.Phil.course and Ph.D. research as permissible by Govt. of Odisha. Besides, the college allows the interested members of staff to go as participants to seminars and conferences organized by other institutions.

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.

No teacher of the college has received any state or national award for excellence in teaching. However, some teachers have obtained recognition for related fields :

- ✓ Dr R.C. Pandit of Economics Department has been recognized as a resource person in national seminars.
- ✓ Dr. S.N. Nanda has brought glory to the institution by bagging State Awards as the Leader of Rovers Unit.
- ✓ Similarly, Dr S.P. Adhikary has been recognized as a capable NCC officer at the state and national level.
- ✓ Shri Premananda Pradhan of the Economics department is often invited as a resource person to national/state seminars.

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?

Yes, the college has introduced evaluation of teachers by the students. The IQAC has prepared a Feedback format which is distributed among students and are collected. These are analysed by the IQAC and in case of necessity a meeting of HODs is convened to discuss the views of students.

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 ?

The students and other stakeholders are informed about the evaluation process through a notification which carries the date, time and role to be played by the students. Besides, teachers are also directed to publicize the process in the class room situations so that students may have a clear idea about it. The faculties are informed about it in the staff council meeting and also through a circular.

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?

The college has adopted the examination reforms introduced by the affiliating University. Earlier the students had to fill up their forms for the year end University examination just one or a half month before the examination. The date of examination was notified later. But in a major reformative change, the university now publishes the examination schedule in the beginning of the session and makes the students fill up their forms soon after admission. This reform has made students better prepared for examinations. Besides, it has saved time for paper evaluation and publication of results in time thereby enabling students to apply for jobs and higher studies.

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 college takes every care to publish the examination dates, form fill-up dates and other such related matters on the college notice board. It also releases these on the college website.

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

Curricular and co-curricular activities are given due importance in the college academic calendar. The principal assigns various co-curricular responsibilities to the faculty members in the beginning of the academic session. These faculty members carry out the routine cultural, sports and academic activities with the help of the students' Union and other sister associations. Every year a number of competitions such as dance and song competition, debate competition, essay competition etc. are held to enhance internal quality of the students. Annual Sports Meet is also held regularly every year for this purpose.

The following formative and summative evaluation approaches are adopted to measure students' curricular, co-curricular and academic achievements.

1. Curricular Field:

a) Formative Evaluation Approaches :

- * Monthly Tests, Half Yearly Test, Annual Promotion Test are conducted to measure students' curricular achievement.
- * Group discussions are arranged on current topics as well as topics of academic importance.
- * Students are encouraged to speak in the class on a certain topic and question-answer sessions are held.

b) Summative Evaluation Approaches:

University examinations are conducted as per the schedule notified by the affiliating university. Utmost care is taken to conduct these in the fairest way.

2. Co-curricular Field:**a) Formative Evaluation Approaches :**

Debate, Quiz, Essay, Elocution, Dance, Song and Mono-action competitions are organized by the Students' Union and other sister bodies.

b) Summative Evaluation Approaches :

Students participate in various district, state and national level competitions.

3. Extra-Curricular Field :**a) Formative Evaluation Approaches :**

The college encourages students to practise various games such as Cricket, Kabbadi, Hockey etc. It also gives training to students in various sports activities, Self-Defence (for girls students) etc.

b) Summative Evaluation Approaches:

The Physical Education Teacher arranges special coaching for students interested in sports and games. Such students are sent to district/University level competitions and the expenses are borne by the college.

Due to the consistent encouragement offered by the college, the results of the college in the Final University Examination have improved over the years. The following table illustrates it:

Year	% of 1 st Class in the Final Year Exam.		
	UG Arts	UG Science	UG Commerce
2012 – 2013	27.1	34.4	7.1
2013 – 2014	22.0	41.1	17.9
2014 – 2015	21.6	33.3	3.6
2015 – 2016	22.34	42.65	3.53

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

The internal assessment is made by the faculty members keeping in mind the following aspects of students' performance during the academic year:

- ✓ The institution monitors the progress and performance of students through classroom lectures, Internal tests, Unit tests, Half-yearly tests and Annual examinations.
- ✓ Strict vigilance on attendance is kept. Attendance registers are checked regularly and students who are falling short in attendance are warned through notices. Further, their parents are also informed about this.

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?

Since the college caters to the needs of economically, educationally and socially backward classes, it has an important role to play in the field of education. So, it aims at providing quality higher education to the stakeholders at the minimum price. Besides, it also makes every possible effort to instill moral and ethical values in the students. Further, it looks forward to producing economically independent, culturally strong and morally upright citizens for the society. The faculties are aware of this and make untiring effort to achieve the objective. Records testify that the college has been fairly successful in achieving its objective.

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

Grievance with reference to college examination is redressed by constituting a committee with the subject teacher as a member and examining the propriety of the grievance. In case the grievance is justified, the student is given redressal as the committee deems fit.

In case of grievances as regards the university examination, the principal forwards the grievance to the controller of Examinations of the University along with his opinion at university appropriate authorities redress the grievance as per the University Examination rules.

2.6. Students 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?

Yes, the college has clearly stated learning outcomes in its vision and mission statement. The students and staff are made aware of this in the Orientation Meeting held in the beginning of every academic session. Besides, these outcomes are highlighted in the various meetings held from time

to time such as Welcome meetings, Farewell Meetings, Foundation Day Celebration meetings etc. The results of university examinations, achievements by students in various competitions and participation in competitive examinations are indicators of learning outcomes.

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

The college has an attendance committee that checks the attendance of the students every month. In case any student is found falling short of attendance in lecture classes/practical classes, he/she is given warning. Parents are also summoned by the principal in case a student is found to be consistently absent from the college. Students are shown the answer scripts of Monthly Tests and Half Yearly Tests so that they can have an idea about their shortcomings in various subjects. Weak students are given special coaching and guidance.

The college results in various streams have shown an upward trend due to the measures adopted by the college to monitor their progress and performance. Final university results over the last four years show this :

ANALYSIS OF THE STUDENTS RESULTS (LAST FOUR YEARS)
Programme wise detail pass %

PROGRAMME	2012 - 2013	2013 - 2014	2014 - 2015	2015-2016
UG Arts	91.19	93.83	86.36	90.42
UG Science	93.22	100	85.29	89.72
UG Commerce	88.33	86.61	80.17	87.61

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 are duly structured to facilitate the achievements of the intended learning outcomes.

Best possible care is taken to conduct regular classes in various subjects as prescribed in the University Syllabus and cover the course on time. Monthly tests, Half yearly test and interactive sessions are conducted to measure the degree of success in the teaching learning process. In case weak areas are found, special classes are conducted by concerned teachers to remove bottlenecks.

Participation of students and teachers in seminars, group discussions and interactive sessions is encouraged. Due care is taken to provide students a healthy teaching learning ambience in the shape of spacious, well ventilated classrooms and latest laboratory equipment. Necessary teaching aids are provided to teachers and students.

2.6.4. What are the measures/ initiatives taken up by the institution to enhance the social and economic relevance (quality Jobs, entrepreneurship, innovation and research aptitude) of the courses offered?

The college has 4 units of NSS, one wing of NCC, one unit of Rovers and one unit of Junior Red Cross. They organize various programmes to enhance the social relevance of the courses taught.

To enhance the economic relevance of the courses offered, the college has introduced Bio-technology and Electronics as Elective subjects in the Science Stream and Management Group Honours and Finance Group Hons in the commerce Stream. Again, to facilitate placement students in the job market, the college invites employers to hold placement drives in the college.

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

The college has an IQAC. It collects data from various departments and analyses those to identify slow learners and advanced learners. Besides, it also collects data regarding the progress of the syllabus in various subjects and analyses those to locate shortcomings. Then, it advises concerned departments to hold special remedial classes and revision classes. In case of shortage of faculty, it advises the authorities to engage temporary teachers for the benefit of students. It also monitors quality of teaching through review meetings and offers valuable suggestions to the teachers and students.

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

The college monitors and ensures the achievement of learning outcomes through the IQAC. The IQAC does it by adopting the following measures-

- By holding timely review meeting of the progress of the curriculum;
- By conducting monthly tests;
- By arranging remedial and revision classes for slow learners and weak students.;
- By collecting feedback from students;
- By organizing seminars, group discussions and various competitions etc.

2.6.7. Does the institution and individual teachers use assessment/evaluation 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.

Yes, individual teachers use assessment/evaluation as an indicator of evaluating student performance, achievement of learning objectives.

- ✓ The results of Annual Promotion Test are made public by displaying these on the college notice board.
- ✓ Teachers show the answer scripts of monthly tests/Half Yearly Tests to the students and point out their mistakes. At the same time, the subject teacher gives tips to improve their performance.
- ✓ Question-answer sessions are conducted separately to assess the students’ achievement.
- ✓ Debates, Quizzes, Essay competitions are also conducted for this purpose.
- ✓ Students are asked to participate in seminars and Group discussions.

Further, teachers assess the students performance and achievements by taking into consideration the following:

- i. Their marks in various internal examinations;
- ii. Their classroom performance;
- iii. Their behavior on the campus and in the classroom;
- iv. Their participation in the seminars;
- v. Their attendance in the reading room;
- vi. Their participation in NCC, NSS, Rovers, Junior Red Cross etc.
- vii. Their interest in sports and games;
- viii. Their participation in quiz, debate, essay competitions etc.

The college has a tradition of rewarding meritorious students in appreciation of their performance. The following students have been rewarded in the last four years :

SL. No.	Name of the Award	Amount in Rs.	Name of the Recipient Student	Session
1	P.S. Panigrahy Memorial Award	700	Sankar Nahak	2012-13
2	Basanti panigrahy Memorial Award	700	Pintu Jena	2012-13

3	Singhadri Panigrahy Memorial Award	700	Saroj ku. Sethi	2012-13
4	P.S. Panigrahy Memorial Award	700	Pintu Jena	2013-14
5	Basanti panigrahy Memorial Award	700	Saroj Ku. Sethi	2013-14
6	Singhadri Panigrahy Memorial Award	700	Bikash Ku. Parida	2013-14
7	P.S. Panigrahy Memorial Award	700	Rabi Narayan Behera	2014-15
8	Basanti panigrahy Memorial Award	700	Prahallada Dakua	2014-15
9	Singhadri Panigrahy Memorial Award	700	Chumki Pradhan	2014-15
10	P.S. Panigrahy Memorial Award	700	Rasmita Maharana	2015-16

Seeking Everybody's Cooperation



Alumni and Parents Meeting



Our NCC Cadets at a Camp in Infosys

CRITERION –III : RESEARCH, CONSULTANCY AND EXTENSION

3.1.1. Does the Institution have recognized research centre / s of the Affiliating University or any other agency / organization?

No, the college is not a recognized as a Research Centre by the affiliating university nor is it recognized as a research centre by any other agency/organization. However, majority of teachers have finished their research work and hold Ph.D. degrees. Some of them guide scholars from other institutions. The limited infrastructure for research that the college has is used by researchers. The college facilitates research work by granting study leave and allowing interested faculties to undertake research work.

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

No, the college does not have a Research committee. However, the UGC Planning Board, headed by a senior faculty, monitors research activities undertaken by faculty members. It also guides faculties interested to pursue research work and avail MRPS. Under its guidance several members of staff have successfully completed Ph.D. research in the last two years. Besides quite a few members such as Dr D. Parida (now retired), Dr P. Rath (Botany), Dr P.K. Panigrahi (English) and Dr. Maj. S.P. Adhikary have availed Minor Research Projects and completed those successfully. Some of them such as Dr P. Rath, Dr P.K. Panigrahi and Dr. Maj S.P. Adhikary have a few research articles published in reputed journals.

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

The college extends all kinds of help within its capacity to faculty members to undertake research activities. It promptly processes the research applications of the faculty members for onward transmission to the appropriate authorities along with positive recommendation. It also allows the research scholars to use the college library. Similarly, research scholars from science streams are allowed to pursue their research work in the college laboratories. Besides, study leave applications to the Director, Higher Education, Odisha are promptly processed and forwarded so that the concerned scholars can avail study leave for research work.

3.1.4. What are the efforts made by the institution in developing Scientific Temper and Research Culture and Aptitude among students?

The college has taken a number of steps to develop scientific temper and research culture and aptitude among its students.

- It holds workshops/exhibitions in science subjects and encourages students to exhibit projects.
- Class seminars are a regular feature of each academic session. Students are given topic and guidance to write papers which are read and discussed in these.
- Students are encouraged to participate in interactive sessions attended by eminent scholars in various fields.
- Every year a good amount of money is spent to equip the laboratories with the latest equipments.
- Students are encouraged to read qualitative journals in various subjects. The college library subscribes to a good number of such journal which are kept in the Students' Reading Room.

3.1.5 Give details of faculty involvement in active research (guiding student's research, leading research projects, engaged in individual / collaborative research activity, etc.)

The following faculty members are guiding research scholars.

1. Dr. JK Das, English 4 Scholars
2. Dr. RC Pandit, Economics 3 Scholars
3. Dr.(Mrs) P Rath, Botany 3 Scholars
4. Dr. Maj. SP Adhikary, Botany 2 Scholars
5. Dr. S Sayeed, Hindi, 4 Scholars

The following faculty members of staff have availed MRPS and successfully completed their research work.

1. Dr. (Mrs) P Rath, Botany
2. Dr. PK Panigrahy, English
3. Dr. Maj. SP Adhikary, Botany

The following faculty members are engaged in Ph.D research and are expected to submit their thesis soon:

1. Sri P.C. Nahak, Pol. Sc.
2. Sri P.K. Padhy, History.
3. Smt. Smitarani Panda, Odia

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

The college invites eminent scholars from other colleges and universities to address staff and students. In the last four years the college has held a few workshop and sensitization programmes with a focus on capacity building in terms of research and embedding research culture among the students and staff.

Sl.No.	Eminent Persons Visited the Colleges	Seminar Organised by the Departments
1	Dr. M. K. Misra , Prof. in Botany Berhampur University , Berhampur	Department of Botany
2	Dr. B.B. Panda , Prof. in Botany Berhampur University ,Berhampur	Department of Botany
3	Dr. B.K. Mohanty , Reader in Botany Khallikote Cluster University, Berhampur	Department of Botany
4	Dr. S.K. Dash Prof. in Pharmaceuticals & Biosciences CPS , Mahuda	Department of Botany

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

At present active research is going on “Effect of Distillery Spent Wash (DSW) of Sugar industry in the Cultivation of Different Corps in Aska Area of Ganjam District” in the department of Botany also active research is going on “Vermicomposting : An alternate Method for Management of Sugar Mill Wastes and Utilization of its Products in the Organic Farming”

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

The following efforts have been made in bringing researchers of eminence to interact with students and teachers.

- ✓ Departmental seminars have been held and eminent research scholars have been invited.
- ✓ A Workshop has been held by the science department and a few more are at the planning stage.

Eminent scholars are also invited to various programmes organized by NSS, NCC, Rovers and JRC. The scholar speaks on the topics relevant to the occasion:

3.1.9. What % of faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research cultural on the campus?

Dr(Smt.) M.K. Patro, Lect. In Pol. Sc availed sabbatical leave one year back to pursue her research activities. Since, most of the members have already Ph.D degrees only a few avail this facility.

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

The college allows its faculty members to attend seminar. The period of absence is treated as duty leave in accordance with the DHE rules. Duty leave as per rules is also allowed to those faculty members who want to attend conferences in their subjects and read papers. The college extends all sorts of encouragement to publish papers in national and international journals.

3.2. RESEARCH MOBILIZATION FOR RESEARCH:

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

The college does not allocate any amount in its budget for research work. However, it has a Faculty Improvement Fund from which it bears TA/DA of faculty members who go on research activities, attend seminars and present papers. To assist research activities, the college buys equipment and books required by scholars from the normal funds allocated to science departments and college library.

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?

No, there is no provision of seed money.

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

The college bears expenses of holding workshops, science exhibitions and seminars by students. It also bears the TA/DA expenses of students who go to present projects outside to represent the college.

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 inter-disciplinary research.

In the existing situation there is not much scope for inter-disciplinary research in the college. However, some of the teachers doing research have chosen inter-disciplinary topics. Besides, to encourage inter-disciplinary research the college holds Inter-departmental seminars and interactive sessions are held from time to time.

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

The college ensures optimal use of various equipments in the science departments. Students are given a chance to make use of various scientific equipment available in science laboratories in their practical classes. Mention may be made of Spectrophotometer, Digital P^H Meter, Calori Meter, Electronic Balance, Microcentrimer, Microscope, and Water bath for Temperature Regulation, Soil Analyzer, Katter's Pendulum, Double Cantilever, Rigidity Modulus (Maxwell Needle), Lees Disc Apparatus, Stokes Apparatus, Sonometer, Optical Bench, Spectrometer, Transistor, Galvanometer, Binocular Microscope, Blood Cell Counter, Hemocytometer, Hemoglobinometer, Encubator, Microtom, Single Pan Electronic Balance, Stirrer, Blower, Oven, Kipps Apparatus, Chemical Balance etc. Students are divided into groups for this purpose so that they can effectively learn by handling of these successfully.

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

No, so far the college has not received any such grant.

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

The college facilitates securing of research grants by interested staff in the shape of MRPS. The applications of interested scholars are discussed in the UGC Planning Board. Then the principal is recommended to forward those to the UGC. The following table shows details of the MRPS availed by member of staff:

Nature of the Project	Duration Year From - To	Title of the Project	Name of the Funding Agency	Total Grant		Total Grants Received Till Date
				Sanctioned	Received	
Minor Projects	2011 - 2013	Vermi Composting: An alternative Method for Sugar Mill Wastes in the Organic Farming	UGC	1,97,600	1,60,100	1,60,100
	2011 - 2013	Effects of DSW on Cereal Crops	UGC	1,64,500	1,29,750	1,29,750
	2011 - 2012	Study of Post-colonialist in the Post-Colonial Indian Novels in English	UGC	48,000	36,875/-	36,875/-
	2012 - 2013	Education for the Tribal Children : Problems & Prospects	UGC	1,14,000	67,000	67,000
Major Projects	---	---	---	---	---	---

3.3. Infrastructure for Research :

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

The college has the following research facilities available to the students and research scholars within the campus :

- ✓ Experienced teachers for guidance.
- ✓ Well equipped science laboratories.

- ✓ An automated library with more than forty thousand books by reputed authors on various subjects.
- ✓ A reference section containing selected books on subjects.
- ✓ Seminar library.
- ✓ A rich journal section.
- ✓ Separate reading rooms for teachers and students.
- ✓ A computer laboratory with Internet Connection.
- ✓ Departmental computers with Internet Connection.

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 college is consistently trying to plan, upgrade and create infrastructural facilities to meet the needs of researchers. Attempts are being made by the college authorities to assist researchers by equipping the laboratories with the latest apparatus and availing latest books and journals on the subjects. The Governing Body is planning to allocate funds for upgrading the laboratories and college library. Special incentives are being planned for those who are involved in research work.

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 college has received UGC grants for purchase of scientific equipment. Some latest scientific instruments have also been purchased with the funds allotted by the UGC under MRP scheme.

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

As the college is an undergraduate institution, it does not have a special mechanism for research. However, the faculties interested in research work avail research facilities from the affiliating University.

3.3.5. Provide details on the library / information resource centre or any other facilities available specifically for the researches?

The following facilities are provided to the researchers by the college:

- A fully automated rich Library with more than 40,000 books on different subjects.
- About 80 Journals on various subjects.
- A very competent Library staff.
- Well equipped laboratories of science departments.
- Reference section and journal section attached to the general library.
- A reading room along with a photocopier machine.
- A computer laboratory with Internet Connection.

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

The college does not have any collaborative research facilities.

3.4. Research Publications and Awards :

3.4.1. Highlight the major research achievements of the staff and students in terms of:

- i. Patents obtained and files- NA
- ii. Original research contributing to product improvement-
 - Under a research scheme undertaken by Dr. Ganeswara Pradhan and guided by Dr. P. Rath the local sugarcane growers' were extended consultation regarding use of Distillery Spent Wash to improve sugarcane quality.
 - Dr. S.P. Adhikary has undertaken research on Vermi Composting which is expected to encourage use of Bio-fertilizer and increase quality of crops.
- a) Research studies or survey benefitting the community or improving the services:
 - The research of Dr. .K. Das, English aims at promotion of social harmony and universal brotherhood.
 - Dr. S.N. Nanda's research brings out the success and failures of anti-poverty programmes implemented in KBK districts (undivided) of Odisha.
 - The research undertaken by Dr. Ganeswar Pradhan and Dr. S.P. Adhikary is expected to help the local farmers.
- b) Research inputs contributing to new initiative and social development:-
 - Dr. S.N. Nanda's research paper calls for reforms in the implementation of anti poverty programmes of the government.
 - Research conducted by Dr. Ganeswar Pradhan gives new ideas to the local farmers for proper use of Distillery Spent Wash which is a waste product from the local sugar industry. It has also helped in keeping the environment clean.

3.4.2. Does the Institute publish or partner in publication / research journals? If yes, indicate the composition of editorial board, publication policies and whether such publication is listed in any international database?

The college does not publish or partner in the publication of research journals.

3.4.3. Give details of publication by the faculty and students.

For a list of publications by the faculty and student refer to *Annexure-6*.

(A separate sheet listing publications is attached)

3.4.4. Provide details (if any) of:

Research Awards: The following members of staff have been awarded Ph.D. between 2012-13 and 2015-16 :

1. Dr. RC Nayak, Economics.
2. Dr. S N Nanda, Commerce.
3. Dr.N Das, Botany.
4. Dr.G Pradhan, Botany.
5. Dr. JN Tripathy, Zoology.
6. Dr. M K Patro, Pol. Sc.
7. Dr. T P Das, English.
8. Dr. A.K.P Pattnaik, Pol. Sc.

3.5. Consultancy :**3.5.1. Give details of the systems and strategies for establishing institute – industry interface?**

Seminars are organized in the college to which technical and administrative experts from local industries are invited to address students. A number of institutions such as TIME institute, VIMS, GIIT, NIST etc. visit the college to counsel the students and offer technical training.

3.5.2. What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

The stated policy of the college regarding consultancy is to facilitate availability of technical and professional knowhow offered by various institutions. The college provides the infrastructure facilities and gives wide publicity to such consultancy along with encouraging students to take advantage of this.

3.5.3. How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The expertise of the faculty members is utilized for consultancy services by allowing duty leave to the concerned faculties.

3.5.4. List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

Since the college is a government controlled institute, neither the faculties nor the institution is allowed to provide their expertise for revenue generation. However, consultancy services are given to interested parties by faculties on goodwill basis.

3.5.5. What is the policy of the institution in sharing the income generated through consultancy and its use for institutional development?

Since, the college does not generate any revenue from consultancy services, there is no policy of sharing the income through consultancy.

3.6. Extension Activities and Institution at Social Responsibility (ISR):

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

The NSS units and the Rovers Units of the college engage students in promoting institution-neighborhood-community network contributing to good citizenship, service oriented community work and holistic development of students.

- ✓ The NSS units under the leadership of their programme officers hold summer and winter camps. The themes of the camp are chosen carefully so as to create social awareness. The participants stay in the camp villages and undertake community development work. Besides, attempts are made to spread messages like “Save the Girl Child”, “Swaccha Bharat”, “Beti Padhao / Desh Badhao”, “ One Tree/ One Child” etc. Attempts are also made to spread awareness regarding AIDS, Cleanliness, Organic Agriculture, Self Employment, Voting Rights etc. through short dramas, rallies and discussions.
- ✓ The Rovers Units of the college participate every year in the world famous Rath Yatra at Puri to work as volunteers. Besides, the Rovers also join service work in the local Annual Rajamma Thakurani Yatra at Dhobapalli.
- ✓ The Youth Red Cross unit of the college organizes Blood Donation camps and rushes medical aid to affected areas during natural calamities.
- ✓ The NCC/NSS/Rovers and Rangers unit holds processions and rallies to create social awareness.

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

The following are the institutional mechanism to track students' involvement in various social movements which promote citizenship roles:

- * National Cadet Corps.
- * National Service Scheme.
- * Youth Red Cross.
- * Jai Jagannath Rovers Unit/Madhusudan Rovers Unit.
- * Grievance Redressal Cell.
- * Students' Union and other sister Associations.
- * Women's Development Cell.
- * Anti-Ragging Cell.

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

The college collects stakeholder perception on the overall performance and quality of the institution by:

- ✓ Collecting feedback from students every year.
- ✓ Holding parents – Teachers Meeting.
- ✓ Holding welcome and Farewell Meetings for newcomers and outgoing students respectively.
- ✓ Holding Alumni Meetings.

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 programmes and their impact on the overall development of students.

The college plans and organizes its extension and outreach programmes through its NSS units, NCC wings, Youth Red Cross unit, Rovers Unit, and Women's Welfare cell.

The NSS units together with NCC, Rovers and YRC have conducted the following programmes recently:

- Active citizenship programme
- Gender Sensitization Programme.20.01.16
- Disaster Management Training.27.10.2014-28.10.2014
- Swachha Bharat Programme.15.08.2015. (From 30th July 2016 last Saturday every month.)
- Community plantation programme.15.08.2015
- Voluntary service during Annual Puri Ratha Yatra.6.7.16-14.7.16
- Voluntary service during Annual Rajamma Yatra at Dhobapalli.16.04.2016-17.04.2016
- Creation of Awareness about AIDS, Girl child and protection of Environment.
- Blood Donation camp.

- ✓ In an attempt to make girl students more self confident and bold, the women's welfare cell of the college organized a Gender Sensitization Programme in the college on 20.01.2016 in collaboration with the women's Research centre of Berhampur University. Two resource persons from Berhampur University Smt. Pujaphula Pattnaik and Smt. Rukmini Pandadiscussed about the common problems faced by girls in public places and work places. They also offered some useful tips to feel more confident. The meeting had both boys and girls as participants and in an interactive session various aspects of women's role in society were discussed.
- ✓ To prepare students for the future and make them responsible citizens, an Active citizenship programme is held in the college every year. It consists of a meeting in which students and staff members elaborate on the concept of Active Citizen. A documentary provided by the Sports and Youth Services Department of Odisha government is screened.
- ✓ In 2015-16 sessions this programme was held on 21.08.2015 & 22.01.2016 with a huge student participation.
- ✓ Under a novel scheme of empowering women for self-protection introduced by the Department of Higher Education, a training programme in Self Defence for girl students has been started from the last year. While in the first year 390 (in 13 groups) girls received this training, in the 2015-16 session 390 girls (in 10 groups) took part in it. Pleased with the success of the first year training, the Department of Higher Education has declared this college a nodal college which sends trainers to other college. The newly constituted Women's Self-Defence cell first headed by Dr. P. Rath, Reader in Botany and presently headed by Miss S. Das, Reader in History has become a permanent attribute of the college due to its relevance in the present day. Hundred of girls have shown keen interest in the training and the Principal of the college has been nominated for consideration of a reward for its success.

Budgetary details of last four years (NSS) :

Session	Unit	Receipt	Expenditure	Balance
2012 - 13	Unit - 1	171	---	4424.30
	Unit - 2	14943	13312	7455.00
	Unit - 3	3834	1750	7772.00
	Unit - 4	3151	2090	7501.00
2013 - 14	Unit - 1	180	---	4604.30

	Unit - 2	327	3668	3664.00
	Unit - 3	344	---	8116.00
	Unit - 4	323	4408	3416.00
2014 - 15	Unit - 1	233	---	4837.00
	Unit - 2	17671	15762	5573.00
	Unit - 3	2247	2250	7513.00
	Unit - 4	19852	17826	3416.00
2015 - 16	Unit - 1	195	---	5032.30
	Unit - 2	237	---	5810.00
	Unit - 3	308	---	7821.00
	Unit - 4	150	---	3566.00

Major extension & outreach programmes organized by NSS units in the session 2015-16:

Reports of activities undertaken by the four units of NSS are furnished as **Annexure-10**.

Impact of Extension and Outreach Programmes:

- ✓ The students who have taken part in the extension and outreach programme have evolved as leaders endowed with self-esteem and confidence. It is also seen that they are better prepared for their careers and life.
- ✓ Girl students taking part in the Self Defence Training Programme have emerged as more decisive and confident.

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

Sufficient information about NCC, NSS, YRC and Rovers and Rangers, their rules and regulations and the usefulness of participation in them is provided to the students in the college calendar which is given to them soon after admission. After the classes begin, a notice

inviting interested students to join these is put up on the notice board of the college. Students are also encouraged in classrooms as well as outside to join at least one of these, depending on their choice. Faculty members motivate students to join these by explaining the benefits of joining these in the welcome/orientation meeting also.

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 college through their programmes have been seenmaking commendable efforts to ensure social justice for the students of under- privileged and vulnerable sections of society. They are also making people of these categories aware of various government schemes such as Indira Awas Yojana, Old Age Pension, Krushi Bima Yojana, Janadhan Yojna, Mudra Bank etc. t only that, NSS volunteers have been helping them in availing benefits of these by accompanying them to the various government offices, writing applications, opening accounts etc.

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:

The extension activities are organized by the institution complement students' academic learning and go a long way in bringing holistic development of students. The camps and programmes conducted by NSS, JRC, NCC and Rovers and Rangers etc inculcate healthy values in the students. Their participation in these brings them closer to the ground realities of our society. They learn how to take quick decision, act as leaders, take up responsibility, interact with people of varied attitude and above all feel responsible towards society. In a way the extension and outreach activities offer them a scope to apply that knowledge in real life situations.

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 NSS units of the college carry out their extension and outreach programmes in collaboration with local civic bodies such as panchayats. Local people of the special camp sites are also involved in programmes such as “ Aids Awareness”, “Save the Girl Child” and “ Swachha Bharat” programmes, Blood Donation and plantation programmes are conducted in collaboration with local NGOs.

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 following constructive relationships have been forged with other institutions of the locality for various extension and outreach activities:

- ✓ Blood Donation camps have been organized in collaboration with Red Cross Blood Bank of MKCG Medical College, Berhampur . The NCC wing and YRC unit of the college have also co-operated in conducting such camps.
- ✓ Gender Sensitisation programmes have been conducted in collaboration with Women's Research Centre of Berhampur University.
- ✓ The Rovers and Rangers Unit of the college has collaborated with several other NGOs while conducting service activities at Puri Ratha Jatra venue.
- ✓ The NCC wing of the college has collaborated with other NCC wings of local schools and college in service activities.
- ✓ The NSS units have availed assistance from the local Forest Department office for plantation programmes.

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 college has a Rovers Crew that enrolls interested students for service activities. The Rover leader of the college Dr. S.N. Nanda, Lecturer in Commerce has distinguished himself as one of the most capable, committed and hard working Rover leader of the state. His work and dedication has been recognized by honoring him more than once.

- ✓ In April, 2015 Dr. Nanda was honored with the prestigious Governor's Award and decorated with the title "Service Star" by the honorable Governor of Odisha Sri S.C. Zameer.
- ✓ In December , 2015 Dr. Nanda's service and commitment to Rovers was recognized in the shape of an award by the Chief Commissioner, Bharat Scouts and Guides.
- ✓ In January, 2016 Dr. S.N. Nanda was honored in the Samagama with Rajya Puraskar as a good leader.

Under his guidance the Rovers of the college have participated in several service activities and won appreciation. Most recently (2015) the following Rovers of the college were honored with the Rajya Puraskar.

Rajya Puraskar :

- i. G.Tirupati Achary of +3 Final Year Science of Botany Honours class and Babul Swain of +3 First Year Arts class have received 3rd prize in the Rovers Samagama for Skill-o-Rama activity.
 - ii. M.K. Behera ,+3 2nd Year Arts
 - iii. Mithun Jena ,+3 Final Year Arts
 - iv. Radhagobinda Sahu ,+3 2nd Year Arts
 - v. Kalucharan Dakua,+3 Final Year Sc.
- } These students have been awarded Rajya Puraskar for their commendable service work as Rovers.
- vi. The Rover Group of the college has been rewarded as the Best Group on 2^{6th} January of 2016 in the Republic Day Ceremony held at Harihara High School conducted by Ama Police Samiti.

The NCC Officer Platoon Commander Major (Dr.)S.P. Adhikary has brought glory to the college by attending several important NCC camps and winning awards:

- ✓ He was selected to attend the special national integration camp at KIET, Korangi, Kakinada, Andhra Pradesh held from 15.10.2015 to 26.10.2015.
- ✓ Major (Dr.) Adhikary was declared the winner of the Best ANO award winner at all India level.
- ✓ Major (Dr.) Adhikary is the winner of NIAP presentation award in 2015.
- ✓ Major (Dr.) Adhikary was declared a runner up in debate competition and volley ball.

The list of awards won, camps attended, programmes participated etc. by cadets of the college is furnished as *Annexure-9*.

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.**

The college has collaboration with the local Sugar Industry. Research scholars in need of assistance can avail assistance from it. The college has also an understanding with the affiliating university for research assistance.

3.7.2. Provide details on the MOUs / Collaborative arrangements (if any) with institutions of national importance / other universities / industries / corporate (corporate entities) etc. and how they have contributed to the development of the institution:

Since, the college was first established by Sugarcane Growers' money, the local Sugar factory has always been supportive of research in the subjects of Botany and Chemistry. It also entertains visits by students and faculties for skill development.

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 career counseling cell of the college has conducted several counseling programmes with the help of outside institutions such as TIME and GIIT.
- ✓ The UGC has sanctioned funds for upgradation of academic facilities and infrastructure facilities.
- ✓ Employability Training Programme i.e., coaching for entry into services has been carried out with the funds provided by the UGC.

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:

The college has not organized any national/international seminar in the last four years.

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:

- a) **Curriculum development / enrichment** : - A number of senior members of the staff are on the Board of Studies. They play an important role in planning and designing the curriculum. The college conducts remedial coaching class for students of weaker sections.
- b) **Internship / on-the-job training** : - The college does not have any provision for internship/on-the-job training.
- c) **Research** : - The following faculty members are now engaged in guiding active research.

Sl. No.	Name of the Principal Investigator	Name of the Scholar	Title of the Ph.D. Work	Remarks
01.	Dr. Dasarathi Bhuyan Lecturer in Pol. Sc. Berhampur University	Sri P.C. Nahak	Biju Pattnaik as an Architect and Builder of Modern Odisha : A Study	Thesis Submitted
02.	Dr. Bina Sharma Reader in History Berhampur University	Sri P.K. Padhi	The Role of Eminent Gandhians in Indian Politics	----
03.	Dr. D.P Pattnaik Professor in Odia Berhampur University	Smt. SR Panda	Matira Sampriti – Mugdha Pratilipi : Krushna Prasadanka Upanyasare Jibana Bodha	Thesis Submitted

- d) **Extension:-** NSS units, NCC wing, Rovers and Rangers Unit and YRC Unit of the college organize extension activities such as Blood Donation camps, Social Awareness programmes and community service activities.
- e) **Publication:-** (Refer to Annexure-vi)
- f) **Student placement:-** The college has a career counseling cell to facilitate placement of students in private and public sector organizations. It invites various organizations to the college and assists in the conduct of written test and viva-voce.
- g) **Introduction of new courses :-** Keeping in view the demand of job market the college has introduced Honours in almost all subjects of Humanities Stream. In commerce two new Honours subjects (Finance Group and Management Group) have been introduced

3.7.6 Details on the systemic efforts of the college in planning, establishing and implementing the initiatives of the linkages / collaborations:

The college has not taken any initiative in this regard.

Intellectual Pursuits



Dr. M.K. Padhy, OSD, Khallikote Cluster University addressing a seminar on Enhancement of Quality in Higher Education.



Distinguished Guests at the Seminar on Latest Problems in Higher Education.

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 believes infrastructure has a significant role to play in the success of teaching – learning process of any educational institution. Hence, it has a comprehensive policy in making infrastructure upto date and conducive to the needs of the students and teachers. The funds for infrastructure development are arranged from the college Development Fund, UGC grants and state government assistance. The following committees after due assessment of the needs prepare plans for necessary updating and enhancement of the infrastructure and submit the same to the principal who puts the proposal before the Management Committee for approval :

- i. College Furniture Committee.
- ii. College Building Committee.
- iii. UGC Planning Board.
- iv. Staff Council.
- v. College Purchase Committee.

Once the proposals are approved by the Governing Body, the principal entrusts the work to government agencies or private parties through open tender system. The work is monitored by the committees.

4.1.2. Detail the facilities available for:

a) Curricular and Co-curricular activities:

- i. **Class Rooms** :The college has 14 class rooms apart from an Audio Visual Hall, Science Laboratories, Science Departmental rooms and two computer laboratories. Out of these 14 class rooms are large Halls with a capacity to accommodate 128 students each. The AV Hall is also a moderately big room. All the class rooms are well ventilated and fitted with ceiling fans. Sufficient wooden desks are also available in these along with green boards.
- ii. **Library** :- The college library is one of the best ones in South Odisha. Fully automated and tastefully furnished, it has nearly 40,000 books on different subjects. These include

Academic subjects such as History, Political Science, Economics, Literature, Physics, Chemistry, Botany, Zoology, Information Technology, Commerce etc. Apart from these, it has a fair collection of biographies, dictionaries and spiritual books. The library has two computers with internet facility and a photocopier machine for the convenience of students and teachers. The library has recently completed the accessing numbering system and installed the E-Granthalaya software for easy location of books.

There are two Reading Rooms attached to the library. One is meant for teachers and the other is for students. The teachers and students sit in these and spend their leisure hours in reading useful text books, journals and newspapers.

- iii. **Laboratories:** There are 8 laboratories in the college for science subjects such as Physics, Chemistry, Zoology and Botany. Apart from these, IT department, E-commerce Department and Mathematics Department have also laboratories. All these are spacious and well equipped for practical classes.
- iv. **Audio-visual Hall:-** The college has an Audio-visual Hall. It is used for conducting seminars, conferences, competitions and meetings on special occasions. Due care has been taken to make this hall well-lighted and well-ventilated.

b) Extra Curricular Activities :

- ✓ Sports and games are considered a part of the academic life of the college. A full time Physical Education Teacher coaches students in various sports and games. The college sends its athletes / teams regularly to the university and state level competitions.
- ✓ There is also provision of indoor games for students in their common rooms. These include carrom and chess.
- ✓ Apart from sports and games students are enrolled in the NCC, the NSS, the YRC and the Rovers and Rangers for a holistic development of their personality.
- ✓ The college has four NSS units, one NCC Wing, one Youth Red Cross Unit and one Rovers and Rangers Unit. The NSS units hold one day and special camps for volunteers to inculcate in them social responsibility, service mindedness, community living and leadership qualities. Each unit of NSS enrolls 50 volunteers. A report regarding the various activities is given in as *Annexure-10*.
- ✓ Four faculty members designated as programme officer enroll the students and conduct camps. A faculty member with requisite military training and presently designated Major looks after the NCC wing. Each year under the active supervision of Officer Commanding II (BN), Odisha from Berhampur 12 boys and 08 girls are enrolled. They receive regular

training and participate in state level and national level camps and programmes. It is matter of great pride that every year the NCC wing of the college wins awards at various levels. For example in 2015-16 the college NCC wing has brought glory to the college by winning several rewards (refer *Annexure – 9*).

- ✓ A Rovers and Rangers unit was first opened in the college in 2007-08. At first it had one unit. But, pleased with the activities of the unit and the recognition it has received over the last few years. The Chief Commissioner of Bharat Scouts and Guides has permitted another unit in the college. Both the units are now working under the able leadership of Rovers and Rangers leader Dr. Satya Narayan Nanda.

Each of these two unit take 24 students. They participate in various voluntary activities.(A report of the recent activities is given in *Annexure-10*)

- ✓ The Youth Red Cross has 50 volunteers. It works mainly to create Health Awareness among students and teachers. Besides, it conducts Blood Donation Camps with the assistance from Red Cross Blood Bank, MKCG Medical College, Berhampur .

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 college makes every possible attempt to make optimal use of available infrastructure to meet the growing academic needs of the students.

- As the student strength of the college has gone up, the college has introduced shift system w.e.f from 2015-16. For this the existing class rooms are put to maximum use for conduct of classes from 8.30 A.M. to 5.15 P.M. on all working days.
- Two new halls and three rooms of moderate size have been built with the funds sanctioned by Aska Block. Two more rooms are nearing completion and will soon be put to use.
- With funds sanctioned by the UGC the college has purchased 07 computers and distributed those among various departments to use for teaching and learning.
- All the old black boards have been replaced by green boards for making class rooms eco-friendly.
- An LCD projector and a laptop have been purchased for use on various occasions.
- Three gardens including a botanical garden have been developed for practical classes and also beautification of the campus.

- A large water purifier-cum-cooler has been installed on the ground floor for general use.
- A middle sized water purifier cum cooler has been installed in the girls' common room.
- The college library buys latest text books and reference books every year. It also subscribes to a large number of journals.
- As the existing boys' common room is insufficient, the college has planned to shift it to a newly built spacious room which is nearing completion. Earlier the girls' common room was been shifted to a building constructed with UGC funds to meet the need of space for the increasing number of girls.
- The college has a play ground in front of it. Funds have been sought from the UGC to build a mini - stadium there. The UGC has yet to respond.
- The college has also sought an assistance of Rs- 10 lakhs under infra structure development Assistance of the Department of Higher Education. It plans to build an additional class room at a cost of Rs. 17, 00, 000/-(approximately) with a college share of Rs. 7 lakh plus.
- The existing cycle stand does not accommodate all the cycles of students. So, it has requested the local MLA to sanction funds from MLA LAD to construct a cycle stand . The MLA after realizing the need has agreed to sanction Rs. 3,00,000/- from his MLALAD.The work is to begin soon.

(Master plan of the college enclosed as *Annexure-5*)

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

The college ensures maximum help with in its capacity for physically challenged students. Due care is taken to hold classes on the ground floor rooms in case there are physically challenged students on the roll. The professor in charge of time table has been given a standing direction to this effect. Similarly, the examination section has also been directed to make special arrangements for physically challenged students.

4.1.5. Give details on the residential facility and various provision within them:

The college has no provision of residential facility for physically challenged students.

4.1.6. What is the provision made available to students and staff in terms of health care on the campus and off the campus?

The college has First Aid Kits in the staff common room, Boys' common room, Girls' Common Room. The Youth Red Cross Unit and the NCC wing impart First Aid training to students and

staff members from time to time. Health checkup camps are also conducted by NSS Units, NCC Wing, YRC Unit and Rovers Unit of 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.

I Q A C:

As per the guidelines of the UGC, an IQAC has been functioning in the college for the last 4 years. As the name suggests, it works for the improvement of quality of the teaching learning process and consistent improvement in the overall performance of the college. The IQAC at present consists of the following:

1. Chairperson : Principal
2. Co-ordinator : One of the senior faculty members.
3. Members :
 - i. One or two administrative officers of the locality.
 - ii. Three to Eight Teachers.
 - iii. One or two members of the Management Committee.
 - iv. One or two eminent persons of the locality.

Grievance Redressal Cell:

The college has a Grievance Redressal cell which examines grievances of students and teachers and suggests appropriate redressal measures. The cell is constituted with the following:

- i. A senior member of the staff nominated by the principal.
- ii. The members of the Disciplinary committee.
- iii. A member of the non-teaching staff.
- iv. The President, Students’ Union.
- v. A lady member of the staff preferably the professor-in-charge of Girls’ Common Room.

The principal of the college is the ex-officio chairperson of this cell whereas the nominated senior member of the staff acts as its Convener.

Women's Welfare Cell:

The college has a Women's Welfare Cell with the objective of addressing issues related to lady staff members and girl students. The principal is the ex-officio chairperson of the cell who nominates a senior lady member as its convenor. Two other lady members of staff (one from teaching and another from non-teaching) are chosen by the principal as members.

Anti-sexual Harassment Cell:

To make the college campus safer and conducive for girl students and to prevent both physical and mental harassment of lady members of staff and student, the college has constituted an Anti-Sexual Harassment Cell with the following as members.

Principal : Ex-officio Chairperson.

Convenor : A senior lady member of teaching staff.

Members : i) A lady member from the non-teaching staff nominated by the principal.
ii) Two senior class Girls nominated by the principal in consultation with the Prof.-in-Charge of girls' Common Room.

The aim of this cell is to look into the allegations of sexual harassment and take appropriate steps against the culprits as per the rules. The principal who acts as the chairperson is the highest arbitrating authority in these matters.

Employment and Career Counseling Cell:

To assist students in preparing for interviews and competitive examinations and also find placement, a Employment and Career Counseling Cell functions in the college. The cell has the principal as the chairperson. Three or Four senior members of staff are nominated by the principal as members. Due care is taken to give representation to all the streams in choosing the members. The senior most member acts as the convenor.

The cell has the following as its functions:

- i. Notifying information related to employment opportunities on General Notice Board of the college.
- ii. Keeping contact with various institutions offering career counseling and placement and arrange their visits to the college;
- iii. Arrange counseling sessions, placement interviews and tests.

Anti - Ragging Cell :

In taking an initiative to make the campus totally ragging free, the college has constituted an Anti-Ragging Cell. It has the following as office bearers.

- Chair Person :** Principal.
Convenor : A senior member of the staff
Members : Two members of staff (one lady and one gents)

The aim of the cell is to look into the allegations of ragging and suggest necessary action against the miscreants.

Self - Defence Training for Girls' Cell :

In compliance with the direction of the Department of Higher Education Department, Odisha Government, the college has introduced Self-Defence Training for girl students since 2014-15. The objectives of this training are three fold:

- i. Empowerment of girls to lead a dignified life.
- ii. Enhancement of Self-confidence.
- iii. Enabling girls to protect themselves in case of physical assaults.

The training is imparted to girl students phase-wise by trainers who receive remunerations from government sanctioned funds. Ordinarily two or three phases of such training are conducted every year.

A committee constituted by the principal and headed by a senior faculty member looks after everything related to the training such as enrollment of participants, venue and duration of training, timing of the training, payment of remuneration to the trainers, snacks for trainees etc

Health Care :

The college does not have any Health Centre. However, First Aid facilities are available as NSS units and the sole YRC Unit of the college are equipped with it. They also impart training in First Aid to staff and students. Further, they jointly organize Health Check Up Camps from time to time.

Safe Drinking Water Facilities:

The college is very particular in supplying clean drinking water to the staff and students. There is provision of a water purifier-cum-cooler in different parts of the campus. A large water purifier with RO process has been installed on the ground floor for general use of the students and teachers. The Staff Common Room, the Boys' Common Room, the Girls' Common Room and the library have smaller water purifiers-cum-coolers. Water is supplied to all these from a well through centrally placed overhead tanks.

4.2. Library as Learning Resources:

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 college has a Library Advisory Committee to look after the development of the library. The principal is the ex-officio chairperson of the committee. A senior member of the staff nominated by the principal acts as the convenor. The others on the committee are the following:

- i. The Administrative Bursar.
- ii. The Accounts Bursar.
- iii. The Librarian.
- iv. A faculty member from Humanities.
- v. A faculty member from Science.
- vi. A faculty member from Commerce.

The committee looks after the upkeep and expansion of the library. All the proposals to purchase new books, to subscribe to journals and newspapers are carried out after due approval by the committee. Funds for other purposes such as purchase of furniture and construction activities are also spent under the supervision of the committee. Various rules and regulations (are formulated by the committee) to make the library truly a learning resource for students and teachers. These are sent to the principal (for approval). Engagement of temporary staff for the library is also proposed to the principal by the committee. The committee has been implementing the following measures for the improvement of the library in recent years:

- Automation of the library.
- Wi-Fi network connection.
- Acquisition of photocopier machine and three computers.
- Subscription to a number of magazines.

4.2.2. Provide details of the following

- **Total area of the library (in Sq. Mts.)**
- **Total seating capacity.**
- **Working hours (on working days, on holidays, before examination days, during examination days, during vacation).**
- **Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading. IT zone for accessing e-resources).**

Physical details regarding the Library:

Total area of the library (in Sq. Mtrs.)	287 Sq. Mtr.
Total seating capacity	StudentReadingRoom-75Staff Reference-15
Working hours (on working days, on holidays, before examination days, during examination days, during vacation)	10.30 a.m. to 4.00 p.m. on working days including examination days
Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading. IT zone for accessing e-resources)	Attached as <i>Annexure-8</i>

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.

In the beginning of every academic session, the Library Advisory Committee sits to decide on the yearly budget of the library. A specific amount is set aside for purchase of current titles in various subjects and also journals. Then the departmental heads are requested to submit lists of books required for their respective departments. These lists are approved by the library committee and order is placed with the publisher.

The following table shows the amount of funds spent on purchasing text books/reference books and subscribing to journals.

Library Holdings	2012 - 2013		2013 - 2014		2014 - 2015		2015 - 2016	
	No.	Total Cost						
Books	815	42,000 /-	968	46,296 /-	997	58,000 /-	304	40,000 /-
Journals/Magazines	60	19,920 /-	75	26,920 /-	82	28,750 /-	90	32,800 /-
News Papers	06	6630 /-	03	3368 /-	05	6420 /-	05	6820/-
e-resources	---	---	---	---	---	---	---	---

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

Tools deployed to provide maximum access to the Library collection :

OPAC	---
Electronic resource management package for e-journals	---
Federated searching tools to search articles in multiple	---
Library Website	www.askasciencecollege.com
In-house/ remote access to e-publications	---
Library Automation	Under Process
Total number of computers for public access	One (for Staff and Student)
Total number of printers for public access	One
Internet bandwidth / speed	2MBPS

4.2.5. Provide details on the following items:

Average number of walk-ins	Students -400/day , Staff – 30 / day
Average number of books issued / returned	350 / day
Ratio of library books to students enrolled	1 : 6
Average no. of books added during last three years	2780
Average number of login to OPAC	---
Average number of login to e-resources	100 / month
Average number of e-resources downloaded / printed	200 / month
Number of information literacy trainings organised	2
Details of “weeding out” of books and other materials	1280

4.2.6. Give details of the specialized services provided by the Library:

Manuscripts	---
Reference	Yes
Reprography	Yes
ILL (Inter Library Loan Service)	---
Information deployment and notification	Yes
Download	Yes

Printing	Yes
Reading list / Bibliography compilation	Yes
In-house/ remote access to e-resources	---
User orientation and awareness	Yes
Assistance in searching databases	Yes
INFLIBNET/IUC facilities	---

4.2.7. Enumerate on the support provided by the Library staff to the students and teachers of the college:

Support provided by the library staff to the students and teachers of the college.

- ✓ The library staff helps the readers in tracing books in the library.
- ✓ The library staff looks after the safe upkeep of the books and journals.
- ✓ The library staff maintains two reading rooms- One for teachers and another for students.
- ✓ The latest issues of journals and magazines are kept on display by the library staff.
- ✓ The newly acquired books are systematically entered in the stock register.
- ✓ Students are provided the books promptly by the library staff.
- ✓ Photocopies of articles/chapter/relevant portions of books demand by students and teachers are prepared and given in the shortest possible time.
- ✓ The library staff sees to it that a peaceful academic environment is maintained in the library and reading rooms.
- ✓ Rare Old books are kept separately for the use of students and teachers by the library staff.
- ✓ A comprehensive time schedule is prepared for issue of books to students of different classes so that all students get equal opportunity to use books from the library.
- ✓ Keeping in view the demand for books of different types, the library staff maintain separate stocks for Lending Library and Book Bank.

4.2.8. What are the special facilities offered by the library to the visually / physically challenged persons? Give details.

No such special facility has been arranged so far for the visually/physically challenged persons.

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 college has placed a suggestion box at the entry point to the library. Students and teachers have been notified to drop their suggestions/complaints in writing in this box. At regular intervals, the suggestion box is opened by the librarian in the presence of the convenor of the Library Advisory Committee. The suggestions/complaints then are analyzed and discussed in the meeting of the Library Advisory Committee and appropriate steps are taken to make the library further user-friendly.

4.3. IT INFRASTRUCTURE :

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

In the recent years the college has computerized all its sections. The Admission Section has two computers with Broadband Internet facilities. Similarly, the Accounts Section has also two computers with Internet Connection. All the Accounting is done on computers. The Examination System has also computers. The library has three computers with Internet facility. Almost all science departments have been provided with computers.

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

- Most of the departments, especially Science departments have computers with Internet facility.
- However no computer with internet facility is available for students though faculties are given sufficient opportunity to use internet on their departmental computers. No off-campus computer and internet facility is available for faculty and students.

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

The college has two computer laboratories where students are given limited access for use. The college has given a proposal to the G.B. to make the campus Wi-Fi. Steps are also being taken to provide internet facilities to all sections. Besides, steps are a foot to computerize all sections.

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):

There is no provision of purchasing computers from the College Development Fund or any other College Fund. However, keeping in view the need of computerization of various sections of the college and also academics, a number of computers have been purchased from UGC Funds in the last four years. The details are as follows :

Session	Purchase of new computers	Maintenance
2012-2013	---	---
2013-2014	---	78,400
2014-2015	---	---
2015-2016	2,62,500	1,56,000

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?

The college is conducting training programmes for teaching and non-teaching staff to use ICT extensively. It also sends staff members to training programmes conducted by government and non-government agencies. Recently Sri K.C. Dakua of A/C section and Dr.R.C. Nayak, Accounts Bursar attended one such training. Similarly Sri B. Padhi, HOD, Mathematics attended another training conducted by Berhampur University.

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.

The college does not have access to on-line teaching learning process yet. But teachers are using computers, LED projectors etc. in an attempt to assume the role of facilitators instead of teachers.

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 ?

No, the college has not availed this facility yet.

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)?

A major part of the resources of the college goes towards maintenance and upkeep of the college building, equipments, purchase of stationary, depositing of telephone and electricity bills etc. A good part also goes towards improvement of infrastructure in view of the rising number of students. The following table shows the budget allocation of the college for the above during the last four years.

Particulars	2012 - 2013	2013- 2014	2014 - 2015	2015-16
Building & infrastructure	---	---	---	---
Equipment	Rs. 26,009	Rs. 39,801	Rs. 10,636	Rs. 58,000
Computers	---	---	---	---
Vehicles	---	---	---	---
Telephone	Rs. 11,305	Rs. 14,303	Rs. 24,330	Rs. 40,997
Electric charges	Rs. 63,339	Rs. 25,094	Rs. 88,664	Rs. 1,02,485

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

In the beginning of the session, the Accounts Section of the college prepares a budget for maintenance and upkeep of the infrastructure, facilities, equipment etc and other routine expenses. Budgetary allocation is also made for measures to improve the infrastructure on the basis of suggestions of the Building Committee, Furniture committee and Library Advisory committee. This budget is then placed before the Governing Body for approval. Once it is approved, expenses are made in a transparent way for the stated purposes.

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

Calibration is done by local farms from which the equipment and instruments are obtained at regular intervals.

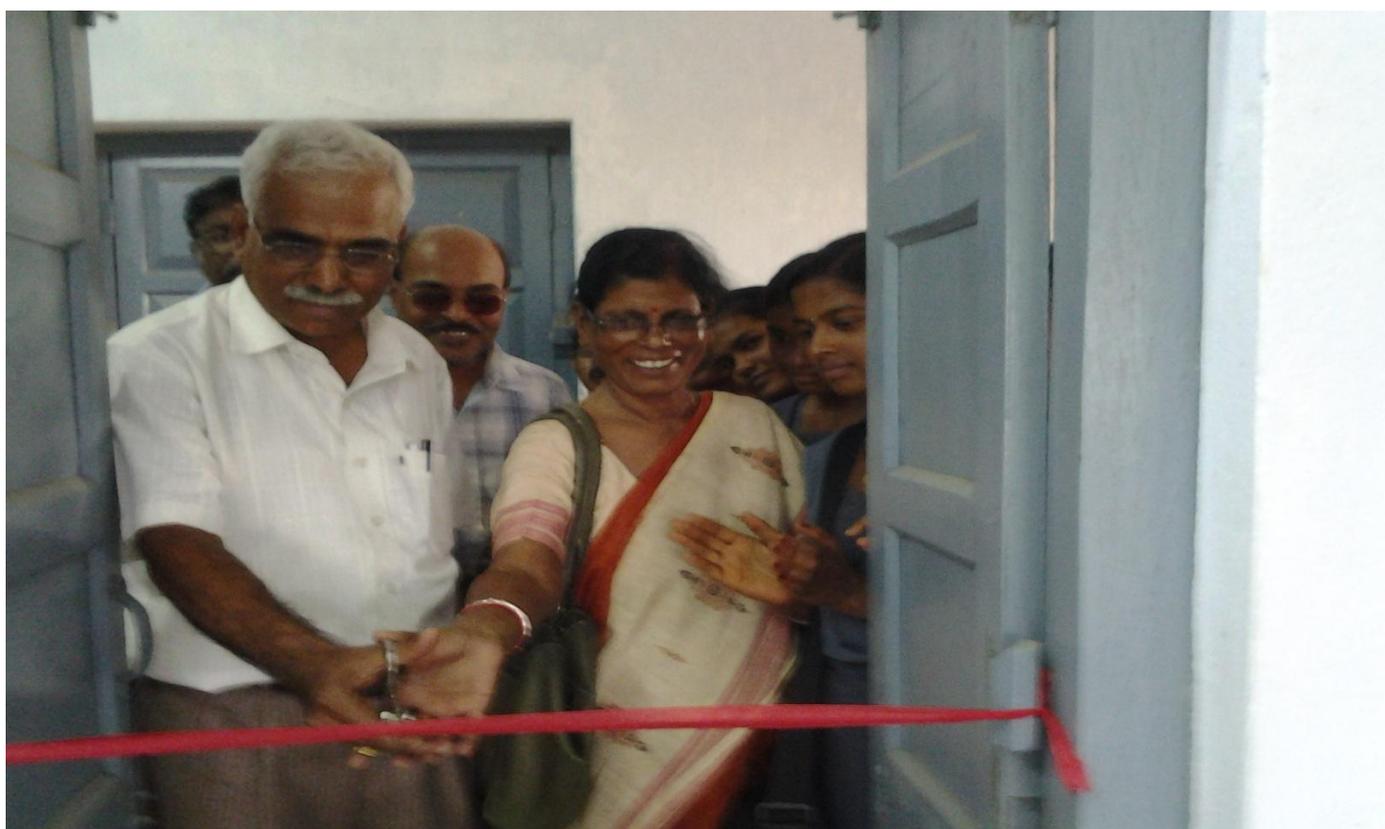
4.4.4. What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The college has no control of voltage fluctuations. However, the college has its own water supply system though running of the motors is at the mercy of supply of electricity by GRID co. Odisha.

The Library : Our Pride



Staff at their intellectual enrichment



Inauguration of Girls' Reading Room of Library

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 college brings out its updated calendar every year. Usually, it is given to the students at the time of admission. It contains information under the following heads:

- * Concise history of the college.
- * Succession list of principals.
- * Information regarding the constitution of the Governing Body.
- * Information regarding fees and subscriptions.
- * Information regarding courses offered.
- * College rules such as rules of discipline, rules of library and reading room, lending library, book bank.
- * Information regarding conduct of college examination.
- * Information regarding scholarship and other financial assistance.
- * Rules of students' common room.
- * Information about constitution of Students' Union and other sister associations.
- * Information regarding NSS, NCC, Rover Crew YRC, UGC planning Forum, Women's Cell, Anti-Ragging Cell, Anti-Sexual Harassment Cell, IQAC, Employment and Career Counseling Cell, Staff Council etc..
- * Rules of Election to various Student Bodies.
- * List of Faculty Members.
- * List of Non-teaching Staff Members.
- * Rules of Bus and Railways concession.
- * List of Holidays etc.

The calendar is updated every year on the basis of government directions and decisions of the Governing Body. The college ensures implementation of the rules embodied in the calendar and refers to it whenever difference of opinion on any issue arises. Apart from the calendar, the college brings out an annual magazine which carries reports on the activities of various student bodies, NCC, NSS, Rovers and YRC. Results of examinations, achievements of students in the

field of sports and games, results of various competitions such as dance, song, debate quiz, essay writing etc. are notified in the college notice board.

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?

The following table carries information about the institutional financial assistance and government scholarships availed by students in the last four years:

Year	Type of Aid	No. of Students	Amount of Aid
2012-2013	Financial Support from Institution	---	---
	Financial Support from Government	72	Rs. 1,80,893
	Financial Support from Other Sources	---	---
2013-2014	Financial Support from Institution	---	---
	Financial Support from Government	145	Rs. 3,64,300
	Financial Support from Other Sources	---	---
2014-2015	Financial Support from Institution	136	Rs. 13,612
	Financial Support from Government	256	Rs. 8,05,500
	Financial Support from Other Sources	---	---
2015-2016	Financial Support from Institution	133	Rs. 14,024
	Financial Support from Government	314	Rs. 8,56,936
	Financial Support from Other Sources	---	---

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

The percentage of students receiving financial assistance (in the form of scholarship of one kind or other) is nearly 50%. No central Government assistance is availed by students.

5.1.4. What are the specific support services / facilities available for student from SC / ST, OBC and economically weaker sections?

The support services /facilities available to students from SC/ST/OBC and economically weaker sections are the following:

- Reservation of seats for admission.
- Concession in the admission fees.
- Various scholarships given by the state government.

- Remedial Coaching.
- Exemption of tuition fees to a limited number of students of these categories.
- Special provision in borrowing books from Book Bank and Lending Library.
- Special coaching for Entry into Services.
- Preference in enrollment in NCC/NSS/YRC and Rovers.
- Special skill development training sponsored by the state government.
- Railways concession.

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 has always been encouraging development of entrepreneurial skill and self-employment among students. It arranges counseling and placement through the Employment and Career Counseling Cell by inviting employers and other institutions. It has also been conducting UGC sponsored remedial and Entry into Service Coaching classes for students. The efforts of the college have borne fruit in the engagement of several students in public and private organizations in and outside the state.

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.

The college considers extra-curricular and co-curricular activities as much important as curricular activities. So, every academic session the college holds a number of competitions through its students' Union and other Sister associations. Among these ,mention may be made of Dance, Song and Mono-action competition s organized by the Natya Kala Sansad, Debate, Essay and Quiz competitions conducted separately by the students' union and other sister associations, indoor games competition conducted by the Girls' Common Room and the Boys' Common Room held separately and Annual Athletic Meet conducted by the Athletic Society spread over two days. The rules about the eligibility criteria and other procedures are decided by the concerned bodies which are headed by a faculty member. The competitions are conducted with the help and active co-operation of student office bearers and faculty members.

Students who attend NCC camps or represent the college at University/District, State level sports competitions or perform voluntary service on special occasions as YRC volunteer or Rover

Crew members are exempted from college examinations. Their period of absence is also condoned. Moreover, there is a provision of awarding them an extra percentage at the time of admission to higher classes.

The students who show interest in sports and games are given special coaching on behalf of the college. Besides, sports materials, they are also provided sports kits, uniform etc at college expenses. Similarly, students who qualify to represent the college in dance, song, debate, quiz etc are given intensive coaching by faculty members. The college deputed members of staff to accompany them to the venue of competition. The college bears the Travelling allowance of the participants and also the accompanying faculty.

For sports and games practitioners representing the college special dietary requirements are met by the college.

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, Defence, Civil Services etc.:

Since most of the students who appear at the above examinations do so after graduation no concrete information is available regarding the number of appearances and successes.

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

The college conducts an academic counseling at the time of admission which helps them to choose subjects and streams of their likeness. As the college has a large number of rural students, this counseling has been proving highly beneficial to the stake holders.

Personal:

Aska Science College has a good record of healthy teacher-student relationship. No wonder, students often seek teachers' advice in personal matters also. There is an unwritten rule in the college that teachers who are consulted by students in personal matters will extend their guidance and advice ungrudgingly. Almost all teachers are aware of this and therefore they give personal counseling to students in academic as well as non-academic matters. This promotes a healthy relationship between students and teachers.

Career Counseling :

The college has an Employment and Career Counseling Cell that invites other institutions, employers and persons well-versed in career counseling to the college. It facilitates career counseling sessions, Interactive sessions, Interviews and Written Tests for placement in various sectors. The Employment and career counseling Cell also helps in arranging UGC sponsored Entry into Services classes.

Psycho-Social Counseling:

Faculty members impart psycho-social counseling to students when they come with some psychological or social problems. The faculty members first try to win the trust of such students and give whatever counseling they consider appropriate in a given situation. Past records show that such counseling has a positive impact on concerned students.

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 programmes).

The Employment and Career Counseling Cell conducts counseling to the students, especially Final year students to prepare for interviews and competitive examinations. The coaching programme introduced by the UGC for students of weaker sections for Entry into services has been very useful in this field. Since, this is a general education college, very few employers from corporate sector have shown interest in conducting campus interviews and recruitment. The Employment and career Counseling Cell has recently contacted a few companies such as Vedanta, TCS, IMFA etc to visit the campus and a positive response has been received.

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

Yes, the college has a Grievance Redressal Cell. It is composed of the following members :

Chairperson	:	Principal
Convener	:	A senior faculty nominated by the principal.
Members	:	1. All the members of the Disciplinary Committee.
	:	2. A lady member from the Teaching staff who is in charge of Girls' Common Room.
	:	3. A representative from the non-teaching staff.
	:	4. The president, Students' Union.

- ✓ The cell looks into the grievances of the employees and students. The aggrieved party submits a written grievance to the convenor, who then convenes a meeting of the cell to discuss the grievance. After thread bare discussion, appropriate action is suggested to the chairperson for implementation.
- ✓ A number of grievances have been redressed during the last four years. Among these, the following are worth mention:
- ✓ Students had a grievance that the class rooms do not have fans in working condition. The Grievance Cell examined the veracity of the grievance and recommended replacement of non-working fans on priority basis. The principal was kind enough to fix new fans in almost all rooms.
- ✓ Another grievance of the students was provision of clean drinking water. The Grievance Cell took it up for discussion and suggested installation of a 40-70 Ltrs water purifier-cum-cooler at a central place in the building which was done promptly by the principal.
- ✓ More recently, the girl students demanded a larger common room. The Grievance Cell after considering their demand gave a proposal to the principal to relocate the Girls' common room to the UGC Women's Hostel Building which was lying vacant as no girls stayed there. The principal took immediate steps to relocate the Girls' Common Room.
- ✓ Similarly, the demand of the Boy Students of the college for a larger common room has been taken up by the Grievance Cell. It has suggested that the new room under construction with Block Funds should be given for this purpose. The principal has agreed to this and in all probability the Boys' Common Room will be shifted to the new room shortly.
- ✓ The students did not have access to photocopier machine in the campus and they had to run to the town to get documents/academic materials copied. When this problem was brought to the notice of the Grievance Cell, the Cell recommended to earmark a photocopier machine exclusively for students in the office so that students can get their documents copied at a nominal price. The principal accepted this and a photocopier machine was procured to be installed in the college office for use of students. Now students take advantage of this and get their documents photocopied.

Another photocopier has also been placed in the library so that students can get academic material copied at a nominal price.

- ✓ The girl students of the college demanded a water purifier in their Common Room as it was at a distance from the central water purifier. The Grievance Cell examined the requirement and recommended installation of a small sized water purifiers in the Girls' common room. The principal carried out the recommendation with due approval of the Governing Body.

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

The college has an Anti Sexual Harassment Cell. Its primary purpose is to deal with cases of harassment of lady members of staff and girl students. The composition of the cell is as follows:

- Chairperson : Principal
- Convenor : A senior lady member of teaching staff.
- Members : 1. Professor-in-charge, Girls' Common Room.
2. Three other members of staff nominated by the Principal
3. Secretary, Girls' Common Room.

The Cell takes up complaints of harassment of girl students and lady staff members, examines the same and advises suitable action as per law to the culprits. It also conducts Gender Sensitisation programme in collaboration with the Women's Welfare Cell of the college and the Women's Research Cell of Berhampur University. Besides, it also assists in the conduct of Self-Defence training programme for girl students. Apart from these, it also offers moral counseling to girl students.

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 Cell in the college. It consists of the following office bearers :

- Chairperson : Principal
- Convener : A senior faculty nominated by the principal.
- Members : 1. President, Students Union.
2. Secretary, Girls' Common Room.
3. Two senior members of staff nominated by the Principal.

- ✓ The Anti Ragging Committee takes due care to implement UGC guidelines for building a ragging free campus. It remains particularly vigilant in the first few months of every academic session.
- ✓ No case of ragging on the campus has been reported in the last four years.

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

The following the welfare schemes available to the students

i. Academic :

- * Book Bank/Lending Library/Reading Room
- * Career Counseling
- * Special classes for weaker students
- * Remedial classes for SC/ST/OBC students
- * Seminars/Workshops
- * Coaching for Entry Into Services.

ii. Cultural :

- * Conduct of Dance/Song/Mono action competitions.
- * Conduct of debate / essay/Quiz competitions.
- * Support to budding artists to represent the college outside.
- * Holding of cultural programmes for students on various occasions.
- * Invitation to state/district/local level artists to interact with students.

iii. Social and Financial :

- * Free studentship to needy students
- * Government scholarship to meritorious/SC/ST/OBC students.
- * Transport allowance under a UGC scheme to SC/ST/OBC students.
- * Text books from Lending Library and Book Bank at nominal charges.

iv. Infrastructure :

- * Pure and cool drinking water facilities.
- * A peaceful reading room
- * Newspapers and journals
- * Clean toilets for students and staff
- * Indoor Games material
- * Outdoor Games materials
- * Photocopier machine
- * Cycle stand
- * Common Rooms(Boys and Girls)
- * Canteen for refreshment.

v. Health :

- * Conduct of Aids Awareness programme by NSS/NCC/YRC/Rovers.
- * Conduct of Blood Donation Camps by NSS/NCC/YRC/Rovers.
- * First Aid Treatment.
- * General Health Check up of students and staff Members.

5.1.14.Does the institution have an Alumni Association? If yes, what are the activities and major contributions for institutional, academic and infrastructure development?

Yes, the college has an Alumni Association known as Aska Science College Old Students' Association (ASCOSA). All the former students of the college are eligible to be members of the Association. The Association meets every year and elects its office bearers. Its objectives are:

- a) Promotion of friendly relation among the old students.
- b) Collection of constructive suggestions and advice for betterment of the college;
- c) Maintenance of cordial and creative relation between staff, present students and old students.
- d) Promotion of social, cultural and moral values through conducting cultural events;
- e) Assistance in the solution of problems faced by the college from time to time.
- f) Suggestion for improvement of infrastructure;
- g) Mobilization of funds etc.

A good number of old students are working in respectable position in different fields. A few names may be mentioned as examples:

Sl. No.	Name	Field of Eminence
1	Sri Debaraj Mohanty	Honourable M.L.A. , Aska , Odisha
2	Sri (Dr.) B.K. Mohanty	Professor , IIM , Lucknow
3	Dr. Nirakar Bhatta	A.D.M.O , Ganjam , Odisha
4	Dr. K.K. Panigrahi	Urologist , Berhampur , Odisha
5	Brigadier Abhimanyu Rauta	Indian Army
6	Sri Surya Narayan Sahu	Scientist , BARC , Mumbai
7	Dr. Anil Kumar Tripathy	H.O.D , Forensic , AIIMS , New Delhi
8	Dr. Anil Kumar Mishra	Asso. Prof. , AIIMS , New Delhi
9	Sri Prakash Kar	Div. Manager, New India Assurance Co. , Mumbai
10	Dr.Bishnu Prasad Choudhury	H.O.D (Retd.), Dept. of Pol. Sc., Berhampur
11	Smt. Jayanti Padhiary	President , Mahila Morcha , BJP
12	Dr. Subash Chandra Sahu	Chief Medical Officer , Indian Railways, Peramboor
13	Er. Golaka Bihari Kar	Superintending Engineer(Retd.), R & B , Govt. of
14	Er. M.R. Choudhury	Superintending Engineer (Retd.), SOUTHCO. , Odisha
15	Pramod Kumar Sarangi	Indian Allied Service

5.2. STUDENTSPROGRESSION:

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

The college is committed to provide quality education to the stake holders. It makes all out effort to raise the percentage of results in every stream. Several students of the college go for higher education or employment every year. The latest trend on the basis of the results shows that more and more students are interested to opt for science and Arts streams as these hold out a possibility of better results and employment opportunities. The table provided under 5.2.2. Indicates this.

5.2.2. Provide details of the programme wise pass percentage and completion rate for the last four years (cohort wise/batch wise as stipulated by the university)?Furnish programme-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.

The table carrying statistics of pass percentage of students shows that the students of the college are improving their performance in both general and honours subjects. Compared to other nearby colleges the results of the college over the last few years have been encouraging.

ANALYSIS OF THE STUDENTS RESULTS (LAST FOUR YEARS) (Programme wise detail of pass in percentage)

PROGRAMME	2012 - 2013	2013 – 2014	2014 - 2015	2015-2016
B.A. (Gen.)	93	69	75	84
Hist. Hons.	100	66	80	85
Pol. Sc. Hons.	100	92	93	100
Eco. Hons.	77	100	85	93
Odia. Hons.	100	71	66	100
English Hons.	100	50	83	90
Hindi Hons.	100	93	100	84
B. Sc. (Gen.)	100	62.5	62.5	77
Phy. Hons.	100	50	91	62.5
Chem. Hons.	100	88	91	88
Bot. Hons.	90	84	81	91
Zoo. Hons.	100	92	90	100
Math. Hons.	90	100	80	90
B. Com. (Gen.)	80	92	70	84
Com. Hons.	93	88	83	90

NUMBER OF FIRST CLASS IN THE UNIVERSITY FINAL EXAMINATIONS

Year	% of 1 st Class in the Final Year Exam.		
	UG Arts	UG Science	UG Commerce
2012 – 2013	27.1	34.4	7.1
2013 – 2014	22.0	41.1	17.9
2014 – 2015	21.6	33.3	3.6
2015 – 2016	22.34	42.65	3.53

COMPARISON OF THE OVERALL PASS PERCENTAGE OF THE INSTITUTION AND UNIVERSITY

Programme	2012 - 2013		2013 – 2014		2014 - 2015		2015-2016	
	College	University	College	University	College	University	College	University
B.A.	91.19	95.60	93.83	83.03	86.36	85.71	9.42	90.81
B.Sc.	93.22	93.77	100	81.39	85.29	74.24	89.72	89.02
B.Com.	70.42	90.37	87.61	78.66	80.17	82.06	87.61	86.13

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

In spite of a number of constraints the college has adopted a few steps to facilitate student progression to higher level of education and employment.

- The college is conducting Career Counseling and Entry into Services under a UGC scheme.
- The college arranges personal counseling by faculty to students who are interested for higher education.
- A number of cash awards have been instituted by the college for meritorious students to make them interested in higher education.

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

The students who are at the risk of failure and drop out are provided the following support:

- Special coaching.
- UGC sponsored remedial coaching.
- UGC sponsored coaching for competitive examinations.
- Meeting with parents.
- Special counseling regarding the value of higher education in the present day situation.
- Interactive sessions with alumni who are well-placed.
- Free studentship to students.
- Lending Library and Book Bank.

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 students admitted in Aska Science College have plenty of opportunity to participate in sports, games and other extracurricular activities.

SPORTS AND GAMES:

The college has a full time physical Education Teacher who looks after participation of students in various indoor and outdoor games. The students' Common rooms offer the facility of indoor games such as carom, chess etc. Students practice these in their leisure time. In the month of January-February competitions in these are conducted under the supervision of the PET and professors-in-charge of common rooms. The winners in these are awarded in the Annual Sports Day ceremony.

The college offers the students playing outdoor games like Cricket, Kabadi, Volley and Kho Kho (for girls). While the college provides necessary sports materials for these, the PET provides intensive coaching to interested students. The college sends teams in Cricket, Hockey and Volley Ball to the University and state level matches. These teams have brought trophies for the college more than once.

The college offers sports facilities such as running, jumping, Javelin throw etc. Under the active supervision of the PET, the students practice in the college play ground and exhibit their abilities in the Annual Athletic Meet which is held for two days in a grand manner. Some of the athletes are sent to University/State level contests. The following is the list of achievements of students in sports and games :

Session :2013-14

Sl.No.	Name of the Student	Class	Event	Position	Level
1	Jyoti Ranjan Patro	+3 1 st Year Commerce	400 mtr Running	2 nd	Inter-College
2	Jyoti Ranjan Patro	+3 1 st Year Commerce	4×100 mtr Relay	2 nd	Inter-College
3	Deepak Behera	+3 3 rd Year Commerce	4×100 mtr Relay	2 nd	Inter-College
4	Biranchi Narayan Sahu	+3 1 st Year Science	4×100 mtr Relay	2 nd	Inter-College
5	Bhagaban Sahu	+3 1 st Year Arts	4×100 mtr Relay	2 nd	Inter-College

Session : 2014-15

Sl.No.	Name of the Student	Class	Event	Position	Level
1	Aditya Prasad Mohanty	+3 2 nd Year Commerce	Cricket	Selected	Inter- University
2	Panchanan Mohanty	+3 2 nd Year Commerce	Judo	Selected	State Level
3	Kalu Charan Swain	+3 2 nd Year Commerce	Judo	Selected	State Level
4	Manoj Kumar Mishra	+3 1 st Year Commerce	Best Physique	3 rd	Inter-College
5	Smrutiranjana Patro	+3 2 nd Year Commerce	400 mtr Race	2 nd	Inter-College
6	Jyoti Ranjan Patro	+3 2 nd Year Commerce	4×100 mtr Relay	2 nd	Inter-College
7	Biranchi Narayan Sahu	+3 2 nd Year Science	4×100 mtr Relay	2 nd	Inter-College
8	Dasarathi Nahak	+3 2 nd Year Arts	4×100 mtr Relay	2 nd	Inter-College

Session : 2015-16

Sl.No.	Name of the Student	Class	Event	Position	Level
1	Anil Kumar Swain	3 1 st Year Arts	Kabaddi	Selected	Inter- University
2	Manoj Kumar Mishra	+3 2 nd Year Commerce	Best Physique	2 nd & 3 rd	Inter- University
3	Smrutiranjana Patro	+3 2 nd Year Commerce	Javelin	2 nd	Inter- University
4	Smrutiranjana Patro	+3 2 nd Year Commerce	400 mtr Race	3 rd	District
5	Smrutiranjana Patro	+3 2 nd Year Commerce	4×100 mtr Relay	3 rd	Inter- University
6	Biranchi Narayan Sahu	+3 3 rd Year Science	4×100 mtr Relay	3 rd	Inter- University
7	Aditya Prasad Mohanty	+3 3 rd Year Commerce	4×100 mtr Relay	3 rd	Inter- University
8	Ajaya Pradhan	+3 1 st Year Arts	4×100 mtr Relay	3 rd	Inter- University

CULTURAL ACTIVITIES:

The college believes in all round development of students and so gives great importance to the promotion of cultural awareness among students. The Natya Kala Samsad has been conceived exclusively for this purpose. Almost all programmes in the college begin with a song or an Odishi dance number. The Natya Kala Samsad holds an annual competition spread over two days in which students show their talent in three events: Song, Dance and Mono-action. Since, this competition is a very popular and prestigious one, all the stake holder keep practicing for it throughout the year. The Natya Kala Sansad holds its Annual Day in an attractive setting with some famous Cinema or TV artist as guest. The winners of competitions are rewarded in this function. It also offers the students a platform to show their artistic talents to outsiders since a good number of outsider-invitees remain present.

To create cultural awareness among students, the college also observes a number of days. Mention may be made of the National Youth Day on January 12, the Teachers' Day on Sept 5 etc. and the World Non-Violence Day on the birth of Mahatma Gandhi on October 2. Meetings discussions and processions are held on these occasions. Speakers from among staff as well as students highlight the importance of these days and the contributions of the Indian Society and culture. The College Foundation, the World Environment Day, the Women's Day and the Friendship Day are also observed in the college to make students culture conscious and active citizens.

PROGRAMMES ORGANISED BY STUDENTS :

As per Odisha Government Higher Education Rules, a Students' Union and other Sister associations named the Science Society, the Humanities Society and the Commerce Society are constituted by students through a transparent election process. These bodies conduct various competitions such as Essay, Debate, Quiz etc. among students and reward the winners in a colourful programmes held on different days in the cultural week in January. On such occasions students enjoy watching beautiful cultural programmes organized by the concerned student bodies.

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.

The following is a list of major student achievements in co-curricular, extracurricular and cultural activities at different levels in the last four years.

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 college values the feedback collected from its graduates and employees. It highly believes such feedback can greatly help the performance and quality of its institutional provisions.

The proforma for Feedback distributed among old students at least once a year covers both curricular, co-curricular and extracurricular aspects of the institution apart from teacher performance and administrative efficiency. The views, comments and suggestions collected through this is analyzed by the IQAC and discussed in the Staff Council. Suggestions are invited from members to improve in weaker areas and these suggestions are once again examined by the IQAC. Finally, measures deemed necessary to enhance the quality and performance of the institutional provisions are recommended to the principal and Governing Body for implementation.

There are two bodies of employees in the college which provides feedback on the institutional provisions. The first one is the Staff Council comprising all faculty members and headed by the Principal. Feedback on the existing/newly introduced academic provisions is sought from it from time to time when it meets. This feedback comes in the form of opinions given by the members in the meetings which in turn are conveyed to the IQAC for analysis and suggestions.

The second body is the Staff Club. All the employees of the college are bonafied member of this body and the Principal is the president. A member of the staff is chosen unanimously as the secretary. This body meets from time to time and gives its' feedback on other academic provisions. This feedback is noted down by the secretary and passed on to the IQAC. The latter analyses this and gives necessary suggestions to the Principal to implement those for improvement of institutional provisions.

The employers (The Governing Body) give its feedback about the institutional provisions in its meetings. The Principal as the secretary of the G.B. passes on this to the IQAC which in turn analyses this and decides on measures to be taken.

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 brings out an annual magazine titled “Aayatan”, which offers an opportunity to students to exhibit their literary skill. There is an Editorial Board which invites articles from students for publication in the said magazine.

The articles are verified by the editors and published in the magazine. Students often seek guidance from faculty members regarding writing poems, stories and essays. The students are also latter extend it ungrudgingly encouraged to compose reports on various cultural events taking place in the college. These too are published in the magazine. Similarly, accounts prepared by students find a place in the Magazine of various programmes conducted by NCC, NSS, Rovers and YRC. Office bearers of the Students’ Union and Other Sister bodies are also motivated to submit reports of their activities to be published in the college magazine.

Some departments have recently introduced wall-magazines in their respective departments. One of the teachers of the department remains in charge of such magazines and a student acts as the editor. These carry poems and essays (short) and published in handwritten form in the wall-magazine every month.

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

Yes, keeping to the rules promulgated by the Directorate of Higher Education, Odisha, the college constitutes a students’ Union with office bearers elected by the bona-fide students of the college. The election process takes place strictly in accordance with the direction of the Department of Higher Education, Odisha. Every year the election date and eligibility criteria are communicated to the college by the Higher Education Department. Maximum Care is taken to make the election free, fair and apolitical.

The following office bearers are elected:

1. President, +3 Students’ Union.
2. Vice-President, +3 Students’ Union.
3. Secretary, +3 Students’ Union.
4. Assistant Secretary, +3 Students’ Union.

5. One representative from each of the +3 classes of 3 streams (Humanities, Commerce and Science)
6. A girls' representative.

In case no candidate contests for apost in the election, the principal nominates a student of his choice for it. The elected students constitute the +3 students' Union that functions for one academic session. The members of the Union are known as Executive Body members in the legal parlance.

The principal nominates an Advisory committee from among the faculty which guides the Union in discharging its duties. The Union usually has the following responsibilities:

- ✓ Bringing the grievances of the students to the notice of the authorities and seeking redressal.
- ✓ Welcoming freshers.
- ✓ Maintaining a peaceful academic atmosphere on the campus.
- ✓ Conducting various competitions for students.
- ✓ Holding Ganesh Puja and Saraswati Puja.
- ✓ Co-operating with NSS/NCC/Rovers and YRC in the conduct of Awareness and service programmes.
- ✓ Co-operating and guiding other Student Bodies in the conduct of programmes.
- ✓ Inviting eminent persons to address the students.
- ✓ Holding an Inauguration Ceremony and an Annual Day Ceremony.
- ✓ Conducting plantation, Blood Donation Programmes and Health Check up camps.
- ✓ Extending constructive assistance to the college authorities in all developmental endeavors.
- ✓ Holding Farewell meetings for faculty and senior students.

The Union has an independent fund from which it meets the expenses for maintenance of an office, refreshment and conduct of programmes like Welcome and Farewell meetings. This fund is mobilized from students' contributions under Students' Union head.

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

The college gives due importance to the students' representation in most of the activities of the college including policy planning and implementation. Various Cells have student representatives. For example the Grievance Redressal Cell, the Anti-Ragging Cell, the Women's Welfare Cell and the Anti-Sexual Harassment Cell are duly represented by students so that the students' views can be given due weightage while disposing matters related to them.

5.3.7. How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The college has an Old Students' Association (ASCOSA). It invites Old students to the campus at least once in a year to discuss various problems faced by the college and seek their suggestions. Feedback on institutional provisions is also collected from them in these meetings. The Old students who attend these meeting not only share their perceptions but offer valuable advice for quality enhancement of the academic life. In some exigencies, the principal seeks the presence of Old Students who are available and ask for their assistance in critical matters. The college maintains a register of Old Students and contacts them whenever necessary.

The college keeps regular contact with the former faculty. It invites them as guests and speakers to seminars, meetings and various get-togethers. Students and faculty interact with them and receive constructive suggestions that help in the quality enhancement of teaching learning process and also infrastructural developments.

Apart from the students' Union there are five other students Bodies which are constituted through democratic elections. These are the Humanities Society, the Science society, the Commerce Society, the Dramatic Association and the Athletic Association. The students benefit from them in various ways.

The Humanities Society has the following as its objectives :

- ✓ Organization of academic debates, competitions, seminars and symposia on relevant current topics.
- ✓ Conduct of study tours to place of historical and cultural importance;
- ✓ Holding of meetings and inviting eminent persons in the field of History, Economics, Political Science and Literature to address these.

The Science Society has the following as its objectives :

- ✓ Arrangement of lectures and discussions on scientific topics.
- ✓ Invitation of eminent persons in the field of science and interacting with them.
- ✓ Organization of field trips and science exhibitions/workshops.
- ✓ Conduct of debates, essay contests and quiz competitions on science topics.

The Commerce Society has the following objectives :

- ✓ Conduct of debates, essay contests and quiz competitions on topics of commerce for students.

- ✓ Motivation of students to study commerce and contribute to the industrial development of the nation.
- ✓ Holding of seminars with eminent and successful entrepreneurs/corporate employees as speakers.
- ✓ Popularization of commerce as a subject essential for social and economic progress.

The Athletic Association aims at promoting athletic spirit among students and identify talented sports persons in the student community. It has the following objectives:

- ✓ Fostering healthy sportsmanship among college boys and girls.
- ✓ Providing useful guidance and coaching to promising sportsmen and women.
- ✓ Sending athletes/teams outside to represent the college in various events.
- ✓ Holding Annual Athletic Meet and rewarding talented sportspersons and athletes.

The Dramatic Association chiefly aims at fostering dramatic talent in the students of the college. It tries to identify artistic talent among students and encourages them to exhibit the same. It has the following as its objectives:

- ✓ Holding various competitions such as song, dance and mono-action for students of the college.
- ✓ Inviting eminent artists, singers and dancers to the campus to inspire students.
- ✓ Promoting performing arts through holding various entertainment programmes on important occasions.

Our Glorious Heritage - Yoga



Celebration of International Yoga Day

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 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:

Aska Science College was established way back in 1968 with the noble mission of bringing higher education to the doorstep of the people living in the Sugar town Aska and its surrounding villages. At that time higher education especially science education was a costly affair for the families who were economically poor, educationally backward and socially marginalized. It had the vision of making the whole area socially, economically and culturally advanced through providing quality higher education. It also nourished the vision of involving the local people in this noble enterprise so that the end results would be effective. That is why the founders thought of collecting small contributions from the sugarcane growers who inhabited the surrounding villages.

Forty eight long years have passed since the day Aska Science College was founded. There is now a perceptible change in the Economic and Social Condition of people. Several other institutions of higher education have come up due to the growing needs of the stakeholders. Still, Aska Science College has not deviated from its original vision. Even today, it strives to make young people of the town and the surrounding localities, who enroll in it, economically self-sufficient, culturally enlightened and socially advanced. Even today, it has been struggling to make quality education available to all stake holders. It also cherishes a vision of making the youth of backward sections of society in the area conscious of their duties and rights. Side by side it aims at creating ideal citizens who not only contribute for the greater good of society but also live a life of noble values.

MISSION:

Like every institution, Aska Science College has also a mission which may be stated as follows :

- ✓ It aims at imparting quality higher education at affordable price to the children of the inhabitants of the town and the nearby localities who are basically farmers.
- ✓ It aims at inculcating humanitarian values like dutifulness, social responsibility and a spirit of sacrifice in the students who come for admission;
- ✓ It aims at giving quality higher education to the students;
- ✓ It aims at promoting intellectual exercises such as teaching, learning and research;
- ✓ It aims at sensitizing the youth about burning social, cultural and political issues through conducting various programmes;
- ✓ It aims at creating awareness among students about our rich cultural heritage as well as the current problems faced by society.
- ✓ It aims at inspiring students to work for socio-economic change by enrolling in NCC/NSS/Rovers/YRC.
- ✓ It aims at developing a scientific attitude in the students and teachers.
- ✓ It aims at bringing all round development in the personalities of the students.
- ✓ It aims at making the students self-employed and self-confident.
- ✓ It aims at promoting literary, dramatic and athletic talent in the students.
- ✓ It aims at making the youth of the area aware of the latest developments in the fields of Agriculture, Medicine, Physics, Chemistry etc.
- ✓ Finally, it expects its students to be pioneers in the field of socio-political-economic change.

During the last 48 years, the college has been striving to fulfill its mission through numerous ups and downs. It has adopted a number of strategies to address the needs of students, society and other stake holders. Some of these may be enumerated below:

- ✓ Since imparting quality education is the first and foremost aim of the institution, maximum care is taken to conduct classes regularly and the college strives to impart quality teaching in these classes;
- ✓ To promote a spirit of social responsibility the college has opened a wing of NCC, three units of NSS, a unit of Youth Red Cross and a unit of Rovers Crew Students are encouraged to be members of these so that they can take advantage of community service programmes. Awareness programmes and sensitization programmes.
- ✓ To attract students from poor sections and backward categories such as SC/ST and OEBC, the college has adopted the strategy of free studentship, Book Bank and Lending Library;

- ✓ The college observes various days such as the Independence Day, the Republic Day, the National Youth Day, the Teachers Day, the College Foundation Day to inculcate cultural awareness in the students.
- ✓ The college has recently introduced special coaching classes for SC/ST/OBC students under a UGC sponsored programme. This is meant to help the slow learners of the students of above sections.
- ✓ The college has an Employment and Career Counseling Cell that helps students in preparing for job interviews and finding jobs. There is also provision of special coaching for Entry into services for SC/ST/OBC students under a UGC scheme.
- ✓ The college holds various competitions and cultural programmes to promote the artistic talent in the students.
- ✓ The college imparts regular coaching to sports persons and athletes to promote their talents.
- ✓ Parents-Teachers meetings and Old students Union meetings are held regularly to inspire students and also involve parents and old students in the functioning of the college.
- ✓ The college ensures by all means conduct of public examinations in the fairest way.
- ✓ The college ensures peaceful and a ragging-free campus.
- ✓ A large number of journals are made available to the students to make them updated in latest developments in all subjects.
- ✓ To sensitise students in various matters, meetings, discussions and processions are held.
- ✓ To inculcate a spirit of social service in the students Health Check up camps, plantation programmes and Blood Donation camps are conducted regularly.
- ✓ To promote spirituality in the students, eminent spiritual leaders are invited to address the staff and students.
- ✓ At times of natural disasters students are sent to affected areas to help people.
- ✓ Female students are taught self-Defence skill under a government sponsored programme to make them fearless, self confident and responsible.

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

Time-tested Policy and plans for the smooth running of the college are considered crucial. Aska Science College has evolved a co-ordinated mechanism for designing and implementing plans and policies. While the Governing Body remains the top most policy making body for the overall

development of the college, the principal as its secretary co-ordinates between the governing Body and college administration. On the one hand the principal implements various rules and regulations prescribed by the state government (Higher Education Department); on the other, he appraises the Governing Body of these and urges it to consider innovative the reformative steps within its powers for the qualitative improvement of the teaching-learning process. As the institutional head he remains accountable to the Governing Body on the one hand and to the state government on the other. The Governing Body controls the funds allotment for various developmental purposes such as construction of building, purchase of furniture, recruitment of temporary staff etc. He presents a budget before the Governing body in the beginning of every session and spends money under the allotted heads after due approval of the Governing Body. In case of exigencies, he convenes a meeting of the Governing body and presents the issues for decisions. At the institutional level the forms committees to deal with various matters. Thus the college has a Library Advisory committee, Purchase Committee, Examination committee, Election Committee, Furniture Committee, Admission Committee etc. Each of these committees have responsibilities assigned to them Utmost care is taken to take unanimous decisions in all matters. Faculty members are appointed as members of these committees and they remain answerable to the principal. Each committee functions within well defined guidelines as enunciated in the college calendar. The decisions of the Governing Body are duly recorded by the principal and also informed to the concerned committees for prompt and effective implementation.

6.1.3. What is the involvement of the leadership in ensuring -

a) The policy statements and action plans for fulfillment of the stated mission.

In the beginning of every academic session, the principal convenes a meeting of the staff council where the mission, the curriculum and the ways to implement it effectively are discussed. The Academic Bursar and the Professor in charge of Time Table are asked to prepare the academic calendar and the timetable without deviating from government prescribed norms. The faculty members are also requested to plan their teaching month-wise and record their progress on daily basis. Soon arrangements are made to provide plan and progress registers to faculty members at college's expenses: A comprehensive academic calendar is also discussed and finalized by the Academic Bursar giving due weightage to the opinions of faculty members. The same procedure is followed in case of time table also.

Soon after the staff council meeting, the principal meets the Heads of Departments to discuss issues like availability of staff conduct of monthly tests and any other matter, that may be deemed necessary. The principal meets various committees such as Admission Committee, Furniture

Committee and Library Advisory committee to ensure smooth admission, availability of furniture for class rooms and availability of text/reference books in the library/Book Bank/Lending Library. A special meeting is held with the IQAC to avail useful suggestions for quality enhancement.

b) Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan.

Before the commencement of every academic session, a comprehensive action plan for the session is prepared. It includes conduct of classes as per the available working days, examination programmes, sports and extra-curricular activities, elections to the student Bodies and various cultural programmes. After a thorough discussion of the action plan in the staff council meeting and Heads of Department meeting, the activities are incorporated in the academic calendar to be followed in the session after due notification to all stakeholders, particularly the staff and the students.

c) Interaction with stakeholders:

The principal and the Governing Body consider interaction with stakeholders such as students, employees and parents highly rewarding for the smooth running of the college while due attention is paid to the views of students collected through feedback, the employees of the college are apprised of all the plans and policies through notices and meetings. The principal convenes meetings of teaching staff and non-teaching staff either together or separately as he deems necessary and seek their views.

The college holds Parents-Teachers meetings at least twice a year – one soon after commencement of the classes and another before the commencement of examination. The parents who attend these meetings are given liberty to voice their grievances, suggestions and expectations. These are duly recorded and put before the staff council/Governing Body for necessary action.

d) Proper support for policy and planning through need analysis, research inputs and consultations with stakeholders:

As stated earlier, there are separate committees to deal with various matters. These committees conduct need-analysis in their respective fields and bring those to the notice of the principal who then incorporate those in the action plan and policy statement. Sometimes, the Heads of Departments, Office employees and students also report the genuine needs to the principal.

Several of the faculty members have research experience in subjects related to various academic matters. The college administration banks upon their advice and suggestions while preparing the policy statement and action plan.

Consultation with parents, former faculty, students' Union and Old students regarding crucial matters has been a rewarding experience in past. The college collects, records and gives due weightage to the views of the above stakeholders.

e) Reinforcing the culture of excellence:

The college has undertaken the following measures to reinforce the culture of excellence:

- * It sends faculty members for Refresher courses for enhancement of quality in teaching.
- * It assists teachers to undertake research work.
- * Staff student seminars are conducted regularly.
- * An effective monitoring mechanism for classroom teaching is in place.
- * Teachers are required to maintain plan and progress of their syllabus and get it verified by the principal.
- * Maximum possible care is taken to provide students a peaceful academic environment and hassle free ambience on the campus.
- * Due care is taken to redress grievances of students and employees.
- * Laboratories are fitted with latest equipment.
- * Latest publications related to curricular subjects are kept in the library, book bank, and lending library.
- * Students are given enough scope to promote their artistic, dramatic and athletic potentiality.
- * Basic needs such as toilet, clean drinking water ,cycle stand etc are provided to students on priority basis.

f) Champion Organizational change:-

- * Motivation of students for community service and social awareness through NSS/NCC/Rovers/YRC.
- * Conduct of Disaster Management training to enable students to help during natural calamities.
- * Empowerment of girls through self-Defence Training.
- * Gender Sensitization for social parity.
- * Conduct of Active citizenship programme to produce ideal citizens.

- * Organization of seminars and workshops;
- * Assistance to students of weaker sections through free studentship, remedial coaching and coaching for Entry into services;
- * Collection of feedback from stakeholders;
- * Implementation of policies through decentralization of responsibilities;
- * Ensuring a peaceful campus;
- * Running well furnished Reading rooms for students and faculty;
- * Conduct of regular classes.

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 college follows a transparent process of formulating its policies. All the important organs of the institution such as the Governing Body, the IQAC, the staff council and the various committees are involved in making plans and formulating policies. Even students, parents, former faculty and alumni are requested through various forums to give their opinions.

During implementation of these plans and policies, periodical reviews of the progress are undertaken and necessary changes are incorporated.

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

The management of the institution consists of the Governing Body and the principal, who is the institutional head. Academic leadership to the faculty is extended by both. The following measures maybe cited in support of the leadership of the top management:

- ✓ The principal convenes a meeting of the staff before every important occasion in the academic life of the college such as commencement of the classes, election examination and Governing Body meeting. Sufficient scope is provided to the attendees in these meetings to express their opinions related to the issues on hand. As the leader of the staff the principal gives due weightage to these. This creates a healthy work atmosphere in the college and the staff members feel involved.
- ✓ The Governing Body has given the faculty members liberty to introduce innovative steps for building a healthy ambience in the college. The faculty members have been empowered to seek assistance in this regard from the Governing Body through the principal. The Governing Body has authorized the principal to take immediate steps.
- ✓ The committees constituted by the principal to deal with various matters related to academic life have enough freedom to take decisions. Hence, they recommend steps to be taken by the

principal to resolve tricky issues. The principal, as the leader of the institutions, implements these.

- ✓ Every now and then the principal convenes meetings of heads of departments to review the progress of the syllabus and discuss measures required. This inculcates a spirit of mutual trust and responsibility between the top management and faculty.
- ✓ The faculty members report to the principal various academic problems they face and the latter promptly takes necessary steps to solve those. This helps in building a healthy academic environment. At the same time it develops a sense of belongingness in the faculty members.
- ✓ The principal with due approval of the Governing Body has decentralized certain academic and administrative responsibilities among the faculty members.

6.1.6. How does the college groom leadership at various levels?

The college makes every effort to groom leadership at various levels. Important responsibilities such as admission, election, examination etc. have been given to committees headed by senior faculties. The principal abides by the decision of these committee thereby encouraging the chiefs of these committees to take decision. The chiefs also distribute responsibilities among the committee members to encourage leadership.

The principal consults the staff members in almost all matters of administrative and academic importance. He shares information with them, discusses all aspects of the issues on hand and gives due weightage to their opinion.

In matters related to the welfare of students elected student leaders and office bearers as well as meritorious students are taken into confidence and their opinions are sought.

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 has a healthy tradition of executing its plans and policies through delegation of power. The heads of various departments have been authorized to assign duties to the employees working in the department, spending the funds allotted to them, suggest innovations, list the requirements and finalize engagement of temporary staff. However, Principal's approval is essential in all these.

Professors in charge of different sections such as Accounts, Establishment, Student Welfare, Self-Defence Training, NSS, NCC YRC and Rovers have been given considerable

autonomy to plan and implement various programmes. Neither the principal nor the Governing Body ordinarily interferes in these unless some untoward situation arises.

Various committees have also been delegated sufficient power to discharge the work assigned to them smoothly. Neither the principal nor the Governing Body interferes in their activities unless they seek their assistance.

The Head clerk and the Administrative Bursar have been delegated powers to deal with non-teaching employees. They make their duty distribution, maintain their service records and also bring their grievances to the principal.

Similarly, the Accounts Bursar and the Accountant are authorized to deal with accounts. The employees in this section are assigned work by them. Besides, the Accountant and Accounts Bursar remain answerable to the principal regarding preparation of Annual Budget, pay Bills of Employees, Collection of various Fees and deposit of same in the bank etc.

The librarian in charge/convenor Library Advisory committee have been empowered to distribute work among its employees, prepare the issue-schedule for students/teachers and make rules for the smooth running of the library.

The prof-in-charge of Admission is authorized to run the admission process as per government rules and assign duties to its employees.

The co-ordinator IQAC is empowered to monitor the teaching-learning process, suggest innovations and advise the principal for enhancement of quality in the academics of the college.

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

Yes, the college promotes participative management. Senior, efficient and interested members of staff are given responsibilities in administrative, academic and accounts matters. They are also expected to advise the principal in important matters. The college ensures that almost all members of teaching staff have at least one responsibility apart from their academic ones. This has been followed to make the running of the college participatory. In fact, all the senior faculty hold important posts of convenors of one or another committee or in charge of NSS, NCC, Rovers, YRC or Self-Defence training. The comparatively junior members of the teaching staff remain members of the committees or work as Associates to the senior faculty. Thus the college promotes a culture of participative management.

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 college has a formally stated quality policy. It is formulated by the Governing Body, implemented by the principal with the help of his staff and is reviewed by the Governing Body from time to time. The Governing Body while developing the Quality policy takes suggestions from the college employees, parents, former faculty and Old students. This helps it to be sensitive to the changing academic requirements.

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

Yes, the institution has a perspective plan for development. The principal collects feedback from the various committees in the college, the professors-in-charge of specific matters and also, individual employees and students Bodies and prepare a draft plan to put it before the G.B. This plan concerns itself mainly to the following needs of the college.

- ✓ Renovation of existing facilities.
- ✓ Building new facilities such as classroom, Laboratory and extension of existing laboratories, library etc.
- ✓ Supply of clean drinking water.
- ✓ Provision of sanitary facilities to students and teachers.
- ✓ Building cycle stand for students and employees.
- ✓ Plantation in the premises.
- ✓ Purchase of additional furniture in view of increase in the number of students.
- ✓ Purchase of laboratory equipment to modernize laboratories.
- ✓ Recruitment of temporary staff.

The Governing Body considers the proposals put before it by the principal and after taking into account the availability of funds under College Development Head, takes necessary decisions. These decisions are implemented by the principal through various committees. The academic growth and quality enhancement of the teaching-learning process remain the core objective of this whole exercise.

At present the college has the following objectives in its perspective plan for development.

- ✓ Construction of a smart class room.
- ✓ Construction of at least two more class rooms that can each accommodate 128 students.
- ✓ Building a larger common room for boys.
- ✓ Purchase of a Green Generator to continue power supply during power cuts/failures.
- ✓ Providing Internet facilities to all departments/Sections.
- ✓ Full computerization of the office.
- ✓ Opening of self-financing professional courses.
- ✓ Promotion of research activities.
- ✓ Preparing a herbal garden in the college premises.
- ✓ Fixing wire fence around playground / building a boundary wall of the playground,
- ✓ Making all the department fully-staffed either by government recruited staff or temporary staff
- ✓ Starting value oriented extension activities.
- ✓ Construction of a mini-stadium.

6.2.3. Describe the internal organizational structure and decision making processes.

The internal organizational structure and the decision process of the college are geared to realize the mission and vision fixed before it. Though the principal is the Head of the Institute and answerable to the Government of Odisha (Higher Education Department) on one hand and the Governing Body on the other, the decisions taken by him in academic as well as administrative matters are fully indicative of unanimity. On every important matter, the principal consults senior faculty, sectional heads, professors-in-charge and also student bodies. Thus the administration of the college runs democratically. Responsibilities are fairly decentralized among committees, departmental heads and professors-in-charge. Plans for quality sustenance and enhancement are made collectively and assistance is lent for their implementation from all staff members. Since, making the institution a pioneer institute is its ultimate goal, staff members and other stakeholders are repeatedly sensitized by various means to realize it. Sometimes expertise and assistance is also sought from external agencies. The Governing Body monitors all the activities and decisions made at the college level and provides timely advice whenever it deems such advice necessary.

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

➤ **TEACHING AND LEARNING :**

- a) The administration ensures that no classes are dropped – regular conduct of classes as per the time table is given top priority.
- b) Shortage of faculty is made up either by temporary recruitment or guest faculty;
- c) Learner-Centric methods are adopted in the classrooms;
- d) The administration ensures planning of curriculum and recording of progress through monthly check ups;
- e) The principal convenes periodical meetings of HODs to review progress and clear bottlenecks;
- f) Arrangement of special remedial coaching is made for slow learners;
- g) Utmost care is taken to prevent dropout. The parents-teachers meeting held periodically is chiefly meant for this;
- h) Care is taken to provide latest books on curricular subjects to the students;
- i) The college library has been automated for the convenience of students and teachers. A quick disposal mechanism is in place;
- j) The laboratories have been well-equipped for effective practical classes;
- k) Seminars are conducted by all departments in which students get not only a chance to exhibit their pedagogic skill but also develop their organizational skills.
- l) Plantation has been undertaken to build an eco-friendly campus for students and teachers;

➤ **RESEARCH AND DEVELOPMENT :**

- a) The college compiles the research papers of faculty members into a collection and keeps those on display in the library. This is to encourage faculty members for research activities.
- b) Faculty members are provided all kinds of assistance on behalf of the college if they intend to avail research projects.
- c) Faculty members going to present papers in seminars and conferences are allowed duty leave.
- d) The college earmarks a part of its funds for conduct of seminars, conferences and study tours.

➤ **COMMUNITY ENGAGEMENT :**

- a) Students participate in community development mainly through enrolment in NSS, YRC, NCC and Rovers crew. These organizations conduct short and long duration camps in which students mix with people and undertake community development activities.

- b) On special occasions like Fairs, Yatras and Festivals NSS/NCC/YRC/Rovers crew members offer themselves for various community service activities such as supply of food and water; First Aid, Maintenance of Discipline, Nursing the injured etc.
- c) Blood Donation Camp and Health Check up camps are held to Involve students and staff in community development.
- d) Programmes like Active Citizenship programme, Gender Sensitization programme, Disaster Management Training and Self Defence Training for Girls are conducted to motivate students for Community Development.

➤ **HUMAN RESOURCE MANAGEMENT :**

- a) Former faculty/part time faculty are invited to take classes.
- b) Eminent persons in various fields are invited from time to time to address and interact with students.
- c) Old students presently occupying respectable positions are invited to address and inspire students.
- d) Parents and former faculty are consulted from time to time for constructive suggestions.

➤ **INDUSTRY INTERACTION :**

The college does not have any scope for interaction with any industry though the local sugar factory is one of the patrons of the college. However, the sugar factory management allows students and teachers to visit the plant in research related matters. The Managing Director of the Sugar Factory is a member of the IQAC.

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 the institution collects information from students, parents, old students regarding teaching quality, extra-curricular activities and infrastructural facilities. Students are supplied with feedback forms to give their opinions, parents voice their views in parents-Teachers meetings and personal meetings with the principal. The Old students give their views in the Old Students' meetings. All this is analyzed and compiled by the Feedback committee and presented to the principal. The principal presents this in the Governing Body for discussion. The Governing body reviews existing provisions and practices and decides on reformative steps keeping in view the basic vision and mission of the college.

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

The Governing Body of the college values the role of the staff in various management activities of the institution. Through the staff representatives, it seeks the views of the staff on various developmental exercises it plans to undertake. It also invites proposals from staff members to further the effectiveness and efficiency of the institutional processes. As a result there is a constructive co-ordination between the management and the staff. The Governing Body at times advises the principal to entrust responsibilities to individual staff members and committees. The members of the Governing Body extend personal and collective support to the staff in matters of admission, examination, discipline, ragging etc. The principal ensures presence of governing Body members in important events of the college. Thus the involvement is from both sides.

6.2.7. Enumerate the resolutions made by the Management Council in the last 4 years and the status of implementation of such resolutions.

The Governing Body usually sits two or three times in a session to discuss various matters. The resolutions made by the Governing Body (Management Committee) are duly recorded in the Resolution Book.

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?

Yes, the affiliating university makes provision for grant of autonomy to institutions like this college. In past it offered autonomy to this college but certain constraints have restrained the GB from applying for autonomy. During the last visit of the NAAC peer team, the honorable team members too discussed the matter with the principal and the Management. Due to an acute shortage of staff and resources, there has not been any progress in this matter. The Governing Body is thinking of reconsidering the matter once again.

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?

Yes, there is a mechanism to analyze the nature of grievances from all stakeholders.

The Grievance Cell receives grievance of general nature from students, teachers and parents. It analyses the nature of the grievance and then refers these to the following bodies for prompt disposal:-

- i. Grievances related to ragging are referred to the Anti-Ragging Cell for enquiry and action.
- ii. Grievances related to girl-students are referred to the Women's Welfare Cell for inquiry and action.
- iii. Grievances related to teachers and other employees of the college are taken up for redressal at the principal's level. In case there is no satisfactory redressal at this level they are forwarded either to the Governing Body or the Director, Higher Education, Odisha.
- iv. Any kind of grievance related to sexual harassment of students and teachers is referred to the Anti-Sexual Harassment Cell.
- v. Grievances related to all other matters except the above are taken up for redressal by the Grievance Cell itself.

It is worth mentioning that the various cells mentioned above inquiry into the grievances and complaints and recommend modes of redressal to the principal. The principal, being the administrative head is supposed to take action or forward these to higher authorities.

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

Yes, a few employees of the college have filed cases in courts regarding their service conditions in which the college is second/third party.

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?

Yes, the college has a mechanism for analyzing student feedback.

The IQAC has prepared a format which is distributed among students to give their feedback on institutional performance. In every session the IQAC with the approval of the Principal entrusts the responsibility of collecting student feedback. Once the feedback is collected the IQAC analyses those and recommends necessary steps to eliminate setbacks.

However, in the last four years, the feedback collected has been satisfactory.

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 college is always watchful of the professional efficiency of its employees. It makes the following efforts to enhance professional efficiency of its employees:

- i. It encourages teaching staff to attend seminars, conferences and short-term training courses.
- ii. It allows teachers to go for Academic Refresher Courses and Orientation Programmes. The period of absence is treated as duty leave with full salary.
- iii. Faculty members are encouraged to organize seminars and conferences.
- iv. The college conducts computer training programmes for non-teaching staff.
- v. Non-teaching staff are sent to Government sponsored programmes to enhance efficiency.
- vi. All employees are encouraged to participate in co-curricular, extra-curricular and community development activities.
- vii. Sensitization programmes are held for employees with successful persons in various fields as resource persons.
- viii. Students and teachers are given yoga lessons from time to time.
- ix. Get-togethers are arranged for all employees in the form of picnics, Welcome meetings and Farewell meetings.
- x. Latest books and useful journals are provided to the students and faculty through the college Library/Reading Room.

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 strategies adopted by the college to empower the employees for the roles and responsibility they perform are as follows :

- i. Maximum care is taken by the college administration to maintain a conducive atmosphere in the workplace.
- ii. The college tries to provide necessary space and infrastructure to each employee to do his/her assigned work.
- iii. The administration believes in carrying out its work through a process of a decentralization of responsibilities and power. As a result the employees feel involved.
- iv. The college not only encourages the faculty members to go for Refresher Courses, Orientation Programmes and Research Activities but it also allows them duty leave for the period of absence.
- v. The Principal seeks opinion of all the employees on important issues.

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 college has made it mandatory for its faculty to submit a self-appraisal report at the end of every academic session to the principal who after necessary perusal suggests steps to improve performance. Later the principal submits a report on the performance of all the employees to the Governing Body.

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 submitted by the employees of the college is an assessment of the performance of each employee. These reports are discussed in the G.B. meeting and the views of the G.B. are conveyed to the employees through the principal/staff representatives. This includes warnings/complements conveyed to the employees for rectification/encouragement.

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?

Since, majority staffs receive their salary from the state government; they enjoy the benefits given to government employees. These include GPF, GIS, Medical Leave, Earned Leave, EPF, Pension etc.

Those who are under Management have the following welfare benefits:

- * Incentive Allowance.
- * Advance in emergencies.
- * Puja Advance during Puja vacation.
- * Annual increment depending on the funds available and performance.

In the last four years a number of employees from different categories have availed different benefits. In case of government paid employee, the college takes prompt steps to process their papers for availing benefits due to them.

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

As the institution is a government aided college it has limited power in attracting and retaining eminent faculty. However, to fill up vacancies of teachers and non-teaching employees on temporary basis, it offers the following:

- A disciplined academic atmosphere.
- A supportive and sympathetic Governing Body and Administration.
- A good monthly remuneration depending on the resources of the college.
- Incentive allowance for sincere and committed workers.

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?

The college gathers its financial resources from three sources: Students, State government and the UGC. The funds are received for specific purposes and are deposited under specific heads. The Accounts Section deals with all funds under the active supervision of the Accounts Bursar. A budget is prepared in the beginning of the academic session and presented before the GB for approval. Expenditure is done strictly according to it. As funds received from the state government and UGC are spent for the purposes specified by the sanctioning agencies. Every care is taken to spend money through a transparent process and as per the rules prescribed by the state government/UGC. Yearly audit of the income/expenditure is done by a registered chartered Accountant appointed by the State government.

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.

Earlier, the college incomes and expenses were audited by Local Fund Audit Authority; but the government has changed its policy now. The accounts are now audited by private chartered Accountants appointed by the state government every year. Audit has been carried out upto 2014-2015. However, the audit reports up to 2012-2013 only are available. The relevant part of the Audit Report for 2012-13 and Income-Expenditure Statements up to 2014-15 are furnished in *Annexure-7*.

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 institutional receipts/funding come from the following:

- ✓ Fees collected from students.
- ✓ Interest on bank deposits.
- ✓ Funds sanctioned by state government.
- ✓ Funds received from the UGC.

The college has not experienced any budget deficit in the last four years.(Statements of audited incomes and expenditures for the last four years are given in the Annexure Section as *Annexure -7*)

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

- During XIth Plan Period the college received Rs. 40,43,528 /- (Rupees Forty Lakhs Forty Three Thousand Five Hundred Twenty Eight only)from the UGC for various developmental and academic activities. Out of this Rs.19,21,236 /- (Rupees Nineteen Lakhs Twenty One Thousand Two Hundred Thirty Six only) was utilized and the rest was refunded.
- During XIIth Plan Period proposals for various activities and infrastructural development at a cost of Rs. 68,00,000/- (Rupees Sixty Eight Lakhs Only) were sent to the UGC . Out of this the college has so far received Rs. 39,68,000 /- (Rupees Thirty Nine Lakhs Sixty Eight Thousand only) and submitted utilization certificates for an amount of Rs. 25,47,104 /- (Rupees Twenty Five Lakhs Forty Seven Thousand One Hundred Four Only). The rest of the received amount
i.e. Rs.14,21,728 /-(Rupees Fourteen Lakhs Twenty One Thousand Seven Hundred Twenty Eight Only)has been refunded due to various factors.
- The college does not receive any funds directly from the State Government except staff salary. However it sends proposals to the Directorate of Higher Education for infrastructural development from time to time. In the last five years a number of classrooms have been built with the funds provided by the State Government through the Block. Presently the college has prepared plans for infrastructural development and will shortly send the same to the DHE for
- Sanction of a special infrastructural fund of Rs.10,00,000 /- (Ten Lakhs approximately) under a new scheme. Similarly the local MLA , who happens to be the president of the Governing Body has been requested to sanction funds for construction of an extended cycle stand. The honorable MLA has agreed to it and a proposal to construct a cycle stand at a projected cost of Rs. 9,54,000 /- (Rupees Nine Lakhs Fifty Four Thousand only) has been submitted to the Govt. for approval.

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)? If yes, what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance processes?

On the recommendation of the NAAC peer team which awarded the college "B" grade in 2007, the college has established an IQAC. The present IQAC under the co-ordination of Dr. (Smt.). Puspanjali Rath, Reader in Botany has been functioning since 2012. The IQAC has introduced a number of quality assurance mechanisms. The IQAC has taken up the following tasks in recent years :

- ✓ Monitoring of the teaching-learning process and recommending measures for quality enhancement.
- ✓ Holding meetings from time to time to discuss quality initiatives and also urge the authorities to introduce them.
- ✓ Assisting in holding seminars and meetings of faculty to discuss quality improvement.
- ✓ Co-ordinating with stake holders.
- ✓ Collecting and compiling of data for preparing the IQAC report every year.
- ✓ Holding awareness and sensitization programmes for stake holders to realize the mission and objectives of the college.
- ✓ Liaisoning between the College Administration and the UGC.
- ✓ Taking steps to carry out recommendation of the NAAC Peer team.
- ✓ Preparing the college for the next visit of the NAAC Peer team.
- ✓ Advising the UGC planning Board for appropriate utilization of UGC fund with an eye on quality enhancement.

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

Almost all recommendations of the IQAC have been welcomed and approved by the Management. The following have been implemented:

- ✓ Repair and renovation of the college building. An amount of Rs. 10 lakh has been sanctioned by the GB for the purpose and the work has been entrusted to the Road and Building Department of Odisha Government.

- ✓ Almost all departments have been provided with computers for effective teaching.
 - ✓ Girls' common room has been shifted.
 - ✓ Work has started for a larger Boys' Common Room.
 - ✓ The Staff Common Room and the principal's room have been renovated and fitted with ACs.
 - ✓ Water purifiers have been provided to the Staff Common Room, Girls' Common Room and Boys' Common Room.
 - ✓ Money has been sanctioned to science departments to purchase latest equipments.
 - ✓ Latest books on different subjects have been purchased for the library.
 - ✓ The library has been provided Internet Connection.
 - ✓ The library has been automated.
 - ✓ Money has been sanctioned for construction of additional class rooms. Work is to begin soon.
 - ✓ An Anti-Ragging Cell and an Anti-Harassment Cell have been established.
 - ✓ Two patches of land in front of the college have been turned into gardens.
- Sri Prasanta Kumar Panda, Retired Principal of the college, Sri Gaya Chanda Nayak, Retd. Teacher, Dr. Srimati Mishra, Retd. Reader in Mathematics and the Managing Director, Aska Co-op. Sugar Industries, Aska are the external members of IQAC. All of them offer valuable guidance for effective functioning of the IQAC.
 - The IQAC collects feedback from the students who are the most important stakeholder of the institution. The feedback is analyzed and steps are taken to improve the teaching-learning process. It is through this feedback the IQAC comes to know about the hardships faced by students and the staff. Moreover, the suggestions by the staff and students for innovations in the teaching-learning process are conveyed to the administration so that Library facilities, Sanitation facilities and other facilities can be made available to the students.
 - The alumni (old students) also contribute to the effective functioning of the IQAC. The Alumni meetings conducted by the College Old Students' Association (ASCOSA) invites the IQAC to participate in the discussions and later collects views and suggestions from the alumni regarding quality improvement. The IQAC gives due weightage to these while taking finalizing innovative measures.
 - The IQAC holds meeting of stake holders from time to time to discuss the means of quality enhancement. These meetings are often held separately so as to give enough scope to a specific group for participation in discussions.

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 operationalization.

Yes, the college has an integrated frame work for Quality Assurance of academic and administrative activities. The details are as follows:

- i. Planned teaching through latest teaching methods is given priority.
- ii. Recording of the progress on daily basis is a must for every faculty member.
- iii. Conduct of regular classes in a subject as per the time table is considered important.
The departmental heads have to explain any drop of class to the principal
- iv. Regular conduct of seminars has been made compulsory for all departments.
- v. Upkeep of infrastructure and promotion of optimum use of the same is considered of highest importance.
- vi. Career Counseling Cell, Grievance Redresal Cell, Anti-Sexual Harassment Cell, Women's Welfare Cell etc. contribute considerably to the operationalisation of Quality Assurance framework.
- vii. Remedial coaching and coaching for Entry into Services for SC/ST/OBC students are also of great help.
- viii. Conduct of various competitions such as debate, quiz, essay and elocution is considered part and parcel of the curriculum.
- ix. Organization of various cultural activities and students' participation in these are also encouraged.
- x. Promotion of sports and games among students is given due attention.
- xi. Career Counseling and personality development programmes are a regular feature of every academic session.

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.

Yes, the college arranges training programmes for its staff in collaboration with management training institutes. Training for computer operation and Yoga are arranged at the college itself. Staff members are encouraged to participate in Orientation programmes and academic programmes conducted by other institutes, Universities and state government.

The past record shows that such training of the staff has contributed greatly to the quality of administration and teaching-learning process. The following points are worth mention in this connection:

- ✓ The final results of the colleges have been regularly satisfactory in the last many years.
- ✓ There has not been any major incident of student unrest in the last many years.
- ✓ Infrastructure development has received a major boost in the last many years.
- ✓ Feedback from the stakeholders has been very satisfactory.
- ✓ Above all, the college has established itself as a model college in the whole of South Odisha.

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?

The IQAC conducts Academic Audit by taking into consideration the examination results, students participation in various competitions, attendance in classes etc. The outcome of such audit has led to the implementation of the following measures:

- ✓ UGC Sponsored remedial classes have been started.
- ✓ The library automation has been undertaken.
- ✓ Money has been sanctioned to all departments to conduct seminars.
- ✓ Regular conduct of monthly tests has been started.
- ✓ Library has been directed to buy text books/reference books after assessing the needs of the students.
- ✓ Departments have been supplied with computer sets.

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

The IQAC designs its quality assessment mechanism strictly in accordance with the guidelines provided by the following external quality assurance agencies:

1. University Grants Commission.
2. Berhampur University (the Affiliating University).
3. Department of Higher Education, Odisha.

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 teachers prepare lesson plans on monthly basis and record their daily progress in their progress register. The institutional mechanism to continuously review the teaching-learning process consists of the following strategies:

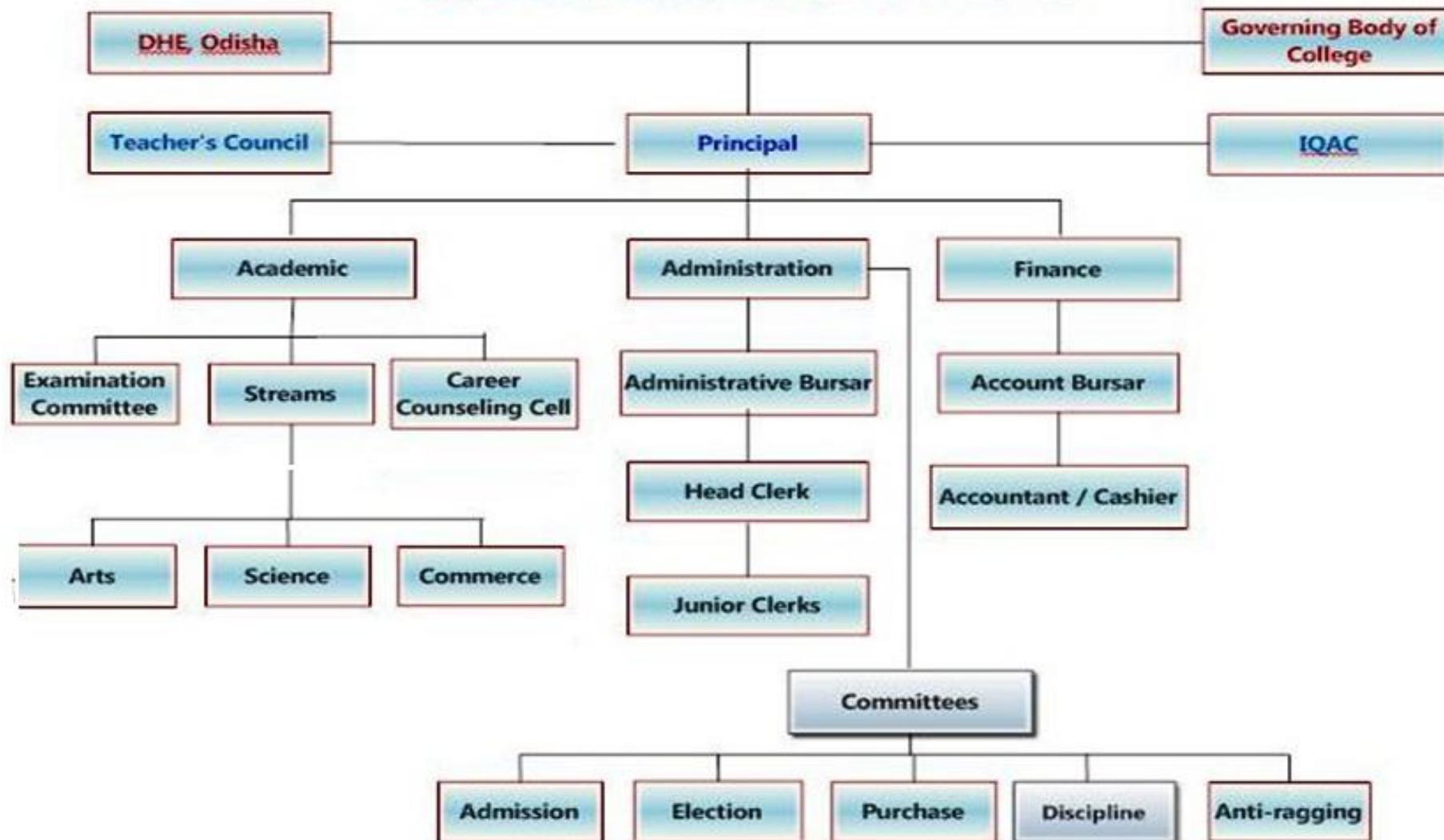
- ✓ The principal reviews the plan and progress of each faculty member in the first week of every month. In case he finds any irregularity, he suggests the steps to be taken to the concerned faculty member.
- ✓ The principal meets the HODs from time to time and reviews the progress of the syllabus.
- ✓ After each college level test (Monthly test, Half Yearly test and Annual Promotion Test) the staff council sits to discuss the attendance and performance of the students in the concerned test. In case of need, remedial measures are discussed and finalized.
- ✓ The IQAC monitors the conduct of classes, attendance of students and participation of students in seminars and recommends innovative measures to the principal.
- ✓ Students' feedback is collected from time to time by the principal. This is discussed in HOD meetings.

6.5.7. How does the institution communicate its quality assurance policies, mechanisms and outcomes to the various internal and external stakeholders?

The college communicates its quality assurance plans, policies, mechanisms and outcomes to the internal stakeholders through Staff Council meetings, Heads of Departments meetings and Students' meetings. These are also notified in the college notice boards for information and necessary action of the internal stakeholders.

For the external stake holder the plan and policies are released on the college website www.askasciencecollege.com. Besides, Old Students' Association meetings and Parents-Teachers meetings are the for a in which quality assurance plans, policies, mechanisms and outcomes are communicated to the stake holders.

ORGANISATIONAL STRUCTURE



Motivation to Serve



Students receiving Fire Rescue Training from Fire Brigade Officials



Students in Action after "Phailin" on 13.10.2012



Students Learning First : Aid Skills



Let Us Serve the Earth : Students Planting Saplings

CRITERION - VII: INNOVATIONS AND BEST PRACTICES

7.1 ENVIRONMENT CONSCIOUSNESS:

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

Though no such formal Green Audit of the college campus is conducted, the college has taken every possible care to create a green environment for its students and staff. A large number of trees surround the college and every year new saplings are planted under various plantation programmes. The NSS units, the NCC wing and the Rovers Crew have played a crucial role in planting and caring for the saplings. The green surrounding was terribly damaged in the recent Philin (2012) and Hud Hud (2013) cyclones but attempts are afoot to restore greenery by planting new saplings. In fact the college has taken up this exercise as one of its Best Practices.

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

Apart from creating a green surrounding through massive plantation programmes, the college tries to use electricity to the minimum to save electricity.

Since the college functions during day time, much use of electricity for lighting is not needed. The class rooms have sufficient ventilation for natural lighting. Even fans are switched on only in summer season. The ground floor rooms where the office functions and the laboratories are situated, need electric lighting; but due precautions are taken to keep the use of electricity for air and light to the minimum. Students and employees of the college have strict orders to switch off lights and fans when they are not needed. In this regard attempts are made to sensitise the students and staff from time to time. To save energy the college has begun a programme to replace all the fluorescent bulbs and CFL bulbs to LED bulbs in phases.

Maintenance of clean campus is also given great importance. So campus cleaning programmes are frequently taken up by the students and staff members.

Use of Renewable Energy :

Since the college campus receives sufficient sunshine in the dry season, a scheme to install Solar Cell for lighting is under active consideration of the Governing Body. In case it is accepted, at least a part of energy requirement will be fulfilled from solar energy.

Water Harvesting :

The college has its own water Supply System from a well. A tube well in front of the entrance also fulfils the water requirement to a limited extent. Drinking water provision has been made through latest water purifiers to all sections. No water harvesting project has been undertaken so far as the well and the tube well supply sufficient water which is lifted to overhead tanks through motor. This water is supplied to all parts of the college.

Check dam Construction : No check dam construction has been undertaken so far.

Efforts for Carbon Neutrality:

As the college campus is in a rural surrounding and away from the main road connecting KS Nagar and Aska Town, Carbon emission is not yet a problem. Still, to neutralize Carbon effect, plantation has been taken up in the campus. Previously a large number of trees around the building created a green cover but the recent cyclones have uprooted quite a few of them damaging the green cover. The college has undertaken a massive plantation programme to restore the green cover and neutralize carbon effect. Besides, staff members and students have been advised to use motorbikes, cars, air-conditioners, refrigerators to the minimum.

Plantation:

The college has accepted plantation as one of the Best Practices. Every year a large number of saplings of shadowy and eco-friendly trees are planted by students on various august occasions such as World Environment Day, National Youth Day, Foundation Day etc. Besides, special plantation drives are also conducted by NCC/NSS/Rovers units of the college.

Institutional gardening is also an important part of college routine. The college maintains three gardens. The Botanical garden is the Oldest one and is used for academic purposes. Two other gardens have been developed recently. All the gardens are maintained by the Botanical Department.

Hazardous Waste Management :

Solid waste of the college is dumped in a pit meant specifically for it. The college does not generate any hazardous waste.

E-waste Management:

Outdated machinery, discarded computers, Fax machine, ACs etc. are kept in a separate room for future disposal.

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.

Remedial Coaching for SC/ST/OBC Students :

To extend extra academic support to the slow learners and weak students from backward sections such as SC/ST/OBC the college has started holding remedial classes for them under a UGC funded scheme. The response and outcome of this has been fairly encouraging

Athletic Coaching :

The college has started coaching for the promising athletes of the college for participation in district/University and state level competition. Such athletes are identified by the PET and coaching is imparted on a regular basis. The college bears the incidental expenses of this coaching from the Sports and Game Fund.

Power Point Presentation :

The college authorities have urged the Science faculty to adopt teaching through power point presentation. The college has provided computers to all science departments for that purpose. Moreover an LCD projector and screen have also been made available for to science departments.

Coaching for Entry into Services :

In a major initiative to help pass out students and final year students from SC/ST/OBC categories, the college has started coaching classes for various competitive examinations under a UGC funded programme.

Self-Defence Training for Girls :

Under the sponsorship of Government of Odisha (Higher Education Department) the college has begun self-Defence Training programme for girls. Girls are given training in martial arts for Self defence in this programme. More than 300 girls of the college have received this training in the last two years. Not only this, girls from this college have been given coaching to be trainers. They visit various colleges to impart training in this.

Active Citizenship Programme :

In the last two years the college has started conducting Active Citizenship programme sponsored by the Sports and Youth services Department of government of Odisha. It consists of a discussion on active Citizenship, its need in the present day context and the hindrances. A documentary film prepared by Sports and Youth Services department is screened at the end. One hundred fifty students are enrolled in one phase and two phases are conducted, thus offering 300 students a chance to participate. The whole programme is funded by Sports and Youth Services Department.

Judicious distribution of Extra-curricular Responsibilities:

Distribution of extra-curricular and co-curricular responsibilities has been a tricky affair for the administration of the college. There have been complaints about one faculty member handling one responsibility too long and also about more than one responsibility being given to a particular faculty member. After careful study of the practice followed earlier, the administration has now introduced a judicious distribution of the responsibilities. Now, the distribution is done for individual sessions and sufficient care is taken to assign a responsibility to a particular faculty member. In the last four years this has yielded positive impact.

Quick and Efficient Decision Making Process:

Earlier decision making was a long and clumsy process which produced undesirable delay in meeting targets. This has been done away with in the last four years and a mechanism of empowerment and decentralization has been evolved to eliminate undesirable delay in decision making. In the new system, a number of committees have been formed with considerable liberty to take decisions and implement those in a time-bound framework.

Blood Donation and Health Check Up :

The NSS units of the college in collaboration with the Youth Red Cross Unit, NCC wing and Rovers Crew of the college have decided to conduct at least one Blood Donation camp and one Health Check Up camp every session. Interested students and faculty members donate blood in Blood Donation camps and clinical and technical support extended by Red Cross Blood Bank, MKCG Medical College, Berhampur .

Health check up camps are meant for students and local people. Medical personnel from Aska Community Health Centre and MKCG Medical College as well as Registered Private practitioners are requested to extend their assistance to make such camps successful.

7.3. BEST PRACTICES:

7.3.1 BEST PRACTICE-1 :

Title of the Practice : Plantation

Key words : Eco-friendly , environment , trees , atmosphere , strain , health , economics , climate , radiant energy , Green house effect , Global warming.

Goal :

The aim of this practice is to make the campus eco-friendly.

The Context :

Plantation refers to the act of planting trees in large numbers. The benefits of plantation range from health to environmental impact and from economic to psychological effects. Planting and maintaining trees reduce pollution, improve the surrounding with green ambience and also increase the value of property. As green is a soothing colour, it helps to recover from strain quickly. Trees enhance the beauty of our surrounding. To create a proper study atmosphere, this practice has been adopted by the institution.

Trees are an important part of our existence. They create a peaceful and aesthetically pleasing environment. They increase the quality of life by bringing natural elements and wildlife habitats into urban settings. They release Oxygen and absorb Carbon dioxide making the air cleaner and safer for us. It is really soothing and invigorating to sit under trees and spend some time.

Objective of the Practice:

The college authorities have decided to adopt plantation as a regular practice when it was found that students were unable to attend classes and examinations during the summer days. In order to overcome this setback the college has started mega plantation programmes in the college campus as well as in the nearby locality. This has improved air quality, conservation of water and preservation of soil. During the process of photosynthesis, plants take in carbon dioxide and give the oxygen that we breathe in. According to U.S Dept. Of Agriculture, "One acre of forest absorbs six tons of carbon dioxide and gives four tons of oxygen .This is enough to meet the annual needs of 18 people". Trees and shrubs also filter air by removing dusts and absorbing other pollutants like carbon monoxide, sulphur dioxide and nitrogen dioxide. Trees control climate by moderating the effects of sun, rain and wind. Leaves absorb and filter radiant energy of sun, keeping cool in summer. Trees also lower the air temperature and reduce the heat intensity of the green house effects by maintaining low level of carbon

dioxide. So every year a large number of plants are planted and maintained by the college employees and students.

The main reason we like trees is because they are both beautiful and majestic. No two are alike, which is a characteristic feature of living organism. Different species display a seemingly endless variety of shapes, forms, texture and vibrant colours. Even individual trees vary in their appearance throughout the course of the year as the seasons change. The strength, long life span and regal stature of trees give them a monument-like quality; almost all of us react to the presence of trees with a pleasant, relaxed and comfortable feeling. In fact this college plants trees as living memorials of life changing events. Out of the various benefits some of the other important benefits are saving of water, conservation of energy, reduction of violence, promotion of unity, provision of wood and saving earth from earthquake. Trees help to reduce global warming, carbon foot print and pollution and keep the environment clean which creates a viable atmosphere for learning.

Evidence of Success :

The college is situated in a rural area with extreme climatic condition. During summer days (March to May) the temperature remained as high as 40° – 45°. But due to this practice of mega plantation inside the campus it has now come down and it is now easier to conduct classes and examinations in such an extreme temperature. The college is also able to provide water and fresh air to students and staff members.

Problems encountered and Resources required:

Maintenance of this practice is very difficult. It requires both man power and financial support. The college spends a huge amount towards maintenance cost. It also requires constant attention till the full growth of the plants. Due to scarcity of man power in the college, it is proving very expensive.

Notes :

Natural calamities such as Super Cyclones have often stood in the way of realisation of the full potential of the practice. For example, Philine in 2012 and Hud Hud in 2013 uprooted most of the trees that were raised over the past years. Still the college is trying to restore the green cover to its earlier shape though it is proving quite expensive both in terms of money and manpower. Still, the institution is committed to go ahead with this noble practice and give the message “SAVE TREE TO SAVE LIFE “.

7.3.2 BEST PRACTICE –2:

Title of the Practice:

Celebration of “ College Foundation Day ” and “ Birth Anniversaries of some great personalities of India ”.

Key words : National Youth Day , Gandhi Jayanti (International Non-violence Day) , Teachers’ Day , College Foundation Day and Children’s Day.

The Context that required the initiative of practice :

Our culture is best reflected through the tradition we follow while handing down our beliefs and values to our posterity. This tradition echoes in the corridor of time when our college celebrates the ‘Foundation Day’ every year on 12th July along with the alumni. We feel humble and grateful when it reminds us the contribution and sacrifices made by our previous generation for the up-coming of our college. With the same spirit we also commemorate and celebrate every year 2nd October, the birth anniversary of our father of the nation; 5th September, the birth anniversary of Dr. Sarvapalli Radhakrishnan, the first Vice-President of India as the ‘Teachers’ Day’; 12th January, the birth anniversary of Swami Vivekanand as the ‘National Youth Day’; and 14th November, the birth anniversary of country’s first Prime Minister and the chief architect of modern India, Pdt. Jawaharlal Nehru, as the ‘Children’s Day’.

Objective of the Practice:

Great men and great ideas belong to all peoples and to all centuries. Increasing recognition of essential unity of mankind has brought with it an increasing awareness of the debt we owe to these giants of the past who helped shape the civilization we live in. The objective of celebrating the birth anniversaries of these great sons of India is to imbibe their thought and philosophies in the minds of students. Students will be inspired by the life and teaching of these great icons and will be encouraged to spread the message of peace, harmony and love among masses.

The Practice:

The college annual calendar mentions the dates of celebrations. The responsibilities of organizing these memorable days are distributed among different senior staff members. He\She is designated the Convenor of the concerned observation Committee. The convenor along with

his team holds various competitions such as elocution, debate, recitation, painting and slogan writing which reflect the messages of the great personalities. He\She as well as others of the committee motivate students to take part in these. Those students who excel in such events are given awards and certificates on the Annual Day function of the college. Eminent personalities, renowned resource persons and illustrious social workers are also invited to address the students in these events.

Obstacles faced if any and strategies adopted to overcome them:

No success will be felt successful without being faced by challenges. The main challenge in organizing these events is to organize them in limited time period without any disturbances to the normal teaching schedule. Beside this, the teachers have to take extra care and responsibility to encourage the students to take part in such events.

Impact of the Practice:

By celebrating the birth anniversaries of the great personalities, the students get highly motivated and energized by their wisdom, virtues, and sacrifices. This gives them an opportunity to realize that ‘nothing is impossible under the sun’ and men and women of wisdom and courage can contribute a lot in building a society where value driven knowledge plays an important role in improving the condition of the masses.

Resource Required:

In order to meet the expenses required to organize these events the Governing Body of the college has made adequate resource allocations in its annual budget.

Contact Details

Name of the Principal : Dr. Ramesh Charana Pandit

Name of the Institution : Aska Science College

City : Aska , Ganjam , Odisha

PIN Code : 761111

Accredited Status : Already accredited with “B” grade.

Office Land Line : 06822 – 273013

Website : www.askasciencecollege.com

E-mail : ascaska@yahoo.co.in

Principal’s cell No.: 91-9861280441

PART - III

EVALUATIVE REPORTS OF THE DEPARTMENTS

I. Evaluative Report of the Department : Botany

1. Name of the Department : Botany
2. Year of Establishment : 1980 - 81
3. Names of Programmes / Courses offered : UG (Botany Hons. and Pass)
4. Names of Interdisciplinary courses and the departments/units involved :
 - ✓ Environmental Studies (Arts and Commerce).
5. Annual/ semester/choice based credit system (programme wise): Annual
6. Participation of the department in the courses offered by other departments :
 - ✓ Biology (Physics , Chemistry and Mathematics).
 - ✓ Biotechnology (Physics , Chemistry , Mathematics , Botany and Zoology).
7. Courses in collaboration with other universities, industries, foreign institutions etc: Nil
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching Posts:

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	01
Asst. Professors / Lecturer	04	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
Dr.Puspanjali Ratha	M.Sc. , Ph.D.	Reader	Env. Biology &Env. Toxicology	29 Years	02
Dr. S.P. Adhikary	M.Sc. , Ph.D.	Lecturer	Biochemistry	24 Years	02
Dr. Nandita Das	M.Sc. , Ph.D.	Lecturer	Env. Biology	21 Years	---
Dr. G. Pradhan	M.Sc. , Ph.D.	Demonstrator	Physiology and Biochemistry	21 Years	---

11. List of senior visiting faculty : Attached separately

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	Botany Hons. Class (+3 1 st year, 2 nd year & 3 rd year Science)	32 : 1
2.	Botany Pass (+3 2 nd year & 3 rd year Science)	3 : 1 , 3 : 1
3.	Minor Elective (Biology)	187 : 2
4.	Major Elective(Bio-Technology)	139 : 2
5.	Environmental Science (+3 Final year Arts)	96 : 1
6.	Environmental Science (+3 Final year Commerce)	118 : 1
7.	Environmental Science (+3 First year Science)	301 : 2

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

No. of Academic Support Staff (Technical)			No. of Administrative Support Staff	
Category of Post	Sanctioned	Filled	Sanctioned	Filled
Non-teaching			Nil	Nil
Lab. Attendant	03	02		
Store Keeper	01	Nil		
Gardener	01	Temporary		

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D[✓]/ MPhil / PG. : Refer to Sl. No.10

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

S/L No.	Name of the Faculty	Ongoing Projects (Completed)		Funding Agency	Grants Received
		National	International		
1.	Dr. P. Rath	02	00	UGC	1,43,000 /- 1,64,500/-
2.	Dr. S. P. Adhikari	02	00	UGC	93,000/- 1,61,000/-

17. Departmental projects funded by DST - FIST; UGC, DBT, ICSSR, etc. and total grants received :
Refer to Sl. no.16.

18. Research Centre /facility recognized by the University : Nil

19. Publications:

Sl. No.	Name of the Faculty	Publications		Pubs. Listed in Int. Database	Mono graphs	Chapter in Books	Books Edited	Citation Index	SNIP	SJR	IF / h-index
		Nat.	Int.								
1.	Dr. P. Rath	02	12	---	---	---	---	---	---	---	---
2.	Dr. S.P. Adhikary	03	20	---	---	---	---	---	---	---	---
3.	Dr.N.Dash	01	02	---	---	---	---	---	---	---	---
4.	Dr. G. Pradhan	--	02	---	---	---	---	---	---	---	---

(Details of Publications : 2010 – 2015)

S/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1	Effect of sugar factory distillery spent wash (DSW) on the growth, pigment, biochemical content of Rice (ORYZA SATIVA L.) in the Aska area of Ganjam district, Odisha	P. Rath, P.K. Biswal & M.K. Misra	International Journal of Science Innovations & Discoveries	4(3)	2014	131-149
2.	Effects of Sugar Factory Distillery Spent Wash on Germination and Seedling Growth of Rice	P. Rath, P.K. Biswal & M.K. Misra	International Journal of Science Innovations & Discoveries	3(1)	2013	191-201
3	Effect of distillery spent wash (DSW) and fertilizer on growth and chlorophyll content of sugarcane (SACCHARUM OFFICINARUM L.) plant	P. Rath, G. Pradhan & M.K. Misra	Recent Research in Science and Technology	3(4)	2011	169-176
4	Effect of distillery spent wash (DSW) on the growth pattern of sugarcane (SACCHARUM OFFICINARUM) crop.	P. Rath, G. Pradhan & M.K. Misra	Journal of Phytology	2(5)	2010	33-39
5	Exploration of traditional knowledge for treatment of skin, mouth and foot diseases of domestic animals in remote areas of Ganjam District, Odisha, India	S.P. Adhikary	International Journal of Current Research and Academic Review	3(8)	2015	242-247
6.	Analysis of phsio-chemical characteristics of the roadside polluted water of national highway at Berhampur city, Odisha	S.P. Adhikary	Current World Environment	10(2)	2015	672-675
7	Sustainable management of mining area through phytoremediation: an overview	S.P. Adhikary	International Journal of Current Microbiology and Applied Sciences	4(3)	2015	745-751

8.	Allelopathic impact of LANTANA CAMARA on vegetative growth and yield components of green gram (PHASEOLUS RADIATUS)	P.K. Gantayet, S.P. Adhikary, K.C. Lenka & B.Padhy	International Journal of Current Microbiology and Applied Sciences	3(7)	2014	327-335
9	Soil amendment with sugar industry effluent and its response on growth parameters of Tomato plant (LYCOPERSICON ESCULENTUM)	S.P. Adhikary	International Journal of Current Microbiology and Applied Sciences	3(6)	2014	555-563
10	Impact of sugar industry effluent on the growth and biochemical parameter of brinjal plant (SOLANUM MELONGENA L.)	S.P. Adhikary	Pollution Research	33(2)	2014	367-371
11	Analysis of physiochemical characteristics of sugar industry effluent treated with soil and its impact on biochemical parameter of Tomato plant (LYCOPERSICON ESCULENTUM)	S.P. Adhikary	International Journal of Science Innovations & Discoveries	4(1)	2014	102-107
12	Studies on the influence of sugarcane trash vermicompost on the growth and biochemical parameters of Brinjal plant SOLANUM MELONGENA L.)	S.P. Adhikary	The Ecoscan	8(3&4)	2014	207-210
13	Vermicomposting – A mitigative process for management of agricultural solid wastes	S.P. Adhikary	Eco. Evn. & Cons.	19(1)	2013	65-69
14	Allelopathic effects of ACACIA AURICULAEFORMIS on some enzymatic activity in Ragi (ELUSINE CARACONA GAERTN.)	N. Dash, I. Rath & S.P. Adhikary	Eco. Evn. & Cons.	19(3)	2013	787-792
15	Allelopathic impact of bark leachate of ACACIA	N. Dash, I. Rath & S.P. Adhikary	Plant Science Research	35(1&2)	2013	8-13

	NILOTICA (L.) delile on seed germination and enzymatic activities of PHASEOLUS VULGARIS L.					
16	Determination of the cytotoxic effects of ALANGIUM SALVIFOLIUM LEACHLATE ON ALLIUM CEPA	S.P. Adhikary	Research Journal of Agricultural sciences	4(2)	2013	294-295
17	Phytotoxic effect of zinc on seed germination and seedling growth of rice plants	S.P. Adhikary	Asian Journal of Environmental Science	7(2)	2012	172-176
18	Allelopathic impact of phyllode of ACACIA AURICULAEFORMIS A. CUNN. On photosynthetic apparatus of rice leaves during seedling growth.	N. Dash, I. Rath, S.P. Adhikary, S.K. Padhy & S. Panda	Asian Journal of Microbiology	14(4)	2012	513-519
19	Phytochemical screening and in-vitro antioxidant activity of different extract of CHENOPODIUM ALBUM	D.P. Nayak, P.K. Swain, P.K. Swain, V.J. Patro & S.P. Adhikary	Journal of Interacademia	16(3)	2012	705-710
20	Acid & Alkaline pyrophosphates in rice seedlings growing under zinc stress.	S.P. Adhikary	Life Science Bulletin	9(2)	2012	361-364
21	Assessment of Heavy metal toxicity on some vegetables and fruits sold in the streets of Berhampur city, Odisha, India	S.P. Adhikary	Pollution Research	31(4)	2012	601-603
22	Studies on the influence of organic fertilizers on the growth and some biochemical parameters of chilli (CAPSICUM ANNUM L. VAR)	S.P. Adhikary & P.K. Gantayet	The Bioscan	7(2)	2012	255-258
23	Studies on the heavy metal accumulation through vehicular emission on rice plant	S.P. Adhikary	Life Science Bulletin	9(1)	2012	148-150
24	Influence of zinc on the Dnase and Rnaseactivities	S.P. Adhikary	Life Science Bulletin	8(2)	2011	282-284

	in rice cultivars (ORYZA SATIVA L.)					
25	Seed germination and seedling growth response of some rice plants to mercury(Hg.)	S.P. Adhikary, P.K. Gantayet & B. Padhy	Indian J. Environ. & Ecoplan	18(2/3)	2011	265-270
26	Impact of mercury (Hg) on chlorophyll content and catalase activity of some rice plants	S.P. Adhikary, P.K. Gantayet & B. Padhy	The Ekologia	11(1/2)	2011	81-86

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects : Nil

- ✓ Percentage of students who have done in-house projects including interdepartmental/programme.
- ✓ Percentage of students placed for projects in organizations outside the institution i.e.in Research laboratories ✓ /Industry/other agencies : 6 %

23. Awards / Recognitions received by faculty and students : Nil

24. List of eminent academicians and scientists / visitors to the department :

Sl. No.	Eminent Academicians/ Scientists/ Visitors
1.	Dr. M. K. Misra , Prof. in Botany , Berhampur University , Berhampur
2.	Dr. B.B. Panda , Prof. in Botany , Berhampur University , Berhampur
3.	Dr. B.K. Mohanty , Reader in Botany , Khallikote Cluster University, Berhampur
4.	Dr. S.K. Dash , Prof. in Pharmaceuticals and Biosciences , CPS , Mahuda

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received		Selected	Enrolled		Pass Percentage
				Male	Female	
Env. Studies	Arts	1013	293	171	122	Result yet to be published
	Commerce	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
+3 1 st Year Science (P & H)	100%	Nil	Nil
+3 2 nd Year Science (P & H)	100%	Nil	Nil
+3 3 rd Year Science (P & H)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc.: Many Students in Defense Service : (Data not available).

29. Student progression :

Student Progression	Against % enrolled
UG to PG	---
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities :

- Library : Seminar Library in the Dept. with good number of books.
- Internet facilities for Staff & Students : Nil

- c. Class rooms with ICT facility : One Classroom with ICT facilities is available centrally(Smart board with LCD projector).
- d. Laboratories : Two Laboratories / One instrumentation room / One Research Laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies :

- ✓ From College : Free studentship from the college (1st Year Sc.- 18+20 Students , 2nd Year Sc.- 09 Students , 3rd Year Sc.-05 Students).
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
01	Nil	01	02	02

33. Teaching methods adopted to improve student learning :

- ✓ Remedial Classes for weak students.
- ✓ Power point presentation through the LCD projector.
- ✓ Extra Classes .
- ✓ Departmental seminar and group discussion.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

- ✓ The students and the faculty members always participated in different extension activities organized by the college by NSS, NCC, YRC ,Rover and Self-defence training for girls units.

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Dr. P. Ratha	32	---	---	---	---	Imparted training to 390 girl students	02
2.	Dr. S.P. Adhikary	32	✓	---	---	---	---	03
3.	Dr. N. Das	32	---	✓	---	---	Imparted training to 690 girl students	03

35. SWOC analysis of the department and Future plans :

Strength :

- Qualified and sincere faculty.
- Good no. of students enrolled.
- Students are sincere and regular.
- Healthy teacher-taught relationship.

Weaknesses :

- Lack of modern classroom facilities.
- Shortage of advanced research facilities.

Opportunities :

- It provides Library facility to staff and students.
- It provides guidance for interested and deserving students for job and higher education.
- It provides opportunities for higher education in Bio-informatics and Bio-technology.
- It conduct workshops and field trips for students to upgrade their practical knowledge.

Challenges :

- Communication problems should be solved on priority basis.
- Competitive ability of the students may decline if they do not get proper facility.

Future Plans :

- The Laboratories must be equipped with latest instruments according to the new syllabus implanted by the university.
- Provision of more funds to improve the departmental library and reading room.
- Provision for a new ICT classroom in the department.
- Establishment of a Herbal garden.

Evaluative Report of the Department : Chemistry

1. Name of the Department : Chemistry
2. Year of Establishment : General - 1968
Honors - 1980
3. Names of Programmes / Courses offered : UG - B.Sc.(Honors), B.Sc. (Pass)
4. Names of Interdisciplinary courses and the departments/units involved : Chemistry Pass
5. Annual/ Semester/Choice based credit system (Programme wise):Annual
6. Participation of the department in the courses offered by other departments :
✓ Chemistry pass (Botany,Zoology,Physics and Mathematics)
7. Courses in collaboration with other universities, industries, foreign institutions etc:Nil
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	04	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
Sri P.K. Mishra	M.Sc.	Lecturer	Organic Reaction Mech.	20 Years	---
Sri M. Behera	M.Sc.	Lecturer	Analytical Chemistry	03 Years	---
Sri D. Mahapatra	M.Sc.	Demonstrator	---	20 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	Chemistry Hons. (+3 1 st year, 2 nd year & 3 rd year Science)	32: 1
2.	Chemistry Pass (+3 1 st year, 2 nd year & 3 rd year Science)	70 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

No. of Academic Support Staff (Technical)			No. of Administrative Support Staff	
Category of Post	Sanctioned	Filled	Sanctioned	Filled
Non-teaching			Nil	Nil
Store Keeper	01	Nil		
Lab. Attendant	03	01		
Gas Man	01	Nil		

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG[✓]. : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including interdepartmental/programme:Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b)International:

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. (Chemistry Pass)	758	70	45	25	Result Yet to be Published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
+3 1 st Year Science (P & H)	100%	Nil	Nil
+3 2 nd Year Science (P & H)	100%	Nil	Nil
+3 3 rd Year Science (P & H)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : NA

29. Student progression :

Student progression	Against % enrolled
UG to PG	60 %
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Data not available
• Campus selection	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

- a) Library : Yes
- b) Internet facilities for Staff & Students : Nil
- c) Class rooms with ICT facility : Yes
- d) Laboratories : Two Laboratories

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college.
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	02	Nil

33. Teaching methods adopted to improve student learning : Observation-cum-Demonstration

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Sri P.K. Mishra	32	---	---	---	---	---	04
2.	Sri M. Behera	32	---	---	---	---	---	04

35. SWOC analysis of the department and Future plans :

Strength :

- Resourceful faculties.
- Good number of students with great interest on the subject.

Weaknesses :

- Acute shortage of teaching and non-teaching staff members.
- Insufficient modern facilities in the Laboratory.
- Lack of campus recruitment facility.

Opportunities :

- Students will get job opportunities in diverse fields.
- Students are interested for higher studies.

- The department provides quality education in an extremely affordable way.

Challenges :

- To ensure employability of students.
- To provide guidance for higher education and jobs.

Future Plans :

- To conduct a state level workshop.
- Renovation of departmental laboratories.
- To equipped the laboratories as per the need of the new courses implemented by the B.U.
- Implementation of CBCS course if adapted by Berhampur University.

Evaluative Report of the Department : Commerce

1. Name of the Department : Commerce
2. Year of Establishment : 1968
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved : NA
5. Annual/ semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments : NA
7. Courses in collaboration with other universities, industries, foreign institutions etc : Nil
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	0	02
Asst. Professors / Lecturer	04	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
Sri Ch. S.K. Subudhi	M.Com.	Reader	Management	35 Years	---
Dr. B.B. Mahapatra	M.Com , M.Phil, Ph.D	Reader	Management	31 Years	---
Dr. S.N. Nanda	M.Com , M.Phil, Ph.D	Lecturer	Management	35 Years	---
Sri R.C. Jani	M.Com.	Lecturer	Management	26 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :NA

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.Com. 1 st Year (Accounting Honors)	64 : 1
2.	B.Com. 1 st Year (Management Honors)	64 : 1
3.	B.Com. 1 st Year (Finance Honors)	64 : 1
4.	B.Com. 2 nd Year (Accounting Honors)	64 : 1
5.	B.Com. 3 rd Year (Accounting Honors)	64 : 1
6.	B.Com. 1 st Year (Pass)	115 : 1
7.	B.Com. 2 nd Year (Pass)	192 : 2
8.	B.Com. 3 rd Year (Pass)	192 : 2

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NA

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D[✓]/ MPhil[✓] / PG[✓] : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme : Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise: NA

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.Com. 1 st Year	100 %	Nil	Nil
B.Com. 2 nd Year	100 %	Nil	Nil
B.Com. 3 rd Year	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 not available

29. Student progression : NA

Student Progression	Against % Enrolled
UG to PG	---
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Data not available
• Campus selection	Nil
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities

a) Library : Yes

b) Internet facilities for Staff & Students : No

c) Class rooms with ICT facility : One class room with ICT facility available centrally.

d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	Nil	Nil

33. Teaching methods adopted to improve student learning :

- ✓ Visual Aids.
- ✓ Remedial Classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Nil

35. SWOC analysis of the department and Future plans :

Strength :

- Highly qualified and resourceful faculty.
- A good number of interested students.
- Students are very active in their curricular activities.

Weaknesses :

- Location of the college in a rural area.
- Exposure to students is very limited.
- Campus recruitment is very limited.

Opportunities :

- After graduation most students prefer for higher studies.

Challenges :

- To ensure employability of the students.
- To motivate students to prepare themselves in diverse fields for bright future.

Future Plans :

- It is proposed to organize a national level seminar.

Evaluative Report of the Department : Economics

1. Name of the Department : Economics
2. Year of Establishment : 1968
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved : Commerce.
5. Annual/ semester/choice based credit system (programme 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/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	01
Asst. Professors / Lecturer	03	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
Dr. R.C. Pandit	M.A., Ph.D.	Reader	Tribal & Rural Development: Women Studies	33 Years	3
Dr. R.C. Nayak	M.A., Ph.D.	Lecturer	Regional Economics Advanced Statistics	34 Years	---
Sri P. Pradhan	M.A.	Lecturer	Labour Economics	9 Years	---

11. List of senior visiting faculty :

- ✓ Prof. N.P. Patra , Retd. Professor in Economics.
- ✓ Dr. Upendra Pathy , Reader in Economics.
- ✓ Dr. Sandhyarani Das , Reader in Economics (B.U.)

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. (Honors)	
2.	B.A. (General)	
3.	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[✓]/ MPhil / PG[✓]. : Refer to Sl. No.10

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

S/L No.	Name of the Faculty	Ongoing Projects (Completed)		Funding Agency	Grants Received
		National	International		
1.	Dr. R.C. Nayak	02	00	UGC	Rs. 67,000 /-

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: As per individual Biodata.

Sl.No.	Name of the Faculty	Publications		Pubs. Listed in Int. Database	Mono graphs	Chapter in Books	Books Edited	Citation Index	SNIP	SJR	IF / h-index
		Nat.	Int.								
1.	Dr. R.C. Pandit	---	---	---	---	06	---	---	---	---	---
2.	Dr. R.C. Nayak	04	---	---	---	02	---	---	---	---	---
3.	Sri P. Pradhan	---	---	---	---	18	---	---	---	---	---

Publications of Dr. R.C. Nayak :

S/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1.	Reforms in Higher Education: A Necessity	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce	XXXV(II)	2015	19-23
2.	The National food security bill- Challenges	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce			
3.	Tourism – A flourishing Industry	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce	XXXI No.1	2010	134-140
4.	Development, land use pattern and Environmental degradation in Odisha	Dr. R.C. Nayak & Dr. P.C. Mohanty	The Orissa Journal of Commerce	XXXIV	2012	1-11

List of Chapters in Books by the faculty members (2010-15):

SL.No.	Title of the Article	Author Name	Title of the Book	Editor/Compiler
1	Manmade Disaster and its Management	R.C. Nayak	Disasters Management and Mitigation	R.K. Sahu T. Senapati
2	Land Acquisition, Displacement and Tribes: A Study of Orissa	R.C. Nayak	Development Vs Displacement of Tribal People in India	R.C. Pandit
3	Rural Credit and SHGs in the Era of Globalisation	Premananda Pradhan	Financial Institutions and Reforms	R.L. Panigrahy
4	Terrorism and the Emergence of Anti-Democracy, Anti-People and Anti-Progress	Premananda Pradhan	Disasters Management and Mitigation	R.K. Sahu T. Senapati
5	Fiscal Decentralization in India: Some Issues	Premananda Pradhan	Fiscal Federalism in India	Dr. P. Natarajan
6	Problems and Prospects of Women Entrepreneurs: An Analysis	Premananda Pradhan	Women Entrepreneurship	R.L. Panigrahy S.S. Nayak

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : NIL

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/ programme:
Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Refer to Sl. No.11

25.Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme(Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Com	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A. (Honors & Pass) 1 st Year	100%	Nil	Nil
B.A. (Honors & Pass) 2 nd Year	100%	Nil	Nil
B.A. (Honors & Pass) 3 rd Year	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 not available

29. Student progression : NA

Student progression	Against % enrolled
UG to PG	---
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	
• Campus selection	---
• Other than campus recruitment	
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities

- Library : Seminar Library with good number of books for staff and students.
- Internet facilities for Staff & Students : No
- Class rooms with ICT facility : No
- Laboratories : One computer Laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ Free scholarship from college and scholarship on merit basis , all the students belonging to SC/ST/OBC/SEBC are receiving from state government.

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:

- ✓ Departmental Seminar.
- ✓ Special lectures by external experts.

33. Teaching methods adopted to improve student learning :

- ✓ Lecture Methods.
- ✓ Group discussions.
- ✓ Remedial Classes.
- ✓ Brain Storming.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

- ✓ The students and the faculty members always participated in different extension activities organized by the NSS, NCC, YRC and Rover/Ranger units.

35. SWOC analysis of the department and Future plans :

Strength :

- Highly qualified and resourceful faculties.
- Good number of students enrolled.
- Students are sincere and regular.
- Healthy teacher-taught relationship.

Weaknesses :

- Location of college is in rural area.
- Insufficient number of teaching and non-teaching staff members.
- Lack of facility of campus recruitment.

Opportunities :

- It provides Library facility to staff and students.
- It provides financial support through SSG and SAF.
- It provides guidance for interested and deserving students for job and higher education.

Challenges :

- To motivate students to prepare themselves adequately for higher studies.

Future Plans :

- It is proposed to organize National Seminar with UGC funding.
- It is also proposed to organize Study Tour as well as Field Study for practical purposes.

Evaluative Report of the Department : English

1. Name of the Department : English
2. Year of Establishment : 1968
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved :
 - ✓ B.A. (Honors & General)
 - ✓ B.Sc. (General)
 - ✓ B.Com.(General)
5. Annual/ semester/choice based credit system (programme 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/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	03
Asst. Professors / Lecturer	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
Dr. J.K. Das	M.A,LL.B,Ph.D.	Reader	American Literature & British Drama	36 Years	04
Dr.P.K. Panigrahi	M.A,Ph.D. PGCTE,PGDTE	Reader	Comp. Literature	33 Years	---
Dr. T.P. Das	M.A. Ph.D	Reader	British Fiction	31 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (Programme wise) by temporary faculty: NA

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. (English Honors)	32 : 1
2.	B.A. (General)	128 : 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[✓]/ MPhil / PG :Refer to Sl. No.10

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

S/L No.	Name of the Faculty	Ongoing Projects		Funding Agency	Grants Received
		National	International		
1.	Dr. P. K. Panigrahi	01	00	UGC	36,875/-

17. Departmental projects funded by DST–FIST,UGC,DBT,ICSSR etc and total grants received:Refer to Sl. No.16

18. Research Centre /facility recognized by the University : Nil

19. Publications :

Sl. No.	Name of the Faculty	Publications			Pubs. Listed in Int. Database		Monographs	Books with ISBN/ISSN number	Books Edited	Citation Index	SNIP / SJR	IF/h-index
		Nat.	Int.	Total	Web of Science	Scopus						
1.	Dr. P.K. Panigrahi	---	---	---	---	---	---	01	07	---	---	---

The book written by Dr. P.K. Panigrahi :

- ✓ Novel as History: A Study of Postcolonial Indian Novels – 2011 (Authored), 9381142424 (ISBN), Mangalam Publisher, New Delhi.

The books edited by Dr. P.K. Panigrahi :

- ✓ Encyclopedia of Postcolonial Literature in English, Vol.- 1,2,3,4 – 2011, Mangalam Publisher, New Delhi.
- ✓ T.S. Eliot : The Waste Land and Other Poems,- 2010, Mangalam Publisher , New Delhi.
- ✓ R.K. Narayan : The Guide – 2010, Mangalam Publisher , New Delhi.
- ✓ Charles Lamb : Six Selected Essays – 2010, Mangalam Publisher , New Delhi.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees :

- ✓ Dr. J.K. Das is a life member of ASRC, Hyderabad and USIS, Kolkata.
- ✓ Dr. P.K. Panigrahi is a life member of CLAI and Life member of IACLALS (2010,L196).

b) International Committees : Nil

c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme : Nil
- ✓ 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 :

- ✓ Certificates in recognition of publications and translations by faculty (Dr. P.K. Panigrahi).

24. List of eminent academicians and scientists / visitors to the department: Nil

25. Seminars/ Conferences/Workshops organized & the source of funding: Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
English (Arts)	1013	293	171	122	Result yet to be published
English (Science)	1395	297	191	106	Result yet to be published
English (Commerce)	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A.	100 %	Nil	Nil
B.Sc.	100 %	Nil	Nil
B.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. : Data not available

29. Student progression : NA

Student progression	Against % enrolled
UG to PG	Data not available
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Nil
• Campus selection	Nil
• Other than campus recruitment	
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities :

a) Library : Nil

b) Internet facilities for Staff & Students : Nil

c) Class rooms with ICT facility : Nil

d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college .
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures/ workshops/ seminar) with external experts :

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	Nil	Nil

33. Teaching methods adopted to improve student learning:

- ✓ Remedial coaching for weak students.

- ✓ Group Discussion.
- ✓ Communication skill development classes.
- ✓ Seminars.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities: Nil

35. SWOC analysis of the department and Future plans :

Strength :

- Efficient, qualified and experienced faculty members
- Good number of students with learning attitude.
- Keen interest and good result of the students.

Weaknesses :

- No language Laboratory.
- No separate seminar library.
- No modern class room.

Opportunities :

- Personal guidance for communication skill development.
- Group discussions and interview practice..

Challenges :

- Funds to develop a language Laboratory.
- Space for a separate departmental seminar room and infrastructure.
- Modern equipments.

Future Plans :

- Language laboratory fitted with latest equipments.

Evaluative Report of the Department : Mathematics

1. Name of the Department : Mathematics
2. Year of Establishment : 1968
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved :
 - ✓ Minor Elective.
 - ✓ Major Elective.
 - ✓ Mathematics (Pass).
5. Annual/ semester/choice based credit system (programme 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/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	03	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
Sri B. Padhi	M.Sc.(NET)	Lecturer	O.R & C.P	18 Years	---
Miss. S. Mishra	M.Sc., M.Phil.	Lecturer	Fourier Series	8 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty : 50%

13. Student -Teacher Ratio (Programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A./ B.Sc. (Honors)	32:01
2.	B.A./ B.Sc. (General)	64:01

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/ MPhil ✓ / PG✓ . : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees : AISHE - Bighnaraj Padhi , Lecturer

b) International Committees : Nil

c) Editorial Boards.... : Nil

22. Student projects :

✓ Percentage of students who have done in-house projects including inter departmental/programme: Nil

✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. (Honors)	166	32	25	7	Result yet to be published
B.Sc.(General)	321	96	70	26	Result yet to be published
B.A. (Honors)	---	---	---	---	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
+3 1 st Year Science (P & H)	100%	Nil	Nil
+3 2 nd Year Science (P & H)	100%	Nil	Nil
+3 3 rd Year Science (P & H)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : NA

29. Student progression :

Student Progression	Against % Enrolled
UG to PG	10 %
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Data not available
• Campus selection	Data not available
• Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities :

- a) Library : Yes
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : Yes
- d) Laboratories : One Computer Laboratory.

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college .
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt., Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar)with external experts:

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	Nil	Nil

33. Teaching methods adopted to improve student learning : Observation-cum-Demonstration

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Sri B.R. Padhi	32	---	---	---	---	---	03
2.	Miss. S. Mishra	32	---	---	---	---	---	03

35. SWOC analysis of the department and Future plans :

Strength :

- Good student-teacher relation.
- Good result of the department.
- Well equipped Laboratory.
- Department is having Library facility for both staff and students.

Weaknesses :

- Insufficient number of teaching staff members.
- No Lab-attendant is there to maintain the Laboratory.

Opportunities :

- It is a model department which caters the need of rural students.
- It provides guidance for interested and desiring students for higher education.

Challenges :

- The subject ensure employability of students.
- It provides guidance for higher education and jobs.

Future Plans :

- Adaptation of CBCS scheme as per B.U. with effective from 2016-17 academic session.

Evaluative Report of the Department : Hindi

1. Name of the Department : Hindi
2. Year of Establishment : 1969
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved : Science
5. Annual/ semester/choice based credit system (programme 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. : NA
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	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
Dr. Shaikh Sayeed	M.A.,M.Phil,Ph.D	Lecturer	Premchand	27 Years	4
Sri Rajesh Ku. Sahu	M.A.	Lecturer	Premchand	7 Years	---
Sri Kameswar Dora	M.A., M.Phil.	Lecturer	Tulsi Dalit Sahitya	2 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: NA

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. (Honors)	48 : 01
2.	B.A./ B.Sc. (General)	128 : 01

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NA

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D[✓]/ M.Phil[✓]/ PG[✓] : Refer to Sl. No.10

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: Attached separately

Sl.No.	Name of the Faculty	Publications		Pubs. Listed in Int. Database	Mono graphs	Chapter in Books	Books Edited	Citation Index	SNIP	SJR	IF / h-index
		Nat.	Int.								
1.	Dr.S. Sayeed	05	Nil	---	---	02	07	---	---	---	---
2.	Sri R.K. Sahu	Nil	Nil	---	---	02	---	---	---	---	---

Details of Publications of Dr. Shaikh Sayeed :

Articles :

1. Dust Eswara, published in Barta Bahak, October-2015.
2. Islami Atankbad Aur Manav Dharm, published in Barta Bahak, November-2015.
3. Premchand Aur Fakir Mohan Ke Upanyason Mein Purush Patra, , published in Barta Bahak, December-2015.

Chapter in Books :

1. Ekishwi Satabdi Ki Hindi Kabitayon mein Yug Chetna, Vikash Publication, Kanpur.
2. Mamta Kalia Ki Kahaniyon Mein Stree Bimarsh, Vikash Publication, Kanpur.

Books Edited :

1. Bibhuti Pattnaik Ki Chunni Hui Kahaniyan, Pakhikhar publication, Bhubaneswar.
2. Vivekananda Panigrahi Ki Pratinidhi Kabitayen, Upagupta Publication, Berhampur.
3. Kalahandi ke Log , Sanjay Book Store, Varanasi.
4. Abolkara , Trupti Prakashan, Bhubaneswar.
5. Adrushya Abhisar , Jugnu Books Publication, Bhubaneswar.
6. Premchand and Fakir Mohan : A Comparative Study, Alisha Books, Bhubaneswar.
7. Muthivar Ashman, Janavani Prakashan, Delhi.

Chapter in Books of R.K. Sahu :

1. Mahadevi Burma Aur Unki Anmol Kritiyan, Vikash Publication, Kanpur.
2. Ekishwi Shaddiki Kahaniyon Mein Yug Chetna, Vikash Publication, Kanpur.

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme: Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. 1 st Year	1395	297	191	106	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A. (Honors & General)	100%	Nil	Nil
B.Sc. (General)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : NA

29. Student progression :

Student progression	Against % enrolled
UG to PG	20 %
PG to M.Phil.	1 %
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed : • Campus selection • Other than campus recruitment	Data not available Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

- a) Library : Yes
- b) Internet facilities for Staff & Students : Yes
- c) Class rooms with ICT facility : Nil
- d) Laboratories : Nil

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college .
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts :

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	02	Nil

33. Teaching methods adopted to improve student learning :

- ✓ Lecturer Method
- ✓ Group Discussion
- ✓ Remedial Classes

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Dr. S. Sayeed	50	---	✓	---	---	---	06

35. SWOC analysis of the department and Future plans :

Strength :

- Resourceful and dedicated faculty members.
- Good number of interested students.
- Boost knowledge through seminars at regular intervals encourage students to produce creative writing such as Essay/Debate and Poems.

Weaknesses :

- Student classroom/computers/seminar hall/internet connection and Wi-Fi connection.

Opportunities :

- Awareness created through interface meeting with students to improve their vocabulary in Hindi language.

Challenges :

- To establish students as a national figure as a orator, writer and competition spirit for various competitive exams.

Future Plans :

- To open Post Graduate Department in Hindi in our college.
- Organize national seminars .
- Poets conference.
- Workshop for creative writing/Nablekhan sibir.
- Invite eminent persons in Hindi language to deliver the talk among the students.

Evaluative Report of the Department : History

1. Name of the Department : History

2. Year of Establishment : 1968

3. Names of Programmes / Courses offered : UG

- ✓ B.A. (Honours).
- ✓ B.A. (General).

4. Names of Interdisciplinary courses and the departments/units involved : ISC in Commerce and Science.

5. Annual/ semester/choice based credit system (programme 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/programmes discontinued (if any) with reasons : NA

9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	01
Asst. Professors / Lecturer	03	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
Miss Susama Das	M.A., M.Phil.	Reader	Modern Indian History	27 Years	---
Sri P.K. Padhy	M.A., M.Phil.	Lecturer	Medieval History	30 Years	---
Miss Rashmita Maharana	M.A.	Lecturer	Medieval History	06 Months	----

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 16%

13. Student -Teacher Ratio (programme wise) :

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. (Honors)	48 : 1
2.	B.A. (General)	5 : 1 , 7 : 1
3.	B.A. 1 st Year (Elective)	174 : 02
4.	B.A. 2 nd Year (Elective)	79:1
5.	B.A. 2 nd Year (ISC)	110 :1
6.	B.Com. 2 nd Year (ISC)	148 : 2
7.	B.Sc. 3 rd Year (ISC)	79 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled : NA

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil[✓] / PG[✓]. : Refer to Sl. No.10

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: As per individual Biodata.

20. Areas of consultancy and income generated: Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme:Nil
- ✓ 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 : Data not available

24. List of eminent academicians and scientists / visitors to the department : Data not available

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. (ISC)	1395	297	191	106	Result yet to be published
B.Com.(ISC)	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A. (Honors & Pass) 1 st Yr	100%	Nil	Nil
B.A. (Honors & Pass) 2 nd Yr	100%	Nil	Nil
B.A. (Honors & Pass) 3 rd Yr	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 not available

29. Student progression :

Student progression	Against % enrolled
UG to PG	About 50%
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Data not available
• Campus selection	Data not available
• Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

- a) Library : Seminar Library.
- b) Internet facilities for Staff & Students : Centrally available.
- c) Class rooms with ICT facility : No
- d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:

- ✓ Extra classes.
- ✓ Remedial classes.
- ✓ Coaching classes.

33. Teaching methods adopted to improve student learning :

- ✓ Visual aids.
- ✓ Remedial classes.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities : Data not available.

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Miss Susama Das	32	---	---	---	---	Imparted training to 690 girl students	06
2.	Sri P.K. Padhy	32	---	---	---	---	---	02

35. SWOC analysis of the department and Future plans :

Strength :

- Faculty's professional integrity and commitment is indubitable. They clock in before time and have an itch for anything related to classes. They go to the extent of working overtime thus inspiring students and boosting its image.
- Faculty members are gifted with public speaking skills.
- Department is blessed to have a well-stocked Library with stacks of valuable reference books helping students understand the nuances of historical facts.
- Visual aids like maps, globe etc. are aplenty which leaves the peripheral colleges squirming.
- There is a good student-teacher rapport and also perceptible increase in student strength in the last couple of years which has climbed almost 4 – 5 times. Students from nearby villages are desperate for a Honors seat.

Weaknesses :

- Work force crunch because of high attrition rate and no fresh recruitment for decades on end.
- Lack of smart classes.
- No provision for outdoor classes.
- No good transport facility for students.
- Departments' weak wicket is that most of the students flock in from remote villages, hence their receptivity is deplorable.

Opportunities :

- Helps in better understanding of the hoary past, not only India but the world as well.
- Being second literature, it helps in developing a command over the language.
- Past events alert them to brace themselves up for future eventualities.
- Enlightens them about the great cultural tradition and spiritual heritage of our country evoking a sense of pride, patriotism and nationalism in them.

Challenges :

- Painful but stark reality is that bulk of our students are of lowly birth-coming from families of farmers , daily wage earners who can't afford to attend classes fulltime since they are kept busy helping out their parents to eke out an existence ; some enrolled students are working as labourers in Surat and show themselves up only during examinations making use of cheap ready-to-use notes available in the road-side shops.
- Hailing from remote nooks and crannies, a very challenging socio-economic landscape, some are more concerned about degrees and certificates than acquisition of true knowledge. Glamour quotient is conspicuously lacking in them.
- Stepped in poverty some of them can hardly afford a smile or laugh at a joke.
- Transport facility is in a bad shape.

Future Plans :

Retrieving the glorious image of the past and reviving the sagging spirit of the students at any cost.

- Arrangement for more financial assistance.
- Improving the mode of transport and increasing its frequency.
- Conducting excursions to places of historical importance.
- Holding seminars , debates and discussions addressed by eminent intellectuals of the society, and particularly extra mural talks on cherished values like truth, justice and the lives of saints, and the importance of changing behavioral patterns, in the first changing scenario of the world.
- To hold seminars, debates and discussions addressed by eminent intellectuals of the society.

Evaluative Report of the Department : Odia

1. Name of the Department : Odia
2. Year of Establishment : 1968
3. Names of Programmes / Courses offered : UG
4. Names of Interdisciplinary courses and the departments/units involved :B.Sc.
5. Annual/ semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments : Science and Commerce
7. Courses in collaboration with other universities, industries, foreign institutions etc : Nil
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	04	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
Sri D.K. Patra	M.A.	Lecturer	Modern Literature	32 Years	---
Smt. S.R. Panda	M.A.,M.Phil.	Lecturer	Linguistics Postindependent Odia literature	24 Years	---
Dr. S. Mishra	M.A,M.Phil,Ph.D.	Lecturer	Puranakara Krushna Singhankara Kruti O Kryptittwa	10 Years	---
Smt. A. Mishra	M.A., M.Phil.	Lecturer	Bhanja Balaram Das and Lakshmi Purana	08 Years	

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty :NA

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. (Honors)	32 : 1
2.	General	128 : 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[✓]/ MPhil[✓] / PG[✓] : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme : Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
M.I.L (Odia) , Arts	1013	293	171	122	Result yet to be published
Science	1395	297	191	106	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A. 1 st Year	100 %	Nil	Nil
B.A. 2 nd Year	100 %	Nil	Nil
B.A. 3 rd Year	100 %	Nil	Nil
B.Sc. 1 st Year	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 not available

29. Student progression : NA

Student Progression	Against % Enrolled
UG to PG	25 %
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Nil
• Campus selection	Nil
• Other than campus recruitment	
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities

- Library : Seminar Library in the department with good number of books.
- Internet facilities for Staff & Students : No
- Class rooms with ICT facility : A special class room with ICT facility is available centrally.
- Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college .

- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes(special lectures /workshops/seminar)with external experts:

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	Nil	Nil

33. Teaching methods adopted to improve student learning :

- ✓ Lecture Method.
- ✓ Remedial classes for weak students.
- ✓ Seminars and group discussions.

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Sri D. Patra	32	---	---	---	---	---	02
2.	Smt. S.R. Panda	32	---	---	---	---	Imparted training to 690 girl students	02
3.	Miss S. Mishra	32	---	---	---	---	Imparted training to 390 girl students	02
4.	Smt. A. Mishra	32	---	---	---	---	Imparted training to 390 girl students	02

35. SWOC analysis of the department and Future plans :

Strength :

- Good number of students with learning attitude.
- Good result of the students.
- Efficient, qualified and experienced faculty members.
- Library facility for staff and students.

Weaknesses :

- No separate room with ICT facility to conduct seminars and other activities.

Opportunities :

- Opportunities in mass media.
- Language translator.
- Language interpreter.

Challenges :

- Decreasing popularity of Odia language in Odia people.
- Decrease in the publication of qualitative Odia books.

Future Plans :

- It is proposed to organize a national level seminar.
- Special departmental room with ICT facility.
- To enrich the departmental Library by adding new books as per the changed syllabus of the university .

Evaluative Report of the Department : Physics

1. Name of the Department : Physics
2. Year of Establishment : General - 1968
Honors - 1980
3. Names of Programmes / Courses offered : UG (Physics Honors and Pass)
4. Names of Interdisciplinary courses and the departments/units involved : Physics Pass
5. Annual/ Semester/Choice based credit system (Programme 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/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	04	02

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

Name	Qualification	Designation	Specialization	No. of YearsOfExperience	No. of Ph.D. Students guidedFor the last 4
Sri B.B. Sahu	M.Sc.	Lecturer	Solid State Physics	12 Years as Lecturer /18 Years as Demonstrator	---
Miss S. Mishra	M.Sc.	Lecturer	Solid State Physics	09 Years	---
Sri P.C. Rayaguru	B.Sc.	Demonstrator	---	31 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: 50%

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	Physics Hons. (+3 1 st year, 2 nd year & 3 rd year Science)	32 : 1
2.	Physics Pass (+3 1 st year, 2 nd year & 3 rd year Science)	70 : 1

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

No. of Academic Support Staff (Technical)			No. of Administrative Support Staff	
Category of Post	Sanctioned	Filled	Sanctioned	Filled
Non-teaching			Nil	Nil
Store Keeper	01	Nil		
Lab. Attendant	02	02		
Technician	01	01		

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D/ MPhil / PG[✓] : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/ programme : Nil
- ✓ 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 : Nil

24. List of eminent academicians and scientists / visitors to the department : Nil

25. Seminars/ Conferences/Workshops organized & the source of funding : Nil

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. (Physics Pass)	758	130	100	30	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
+3 1 st Year Science (P & H)	100%	Nil	Nil
+3 2 nd Year Science (P & H)	100%	Nil	Nil
+3 3 rd Year Science (P & H)	100%	Nil	Nil

28. How many students have cleared national and state competitive examinations such as NET, SLET, GATE, Civil services, Defense services, etc. : NA

29. Student progression :

Student progression	Against % enrolled
UG to PG	---
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	Data not available
• Campus selection	Data not available
• Other than campus recruitment	Data not available
Entrepreneurship/Self-employment	Data not available

30. Details of Infrastructural facilities

a) Library: Yes

b) Internet facilities for Staff & Students: Nil

c) Class rooms with ICT facility: Nil

d) Laboratories: Two Laboratories

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College :Free studentship from the college.
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:
Nil

33. Teaching methods adopted to improve student learning : Observation-cum-Demonstration

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Miss S. Mishra	---	---	---	---	---	Imparted training to 390 girl students	---

35. SWOC analysis of the department and Future plans :

Strength :

- Resourceful faculties.
- Good number of students with great interest on the subject.

Weaknesses :

- Acute shortage of teaching and non-teaching staff members.
- Insufficient modern facilities in the Laboratory.
- Lack of campus recruitment.

Opportunities :

- Students get job opportunities in diverse field.
- Students are interested for higher studies.

Challenges :

- To ensure employability of students.
- To provide guidance for higher education and jobs.

Future Plans :

- To conduct a state level workshop.
- Renovation of departmental laboratories.
- To equipped the laboratories as per the need of the new courses implemented by the B.U.

Evaluative Report of The Department : Political Science

1. Name of the Department: Political Science
2. Year of Establishment: 1968
3. Names of Programmes / Courses offered : UG
 - ✓ B.A. (Honours).
 - ✓ B.A. (General).
4. Names of Interdisciplinary courses and the departments/units involved :
 - ✓ Indian Society and Culture (Science and Commerce).
5. Annual/ semester/choice based credit system (programme 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/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	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
Sri P.C. Nahak	M.A.	Lecturer	Odisha Politics	32 Years	---
Dr. M.K. Patro	M.A.,M.Phil, Ph.D.	Lecturer	India's Nuclear Policy	28 Years	---
Dr. A.K.P. Pattnaik	M.A., M.Phil. Ph.D.	Lecturer	U.S. Policy on International Terrorism	21 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty:NA

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	B.A. 1 st Year (Honors)	48 : 1
2.	B.A. 1 st Year (Elective)	227 : 2
	B.A. 2 nd Year (Honors)	18 : 1
3.	B.A. 2 nd Year (Pass)	2 : 1
4	B.A. 2 nd Year (Elective)	86 : 1
5	B.A. 2 nd Year (ISC)	110 : 1
6	B.Com. 2 nd Year (ISC)	148 : 2
7	B.Sc. 3 rd Year (ISC)	79 : 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[✓]/ MPhil[✓] / PG[✓] : Refer to Sl. No.10

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 :

Sl. No.	Name of the Faculty	Publications			Pubs. Listed in Int. Database		Mono graphs	Chapter in Books	Books Edited	Citation Index	SNIP/ SJR	IF/ h-index
		Nat.	Int.	Total	Web of Science	Scopus						
1.	Sri P.C. Nahak	01	---	01	---	---	---	---	---	---	---	---
2.	Dr.A.K.P. Pattnaik	00	---	00	---	---	---	06	---	---	---	---

Publications of Sri P.C. Nahak :

- ✓ Biju Pattnaik : Builder and Architect of Modern Odisha. International Research Journal of Human Resources and Social Sciences, Vol-II , 7th July, 2015, SJIF-2.261, ISSN (P): 2394 – 4218.

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

- a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects :

- ✓ Percentage of students who have done in-house projects including inter departmental/programme:Nil
- ✓ 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 :

- ✓ Dr. A.K.P. Pattnaik – State Level Resource Person by the Govt. of Odisha.

24. List of eminent academicians and scientists / visitors to the department :

25.Seminars/ Conferences/Workshops organized & the source of funding :

- a) National : On “State Society and Terrorism”-2010 (Funding agency-UGC)
- b) International : Nil

26. Student Profile Programme/Course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received	Selected	Enrolled		Pass Percentage
			Male	Female	
B.Sc. (ISC)	1395	297	191	106	Result yet to be published
B.Com.(ISC)	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
B.A. 1 st Year	100 %	Nil	Nil
B.A. 2 nd Year	100 %	Nil	Nil
B.A. 3 rd Year	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 not available

29. Student progression : NA

Student Progression	Against % Enrolled
UG to PG	---
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	
• Campus selection	---
• Other than campus recruitment	
Entrepreneurship/Self-employment	---

30. Details of Infrastructural facilities

- a) Library :No
- b) Internet facilities for Staff &Students :Available centrally.
- c) Class rooms with ICT facility :A special class room with ICT facility is available centrally.
- d) Laboratories : NA

31. Number of students receiving financial assistance from college, university, government or other agencies:

- ✓ From College : Free studentship from the college .
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures /workshops/seminar) with external experts:

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	Nil	02

33. Teaching methods adopted to improve student learning :

- ✓ Lecture Method.
- ✓ Group Discussion.
- ✓ Brain Storming.
- ✓ Remedial Classes

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Dr. A.K.P. Pattnaik	32	---	---	---	---	---	08

35. SWOC analysis of the department and Future plans :

Strength :

- A full-fledged department with no vacancy in the faculty position.
- Highly experienced, dedicated and academically enriched teaching faculties.
- Extremely disciplined and hard working students community.

Weaknesses :

- Unavailability of infrastructural facility.
- Doesn't have separate department room.
- College is located far away from the main township.
- Lack of proper communication facility adversely affected to the student's attendance.
- Department lacks modern means of teaching equipments i.e. smart class rooms, computer with internet accessibility, printer and projector etc.
- Lack of a separate departmental Library.

Opportunities :

- Our department always considers that this is a life time opportunity for every faculty members to come to the needs of the students. It is a huge responsibility bestowed upon a teacher to teach and shape the career of a student. A genuine teacher doesn't keep himself confine to the course curriculum only. His/her role stretches much beyond that official benchmark. The faculty members become friend, philosopher and guide to a degree level student in transforming his/her career. As the degree years are the launching pad for a career of a student, the faculty members work in tandem and guide the students to pursue various competitive examinations and prepare them to face hard realities of life. Thus the department has a great opportunity in the career building mechanism of the students.
- Secondly, it is said that 'A student of today is a citizen of tomorrow'. Towards the realization of this dictum, our department considers this a solemn responsibility and opportunity to be a part of the citizen making process. In order to be a good citizen one has to be good human being first. Our department tries to inculcate within the students community basic human values like tolerance, compassion, sacrifice, essence of corporate living, responsibility and accountability to one's own work. Besides this, as students of the Department of Political Science, they get a first hand training on the duties and responsibilities of a citizen. it is needless to say that the students in the department get an opportunity to know their fundamental rights and how to exercise it as well.

Challenges :

- First, we consider it as a challenge to excel, overcoming all the difficulties and hurdles. One must not fight shy of the challenges and find out alibis for failure. Success becomes sweeter if it is achieved through much strain and stresses.
- Catering to the needs of the rural folks is always a challenge before us. It is easy to teach the students of an urban locality where students are generally from English Medium and of

affluent parents. Here we teach to the students, those who belong to the most underprivileged section of the society and of whom even one square meal per a day is not guaranteed. We teach in an environment where academics and pursuing of study comes second in priority and a student has to go out to work as a manual labourer either in an agricultural farm or in a far away industrial hub, to earn his livelihood not only to feed his belly but also to feed the bellies of his younger siblings and a half starved mother. We have taken up that a challenge .

Future Plans :

- It is proposed to organize a Study Tour in the next academic year to Bhubaneswar or New Delhi in order to give the students a firsthand knowledge of the functioning of the State Legislative Assembly or Parliament.
- To organize a national level Seminar on the topic “On the working of India’s federalism”.

Evaluative Report of the Department : Zoology

1. Name of the Department : Zoology
2. Year of Establishment : 1980 - 81
3. Names of Programmes / Courses offered : UG (Zoology Hons. and Pass)
4. Names of Interdisciplinary courses and the departments/units involved :
 - ✓ Environmental Studies.
5. Annual/ semester/choice based credit system (programme wise) : Annual
6. Participation of the department in the courses offered by other departments :
 - ✓ Biology : Physical Science and biological Science.
 - ✓ Biotechnology.
7. Courses in collaboration with other universities, industries, foreign institutions etc : Nil
8. Details of courses/programmes discontinued (if any) with reasons : NA
9. Number of Teaching posts :

Teaching Posts	Sanctioned	Filled
Professors	---	---
Associate Professors / Reader	---	---
Asst. Professors / Lecturer	04	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
Dr. J.N. Tripathy	M.Sc. , Ph.D.	Lecturer	Environmental Science	27 Years	---
Sri S. Padhi	M.Sc.	Demonstrator	Cell Biology	20 Years	---

11. List of senior visiting faculty : Nil

12. Percentage of lectures delivered and practical classes handled (programme wise) by temporary faculty: Nil

13. Student -Teacher Ratio (programme wise):

S/L No.	Programme	Student-Teacher Ratio
1.	Zoology Hons. Class (+3 1 st year, 2 nd year & 3 rd year Science)	32 : 1
3.	Minor Elective (Biology)	187 : 2
4.	Major Elective(Bio-Technology)	139 : 2
5.	Environmental Studies	297 : 2

14. Number of academic support staff (technical) and administrative staff; sanctioned and filled :

No. of Academic Support Staff (Technical)			No. of Administrative Support Staff	
Category of Post	Sanctioned	Filled	Sanctioned	Filled
Non-teaching			Nil	Nil
Lab. Attendant	03	01		
Store Keeper	01	Nil		

15. Qualifications of teaching faculty with DSc/ D.Litt/ Ph.D[✓]/ MPhil / PG.[✓] : Refer to Sl. No.10

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

20. Areas of consultancy and income generated : Nil

21. Faculty as members in

a) National committees b) International Committees c) Editorial Boards.... : Nil

22. Student projects : NA

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

a) National :

b) International :

26. Student profile programme/course wise:

Name of the Course/Programme (Refer Question No.4)	Applications Received		Selected	Enrolled		Pass Percentage
				Male	Female	
Env. Studies	Arts	1013	293	171	122	Result yet to be published
	Commerce	443	190	149	41	Result yet to be published

27. Diversity of Students :

Name of the Course	% of Students from the same State	% of Students from the other State	% of Students from abroad
+3 1 st Year Science (P & H)	100%	Nil	Nil
+3 2 nd Year Science(P & H)	100%	Nil	Nil
+3 3 rd Year Science(P & H)	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	6 %
PG to M.Phil.	---
PG to Ph.D.	---
Ph.D. to Post-Doctoral	---
Employed :	
• Campus selection	---
• Other than campus recruitment	---
Entrepreneurship/Self-employment	Nil

30. Details of Infrastructural facilities

- a) Library : Seminar Library in the Dept.
- b) Internet facilities for Staff & Students : Nil
- c) Class rooms with ICT facility : Nil.
- d) Laboratories : Two Laboratories.

31. Number of students receiving financial assistance from college, university, government or other agencies

- ✓ From College : 1st Year Sc.- 02 Students , 2nd Year Sc.- Nil , 3rd Year Sc.-Nil
- ✓ From University : Nil
- ✓ From Government : All the students belonging to SC/ST/OBC/SEBC receiving scholarship from State Govt. , Odisha.
- ✓ From Other Agencies : Nil

32. Details on student enrichment programmes (special lectures / workshops /seminar) with external experts

Student Enrichment Programme				
Workshop	Study Tour	Field Trip	Seminars	Special Lecturer
Nil	Nil	Nil	03	Nil

33. Teaching methods adopted to improve student learning :

- ✓ Remedial Classes.
- ✓ Extra Classes .

34. Participation in Institutional Social Responsibility (ISR) and Extension activities :

S/L No.	Departmental Members	Students	Extension Activities					
			NCC	NSS	YRC	Rover & Ranger	Self-Defence Training for Girls	UGC Sponsored Classes for Entry into Services
1.	Dr. J.N. Tripathy	50	---	---	✓	---	---	08

35. SWOC analysis of the department and Future plans :

Strength :

- Experienced and skilled teachers.
- Seminar Library in the department.
- Students are good.

Weaknesses :

- Shortage of teaching and non-teaching staff.

Opportunities :

- It provides guidance for interested and deserving students for job and higher education.

Challenges :

- The college is far from the town.
- Competitive ability of the students may decline if they do not get proper facility.

Future Plans :

- Requirement of sophisticated equipments and internet facilities.
- Establishment of a Zoological garden.

POST-ACCREDITATION INITIATIVES

Aska Science College invited the NAAC Team for Assessment of its quality in 2007. The purpose was to identify the strengths and weaknesses so that steps may be taken to eliminate the weaknesses and add to the strengths of the college. As the college has been striving to achieve the highest benchmark of academics in all its aspects since its inception in 1968, the visit of the NAAC peer team was supposed to give a boost to its efforts.

The NAAC peer team visited the college in March, 2007. It was received by the administration, faculty and students with unequalled zeal, respect and cordiality. The team members visited the office, the laboratories and other parts of the college. They interacted with faculty, alumni, parents, students and the Management and expressed great satisfaction at the efforts of the college to achieve quality in the field of higher education. After examining different norms, they were kind enough to place this college at Grade “B” which was surely a matter of pride. At the same time the NAAC peer team recommended certain innovations to add further to the teaching-learning process. The college started working on these and in the intervening years has been able to take the following measures for quality enhancement.

- ✓ During its visit in 2007, the NAAC peer team emphasized taking up research work by faculty members. Keeping that in mind, the college encouraged more and more faculty members to take up research. Today, more than 90% of staff members are Ph.D. degree holders with a number of them guiding scholars.
- ✓ One of the recommendations of the NAAC team was renovating the existing building and building a few more class rooms. The college Management has taken steps to build at least five additional class rooms with funds provided by the state government.
- ✓ The NAAC team recommended an ecofriendly environment for the college. The college has carried it out by adopting plantation as one of the best practices.
- ✓ The NAAC team appreciated the college library highly but advised to go for automation. Accordingly the college has automated its library.
- ✓ Parents-Teachers interaction at regular intervals was considered by the NAAC peer team as highly essential for quality enhancement. The college now holds regular Parents-Teachers meetings. Similarly, Alumni meetings are also held at regular intervals in compliance with the recommendation of the NAAC peer team.

- ✓ During its visit to the college, the NAAC team suggested shifting of the Girls' Common Room to a spacious room to accommodate the large number of girl students. Accordingly the Girls' Common Room has been shifted to UGC funded Girls' Hostel which had been lying unoccupied. It has sufficient space with a number of lavatories.
- ✓ On the recommendations of the NAAC peer team, clean drinking water facilities have been made for students and employees.
- ✓ On the recommendation of the NAAC peer team laboratories of science departments have been allocated funds for modernization.
- ✓ The existing journals section of the library has been enriched with more and useful journals in different subjects.
- ✓ During its visit to the college, the NAAC peer team advised to start an Anti-Ragging and Anti-Sexual Harassment cell. Accordingly, the college has now these cells.
- ✓ The college has always encouraged availing of MRPS by faculty members. A number of faculty members have availed MRPS meanwhile.
- ✓ The college has started coaching for Entry into services for SC/ST/OBC students under a UGC scheme.
- ✓ On the recommendation of the NAAC peer team the college has been holding Yoga and Spiritual classes for a holistic development of students' personality.
- ✓ Various sensitization programmes such as Gender-sensitization programmes and Active-citizenship programmes have been started to sensitize students about gender, citizenship etc.
- ✓ A computer laboratory with internet facility has been set up.
- ✓ All the science departments have been provided with computer to design power point presentation LCD projector is also available for class room teaching.
- ✓ Since staff shortage is a big problem, the management has gone for temporary faculty recruitment for the benefit of students.

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 discussion, 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.

Place : Aska (Ganjam, Odisha)

Date : 08.09.2016

R. C. Pandit
Principal
Aska Science College
No. 10, Aska (Gm),
with Seal

Certificate of Compliances

(Affiliated / Constituent / Autonomous Colleges and Recognized Institutions)

This to certify that Aska Science College (Name of the institution) 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 in 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.

Place : Aska (Ganjam, Odisha)

Date : 08.09.2016

R. C. Pandit

Principal / Head of the Institution

Aska Science College
(Name and Signature with Office Seal)

CERTIFICATE OF AFFILIATION

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3.11.16


BERHAMPUR UNIVERSITY
BHANJA BIHAR, BERHAMPUR-760007 (ODISHA)

No. 8267 /Acad-I/BU/16 Date. 2 NOV 2016

TO WHOM IT MAY CONCERN

This is to certify that Aska Science College, Aska, Ganjam, Odisha is affiliated to the Berhampur University since 1968 and recognized by the University Grants Commission (if applicable) and the following courses/subjects are taught in the said college as per approval.

Sl No.	Name of the Course(s) and duration	Affiliation		Period of validity for the year(s)
		Permanent	Temporary	
1.	Three Year B.A. Hons, Course in Odia, English, Hist., Pol.Sc. and Mathematics	Permanent	-	2015-16
2.	Three Year B.A. Hons. Course Hindi Hons	-	Temporary	2015-16
3.	Three Year B.Com General Course (Acct. Hons.)	Permanent	-	2015-16
4.	Three Year B.Sc. Hons, Courser in Phycis, Chemistry, Mathematics, Zoology, Botany	Permanent	-	2015-16

Khetta 1.11.16
[SRI REMISH KERKETTA, OAS (S)]
REGISTRAR
31.10.16
Date. 2 NOV 2016

Memo No. 8268 /Acad-I/BU/16
Copy to the Principal, Aska Science College, PO. Nuagam, Ganjam, Odisha 761111 with reference to his letter No.1400/16 dtd.21.10.16 for information and necessary action.

Khetta 1.11.16
REGISTRAR
31.10.16

True Copy
Attest
R.C. Pandit
08/11/16
Principal
Aska Science College
Aska (Gm)

LETTER OF RECOGNITION

PHONE 436

Berhampur University
(Estd. under Orissa Act 21 of 1966)
Berhampur 4 (Ganjam) Orissa.

Ref No. 2823/68
IV-SS-12/67-68.

Date 2-7-68

From: The Registrar,
Berhampur University,
Berhampur-4, (Ganjam).

To: The Vice-President,
Aska Science College,
At/PO:- Aska,
Dist:- Ganjam.

Sub:- Affiliation of Aska Science College, Aska at the
Pre-University Arts and Science Stages during the
session 1968-69.

Sir,

With reference to your letter No. nil dated 11-11-67, I am directed to inform you that the Senate at its meeting held on 27-6-68 has granted affiliation in English M.I.L.(Oriya), General Studies, Mathematics, Economics, History, Elements of Commerce, Oriya (Optional), Physics, Chemistry, Botany and Zoology with a strength of 48 at the Pre-University Arts and 32 at the Pre-University Science stages from the session 1968-69, asked for in your letter cited above on the conditions as stated in the enclosure sent herewith.

Yours faithfully,
P. C. Panda
REGISTRAR.

True Copy
Attested

P. C. Panda
08/11/68

Principal
Aska Science College
Aska (Gm)

/2/

SAMBALPUR UNIVERSITY:

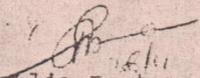
- | | |
|--------------------------------------|---|
| 1. Sonapur College, Sonapur, Raj. | 1. Hon's in History at the Degree stage in Arts. |
| 2. Anchal College, Padmapur. | 1. 1st year degree class in Science.
2. Hon's in (i) History (ii) Pol. Science and Economics at the Degree Stage. in Arts.
3. Increase of 64 seats at the P. U. Arts stage. |
| 3. Rourkela Night College, Rourkela. | 1. Increase of 16 ⁴ Degree seats at the Degree stage in Arts. |

B. RAJAMPUR UNIVERSITY

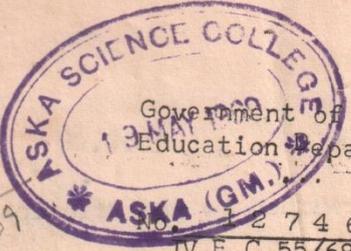
- | | |
|--------------------------------|---|
| 1. Aska Science College, Aska. | 1. 1st year Degree class in Arts
2. 1st year Degree class in Science. |
| 2. R.C.M. College, Khallikote. | 1. 3rd yr. degree class in Arts
2. Hon's in Math. at the B.Sc. Stage.
3. Botany & Zoology at the 3rd yr. degree Stage in Science.
4. Increase of 32 seats at the P.U. Science stage. |

3. The authorities of ^{the} concerned Colleges are being informed accordingly concurrence of Government to the proposals for opening of new classes and new subjects in the other non-Government Colleges will be intimated to you when received.

Yours faithfully,


 for Director of Public Instruction, (H. 5) Orissa.

Immediate


 Government of Orissa
 Education Department

165

No. 12746/E., dt. 13.5.69
IV.E.C.55/68

From

Shri M.P.Rath, O.A.S.,
Deputy Secretary to Government.

To

The Director of Public Instruction,
(H.E.) Orissa.

Sub:-

Concurrence of Government to the
proposals of non-Government Colleges
for opening of new additional Classes
during the session 1969-70.

Sir,

I am directed to refer to your letter
No. 2091-GH dated 29.4.69 on the subject mentioned above and
to say that Government have no objection to the opening
of new and additional classes by the Non-Govt. Colleges
as per the list enclosed during the session 1969-70, subject
to condition that Government will not bear any financial
responsibility on this score and the management of the
concerned Colleges will fulfil the stipulations of the
Universities imposed at the time of granting affiliation.

This may be intimated to all concerned.

Yours faithfully
M.P. Rath 12/5
Deputy Secretary to Government.

Memo No. 12747/E., dated the 13th. May, 1969

Copy with copy of the list forwarded to
Registrar Utkal University/Berhampur University & Sambalpur
University for information and necessary action.

M.P. Rath 12/5
Deputy Secretary to Govt.

412

abim
fb
19 May 69

10. Dinakrushna College,
North Balasore.

(1) Hons' in Economics, History,
Pol. Sc. Math. & Oriya at the
degree stage.

11. S.V.M. College,
Jagatsingpur

(Hons' in Economics, Pol. Sc. at Oriya
at the degree stage.

BERHAMPUR UNIVERSITY

1. Aska Sc. College, Aska

(1) 1st year degree class in Commerce
& (2) Hindi as M.I.L. and Optional and
Elements of commerce at the P.U. Arts
stage.

2. Bhanjanagar College,
Bhanjanagar

(1) Botany, Zoology & Chemistry at the
B.Sc. stage
& (2) Hons' in Pol. Sc. English, Economics at
the B.A. stage.
(3) Civics, ^{Commerce} Hindi and Psychology
at the P.U. Arts stage.

3. Rayagada College,
Rayagada

(1) 3rd Yr. Degree class in Arts.
(2) 2nd Yr. B.Com Class
(3) P.U. Science with Math, Physics,
Chemistry, Biology & Anthropology.

4. D.A.V. College, Koraput.

(1) 2nd and 3rd Year Degree class in Arts
and (2) 2nd and 3rd Year Degree class
in science.

SAMBALPUR UNIVERSITY

1. Jawaharlal College,
Pathagarh.

(1) P.U. Sc. with Physics, Chemistry, and
Biology and
(2) Pol. Sc. at the 1st year Degree stage.

2. Kuchinda College,
Kuchinda

(1) Math. at the 2nd and 3rd Dg. Arts stage.
and (2) P.U. classes in Science.

3. D.A.V. College, Titilagarh.

(1) Dg. Classes in Arts, Sc. and ^{Commerce}
and (2) Book Keeping" at the 1st Yr. Dg.
~~Arts-stage~~ ^{Commerce} stage.

4. Panchyat College Baragarh.

(1) Hons' in Physics and Chemistry at
the B.Sc. stage.
and (2) Education at the P.U. and 1st
Yr. degree Arts stage.

5. Larambha College,
Larambha

(1) P.U. Class in Arts.

True Copy
Attested

R. C. Panda
08/11/16

Principal
Aska Science College
Aska (Gm)

LETTER OF UGC 2 (f) & 12B

23236351, 23232701, 23237721, 23234116
23235733, 23232317, 23236735, 23239437



(176)
विश्वविद्यालय अनुदान आयोग
बहादुरशाह जफर मार्ग
नई दिल्ली 110 002
UNIVERSITY GRANTS COMMISSION
BAHADURSHAH ZAFAR MARG
NEW DELHI-110 002

F. 1-2/2004 (CPP-I)

28th February, 2007

The Principal,
Aska Science College,
Aska,
District Ganjam (Orissa).

Sub:- Recognition of Colleges under Section 2 (f) & 12 (B) of the UGC Act, 1956.

Sir,

With reference to your letter No. 299/07 dated 07.02.2007 on the above subject, I am directed to say that the name of Aska Science College, Aska, District Ganjam (Orissa) is included in the list of Colleges maintained under Section 2 (f) of the UGC Act, 1956 under the head Non-Government Colleges teaching upto Bachelor's Degree. The College is also eligible to receive Central Assistance under Section 12 (B) of the UGC Act.

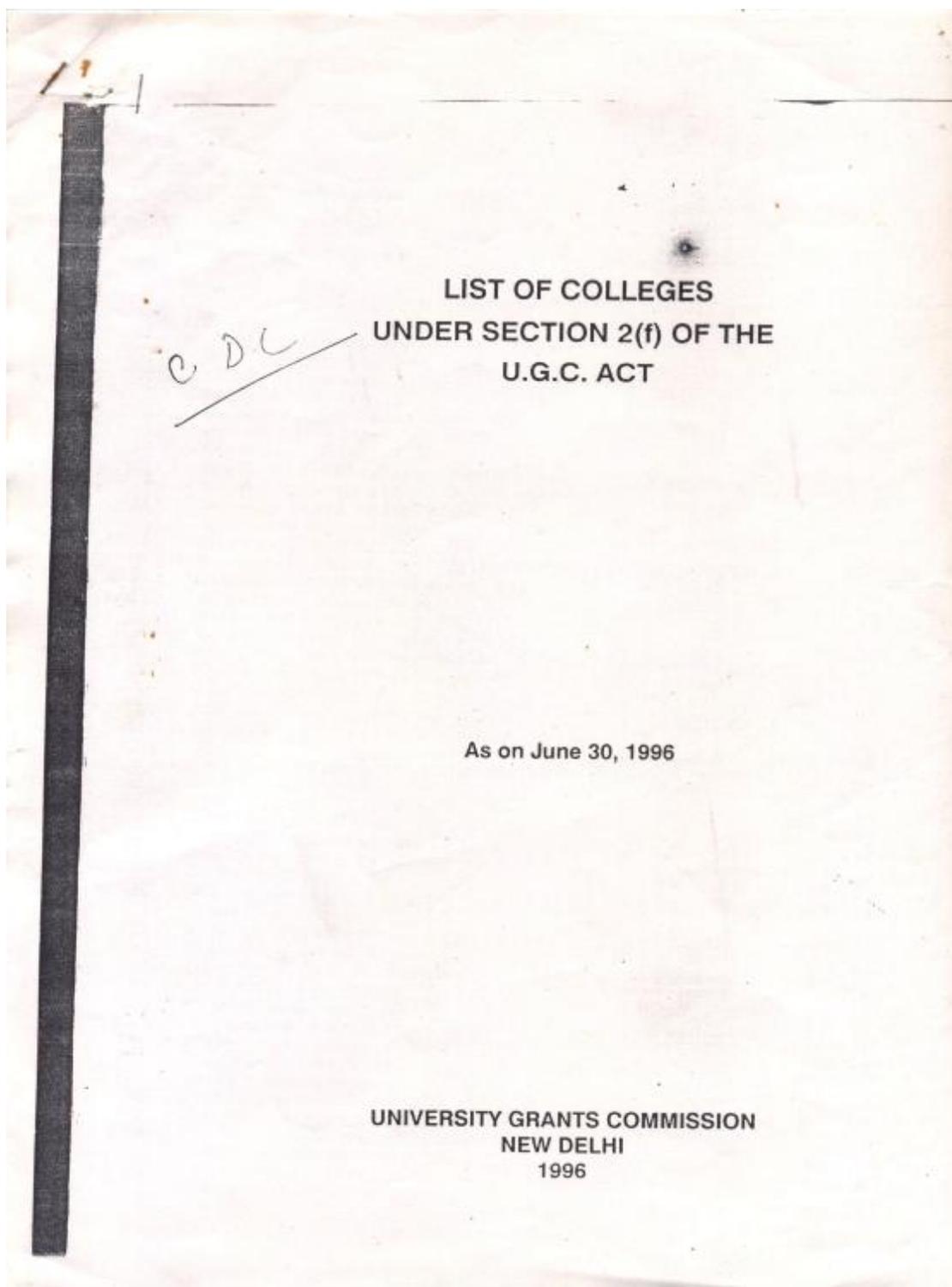
Yours faithfully,

(Mrs. Urmil Gulati)
(Mrs. Urmil Gulati)
Under Secretary

**True Copy
Attested**

R. C. Pandit
08/11/06

**Principal
Aska Science College
Aska (Gm)**



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6. Arunachal University	14-14
7. Avadh University (Dr. R.M.L. Avadh University)	15-16
8. Awadesh Pratap Singh University	17-20
9. Banaras Hindu University	21-21
10. Bangalore University	22-27
11. Berhampur University	28-29
12. Bhagalpur University (Tilak Manjhi Bhagalpur Univ.)	30-32
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BERHAMPUR UNIVERSITY
(NON-GOVERNMENT)

Sl. No.	Name of the College	Year of Estt.	Sl. No.	Name of the College	Year of Estt.
A. COLLEGES TEACHING UPTO BACHELOR'S DEGREE			B.		
AFFILIATED COLLEGES					
1.	Adivasi College Balliguda, Distt. Phulbani-752 013 Sri T.Ananda Rao	1981	8.	Ganjam College Ganjam-761 026 Dr. M.K. Bhattacharya	1969
2.	Aska Science College Aska-761 110 Shri P.C.Das	1968	9.	Gunupur College Gunpur, Distt. Koraput Major B.P.Reddy	1976
3.	Bhismagiri College Bhismagiri (Ganjam) (On temporary affiliation upto 1981-82) Shri Narayan Mahapatra (Not declared fit to receive assistance from UGC & other Central Sources under Section 12(B) of the UGC Act	1978	10.	Kabi Samrat Upendra Bhanja College Bhanjanagar (Ganjam)-761 126 Shri Z. Abedin	1960
4.	College of Pharmaceutical Science At/P.O. Muda Berhampur (Ganjam)-760 002 Shri N.Basu	1979	11.	Khemundi College, Digaphandi (Ganjam) Dr. Dandapani Behra	1986
5.	College of Library & Information Science S.M.I.T. Ankushpur-761100 Ganjam (Orissa) Prof. Subadh Mookherjee	1983	12.	Kalinga Mahavidyalaya G. Udayagiri Publani Distt. Dr. J.E.R. Iyengar	1980
6.	Chikiti Mahavidyalaya Chikiti Sri C.S. Mahapatra	1986	13.	Kotpad College Kotpad Dt. Kotpad (Temporary affiliation) Sri Asit Kumar Patnaik (Not declared fit to receive central assistance from UGC & other central sources under Sec. 12(B) of the UGC Act. 1956)	1985
7.	D.A.V. College Koraput-764 020 Shri. P.K. Nanda	1968	14.	Malkangiri College, Malkangiri, Shri R.K.N. Singh Burna	1986
			15.	Nowrangapur College Nowrangapur-764 059 Shri N.V.K.Rao	1971
			16.	People's College Buguda (Ganjam) Dr.Uma Charandas	1988

28

**True Copy
Attested**

R. G. Pandit
08/10/16

**Principal
Aska Science College
Aska (Gm)**

NAAC Certificate and Quality Profile

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Certificate of Accreditation

*The Executive Committee of the
National Assessment and Accreditation Council
on the recommendation of the duly appointed
Peer Team is pleased to declare the
Aska Science College
Aska, Dist. Ganjam, affiliated to Berhampur University
Orissa as
Accredited
at the B level.*

Date : March 31, 2007



K. R. Das
Director

- This certification is valid for a period of Five years with effect from March 31, 2007
- An institutional score (%) in the range of 55-60 denotes C grade, 60-65-C' grade, 65-70-C'' grade, 70-75- B grade, 75-80- B' grade, 80-85-B'' grade, 85-90- A grade, 90-95-A' grade, 95-100-A'' grade (upper limits exclusive)

March 31, 2007/313

True Copy
Attested

R. C. Samant
08/11/16

Principal
Aska Science College
Aska (Gm)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद
विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Aska Science College
Place : Aska, Dist. Ganjam, Orissa

Criterion	Weightage (W _i)	Criterion Score (C _i)
I. Curricular Aspects	100	56
II. Teaching-Learning and Evaluation	400	310
III. Research, Consultancy and Extension	50	34
IV. Infrastructure and Learning Resources	150	91
V. Student Support and Progression	100	78
VI. Organization and Management	100	69
VII. Healthy Practices	100	69
Total	ΣW _i = 1000	ΣC _i = 707

$$\text{Institutional Score} = \frac{\sum C_i}{\sum W_i} \times 100 = \frac{707}{1000} \times 100 = 70.70$$

Date : March 31, 2007

Harad
Director

March 31, 2007/313

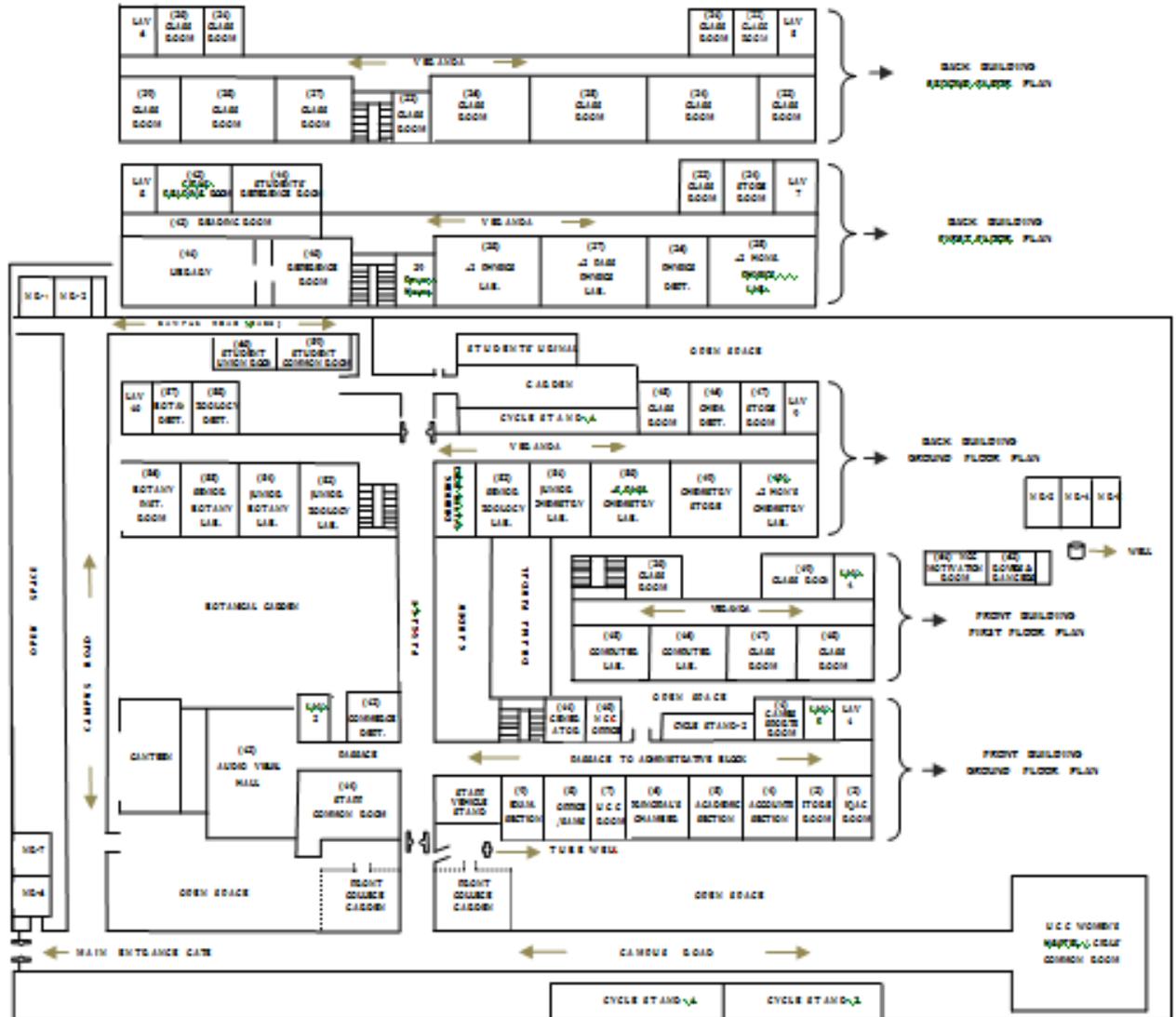
True Copy
Attested

R. C. Pandit
08/10/16

Principal
Aska Science College
Aska (Gm)

Master Plan of Aska Science College

MASTER PLAN OF ASKA SCIENCE COLLEGE ASKA



True Copy
Attested

R. C. Panda
08/10/16

Principal
Aska Science College
Aska (Gm)

List Of Publications

Publications of Department of Botany

S/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1	Effect of sugar factory distillery spent wash (DSW) on the growth, pigment, biochemical content of Rice (ORYZA SATIVA L.) in the Aska area of Ganjam district, Odisha	P. Rath, P.K. Biswal & M.K. Misra	International Journal of Science Innovations & Discoveries	4(3)	2014	131-149
2.	Effects of Sugar Factory Distillery Spent Wash on Germination and Seedling Growth of Rice	P. Rath, P.K. Biswal & M.K. Misra	International Journal of Science Innovations & Discoveries	3(1)	2013	191-201
3	Effect of distillery spent wash (DSW) and fertilizer on growth and chlorophyll content of sugarcane (SACCHARUM OFFICINARUM L.) plant	P. Rath, G. Pradhan & M.K. Misra	Recent Research in Science and Technology	3(4)	2011	169-176
4	Effect of distillery spent wash (DSW) on the growth pattern of sugarcane (SACCHARUM OFFICINARUM) crop.	P. Rath, G. Pradhan & M.K. Misra	Journal of Phytology	2(5)	2010	33-39
5	Exploration of traditional knowledge for treatment of skin, mouth and foot diseases of domestic animals in remote areas of Ganjam District, Odisha, India	S.P. Adhikary	International Journal of Current Research and Academic Review	3(8)	2015	242-247
6.	Analysis of phsio-chemical characteristics of the roadside polluted water of national highway at Berhampur city, Odisha	S.P. Adhikary	Current World Environment	10(2)	2015	672-675

7	Sustainable management of mining area through phytoremediation: an overview	S.P. Adhikary	International Journal of Current Microbiology and Applied Sciences	4(3)	2015	745-751
8.	Allelopathic impact of LANTANA CAMARA on vegetative growth and yield components of green gram (PHASEOLUS RADIATUS)	P.K. Gantayet, S.P. Adhikary, K.C. Lenka & B.Padhy	International Journal of Current Microbiology and Applied Sciences	3(7)	2014	327-335
9	Soil amendment with sugar industry effluent and its response on growth parameters of Tomato plant (LYCOPERSICON ESCULENTUM)	S.P. Adhikary	International Journal of Current Microbiology and Applied Sciences	3(6)	2014	555-563
10	Impact of sugar industry effluent on the growth and biochemical parameter of brinjal plant (SOLANUM MELONGENA L.)	S.P. Adhikary	Pollution Research	33(2)	2014	367-371
11	Analysis of physiochemical characteristics of sugar industry effluent treated with soil and its impact on biochemical parameter of Tomato plant (LYCOPERSICON ESCULENTUM)	S.P. Adhikary	International Journal of Science Innovations & Discoveries	4(1)	2014	102-107
12	Studies on the influence of sugarcane trash vermicompost on the growth and biochemical parameters of Brinjal plant SOLANUM MELONGENA L.)	S.P. Adhikary	The Ecoscan	8(3&4)	2014	207-210
13	Vermicomposting – A mitigative process for management of agricultural solid wastes	S.P. Adhikary	Eco. Evn. & Cons.	19(1)	2013	65-69
14	Allelopathic effects of ACACIA AURICULAEFORMIS	N. Dash, I. Rath	Eco. Evn. & Cons.	19(3)	2013	787-792

	on some enzymatic activity in Ragi (ELUSINE CARACONA GAERTN.)	&S.P. Adhikary				
15	Allelopathic impact of bark leachate of ACACIA NILOTICA (L.) delile on seed germination and enzymatic activities of PHASEOLUS VULGARIS L.	N. Dash, I. Rath & S.P. Adhikary	Plant Science Research	35(1&2)	2013	8-13
16	Determination of the cytotoxic effects of ALANGIUM SALVIFOLIUM LEACHLATE ON ALLIUM CEPA	S.P. Adhikary	Research Journal of Agricultural sciences	4(2)	2013	294-295
17	Phtotoxic effect of zinc on seed germination and seedling growth of rice plants	S.P. Adhikary	Asian Journal of Environmental Science	7(2)	2012	172-176
18	Allelopathic impact of phyllode of ACACIA AURICULAEFORMIS A. CUNN. On photosynthetic apparatus of rice leaves during seedling growth.	N. Dash, I. Rath, S.P. Adhikary, S.K. Padhy & S. Panda	Asian Journal of Microbiology	14(4)	2012	513-519
19	Phytochemical screening and in-vitro antioxidant activity of different extract of CHENOPODIUM ALBUM	D.P. Nayak, P.K. Swain, P.K. Swain, V.J. Patro & S.P. Adhikary	Journal of Interacademia	16(3)	2012	705-710
20	Acid & Alkaline pyrophosphates in rice seedlings growing under zinc stress.	S.P. Adhikary	Life Science Bulletin	9(2)	2012	361-364
21	Assessment of Heavy metal toxicity on some vegetables and fruits sold in the streets of Berhampur city, Odisha, India	S.P. Adhikary	Pollution Research	31(4)	2012	601-603
22	Studies on the influence of organic fertilizers on the growth and some biochemical parameters of chilli (CAPSICUM ANNUM L.	S.P. Adhikary & P.K. Gantayet	The Bioscan	7(2)	2012	255-258

	VAR)					
23	Studies on the heavy metal accumulation through vehicular emission on rice plant	S.P. Adhikary	Life Science Bulletin	9(1)	2012	148-150
24	Influence of zinc on the Dnase and Rnaseactivities in rice cultivars (ORYZA SATIVA L.)	S.P. Adhikary	Life Science Bulletin	8(2)	2011	282-284
25	Seed germination and seedling growth response of some rice plants to mercury(Hg.)	S.P. Adhikary, P.K. Gantayet & B. Padhy	Indian J. Environ. & Ecoplan	18(2/3)	2011	265-270
26	Impact of mercury (Hg) on chlorophyll content and catalase activity of some rice plants	S.P. Adhikary, P.K. Gantayet & B. Padhy	The Ekologia	11(1/2)	2011	81-86

Publications of Department of Economics

S/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1.	Reforms in Higher Education: A Necessity	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce	XXXV(II)	2015	19-23
2.	The National food security bill- Challenges	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce			
3.	Tourism – A flourishing Industry	Dr. R.Ch. Nayak & Dr. P. Ch. Mohanty	The Orissa Journal of Commerce	XXXI No.1	2010	134-140
4.	Development, land use pattern and Environmental degradation in Odisha	Dr. R.C. Nayak & Dr. P.C. Mohanty	The Orissa Journal of Commerce	XXXIV	2012	1-11

Publications of Department of Hindi

S/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1.	Dust Eswara	Dr. Saikh Sayeed	Barta Bahak		2015	
2.	Islami Atankbad Aur Manav Dharm	Dr. Saikh Sayeed	Barta Bahak		2015	
3.	Premchand Aur Fakir Mohan Ke Upanyason Mein Purush Patra	Dr. Saikh Sayeed	Barta Bahak		2015	

Publications of Department of Political Science

/L No.	Topic	Name of the Author	Journal	Volume	Year	Pages
1.	Biju Pattnaik : Builder and Architect of Modern Odisha	Sri P.C. Nahak	International Research Journal of Human Resources and Social Sciences	Vol.-II	2015	

**True Copy
Attested**

R. C. Pandit
08/11/16

**Principal
Aska Science College
Aska (Gm)**

Audited / Unaudited Income and Expenditure Statementswww.askasciencecollege.comE-mail : ascaska@yahoo.co.in

Ph. : 06822 – 273013 (O)

Fax : 06822-273013



OFFICE OF THE PRINCIPAL
ASKA SCIENCE COLLEGE, ASKA
 P. O: NUAGAM – 761111, ASKA
 (DIST. GANJAM), ODISHA

Letter No.:

Date: 10.09.2016

CERTIFICATE

Certified that the Incomes and Expenditures of sessions 2013-14 and 2014-15 have been audited but the Auditing Firm is yet to give its report . As far the Incomes and Expenditures of 2015-16, the Audit process is in progress. The Audit Report for the session 2012-13 is furnished herewith and the Incomes and Expenditures of sessions 2013-14, 2014-15 and 2015-16 are also furnished.

R. C. Panda
 10/9/16
 Principal
 Aska Science College,
 P. O. Nuagam, Aska (Ganjam)

ASKA SCIENCE COLLEGE , ASKA (GANJAM), ODISHA

EXPENDITURES DURING 2015-16

Sl. No.	HEAD	AMOUNT (In Rs.)
1	Provisional Pension	1532608/-
2	Final GPF	1772111
3	Block Grant Salary	1784967
4	EPF Deduction from Block Grant Salary	242964/-
5	EPF Deduction from College Development Fund	275553/-
6	Incentives Paid to Block Grant Employee from College Development Fund	451000/-
7	College Development Fund	637709/-
8	General Contingency Bills	57366/-
9	Phone Bills	40997/-
10	Electricity Bills	102485/-
11	TA Bill	22007/-
12	News Paper Bills	2999/-
13	Transfer of +2 Admission Fees	1232500/-
14	Refund of Admission Fees	692548/-
15	Berhampur University Exam Fees	966391/-
16	Degree Certificate Fees	380417/-
17	Management Salary	1286/-
18	Affiliation Fees	7107/-
19	Social Service Fees	8438/-
20	Identity Card	24020/-
21	Rope Identity Card	8349/-
22	NCC Fees	3950/-
23	Old Boys Association	3900/-
24	Library fund	15742/-
25	Rover Range Fund	16921/-
26	Transfer to UGB Examination A/c	42800/-
27	Fees & Fines	79755/-
28	NSS Pocket Allowances	2400/-
29	College Magazine	31528/-
30	Department Contingency	58000/-
31	College Election	13120/-
32	Senior Active Citizenship	26000/-
33	Athletic Fund	72535/-
34	Students' Safety	2831/-
35	NSS Fund	53252/-
36	Games Fund	15000/-
37	Berhampur University Sports Fees	83817/-
38	Cultural Fees	55897/-
39	Return of Matriculates Fees (ROM)	157840/-
40	Self-defense Training	75000/-
41	DSA	7090/-
42	Income Tax (Paid through SBI Challan)	81895/-
43	Humanities Society	4000/-
44	Commerce Society	3730/-
45	SSG/SAF	14552/-
46	Science Society	4500/-
47	College Examination	20221/-
	TOTAL	1,12,73,586/-

ASKA SCIENCE COLLEGE , ASKA (GANJAM), ODISHA

RECEIPTS DURING 2015-16

Sl. No.	HEAD	AMOUNT (In Rs.)
1	DCR - I	189048/-
2	Admission	5910512/-
3	+2 Admission	1232500/-
4	Provisional Pension	1629320/-
5	Final GPF	1772111/-
6	Block Grant Salary	1906118/-
7	Interest	314617/-
8	Self-defense	120000/-
9	YRC	4000/-
10	Active Citizenship	26000/-
11	NSS Pocket Allowances, Unit-II	2400/-
12	DD Cancelled	26000/-
13	Transfer to NSS Accounts	10048/-
TOTAL		13142674/-

[Signature]
15/9/16
Accounts Bursar
Aska Science College

[Signature]
15/9/16
Principal
Aska Science College
P.O. Nandigram, Ganjam

**ASKA SCIENCE COLLEGE, ASKA(GANJAM) ODISHA
EXPENDITURE DURING 2014-15**

SL.No.	HEAD	AMOUNT
1	Gia Advance salary(7/14)	1428678
2	Provisional Pension	1969009
3	Final GPF	177379
4	Block Grant salary	1815915
5	EPF Deduction (BG Salary)	28584
6	EPF Deduction (Dev. Fund Salary)	32418
7	Incentive of BG Empl.	170000
8	Development	394408
9	Phone bill	24330
10	UGB Loan	917
11	Fees and fines	75241
12	Magazine	19852
13	Electricity Bill	88664
14	News papers bill	1496
15	Reading room (News paper)	1495
16	TA bill	7967
17	Late Admission fees	1460
18	BU examination fees	1008594
19	Humanities	2500
20	College Election	4620
21	Self Defence Train	45000
22	Orientation	11000
23	Registation fees	895
24	Calendar	12000
25	I-Card(Library)	2500
26	Disastar Management	47248
27	General Contigency	53871
28	Dept. Contigency	10636
29	NCC	1875
30	YRC	34985
31	Cultural fees	37665
32	Students safety insurance	1899
33	DSA	3000
34	TR. To Examination A/C	61200
35	Final Certificate	114286
36	Tr. To +2 A/C	1932163
37	Science Society	2100
38	SSG/SAF	8800
39	Com. Assn.	3245
40	Received from BDO(const. of Buil.)	245328
41	Sports fees	34162
42	College Examination	13315
43	Income tax	11810
44	Free ship	4812
45	NSS-III	7140
46	NKS	11947
47	Library	63891
48	Flag Day	5525
49	Scouts & Guides	24083
50	Athletic	23269
51	Refund of Admission fees	171796
	Total:-	10254973

**ASKA SCIENCE COLLEGE, ASKA(GANJAM) ODISHA
RECEIPT DURING 2014-15**

SL.No.	HEAD	AMOUNT
1	Miscellaneous (DCR)	661363
2	Admission fees	3260660
3	Provisional Pension	1982920
4	Final GPF	177379
5	Block Grant Salary	1991784
6	Received from BDO, Aska	245328
7	Interest from Different Accounts	392174
8	Dransfer from +2 Account	1941967
8	Dransfer YRC fund	30390
9	Self Defence	45000
10	One BD Deposit(Disastar Manag.)	47500
11	NSS Grant	35354
12	GIA Adv. Salary	1428678
Total:-		12240497

[Signature]
15/09/16
Accounts Bursar
Aska Science College

R.C. Pandit
15/9/16
Principal
Aska Science College
S.B. Nustan, Aska (Ganjam)

**ASKA SCIENCE COLLEGE, ASKA(GANJAM) ODISHA
EXPENDITURE DURING 2013-14**

SL.No.	HEAD	AMOUNT
1	Gia salary	260204
2	Provisional Pension	1002889
3	Final GPF	2776200
4	Management Salary	161930
5	Block Grant salary	1184915
6	Development	271834
7	Phone bill	15296
8	UGB Loan	4340
9	Fees and fines	75125
10	Out standing advance	1900
11	Income tax	306390
12	College Union	26413
13	Puja Advance recovery	7100
14	Electricity Bill	77577
15	News papers bill	4668
16	Boys common room	3200
17	Reading room (News paper)	1141
18	TA bill	7565
19	Late Admission fees	2450
20	BU examination fees	905412
21	Humanities	2380
22	Vigyanika	1800
23	Hindi Day	1740
24	Regn fess	71998
25	Calendar	7625
26	Attendance	2025
27	I-Card(Library)	1950
28	Rope i-card	20060
29	General Contigency	27631
30	Dept. Contigency	32801
31	NCC	3385
32	YRC	8000
33	Cultural fees	35596
34	Students safety insurance	1799
35	DSA	4267
36	TR. To Examination A/C	137000
37	Final Certificate	107491
38	RTI	1300
39	Science Society	2065
40	Eco. Assn.	2267
41	Com. Assn.	3100
42	Pol.Sc. Asssn.	2370
43	Deduction by bank	100
44	College Examination	12115
45	CHSE Coading	20600
46	Free ship	1836
47	NSS-IV	16636
48	NKS	21576
49	NIS	6490
50	Library	62332
51	Flag Day	13506
52	Scouts & Guides	10785
53	Athletic	69307
54	Refund of Admission fees	81191
	Total:-	7891673

**ASKA SCIENCE COLLEGE, ASKA(GANJAM) ODISHA
RECEIPT DURING 2013-14**

SL.No.	HEAD	AMOUNT
1	Miscellaneous	475433
2	Admission fees	2221947
3	Provisional Pension	787787
4	Final GPF	2882633
5	Block Grant Salary	1351900
6	Income Tax	285000
7	Interest from Different Accounts	178305
8	Dransfer from CA Account	200874
8	Dransfer to UGB Scouts Accounts	10764
9	YRC Fund	4000
10	Cancellation BD	17875
11	Refunded by UGB (LIC Premium)	537
12	TDC Ref	11889
13	TRF	910
Total:-		8429854

Jandq.
15/09/16
Accounts Bursar
Aska Science College

R. C. Pandit
15/9/16
Principal
Aska Science College
• Dr. Nandam. A. B. (Gangap)

Audit Report Of The Session 2012-13

AUDIT REPORT
09-05-2014

PARA: 16 AUDIT ON UNITS / DEPARTMENT

PARA: 17 AUDIT ON SCHEMES / PROGRAMMES

17.1 -

SCHOLARSHIP AND YRC ABSTRACT

PARTICULARS	NSS	YRC	PMS
OPENING	54,740.30	16,441.00	
ADD:			
RECEIPTS	22,099.00	5,468.00	30,836.00
LESS:			
EXPENDITURE	50,137.00	8,000.00	35,720.00
CLOSING	26,702.30	13,909.00	4,884.00

FROM ABOVE IT IS CLEARLY REFLECTS THAT AN AMOUNT OF 40611.30 IS PENDING FOR DISBURSEMENT IT IS ADVISABLE TO THE LOCAL AUTHORITY TO DISPOSE THE SCHOLARSHIP AMOUNT AT THE EARLIEST THE POST MATRIC SCHOLARSHIP AND SMS SHOWING -4884 THIS IS DUE TO OPENING BALANCE IS NOT AVAILABLE TO US FOR POST MATRIC SCHOLARSHIP AND SENIOR MERIT SCHOLARSHIP.

PARA: 18 MISCELLANEOUS

18.1 -

INTRODUCTION

THE COLLEGE WAS ESTABLISHED AND RECOGNIZED BY THE GOVERNMENT DURING THE YEAR 1968. IT IS AFFILIATED TO THE COUNCIL OF HIGHER EDUCATION, ODISHA, BHUBANESWAR FOR +2 COURSES AND TO BERHAMPUR UNIVERSITY FOR +3 COURSES. THE GOVERNING BODY HAS BEEN DISSOLVED WITH EFFECT FROM 22.08.2000. AT PRESENT THE SUB COLLECTOR IS THE PRESIDENTS AND THE PRINCIPAL OF THE COLLEGE IS THE EX-OFFICIO SECRETARY OF THE GOVERNING BODY RESPECTIVELY. THE GOVERNING BODY MEETING IS NOT CONDUCTING REGULARLY.

THIS COLLEGE IMPORTANT TEACHING IN ARTS, SCIENCE AND COMMERCE FACILITIES IN +2 AND +3 DEGREE COURSES WITH HONORS IN SPECIFIC SUBJECTS.


AUDIT REPORT
 09-05-2014

THE TOTAL STRENGTH OF BOTH TEACHING AND NON-TEACHING STAFFS OF THE COLLEGE IS GIVEN BELOW.

GRANT SALARY	CATEGORY	NO OF STAFFS
STATE PLAN	TEACHING	18
STATE PLAN	NON TEACHING	2
NON-PLAN	TEACHING	14
NON-PLAN	NON TEACHING	13
BLOCK GRANT	TEACHING	6
BLOCK GRANT	NON TEACHING	5
PENSIONERS		45

AS THE COLLEGE AUTHORITY IS UNABLE TO PROVIDE US THE PRESCRIBED YARDSTICK FOR THE ABOVE APPOINTMENTS WE ARE UNABLE GIVE ANY COMMENT ON THE STRENGTH OF THE STAFFS APPOINTED. AS PER THE COLLEGE AUTHORITY ALL THE APPOINTMENTS OF STAFFS WERE AS PER THE YARD STICKS REFERRED BY THE DHE(O). FILES REGARDING ALL THE STAFFS HAD ALREADY BEEN FORWARDED TO THE DHE(O).

AUDIT OF SANCTIONS

ON THE SCRUTINY OF PAY ACQUAINTANCE ROLL OF STAFF IT WAS NOTICED THAT 1 NOS OF TEACHING STAFFS AND 2 NOS OF NON TEACHING STAFFS AND TOTAL 16 CONTRACTUAL STAFFS HAVE BEEN ENGAGED BY THE G'B WITHOUT APPROVAL OF THE DHE(O) AND WITHOUT FOLLOWING THE YARD STICK FIXED BY THE GOVT. ALL ARE GETTING CONSOLIDATED AMOUNT TOWARDS THEIR SALARY. INSTEAD OF REGULAR SCALE OF PAY. HOWEVER APPROVAL OF D.H.E(O) MAY EARLY BE OBTAINED. TOTAL AMOUNT PAID TO THE ABOVE MENTIONED STAFFS ARE Rs. 430447 TILL THE COMPLIANCE TO THE APPROVAL MADE THE WHOLE AMOUNT PAID Rs. 430477 IS DURING THE YEAR KEPT UNDER OBJECTION.

STUDENT FUND

THE DETAILS OF RECEIPTS AND EXPENDITURE IN RESPECT OF STUDENTS FUNDS FOR THE YEAR 2012-2013 HAVE BEEN FURNISHED IN PARA 40 OF THIS REPORT. AS THERE IS NO ABSTRACT AND STUDENT LEDGER FOR STUDENTS FUNDS HAS BEEN MAINTAINED. SEPARATE SUBSIDIARY CASH BOOK FOR EACH HEAD OF EXPENDITURE AS REQUIRED IN RULE-3 OF ODISHA AIDED EDUCATION INSTITUTION ACCOUNTING PROCEDURE RULE-1985 MAY BE ENSURED AND PRODUCED TO NEXT AUDIT.

PROVIDENT FUND

THE PROVIDENT FUND ACCOUNTS OF STAFF HAS BEEN MAINTAINED BY THE CONTROLLER OF ACCOUNTS. HENCE NO COMMENTS.

CPF/A/C

NO C.P.F. A/C HAS BEEN PRODUCED TO US WHICH IS REQUIRED FOR GB STAFFS. EARLY STEPS SHOULD BE TAKEN TO OPEN THOSE UGC GRANTS AND EMPLOYEES SHARE & EMPLOYEES SHARE SHOULD BE DEPOSITED IN RESPECTIVE ACCOUNTS & COMPLIANCE REPORTED TO AUDIT.

PARA: 19 AUDIT OF LOAN/DEPOSITS/CPF INCLUDING POSITIONS

19.1 -
UGC CASH BOOK OBSERVATIONS AND FINDINGS


AUDIT REPORT
 09-05-2014

UGC CASH BOOK SHOWS A LOT OF MONEY KEPT PENDING FOR UTILIZATION. THE LOCAL AUTHORITY SHOULD TAKE IMMEDIATE STEPS TO UTILIZE THE SAME OR ELSE REFUND THE SAME TO THE GOVT. RENEWAL REQUIRES FOR LOT OF GRANTS. IMMEDIATE STEPS SHOULD BE REQUIRED TO COMPLIED WITH. DETAILS REGARDING ABOVE MENTIONED IN THE GRANT AND UC PARAS.

OBSERVATIONS.

- 1) LOT OF ADVANCES WERE MADE TO PARTIES FOR SMALL WORKS BUT THE BILLS FOR THE SAME IN LOT OF CASES SUBMITTED LATELY ELSE DUE FOR SUBMISSION. REQUIRES AUTHORITIES STRICT MONITORING OF THE SAME. SO THAT BILLS SHOULD BE SUBMITTED AS SOON AS WORK IS COMPLETED . BY GIVING THE ADVANCE AND EXECUTING PERIOD OF WORK IS MORE MATTER SHOULD BE REQUIRED TO BE MONITORING . UN NECESSARY HOLDING OF MONEY IN THE HAND OF PERSON TAKING THE ADVANCE RESULTS IN A LOSS OF INTEREST INCOME IF IT WOULD HAVE BEEN KEPT IN BANKS.
- 2) SEMINAR EXPENSES PAID FOR DATED 11.08.2012 Rs. 1200 FOR Tiffin AND MEALS TO STUDENTS AND STAFFS IS NOT ALLOWABLE AND SHOULD BE RECOVERED . THE EXPENSES WAS ALLOWED. SO THIS IS SURCHARGEABLE TO PRINCIPAL AND ACCOUNTS VERSUR.
- 3) MRP WORK SANCTION TO DR. SP ADHIKARI Rs. 71500 ALL SUPPORTING BILLS REQUIRED. IN SOME CASES BILLS WERE NOT AUTHENTICATED.
- 4) LIBRARY BOOKS PURCHASED Rs. 15000 FROM UNAUTHORIZED DEALER THE DEALER IS NOT A REGISTERED ONE IN LOT OF CASES ITEMS WERE PURCHASED FROM UNREGISTERED DEALERS ALL PURCHASE SHOULD BE MADE FROM REGISTERED DEALERS.

Responsible Person for this paragraph

S/no	Name	Adress	Amount(In Rs.)
1	SRI. KRUSHNA CHANDRA PATRO	ASKA SCIENCE COLLEGE ASKA	600.00
2	RAMA CHANDRA NAYAK	ASKA SCIENCE COLLEGE ASKA	600.00

PARA: 20 RESULT OF AUDIT
20.1 -

AS PER OUR AUDIT REVIEW WORK THE ACCOUNTS MAINTAINED BY THE LOCAL AUTHORITY IS NOT SATISFACTORY REQUIRES MORE ATTENTION TO UPDATE THE REGISTERS AND MAINTAIN THE REGISTERS SO AS TO PRODUCE TO THE AUDIT.

Result Of Audit

Sl No	Name Of The Paragraph	Amount suggested for recovery(In Rs:)	Amount kept on objection(In Rs:)	Amount Surchargeable(In Rs:)	Amount Embezzlement(In Rs:)	Amount Othercases(In Rs:)	Remarks
1	6.1	0.00	17295.00	0.00	0.00	0.00	
2	8.1	113555.00	113555.00	113555.00	0.00	0.00	
3	9.1	0.00	7795.00	0.00	0.00	0.00	
4	13.1	0.00	47495.00	0.00	0.00	0.00	
5	14.1	0.00	4029.00	0.00	0.00	0.00	
6	18.1	0.00	430447.00	0.00	0.00	0.00	
7	19.1	1200.00	1200.00	1200.00	0.00	0.00	
	Total	114755.00	621816.00	114755.00	0.00	0.00	



AUDIT REPORT
09-05-2014

Audit Certificate

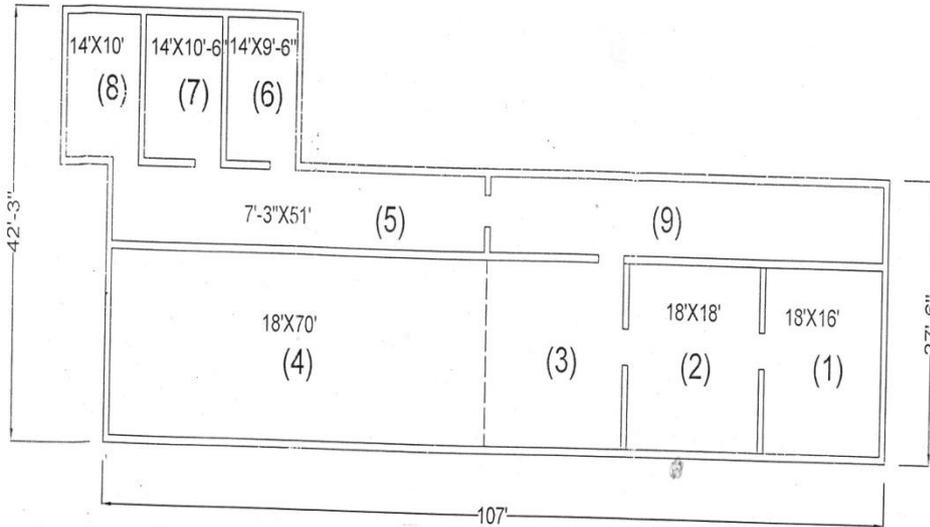
Certified that the accounts of Aska Science College, Aska for the financial year 2012-2013 have been covered under audit and found correct subject to the comments / remarks offered in the foregoing paragraphs .

Spot Recovery

Sl No	Ref Para No/Audit Objection Statement Page No	M.R.No	Date	Amount(In Rs:)	Name of the person
Total					

30-4-2014
District Audit Officer
Local Fund Audit
Phulbani (Kandhamal)

R.C. Pandit 15/9/16
Principal
Aska Science College
P.O. Nustan, Aska (Ganjam)

Layout Of The Library**LAYOUT PLAN OF ASKA SCIENCE COLLEGE LIBRARY**

- 1) Periodical Section - Cum - Staff Reference Room
- 2) Reference Section + Computer / I.T Cell + Reprographics Cell
(With Reference Books - Stack)
- 3) Office of Library + Students' Transaction Counter
- 4) Stack Room
- 5) Boys' Reading Room
- 6) Students' R.R Office-Cum-Stack Room
- 7) Girls' Reading Room
- 8) Toilet Room
- 9) Veranda / Students' Transaction Queue Space

True Copy
Attested

R. C. Panda
08/10/16

Principal
Aska Science College
Aska (Gm)

NCC Awards and Achievements

NCC Achievement from last three years: 2012 -2013, 2013-2014, 2014-2015 and 2015-2016 Aska Science College, NCC Platoon No-5/2,Aska,Dist.-Ganjam,Odisha.

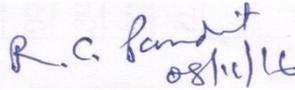
SI. No.	Name of the activities/camps/certificate exam./Social activities/Achievement/Award/Jobs	2012-2013	2013-2014	2014-2015	2015-2016	Remarks
01	NCC CAMPS	No. of cadets participated				
	ATC	44	37	21	19	
	Trek	06	04	12	08	Winner team at Tirupati in year-2015
	RDC	Nil	01	01	01	Participated PM rally at New Delhi in 2014 and 2015
	TSC	Nil	01	02	04	Winner in FS in all India level at Delhi in year 2014
	NIC	08	16	11	12	1 st , 2 nd and 3 rd prize in NIAP, Dance and Valley ball respectively in all India level at Mysore in year 2013 , 1 st in NIAP and Line layout at Boudh Gaya in year 2014 and 1 st in NIAP, Runner up in Debate and volleyball at SNIC Kakinada in year 2015.
	ALC	Nil	Nil	01	02	Ahamadbad and Agra respectively
Advance Basic Mount. course	02	01	01	Nil	All are Conducted at Manali , Manali and Shimla respectively.	

02	Certificate Examination	Passed/Appeared	Passed/Appeared	Passed/Appeared	Passed/Appeared	
	B Certificate	32/32(100 %)	25/25(100 %)	19/19(100 %)	21/20(98 %)	College with Best result in Berhampur Group
	C Certificate	28/28(100 %)	35/35(100 %)	20/20 (100 %)	12/12 (100 %)	College with Best result in Berhampur Group
03	Jobs/Recruitment	No of cadets	No of cadets	No of cadets	No of cadets	
	State	17	11	08	07	
	Central	08	09	12	09	
	BSF/CISF	04	02	03	01	
04	Rally/Run/Blood Donation	No. of cadets participated				
	Blood Donation	21	28	08	14	
	Tree Plantation	60	40	40	60	
	Ekta Divas	-	-	38	28	
	Women Awareness	53	35	37	32	
	Anti corruption	48	32	31	55	
	Corruption free nation/anti ragging	54	35	37	47	
05	Achievment/Award By Cadets	No of Cadet	No of Cadet	No of Cadet	No of Cadet	
	Special NIC, Kakinada, AP - 2015				12 cadets and ANO	Achieved 1 st in NIAP, Runner up in Debate and volleyball in all India level
	NIC Boudh Gaya 2014			11 cadets and ANO		Achieved 1 st in NIAP and Line layout in all India Level

NIC Mysore 2013		16 Cadets and ANO		1 st , 2 nd and 3 rd prize in NIAP, Dance and Valley ball respectively in all India level
TSC New Delhi 2014			01	SUO Rabindra Ku. Jena was Winner of FS competition in all India level at Delhi in year 2014
RDC New Delhi 2014		01		JUO Abhaya Ku. Pradhan was Participated PM rally at New Delhi in 2014
RDC New Delhi 2015			01	JUO Pandab Gouda was Participated PM rally at New Delhi in 2015
RDC New Delhi 2016			01	JUO Jaganath Swain was Participated PM rally at New Delhi in 2016
Trek Tirupati 2015			12	Excellent team in India and Received Winner prize
International Yoga Day - 2015	Aska Science College ANO Major (Dr.)S.P.Adhikary was Conducted International Yoga day on 21.06 2015 with 847 cadets as Chief Nodal Officer of Aska Nodal Centre nominated by DDG,NCC,Bhubaneswar and Dr.Bhagaban Tripathy, Principal, Aska Science was chief witness nominated by Group Commander, Berhampur Group.			
06	Best ANO Award -2015	Major (Dr.) Sankar Prasad Adhikary awarded best ANO at Special NIC, Kakinada w.e.f. 15-26.10.2015 for overall performance and good conduct during camp.		


 Maj. (Dr.) S.P. Adhikary
 Platoon Commander
 Aska Science College
 Aska, Dist. Ganjam

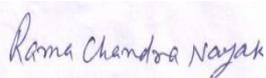
True Copy
Attested


 R. C. Pandit
 08/11/16
 Principal
 Aska Science College
 Aska (Gm)

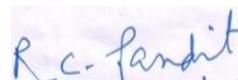
Highlights of NSS activities during the period 2012-13 to 2015-16

1. Activities of NSS Unit-II during 2012-13 :

- The volunteers of NSS Unit-II celebrated Independence Day and NSS day on 15.8.2012, and 24.9.2012 respectively in the college.
- On 25.Nov a normal camp was organized to train the volunteers for undertaking different types of NSS activities during the current year in the adopted village. In this camp 38 volunteers participated.
- On 1st December a normal camp was organized to create awareness among the periphery villages of the college like Golapalli, Ghatakuri, College Square, Kotinada, Nuapalli and Kumbhari about the importance of good health, sanitation, AIDs etc. in this camp 25 volunteers participated.
- On 5th December the volunteers celebrated International Volunteers Day. A meeting was organized in which discussions were made on the meaning and role of volunteers for socio-economic development of the weaker section of the society. 22 volunteers participated in the camp.
- On 16th December a normal camp was held at Raipalli with 20 volunteers. Volunteers created awareness among the villagers about good health and its importance and how to protect the environment.
- The programme officer participated the Youth Leadership Training Camp at Polasara Science College, Polasara. Along with 4 (four) Volunteers from 05.01.2013 to 06.01.2013, on behalf of this College.



Programme Officer
NSS Unit-II



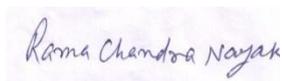
Principal
Aska Science College
Aska (Gm)

2. Activities of NSS Unit-II during 2013-14 :

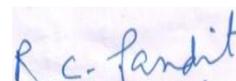
- The volunteers of NSS Unit-II celebrated Independence Day on 15.8.2013. The National Flag Hoisted by the Principal of the College at 8.30 A.M. Then after the volunteers sang the National song as well as the NSS song. The volunteers gave some slogans. A Sadbhabana Rally was arranged in the nearby villages. In the afternoon the volunteers did some cleaning work in the college campus. In this programme 35 volunteers participated.

- On 30.8.2013 a normal camp was organized to create awareness among volunteers as well as the nearby villagers for Donation of Blood in the Blood Donation Camp organized in the college premises on behalf of NSS Units. In this Normal camp 38 volunteers participated.

- On 31st Augst 2013 a Blood Donation Camp was organized in the college with 40 volunteers and 22 units of Blood have been donated by different donors voluntarily.



Programme Officer
NSS Unit-II



Principal
Aska Science College
Aska (Gm)

3. Activities of NSS Unit-II during 2014-15 (Special Camp) :

On behalf of NSS Unit-II of Aska Science College, Aska a Special Camp was organized at **Humuki** village of Aska Block, Dist. Ganjam from 25.12.2014 to 31.12.2014 under the supervision of Dr. R.Ch.Nayak, PO, NSS Unit-II. The programme officer started the camp at U.P.School of **Humuki** village with 22 student Volunteers and two local Volunteers. On 25.12.14 at 10.00 A.M the Camp was inaugurated by the Principal in charge of the college in the presence of the president of the School. The members of teaching staff of the school were also attended the inaugural function and encouraged the volunteers to undertake different social activities and develop personalities in the society. In the afternoon the volunteers started the survey work in the village to know all about the village particularly the total population, age distribution of the population, level of literacy, existence of child labor, dropout students, sources of income of the villagers, sources of drinking water, sanitation conditions and the common diseases from which the villagers are suffering.

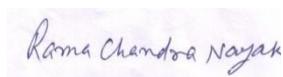
On 26.12.2014, while the survey work was going on, the Principal Dr. Bhagaban Tripathy and other teaching staff members of the college visited the camp site and interacted with the volunteers about the objective of NSS activities. He also encouraged the volunteers to develop personality through community service and get practical knowledge from the community. In the afternoon the survey work of 125 Sample House Holds was completed. Out of 125 Sample House Holds of the village **Humuki** it was found that five households are locked, 120 households have total population of 734, out of which 167 are in the age group of 0-14 years, 485 are in the age group of 15-59, and 82 are in the age group of 60 years and above. In the sample study it was found that out of the total population of 734, 22.75% are children, 66.07% are in the working age and 11.17% are old people. In the total population 33.92% are dependents and thus the burden of unproductive consumers are comparatively less in comparison to the all India average.

The following table shows the occupational pattern of the surveyed households of Humuki village.

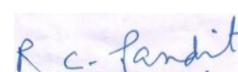
Table

Sl.No	Sources of income	No of household		
1.	Labour	81	7. Carpenter	01
2.	Farmer	24	8. Business	05
3.	Service Holder	04	9. Vendor	02
4.	Mistri	01	10. Contractor	01
5.	Hardware	01	11. Potter	04
6.	LIC Agent	01		

- In the survey it was pointed out that the villagers are using the Village Water Supply through pipe for drinking purposes. There are three main sources of drinking water in the village. Out of the total, 32 households use Tube-well, 93 households use Village Water Supply, and few households use river water for the purpose of drinking. Therefore, the villagers have no problem of drinking water.
- Regarding the sanitation condition it was found from the survey that very few households use Latrine and all others use open ground which causes pollution.
- Regarding the sources of income of the labor class it was pointed out that 33 percent of the households have job cards but they were given twenty eight days of work during a year in spite of the Govt. provision of 100 days work.
- On 27.12.2014 Gyanalok Programme was implemented in the village. A number of groups among school going children having below standard were formed to improve their standard. A group of volunteers were engaged to teach the adult women in the age group of 35 to 50 years to learn signature. In the afternoon an awareness rally was made around the village.
- On 28.12.14 the volunteers continued the programme of Gyanalok. In the afternoon health awareness programme was organized.
- On 29th December volunteers reviewed their Gyanalok programme. Health and sanitation awareness was created through the practice of Yoga and Pranayam.
- On 30th December Swatcha Bharat Axiyan Programme was initiated in the village. The volunteers interacted with the villagers in relation to Swatcha Bharat Axiyan Programme and the right to information.
- On 31th of December the volunteers had a round in the village to review their activities since 25.12.14. They played different games to improve the memory power of the youths of the village. In the afternoon the closing ceremony was held under the chairmanship of the Programme Officer, Dr.R.Ch.Nayak and the chief Guest Dr.P.K.Pattanaik, Lect. in Economics of Kambeya Dora Science College and the President of the Humuki School Committee, as Guest of Honour. The programme Officer narrated about the activities undertaken by the volunteers in the special camp at Humuki, the chief speaker delivered a speech encouraging the volunteers to continue the service attitude to the society which will give immense pleasure in the life. The President of the Humuki School Committee also encouraged the volunteers to continue their service to the members of the society and increase the name and fame of the college. At last the closing ceremony came to an end with a vote of thanks to the chair.



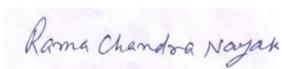
Programme Officer
N S S, Unit-II



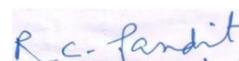
Principal
Aska Science College
Aska (Gm)

4. Activities of NSS Unit-II during 2015-16 :

- The volunteers of NSS Unit-II undertook Plantation Programme on 26.07.15 and Planted 30 plants by 30 volunteers.
- The volunteers of NSS Unit-IV of Aska Science College, Aska, celebrated the Flag Hoisting ceremony on account of Independence Day on 15.08.2015. The Principal hoisted the National Flag at 7.30 AM. The volunteers recited the National Song. A meeting was organized in which the principal in charge advised the volunteers to take oath to undertake the nation building activities. After end of the programme a Sadbhavana rally was made at nearby villages in which 25 volunteers participated.
- The volunteers of NSS Unit-IV made Swachh Bharat Avijyan on 6.9.15 with campus clean in which 35 volunteers participated.
- The volunteers of NSS Units made a herbal garden with some medicine plants in the college premises.



Programme Officer
N S S, Unit-II



Principal
Aska Science College
Aska (Gm)

5. Activities of NSS Unit-III and IV during 2014-15 :

On behalf of NSS Unit-IV of Aska Science College, Aska a Special Camp was organized at **Humuki** village of Kharia G.P., Aska Block, Dist. Ganjam from 25.12.2014 to 31.12.2014 under the supervision of Sri Saroj Kumar Panda, P.O., NSS Unit-IV. The programme officer started the camp at U.P.School of **Humuki** village with 22 student Volunteers and two (2) local Volunteers. On 25.12.14 at 10.00 A.M. The Camp was inaugurated by the Principal in charge of the college in the presence of the president of the School. The members of teaching staff of the school were also attended the inaugural function and encouraged the volunteers to undertake different social activities and develop personalities in the society.

In the afternoon (25.12.2014) the volunteers started the survey work in the village to know all about the village particularly the total population, age distribution of the population, level of literacy, existence of child labor, dropout students, sources of income of the villagers, sources of drinking water, sanitation conditions and the common diseases from which the villagers are suffering.

On 26.12.2014, while the survey work was going on, the Principal Dr. Bhagaban Tripathy and other teaching staff members of the college visited the camp site and interacted with the volunteers about the objective of NSS activities. He also encouraged the volunteers to develop personality through community service and get practical knowledge from the community. In the afternoon the survey work of 150 Sample House Holds was completed. Out of 150 Sample House Holds of the village **Humuki** it was found that ten households are locked, 120 households have total population of 640, out of which 175 are in the age group of 0-14 years, 445 are in the age group of 15-59, and 20 are in the age group of 60 years and above. In the sample study it was found that out of the total population of 640, 22.75% are children, 66.07% are in the working age and 11.17% are old people. In the total population 33.92% are dependents and thus the

Continued...2.

(2)

Burden of unproductive consumers are comparatively less in comparison to the all India average.

Sl.no Sources of income No of household Sl.no. Sources of income No of household

1.	Labour	85	6.	Carpenter	02
2.	Farmer	19.	7.	Business	03
3	Service Holder	04	8.	Vendor	03
4.	Mistri	03	9.	Contractor	02
5.	Hardware	01	10.	Potter	03

In the survey it was pointed out that the villagers are using the Village Water Supply through pipe for drinking purposes. There are three main sources of drinking water in the village. Out of the total 32 households use Tube-well, 93 households use Village Water Supply, and few households use river water for the purpose of drinking. Therefore, the villagers have no problem of drinking water.

Regarding the sanitation condition it was found from the survey that very few households use Latin and all others use open ground which causes pollution.

Regarding the sources of income of the labor class it was pointed out that 36 percent of the households have job cards but they were given twenty eight days of work during a year in spite of the Govt. provision of 100 days work.

On 27.12.2014 Gyanalok Programme was implemented in the village. A number of groups among school going children having below standard were formed to improve their standard. A group of volunteers were engaged to teach the adult women in the age group of 35 to 50 years to learn signature. In the afternoon aids awareness rally was made around the village.

On 28.12.14 the volunteers continued the programme of Gyanalok. In the afternoon health awareness programme was organized.

On 29.12.14 volunteers reviewed their Gyanalok programme. Health and sanitation awareness was created through the practice of Yoga and Pranayam.

Continued...3.

(3)

On 30.12.14 Swatcha Bharat Aviyan Programme was initiated in the village. The volunteers interacted with the villagers in relation to Swatcha Bharat Aviyan Programme and the right to information.

On 31.12.14 the volunteers have a round in the village to review their activities since 25.12.14 played different games to improve the memory power of the youths of the village. In the afternoon the closing ceremony was held under the chairmanship of the Programme Officer, Sri Saroj Kumar Panda and the chief Guest Dr.P.K.Pattanaik, Lect. in Economics of Khambeya Dora Science College and the President of the U.P School as Guest of Honour. The programme Officer narrated about the activities undertaken by the volunteers in the **winter special camp at Humuki**, the chief speaker delivered a speech encouraging the volunteers to continue the service attitude to the society which will give immense pleasure in the life. The President of the Humuki School Committee also encouraged the volunteers to continue their service to the members of the society and increase the name and fame of the college. At last the closing ceremony came to end with vote of thanks to the chair.

Bharat
10.12.14
Principal,
Aska Science College,
Q. Nungun (Aska) Ganjam.

Saroj Kumar Panda
Saroj Kumar Panda 10.12.14

Programme Officer

NSS Unit-IV

Aska Science College, Aska.

Nandata Nesh

Programme Officer

NSS Unit- III

Aska Science College, Aska

6. Activities of NSS Unit-III and IV during 2014-15 (Normal Camps & Special Camps):

INFORMATION TO BE SUBMITTED BY THE PROGRAMME OFFICER(S) IN RESPECT OF REGULAR CAMPING PROGRAMMES OF HIS/HER COLLEGE w.e.f 1-1-2012- to 31-3-13 & 1-4-13 to 31-3-2014 IN TWO SEPARATE SHEETS.

Name of the College: **ASKA SCIENCE COLLEGE, ASKA.**
 Name of the Programme Officers: **Sri Saroj Kumar Panda.**
 Mobile No/Phone No: **933 87 55890.**
 Unit No: **IV** SBI Account No(NSS).

Sl. No.	Date of Camp	Venue/ Village	Activities Undertaken	Numbers of Volunteers Participated	Amount Spent.
1.	26,27,28-7-13.	Aska Science College, Aska.	Plantation.	40+42+48=130	1560/-
2.	15-8-13.	Aska Science College, Aska.	Observation.	35	420/-
3.	30,31-8-13.	Aska Science College, Aska.	Blood Donation Camp	36+44=80	960/-
4.	30-11-13.	Humuki.	Relief Distribution.	35	420/-
—	—	—	—	—	—

Saraj Kumar Panda,
 Programme Officer
 Programme Officer - IV
 (With seal)
 N.S.S. Unit-IV

Aska Science College, Aska
 Memo No. Report(REG-1)-625(108)/NSS/BU/14

Copy forwarded to Principal of all affiliated college for information and necessary action. He/She is requested to instruct the Programme Officers under his/her control for early submission of required information to the office of the Programme Coordinator, NSS for compilation and submission to Government./The SLO-cum-Dy. Secretary to Govt. Department of Higher Education, Odisha, Bhubaneswar /The Head, NSS Regional Centre , Govt. of India , Kalinga Stadium , Bhubaneswar for information necessary action.

Upesh
 915114
 Principal
 (with official seal)
Aska Science College.
 PO- Nuagam (Aska) Ganjam
 Date. 8-3-2014

Programme Coordinator, NSS
 Programme Co-ordinator
 N.S.S. Bureau
 Bhubaneswar University

**True Copy
 Attested**

R.C. Panda
 08/11/14

**Principal
 Aska Science College
 Aska (Gm)**

NSS PROGRAMME REPORT FOR THE SESSION 2014-15

UNIT - IV

ASKA SCIENCE COLLEGE, ASKA

SL.NO	DATE	PROGRAMME	NO. OF VOLUNTEERS PARTICIPATED	PLACE
1	22/07/2014	TREE PLANTATION	50	ASKA SCIENCE COLLEGE
2	23/07/2014	TREE PLANTATION	50	ASKA SCIENCE COLLEGE
3	24/07/2014	TREE PLANTATION	50	ASKA SCIENCE COLLEGE
4	15/08/2014	OBSERVATION OF INDEPENDENCE DAY	42	ASKA SCIENCE COLLEGE
5	24/09/2014	OBSERVATION OF NSS DAY	50	ASKA SCIENCE COLLEGE
6	2/10/2014	SWACHHA BHARAT ABHIJANA	36	ASKA SCIENCE COLLEGE
7	20/10/2014	BLOOD DONATION CAMP	32	ASKA SCIENCE COLLEGE
8	21/10/2014	BLOOD DONATION CAMP	40	ASKA SCIENCE COLLEGE
9	31/10/2014	SARDHAR PATEL JAYANTI	40	COLLEGE SQUARE, K.L.PALLI, KOTINADA
10	16/11/2014	SWACHHA BHARAT ABHIJANA	45	ASKA SCIENCE COLLEGE
11	23/11/2014	SWACHHA BHARAT ABHIJANA	38	ASKA SCIENCE COLLEGE
12	7/12/2014	EYE & HEALTH CHECKUP CAMP	50	GHATAKURI
13	25/12/14 - 31/12/14	Winter Special Camp	22+2+1	HUMUKI

Ajay Kumar Panda

Programme Officer
NSS Unit- IV
Aska Science College, Aska

Nandana Nesh

Programme Officer
NSS Unit- III
Aska Science College, Aska

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R. C. Panda
08/11/16

Principal
Aska Science College
Aska (Gm)

Course Pattern

Calendar : 2015-16		Aska Science College			
<p>course of study for not less than one academic year in the final year course in one or more colleges admitted for the purpose of such examination in the subjects which he/she offers, provided that he/she is not otherwise ineligible for appearing the said examination.</p>					
COURSE STRUCTURE : ARTS STREAM					
BA (Pass) Strength : 96					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
English-I	100	Indian Society		English-II	100
MIL/Alt. Eng.	100	and Culture	100	MIL/Alt. Eng. II	100
Elective-I	100	Elective-I	100	Env. Studies	100
(Paper-I)		(Paper-I)		Pass Paper-III	100
Elective-II	100	Elective-II	100	Pass Paper-IV	100
(Paper-I)		(Paper-I)			
		Pass Paper-I	100		
		Pass Paper-II	100		
Total	400	Total	500	Total	500
BA (Hons.)					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
English-I	100	Indian Society		English-II	100
MIL/Alt. Eng.	100	and Culture	100	MIL/Alt. Eng. II	100
Elective-I	100	Elective-I	100	Env. Studies	100
(Paper-I)		(Paper-I)		Hons. Paper-VI	100
Elective-II	100	Elective-II	100	Hons. Paper-VII	100
(Paper-I)		(Paper-I)		Hons. Paper-VIII	100
Hons. Paper-I	100	Hons. Paper-III	100		
Hons. Paper-II	100	Hons. Paper-IV	100		
		Hons. Paper-V	100		
Total	600	Total	600	Total	600

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08/11/16

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SCIENCE STREAM					
B.Sc. (Pass) Physical Sc. 160 + 20%					
Biological Science : 92 + 20%					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
English	50	Major Elective	100	Indian Society	
MIL/Alt. Eng.	50	(Paper-II)		and Culture	100
Env. Studies	100	<u>Pass-A</u>		<u>Pass-A</u>	
Minor Elective	100	Paper-I	100	Paper-III	100
(Biology or Math)		Paper-II	100	Paper-IV	100
Major Elective	100	(Theory-75+Practical		(Theory-75+Practical	
(Paper-I)		25) (in both papers)		25) (in both papers)	
		<u>Pass-B</u>		<u>Pass-B</u>	
		Paper-I	100	Paper-III	100
		Paper-II	100	Paper-IV	100
		(Theory-75+Practical		(Theory-75+Practical	
		25) (in both papers)		25) (in both papers)	
Total	400	Total	500	Total	500

Calendar - 2015-16		Aska Science College			
B.Sc. (Hons.)					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
English	50	Major Elective	100	Indian Society	
MIL/Alt. Eng.	50	(Paper-II)		and Culture	100
Env. Studies	100	Pass-A		Pass-A	
Minor Elective	100	Paper-I	100	Paper-1	100
(Biology or Math)		Paper-II	100	Paper-II	100
Major Elective	100	(Theory-75+Practical		(Theory-75+Practical	
(Paper-I)		25) (in both papers)		25) (in both papers)	
Hons. Paper-I	100	Hons. Paper-III (Th.)	100	Hons. Paper-VI (Th.)	100
Hons. Paper-I	100	Hons. Paper-IV (Th.)	100	Hons. Paper-VII (Th.)	100
(No Practical)		Hons. Paper-V	100	Hons. Paper-VIII	100
		Practical		Practical	
Total	600	Total	600	Total	600

i. A student has to choose two subjects (one pass and one honors or two pass) out of the following two groups of subjects.
 First Group: Mathematics , Physics, Chemistry, (Physical Science)
 Second Group: Botany, Zoology , Chemistry(Biological Science)

ii. The Minor Elective for the first group is biology for physical science students and for the second group is Mathematics & Statistics for Bio. Science students.

iii. One Major Elective subject is to be chosen out of following subject:
 Mathematics/Biotechnology/Material Science /Industrial Chemistry/Physics/Chemistry.

iv. However a student who has taken Mathematic as a pass or Hons. Subject cannot take the Major Elective as Math., Physics as a pass or honors subject cannot take the Major Elective as Physics. Chemistry as a pass or honors subject cannot take the Major Elective as Chemistry and Industrial Chemistry.

Calendar : 2015-16		Aska Science College			
Commerce Stream					
B.Com. Strength : (256 + 20%) 307					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
Communicative English	100	Indian Society & Culture	100	Environmental Studies	100
B.E. (Business Economics)	100	Pass-IV (CA) (Cost Accounting)	100	Pass-VIII (POM) (Principle of Management)	100
Pass-I (FA) (Financial Accounting)	100	Pass-V (MA) (Management Accounting)	100	Elective-III (CA) (Company Accounts)	100
Pass-II (BCL) (Business & Company Law)	100	Pass-VI (QTBM) (Quantitative Techniques & Business Mathematics)	100	Pass-X (IT) (Income Tax)	100
Pass-III (BS) (Business Statistics)	100	Pass-VII (AUD) (Auditing)	100		
Total	500	Total	500	Total	400
B.Com. (Hons.) Financial Gr. / Accounting Gr. / Management Gr.					
1st Year		2nd Year		3rd Year	
Paper	Marks	Paper	Marks	Paper	Marks
Communicative English	100	Indian Society & Culture	100	Environmental Studies	100
B.E. (Business Economics)	100	Hons.-I (CA) (Cost Accounting)	100	Pass-IV (POM) (Principle of Management)	100
Pass-I (FA) (Financial Accounting)	100	Hons.-II (MA) (Management Accounting)	100	Elective-III (CA) (Company Accounts)	100
Pass-II (BCL) (Business & Company Law)	100	Hons.-III (QTBM) (Quantitative Techniques & Business Mathematics)	100	Elective-IV (IT) (Income Tax)	100
Pass-III (BS) (Business Statistics)	100	Hons.-IV (AUD) (Auditing)	100	Elective-V (Financial Analysis & Reporting)	100
Elective-I (Specialised Accounting)	100	Elective-II (Advanced Cost & Management Accounting)	100	Elective-VI (Accounting Standards Cost Accounting Theory)	100
Total	500	Total	500	Total	400

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08/11/16

Principal
Aska Science College
Aska (Gm)

ABBREVIATIONS

AQAR	: Annual Quality Assurance Report
B.Voc.	: Bachelor in Vocational Education
BDO	: Block Development Officer
BU	: Berhampur University
CAS	: Career Advancement Scheme
CBCS	: Choice Based Credit System
CDC	: College Development Council
CDPO	: Child Development Programme Officer
CHC	: Community Health Centre
CM	: Chief Minister
CMRF	: Chief Minister's Relief Fund
DEO	: Data Entry Operator
DHE	: Directorate of Higher Education
FDP	: Faculty Development Programme
GB	: Governing Body
HE	: Higher Education
HOD	: Head of the Department
ICT	: Information and Communication Technology
IQAC	: Internal Quality Assurance Cell
IT	: Information Technology
MRP	: Minor Research Project
NAAC	: National Assessment & Accreditation Council
NAC	: Notified Area Council
NCC	: National Cadet Corps
NGO	: Non-Governmental Organization
NIC	: National Informatics Centre
OBC	: Other Backward Caste
OHP	: Over Head Projector
P.O	: Programme Officer
PH	: Physically Handicapped
RDC	: Republic Day Celebration
RO	: Reverse Osmosis
RUSA	: Rastriya Uchhtar Shikshya Abhijan
SAMS	: Student Academic Management System
SC	: Scheduled Caste
ST	: Scheduled Tribe
TCS	: Tata Consultancy Services
TLC	: Thala Sena Camp
UGC	: University Grants Commission
WDC	: Women Development Cell
YRC	: Youth Red Cross