



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	NAYAGARH AUTONOMOUS COLLEGE
Name of the head of the Institution	Dr. Bijayalaxmi Parida
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06753252234
Mobile no.	9437285283
Registered Email	ngrautcol@yahoo.co.in
Alternate Email	naacngraucol@gmail.com
Address	Nayagarh, Odagaon Road
City/Town	Nayagarh
State/UT	Orissa
Pincode	752069

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	01-Jun-2006
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Bipin Kumar Pattnaik
Phone no/Alternate Phone no.	06753252234
Mobile no.	9437287006
Registered Email	ngrautcol@yahoo.co.in
Alternate Email	naacngraautocol@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://ngraautocol.ac.in/iqac.php
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://ngraautocol.ac.in/iqac.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	7.60	2006	17-Oct-2006	17-Oct-2011

6. Date of Establishment of IQAC	26-Jun-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Sponsoring more faculty for orientation and refresher courses	12-Apr-2018 1	4
Meeting of IQAC for	14-Jul-2018	22

planning the year regarding the development of academic curriculum, Opening of two new PG courses (M. Com and Odia) NAAC preparation, infrastructure development etc.	1	
Meeting of IQAC to discuss about updation and expansion of library	06-Nov-2018 1	12
Feedback Analysis of the students and staff of the college by the NAAC team of the college	14-Feb-2019 1	10
Internal Academic Audit by IQAC	06-Nov-2018 1	11
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8. Provide the list of Special Status conferred by Central/ State Government-UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dept. Of Higher Education	OHEPEE	World bank	2017 1825	105200000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	1
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

1.IQAC conducted Orientation of Teaching and nonteaching staffs 2.Creating an environment for go ahead with more research, publications and funded projects.

3.Revamping of Career Counselling cell 4.Academic related information communicated to all the students through SMS 5.Igniting the students to become more employable through training and orientation.

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

Plan of Action	Achivements/Outcomes
Opening of Two PG Courses (M.Com and Odia) Streamlining the bulk SMS service	M.Com Programme has started from academic year 2018.
Academic progress to be communicate to the parents	Regular communication through SMS
Participation in FDP will be encouraged	15 departments conducted seminars by inviting eminent resource persons and Four faculty members attended FDP
Widening activity of ECO Club	EcoClub members started distributing saplings and plants to each and every guest/resource person visited to the campus. Organised few awareness programmes among the stakeholders and outside the campus
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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	17-Sep-2019

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2019

Date of Submission

19-Feb-2019

17. Does the Institution have Management Information System ?

Yes

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

Dept. of Higher education, Govt, of Odisha is directly controlling and monitoring the admission process,

accounting procedures, Human resource management, salary disbursement, attendance or employees in HEIs through its webbased software namely, SAMS (Student Admission Management System), CAPA (College Accounting Procedure Automation), HRMS (Human Resource Management System), IFMS (Integrated Financial Management system), and online Biometrics Attendance System respectively. Our college, is fully covered under the abovementioned MIS. In addition to that, college is covered under CIIP (College Infrastructure Information project) which is designed by Higher Education Department, Govt. of Odisha to take stock of the available infrastructure so as to enable the institution to improve its infrastructure in future. The college uses its' internal account software developed by Tech Federal for all sorts of external collections through cash counter and money receipt to that effect is generated. At the end of the day the entire transaction is reflected in the DCR which helps in providing an input to CAPA software. The college use examination software "ACADEMIA" for smooth conduction of examination. The modules of the software generate admit card, Tabulation Register, processing of result, statistics of result, individual marksheet and final certificate as well. Finally, the result is uploaded in the college website for all stakeholders and can be downloaded at individual students end. The institution has automated the library by adopting the "EGranthlaya" software designed by NIC. Each book is barcoded by accession number wise which helps in easy issue and return of books to all the stakeholders. It also helps in generating the exact position and availability of books in the stake. Above all, the users can also access to different journals through inflibnet and other eresources.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
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No Data Entered/Not Applicable !!!

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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	BA	Nil
BSc	BSc	Nil
BCom	BCom	Nil
MSW	MSW	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Quantitative Logical Thinking	02/07/2018	705
Communicative English	02/07/2018	705
Life Coping Skills (LCS)	02/07/2018	30
Income Tax e-Filing	02/07/2018	30
Microsoft Office	02/07/2018	30
Fundamentals of Laboratory in science (FLS)	02/07/2018	30
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Feedbacks have been taken, analyzed by a team and on the basis of that necessary actions have been taken for improvising the academic atmosphere.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	M.Com.	32	21	21
MSW	MSW	32	32	32
BCom	B.Com.	192	172	172
BSc	B. Sc.	374	325	325
BA	BA	266	241	241
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	738	53	97	4	1

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
101	101	7	43	Nil	7
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

- At the time of admission, mentor group is finalized and shared with the students.
- Regular meeting once in a

month (last Saturday of the month) for helping students for their career related perspectives. • Students are free to contact their respective mentor. • At times parents are involved. The mentoring committee headed by the Principal regularly reviewed the entire process.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
791	101	1:8

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
110	101	9	14	18

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MSW	MSW	4th Semester	30/03/2019	29/05/2019
BCom	BCom	6th Semester	30/03/2019	29/05/2019
BSc	BSc	6th Semester	30/03/2019	29/05/2019
BA	BA	6th Semester	28/08/2019	12/12/2019

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
37	743	4.97

2.6 – Student Performance and Learning Outcomes

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

<https://ngraucol.ac.in/igac.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage
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			examination		
MSW	MSW	MSW	23	22	96
BCom	BCom	BCom	129	99	76.74
BSc	BSc	BSc	345	295	85.50
BA	BA	BA	246	215	87.39
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2.7 – Student Satisfaction Survey

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

<https://ngraucol.ac.in/igac.php>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
Nill	NIL	NIL	Nill	NIL
View File				

3.2 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	Nill	0	0
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
IPR awareness workshop	NA	10/08/2018
Patent trademarks and industrial uses	NA	04/12/2018
Use of google tools for structured feedback collection	NA	07/01/2019
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NIL	NIL	NIL	Nill
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NIL	NIL	NIL	0	Nill
No file uploaded.				

3.6 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Swachha Bharat	Appreciation Letter	Nayagarh N.A.C	Nill
Tobaco awareness	Appreciation letter	Rotary Club, Nayagarh	Nill
Jala Chhatra	Appreciation letter	Nayagarh N.A.C	Nill
Voter awareness	Appreciation Letter	Sarpanch, Kalikaprasad	Nill
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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
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3.7 – Collaborations

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

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

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
13996493	13996493

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
No file uploaded.	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
e-Granthalaya	Partially	4.0	2015

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nill	Nill	Nill
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	0	0	0	0	0	0	0	0	0
Added	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Nill	873209	Nill	873209

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

No Data Entered/Not Applicable !!!

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nill	Nill	Nill
Financial Support from Other Sources			
a) National	e-Medhabruti, Post Matric	925	8220470

	Scholarship		
b)International	Nill	Nill	Nill
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Fundamentals of Laboratory in science (FLS)	02/07/2018	325	Institute
Microsoft Office	02/07/2018	413	Institute
Income Tax e-Filing	02/07/2018	30	Institute
Quantitative Logical Thinking	02/07/2018	705	Institute
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Orientation on Competitive Exam	145	145	24	Nill
2019	Annual Career Counselling	145	145	Nill	28
No file uploaded.					

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Annual Day (Cultural)	institution level	2314
Annual Sports Day	institution level	2314
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Representative (SR) is an indispensable part of Academic and Administrative committees of our institution. They actively represent in the College Governing Body, IQAC, Alumni Association of the college ,Library Committee, Admission Committee, Sports Cultural Committees , Seminar Committee, Grievance Cell other subcommittees. The students' representative is elected by the students in democratic manner. As Students Representatives they convey the opinion grievances (if any) of the students in front of the Body/ Committees/ Cell convey the action taken reports to the students.
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5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The involvement and cooperation from the stakeholders ease the process for the overall development of the college. The college focuses on decentralization and participative management giving equal opportunity to participate in the functioning of the college. Principal, HODs, teaching and nonteaching staff along with student members and class representative together concentrate on the progress of the institution by sharing responsibilities. The principal and IQAC constitute different committees for formulating different welfare plans and schemes for the institution. Faculty members represent various committees/cells nominated by the principal.

1. Board of Studies: This is the statutory body which formulates the course curriculum of the college. It is constituted as per the UGC norms and is represented by subject experts, VC nominee of the subject, meritorious alumnus, member from corporate sector, and all the teaching members of a particular department. They sit once in a year and finalize the course structure, and prepare the draft for its approval of Academic Council.

2. Academic Council: The Academic Council is the important statutory body which oversee all the academic activities of the college and most importantly approve the syllabus. It is constituted as per the UGC norms and represented by VC nominee, all HODs, represented by outside members belonging to the field of law, medicine, industry and allied areas.

3. Finance Committee: This is the committee which approved the budget prepared by the budget committee and also looks after all the financial matter. The committee represented by senior academicians outside the college nominated by the Principal and financial experts.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	To improve the quality of the curriculum, the Board of Studies meeting is organized every year. The Board of Studies members are selected according to the UGC norms and the members are consisting of different sectors like education, corporate, meritorious alumnus, Vice Chancellor's Nominee and subject experts, so that syllabus can be modified appropriately.
Teaching and Learning	At the beginning of the session, plan was made to improve the teaching learning process. It is planned to strengthen the prevailing mentoring system so that individualized attention can be given to the student. Teachers are encouraged to use ICT for better

	learning of the students. Seminar presentation and Group discussion is encouraged among the students and focus was made to improve their soft skills by practicing the theoretical skills learned in the AECC and SEC classes (Soft Skills).
Examination and Evaluation	The setting of questions and evaluating answer scripts of mid-semester are being done internally with double sets of questions to maintain secrecy and impartiality and paper evaluation is done centrally. The question setting, moderation and valuation of answer scripts of end-term examinations are being done by external experts. Proper strategy was made so that results of Mid-Semester can be announced within two weeks and results of End-Semester Examination is being published with an average duration of 45 days. To make it more transparent and accessible the results are also uploaded in the college website.
Research and Development	The college plan through IQAC to develop the research culture among the faculties of the college. The college constantly encourages the faculty members to attend seminars, conferences, orientation, refresher courses and different faculty development programmes. The staff of the college are given duty leave (DL) for all kinds of research work. The faculty who are undergoing their PhD work, they are provided with half day duty leave on Saturday for smooth conduction of their research.

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

E-governance area	Details
Administration	Human Resource Management System (HRMS), developed by Government of Odisha for managing employees, Salary
Finance and Accounts	College Accounts Procedure Automation (CAPA), developed by Government of Odisha for accounts
Student Admission and Support	SAMS, developed by Government of Odisha for selection, admission and reports of different types like caste wise, gender and managing new and old students

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	One day FDP on "Workplace Ethics"	One day FDP on "Workplace Ethics"	Nil	Nil	50	24
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	101	Nil	93

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Yes	Yes	Nil

6.4 – Financial Management and Resource Mobilization

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

The external / statutory audit is carried out by a Government auditor appointed by the Department of Higher Education, Government of Odisha. The external audit is carried out by the authorized chartered accountant (C.A.) who is appointed by the mother institute, the external auditor verifies the entire transaction of receipts payments, purchase book, bill file, proceeding other documents related with accounts of the institute. External auditor submits the audit report to the head of institution at the end of every financial year, with suggestion to make required changes.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	Nil	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	IQAC and Academic Bursar
Administrative	Nil	Nil	Yes	Governing body

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

There is no formal Parent Teacher Association in our college. But Principal and teachers regularly interact with the parents and feedbacks were taken for the development of the college. 1. Teachers led emphasis on regular attendance of their wards. 2. Parents emphasized on improving the sanitation and drinking water facility. 3. Parents suggested to open new PG courses.
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6.5.3 – Development programmes for support staff (at least three)

1. One day FDP on "Workplace Ethics" 2. Training on HRMS for the clerical staff of the college by Nayagarh District Administration. 3. Training on "Moral Values and Etiquette" by Mr. Pramod Kumar Dash
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Initiative for opening new PG and UG courses (M.Com, MSW and MA Courses are opened) 2. Conducting examinations under CCTV surveillance (Extended to all rooms) – Fully covered 3. Faculty members are encouraged to go for more research related activities.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Women Empowement	Nill	Nill	118	44
Women's Day Celebration	Nill	Nill	112	38

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

Percentage of power requirement of the University met by the renewable energy sources
Use of Solar Power , Battery Operated Vehicles Led Lights

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Ramp/Rails	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Program on Ethics in Workplace	Nil	Nil	77
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Ban of Use of Plastic Landscaping Tree plantation Restricted the use of Automobile Use of Solar Power

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

https://ngraucol.ac.in/iqac.php
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://ngraautocol.ac.in/igac.php>

7.3 – Institutional Distinctiveness

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

Extension Activities conducted in local community has been the distinctiveness of the institution where 100 students of the institution participated.

Provide the weblink of the institution

<http://ngraautocol.ac.in/igac.php>

8. Future Plans of Actions for Next Academic Year

Teachers to be well versed with digital classes. Encouraging to involve more number of students to be eco-friendly.