Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**NAYAGARH AUTONOMOUS COLLEGE**
Name of the head of the Institution	**SRI SURESH KUMAR PRADHAN**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06753252234**
Mobile no.	**9861018393**
Registered Email	**ngrautcol@yahoo.co.in**
Alternate Email	**naacngrautocol@gmail.com**
Address	**Odagaon Road, Nayagarh**
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. Laxmidhar Sahoo**
Phone no/Alternate Phone no.	**06753252234**
Mobile no.	**9437516312**
Registered Email	**NGRAUTCOL@YAHOO.CO.IN**
Alternate Email	**ldsahoo.comngr@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://ngrautocol.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://ngrautocol.ac.in/iqac.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**3.67**	**2006**	**27-Nov-2006**	**04-Dec-2013**

6. Date of Establishment of IQAC

26-Jun-2014

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
Health Check up of the boarders	**06-Jan-2020** **4**	**180**
Fitness drive to be taken up for students and staff	**15-Jun-2019** **7**	**232**

(Open Air Gym)			
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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
No Data Entered/Not Applicable!!!				
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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 :	**6**
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)

Faculties are encouraged to utilize the smart class rooms

Strengthen its social outreach programme with its YRC, NSS and NCC

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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
Barcoding of library books for betterment of issue and return	Continuing the barcoding process
To purchase of more books for library	Steps initiated to purchase
Steps to be taken for regular conduct of Alumni, Parent-Teacher meet	More meetings conducted

Placement cell to be energized	Number of placement increased
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	18-Sep-2020

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	2020

Date of Submission	29-Jan-2020

17. Does the Institution have Management Information System ?	Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	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
No Data Entered/Not Applicable !!!			
View File			

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	Nill

BSc	BSc	Nill
BCom	BCom	Nill
MSW	MSW	Nill
MCom	MCom	Nill
MA	MA Odia	Nill

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
Industrial Expert Accounting (IEA)	01/07/2019	30
Corporate Readiness (CR)	01/07/2019	30
Preparation of Phenyle and Cleansing Agent (PPCA)	01/07/2019	30
Quantitative Logical Thinking	Nill	717
Communicative English	Nill	717
Life Coping Skills (LCS)	Nill	30
Insurance Product Marketing (IPM)	Nill	30
Income Tax e-Filing (ITF)	Nill	30
Microsoft Office (MSO)	Nill	30
Fundamentals of Laboratory in Science(FLS)	Nill	30
[View File](#)		

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 !!!		
[View File](#)		

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 and on the basis of that actions have been taken accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	**BA**	**256**	**250**	**250**
BSc	**B. Sc.**	**368**	**335**	**335**
BCom	**B.Com.**	**192**	**173**	**173**
MSW	**MSW**	**32**	**20**	**20**
MCom	**M.Com.**	**32**	**23**	**23**
MA	**MA Odia**	**16**	**16**	**16**
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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
2019	**758**	**59**	**87**	**6**	**8**

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
93	**93**	**7**	**43**	**2**	**9**
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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 to the students. • Regular meeting once in a month (last Saturday of the month) • Students are free to contact the mentor. • At times parents are involved. In the beginning of the session, orientation is done at the department level where the mentors explain the academics and the available career avenues in their respective subjects. After that, the mentors meet their mentees individually at least once in a month. However, the mentor increases the number of interactions with the student as per the need of the individual. The Mentor not only helps the students in academics but also provide support to address their personal issues. 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

817	93	1:9

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
112	93	19	12	15

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
Nill	Nil	Nill	Nill

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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
BA	BA	6th Semester	28/09/2020	22/10/2020
BSc	BSc	6th Semester	28/09/2020	22/10/2020
BCom	BCom	6th Semester	28/09/2020	22/10/2020
MCom	MCom	4th Semester	06/10/2020	22/10/2020
MSW	MSW	4th Semester	03/10/2020	22/10/2020

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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
14	707	1.98

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://ngrautocol.ac.in/iqac.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	BA	232	216	93.10
BSc	BSc	BSc	318	284	89.30

BCom	BCom	BCom	108	77	71.29
MSW	MSW	MSW	30	29	96.66
MCom	MCom	MCom	19	19	100

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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://ngrautocol.ac.in/iqac.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

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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
No Data Entered/Not Applicable !!!				

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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
Google tools for teaching and learning	NA	06/11/2019

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

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

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

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

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
NIL	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			

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

Department	Number of Publication
No Data Entered/Not Applicable !!!	

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						

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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	0

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	0

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
Partcipation In COVID Relief and mangement work	Appreciation letter	Superintendent of Police, Nayagarh	Nill
COVID Awareness Program	Appreciation letter	Sarpanch, Chandibasta	Nill
COVID Awareness Program	Appreciation letter	Sarpanch, Nabaghanpur	Nill
AIDS Awareness Program	Appreciation Letter	Rotary Club, Nayagarh	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/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
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

No Data Entered/Not Applicable !!!
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
22487737	22487737

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 patially)	Version	Year of automation
e-Grathalaya	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	Date of launching e-

			is developed			content		

No Data Entered/Not Applicable !!!

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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
By Using Smart Boards ,LCS, Editing and Mixing Software Other Equipment's	Nill

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
Nill	Nill	250185	250185

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)

Nill

https://ngrautocol.ac.in/iqac.php

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	9	47940
Financial Support from Other Sources			
a) National	e-Medhabruti Post Matric Scholarship	1089	8627802
b)International	Nill	Nill	Nill

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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
Insurance Product Marketing (IPM)	**01/07/2019**	**30**	**Internal**
Preparation of Phenyle and Cleansing Agent (PPCA)	**01/07/2019**	**73**	**Internal**
Corporate Readiness (CR)	**01/07/2019**	**30**	**Internal**
Industrial Expert Accounting (IEA)	**01/07/2019**	**30**	**Internal**
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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 passedin the comp. exam	Number of studentsp placed
2019	**Orientation on Competitive Exam**	**200**	**200**	**5**	**Nill**
2020	**Annual Career Counselling**	**155**	**155**	**Nill**	**Nill**
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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		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents 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 !!!					
[View File](#)					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
[View File](#)	

 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**	**2378**
Annual Sports Day	**institution level**	**2378**
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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
2020	**Gold**	**National**	**1**	**Nill**	**Nill**	**Deepali Mohapatra Deepali Mohapatra**
2020	**Silver**	**National**	**1**	**Nill**	**Nill**	**Deepali Mohapatra Deepali Mohapatra**
2020	**Silver**	**National**	**1**	**Nill**	**Nill**	**Dipun Choudhury**
2020	**Silver**	**National**	**1**	**Nill**	**Nill**	**Dipun Choudhury**
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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.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?
Yes

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 :
1

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)

Success of the institution is the result of combined effort of the person who work towards attending the vision of the college right from Preside Governing Body to the students. All the stakeholders have a major role towards building the college. 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. The composition of the committee is to ensure uniform exposure of duty on professional development of the faculties. 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. 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
Teaching and Learning	Student Mentoring:- Mentoring system for the students to address academic and stress related issues is in place. Outcome-based learning:- COs, POs are defined and attainment is calculated.

Industry Interaction / Collaboration	Value Added Programs has been designed and conducted every year.
Curriculum Development	Feedback forms related to design and review of syllabus prepared and collected from the stakeholders, analysis is made and relevant actions were initiated.
Human Resource Management	1. The principal keeps a close watch of his employees under CCTV surveillance. 2. College encourage its employees for enriching its human resource by allowing its faculty to attend FDP, Seminars, Workshops, Conferences, skills enhancement training etc. 3. The salary component of the employees is governed by the IFMS (Integrated Financial Management Software) software. 4. Communication is made instant by using email and WhatsApp group.
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-governace area	Details
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
Finance and Accounts	College Accounts Procedure Automation (CAPA), developed by Government of Odisha for accounts
Administration	Human Resource Management System (HRMS), developed by Government of Odisha for managing employees, Salary

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	Name of the professional body for	Amount of support

			for which financial support provided	which membership fee is provided	
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 training program on "Academia Electus Software"**	**One day training program on "Academia Electus Software"**	**Nill**	**Nill**	**75**	**10**
2019	**One day training program on "NAAC ORIENTATION"**	**Nill**	**Nill**	**Nill**	**105**	**Nill**
2019	**Seven days training program on "Smart Class Room"**	**Seven days training program on "Smart Class Room"**	**Nill**	**Nill**	**80**	**10**
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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 !!!				
[View File](#)				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	**93**	**Nill**	**85**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Yes	**Yes**	**Yes**

6.4 – Financial Management and Resource Mobilization

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

Being Autonomous Aided College, Nayagarh College conducts internal audit through Finance Department while the external audit is to be conducted by government auditor as per norms. . 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 intuition 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
NIL	Nill	Nill

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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	No	Nill	Yes	IQAC and Academic Bursar
Administrative	No	Nill	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. 1. The college had organized three parent-teachers meetings held during the academic year (For 1st year, 2nd year and final year). Many parents participated in the meeting and actively involved in review of different academic and other issues of their wards. Also, teachers gave feedback of the students on some pertinent issues like attendance, college discipline, motivating students for seriously preparing for higher education, addressing the issue of early marriage etc. 2. Teachers led emphasis on regular attendance of their wards. 3. Parents suggested to open PG courses in the Science subjects.

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

1. Seven days training program on "Smart Class Room" 2. One day training program on "Academia Electus Software" 3. Training on HRMS for the clerical staff of the college by Nayagarh District Administration.

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

1. Development of play ground 2. Initiative for opening new PG and UG courses (MCom, MSW and MA Courses are opened) 3. Conducting examinations under CCTV surveillance (Extended to all rooms) – Fully covered.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
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 !!!					
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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
Seminar on Woman Empowerment	Nill	Nill	100	20
Women's Day Celebration	08/03/2020	08/03/2020	90	40

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
1.Solar Energy 2. Solar Lights 3. Use of LED bulbs/ power efficient equipment

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
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 !!!							
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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
Seminar on Ethics on workplace	Nil	Nil	92

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

1. Restricted entry of automobiles 2. Pedestrian-friendly pathways 3. Ban on the use of Plastics 4. Landscaping with trees and plants

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://ngrautocol.ac.in/iqac.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

Provide the weblink of the institution

https://ngrautocol.ac.in/iqac.php

8.Future Plans of Actions for Next Academic Year

To strengthen digital classes and to focus on easy flow of information among students, teachers, parents etc.