Yearly Status Report - 2016-2017

Part A	

Data of the Institution

1. Name of the Institution	**DHAMNAGAR COLLEGE**
Name of the head of the Institution	**Aditya Kumar Panda**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**09776065650**
Mobile no.	**7978979517**
Registered Email	**dhamnagarcollege77@gmail.com**
Alternate Email	**dhamnagarcollege1977@gmail.com**
Address	**Dhamnagar College, Dhamnagar, Bhadrak**
City/Town	**Bhadrak**
State/UT	**Orissa**
Pincode	**756117**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Mahesh Chandra Dash**
Phone no/Alternate Phone no.	**09437798752**
Mobile no.	**9437798752**
Registered Email	**iqac.dhamnagarcollege@gmail.com**
Alternate Email	**dhamnagarcollege1977@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://dhamnagarcollege.org.in/Forms/AQAR.aspx

4. Whether Academic Calendar prepared during the year	**No**

5. Accrediation Details

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

6. Date of Establishment of IQAC	**18-Mar-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Parent Teacher Meeting	**21-Oct-2016** **1**	**52**
Science Society Seminar	**01-Nov-2016** **1**	**48**
Political Science Seminar	**07-Nov-2016** **1**	**64**

History Seminar	27-Feb-2017 1	57

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	NIL	NIL	2017 365	0
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View Link](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**No**
Upload the minutes of meeting and action taken report	**No Files Uploaded !!!**
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

Doubt clearing and remedial coaching classes were organized.

Science labs were renovated.

New books in the library were procured.

Extracurricular activities were organized through different committees.

Classroom seminars were organized.

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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	Achivments/Outcomes
Guardian Meeting	A guardian meeting was held to develop teacher, student and guardian relationship.
Seminar by science society	A seminar titled Man and Environment was organized by science society taking in to consideration the threat to our environment.
Training programme on the use of digital tools	Training programme was organised for teachers, non teaching staff and students.
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14. Whether AQAR was placed before statutory body ?	Yes

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

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No

16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2017

Date of Submission	11-Dec-2017

17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

This institution Dhamnagar College, Dhamnagar is an aided composite 255-category college. It came into being on 15th August 1977. The College started its academic life as an 'Intermediate College from 1977-78. It imparted teaching in +2 Arts, Science & Commerce from the session in 1983-84, 1986-87 & 1995-96 respectively. It obtained affiliation from Utkal University for +3 degree courses in Arts 1985-86 and Honours in Arts from 1991-92. after that, it

obtained affiliation from F.M. University Balasore in Science & Commerce from 2010-11. The institute follows the academic calendar and syllabus provided by Fakir Mohan University, Balasore. The institution has developed a structure and effective implementation of the curriculum as detailed below. 1. Principal-H.O.D. meetings are held in the last week of every month to discuss academic matters. The action plans are outlined for effective implementation of the curriculum. 2. Parents-teacher meetings are held 3 times a year. 3. Lesson Plan and Diary which includes individual timetables are prepared by the teachers of each department. It is monitored by the H.O.D. and academic Bursar weekly and by the Principal once a month. 4. Course File: A course file is maintained for every course which has the following. a. Course Syllabus. (Print/WhatsApp/Mail) b. Course material. (Print/WhatsApp/Mail) c. Question Bank. (Print/WhatsApp/Mail) d. Internal assessment test Question papers, scheme & solution. (WhatsApp group) e. University results. f. Lab manuals. 5. Academic file –Every faculty member maintains an academic file detailed below. a. Individual timetable b. Teaching plan c. Students attendance record d. Doubt clearing classes e. Internal Evaluation Records 6. Action Plans: a. Effective implementation of the curriculum is periodically monitored by the Principal, H.O.D, and academic Bursar. b. Two internal assessment tests (Mid Sem.) are conducted as per the academic calendar. c. Progress of the Students are communicated to their parents. d. Seminars, various competitions, career counseling, and sports are conducted as per suitability.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepene urship	Skill Development
NIL	NIL	Nil	0	NIL	NIL

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Botany, Chemistry, Mathematics, Physics, Zoology	01/11/2016
BCom	Commerce	01/11/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

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

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	0

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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
Nill	NIL	0

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
Alumni	Nill
Parents	Nill

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

Feedback Obtained

The institution obtains feedback on the curriculum from the students, parents, and Stakeholders on the CBCS syllabus prepared by the Directorate of Higher Secondary Education, Odisha, Bhubaneswar in collaboration with F.M.University, Balasore. This feedback strengthens teaching learning and overall development. The teacher-student relationship inside and outside the classroom has been given importance by evaluating the teachers performance giving an opportunity for a teacher to realize his own weaknesses in teaching. The feedback collected from the students, and stakeholders is discussed in Departments and in the Academic Council. The academic council consists of the Principal, Academic bursars, and the H.O.Ds. The students and parents expressed their high opinions on quality teaching, lab facility, Library system, Examinations, Evaluation system, and CBCS syllabus design. They express their emphasis on Extracurricular co-curricular activities like career counseling, Job-oriented teachings, State National level seminars, and Webinars.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics, History, Odia, Political Science	138	Nill	138
BSc	Science Pass	66	Nill	66
BCom	Commerce Pass	64	Nill	54

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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
2016	258	0	27	0	27

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
0	0	0	0	0	0

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

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

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
258	27	1:10

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	27	5	5	2

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	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
BSc	217H	3rd Year	16/03/2017	10/05/2017
BCom	317H	3rd Year	16/03/2017	10/05/2017
BA	117H	3rd Year	16/03/2017	10/05/2017
BA	0317H	3rd Year	16/03/2017	10/05/2017
BA	0817H	3rd Year	16/03/2017	10/05/2017
BA	1117H	3rd Year	16/03/2017	10/05/2017
BA	1417H	3rd Year	16/03/2017	10/05/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

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

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

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

2.6 – Student Performance and Learning Outcomes

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

http://dhamnagarcollege.org.in/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

117H, 0317H, 0817H, 1117H, 1417H	BA	Economics, History, Odia, Political Science, Arts Pass	130	111	85.38
217H	BSc	Science Pass	52	24	46.15
317H	BCom	Commerce Pass	35	11	31.42
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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)

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

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL
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3.2.3 – 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
0	NIL	NIL	NIL	NIL	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded

NIL	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Botany	1	Nill

No file uploaded.

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

Department	Number of Publication
NIL	0

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	Nill	NIL	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	Nill	Nill	NIL

No file uploaded.

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	0	0
Presented papers	0	1	0	0
Resource persons	0	0	1	0

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation camp	YRC and NSS	23	95
Observation of	NSS	19	120

communal harmony day			
Plantation	Lions Club, Bhadrak	25	65
[View File](#)			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Clean India Programme	YRC and NSS	Cleaning in college campus and local area	4	67
Fit India	NSS	Awareness programme on Yoga	5	51
Swachha Bharat	NSS and YRC	Campus cleaning	3	63

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Research Activity	Banamali Dash	Nill	Nill
Research Activity	Samir Kumar Hui	Nill	Nill
Research Activity	Ajay Kumar Beja	Nill	Nill
Research Activity	Prasant Kumar Parida	Nill	Nill
Research Activity	Manoj Kumar Kar	Nill	Nill
Research Activity	Manoj Kumar Kar	Nill	Nill
[View File](#)			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year			
Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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
500000	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NIL	2023

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11200	Nill	600	Nill	11800	Nill

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

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

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

								h (MBPS/ GBPS)	
Existing	18	0	4	1	1	1	0	0	0
Added	0	0	0	0	0	0	2	0	0
Total	18	0	4	1	1	1	2	0	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
56000	73888	1537000	1052000

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

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

http://dhamnagarcollege.org.in/

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship by Govt. of Odisha and National Scholarship Portal (NSP)	241	964000
b)International	NIL	0	0

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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
NIL	Nill	0	NIL

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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
Nill	NIL	0	0	0	0

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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
0	0	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

NIL	0	0	NIL	0	0

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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
2016	1	B.A.	Political Science	IGNOU, Bhadrak Auto College	M.A. Political Science

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

Items	Number of students selected/ qualifying
Any Other	1

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

Activity	Level	Number of Participants
100 meters run	Institution	38
200 meters run	Institution	33
Long jump	Institution	30
High jump	Institution	32
Shot put	Institution	25
Discus throw	Institution	28
English and Odia debate	Institution	42
English, Odia and Urdu essay	Institution	51
General Knowledge	Institution	38
Mono action, song and dance	Institution	46

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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
Nill	NIL	Nill	Nill	Nill	Nill	NIL

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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)

The student council is an elected body comprising student leaders who work in different capacities and represent all the students in the institution. It

serves as the voice of the entire student body and actively works with lecturers to enhance the teaching-learning process and organize extracurricular activities like cultural competitions and athletic meets. Dhamnagar College has had an active involvement in the electoral process to create an elected body of the Student Council. Elections for different office bearers of the students union and other student societies of the college are held in accordance with the instructions of the Department of Higher Education, Govt. of Odisha. Students participate with great enthusiasm and interest. The student council actively participates in all the activities of the college and this provides them a platform to voice their opinion, to share their grievances, and to put their demands in matters related to academics, administration, and infrastructure development of the college. All the committees at the college level have student representatives as members keeping in view, the true spirit of holistic education. Internal Quality Assurance Cell (IQAC), Anti-ragging Committee, Grievance Redressal Cell, and Quality Circles also have student representatives. Feedback from the students is brought to the notice of the authorities by the Student Senate representatives in the Formal Senate meetings. Appropriate measures are taken by the administration based on the suggestions and feedback.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

NIL

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 institution ensures decentralization and participative management in all its activities by constituting different committees to perform the day-to-day affairs of the college. With the Governing Body at the top of the decision-making process and other committees engaged at the college level, every staff member of the institution contributes to the smooth functioning of the college. The Governing Body, of which the principal is the Secretary, holds meetings at regular intervals for strategic planning and implementation. The principal, the Administrative Bursars, the Academic Bursars, and the Heads of the Departments look into the day-to-day affairs of the college. For the proper functioning of the college, an extracurricular duty chart is prepared by the principal in consultation with senior faculty members. According to the chart, the teaching and non-teaching staff members are assigned various duties thereby, utilizing the full potential of the intellectual and management skills of the staff members. The principal conducts meetings with different committees regularly to strategize and plan on financial, administrative, and academic matters and important other issues related to the college which ensures effective decision-making. The Heads of the Departments conduct internal meetings to discuss

academic matters and to plan a schedule of events for a year keeping in mind the all-round development of the students. At the institution level, the Staff Council is the most important decision-making body. The president, Vice-president, Secretary, and Assistant Secretary are elected by the members of the Council. It collects information, feedback, and recommendations from the faculty members, departments, students, parents, and alumni before making final decisions on any related matter. A resolution made by the association is conveyed to the principal and the chair is requested to take prompt steps in implementing the decisions taken by the Council. On the other hand, the IQAC cell plays a vital role in fostering academic excellence and ensuring the holistic development of the students. The IQAC Cell and the Academic Committee collectively played a vital role in the implementation of the CBCS system in the college. It makes sure that the goals and strategic plans made by the college are achieved through the collective and collaborative efforts of all the staff members. Meanwhile, the college adheres to the rules and regulations of the Department of Higher Education, Govt. of Odisha as well as the affiliating university. It duly responds to the notifications and the instructions of the concerned authorities and takes steps towards the fulfillment of their orders. This clearly manifests the strength of collective decision-making, dedication, and sincerity of all the members of the institution that has contributed to its growth over the decades.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Teaching and Learning	The IQAC cell of the institution contributed in proper implementation of CBCS introduced by the affiliating university at UG level and arranged programmes to give a proper understanding of the CBCS to the staff. The institution at its level ensures providing quality education by engaging regular classes, organising seminars, talks, conferences, skill development programmes, etc. The heads of the departments, in consultation with the teaching staff, distribute the classes among the faculty members and the specialization of the teachers influence the topics they are assigned to teach. The workload is equally shared among the staff members. Seminars are organised at regular intervals on topics relevant to the curriculum. Resource persons are invited to deliver their discourse and students' participation is also encouraged in paper presentations. Doubt clearing classes are also held by different departments and extra classes are scheduled in order to help the students in their preparation for the examinations. The college realizes that

	collecting feedback from the students and parents is an important aspect of the teaching learning process Therefore, Parents- Teachers Meetings are conducted in regular intervals and their opinions are sought on different matters.
Examination and Evaluation	Examinations are conducted according to the guidelines of the affiliating university, F.M. University. The institution has developed a comprehensive evaluation procedure to prepare the students better for the examinations. Apart from the internal examinations that are conducted before every semester, class tests, and seminar presentations, are done regularly in order to check the level of conceptual understanding of the students.
Human Resource Management	The institution endeavours to provide a conducive environment to grow as well as makes efforts to provide the latest technological tools for effective management. Keeping this in view, the college is devoted to infrastructure development and procurement of advanced digital resources. The college is highly supportive of the career advancement of the staff members and encourages them to participate in Orientation/ Induction Programmes, Refresher Courses, and Short -Term Courses. The institution strongly supports the idea of providing a pleasant, secure, and healthy workplace environment to its employees in which they can make efforts to grow in their careers as well. Therefore, a timetable is prepared at the beginning of every academic year and the workload is equally divided among the staff. Departmental duties and official work are equally done by the staff members. This ensures regular classes as well as the successful organisation of other extension activities. The college also extends its support to the non-teaching staff members and motivates them to attend different programs at the university and block level for their career advancement as well as to strengthen the administrative capabilities of the college.
Admission of Students	The institution admits students into various courses through e-admission using the SAMS(Student Academic

	Management System) portal of Govt. of Odisha. All the admission-related data and records of the institution are available on the portal. The college has formed an Admission Committee which completes the formalities at the institution level and submits the details of the admitted students on the SAMS portal.

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

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

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
Nill	NIL	NIL	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
Nill	NIL	NIL	Nill	Nill	Nill	Nill
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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	Number of teachers who attended	From Date	To date	Duration

programme				
BIPPROSPECTING IN LIFE SCIENCES RESEARCH	**1**	**24/12/2016**	**26/12/2016**	**3**
Astride the Divides	**1**	**25/11/2016**	**25/11/2016**	**1**

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	**Nill**	**0**	**Nill**

6.3.5 – Welfare schemes for

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

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

Name of the non government	Funds/ Grnats received in Rs.	Purpose

funding agencies /individuals		
NIL	0	NIL

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6.4.3 – Total corpus fund generated

810000

6.5 – Internal Quality Assurance System

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

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

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

Although the college does not have an active Parent-Teacher Association, yet parents- teacher meetings are conducted at regular intervals and their opinions are sought on administrative and academic matters. The college realizes that collecting feedback from the students and parents is an important aspect of the teaching-learning process. It seeks their opinion on the regularity of classes, class timings, students' attendance, and performance of the students. Their suggestions are sought for proper administration, academic development, and enhancement of students' performance. The college maintains a cordial relationship with the guardians, values their opinions as well as suggestions, and includes them in the decision- making process for the smooth functioning of the college. They are also involved in many humanitarian activities organised by the college like blood donation camps organised by NSS.

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

The college highly supports the career advancement and growth of the non-teaching staff members and motivates them to attend different programmes at the university and block levels. Over the years, it has sent the staff members to attend programmes related to the functioning of HRMS, Student scholarships, online admission, and other administrative work.

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

1. The college formed the IQAC cell post-accreditation in 2009. Since then, the IQAC cell of the college has been actively involved in all matters related to quality enhancement and policy implementation to meet the quality indicators in a considerable way. IQAC holds meetings at regular intervals with the Academic Committee, the Heads of the Departments, Admission and Examination Committee to review the teaching-learning process, students' progress and monitor the implementation of the action plan of the IQAC. The teaching-learning facilities have been upgraded after collecting feedback from the students, parents, and teachers. Hence, it has organised parent-teacher meetings at regular intervals to seek their opinions on academic and other related matters. 2. It has promoted the use of ICT tools in the administration as well as the teaching-learning process and the upgradation of infrastructure development. 3. The college also encouraged the teaching staff members to engage in research and innovation and participate in career advancement courses like Orientation programmes, Refresher courses, Short- Term courses, etc.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	**Parent Teacher Meeting**	**21/10/2016**	**Nill**	**Nill**	**52**
2016	**Science Society Seminar**	**01/11/2016**	**Nill**	**Nill**	**48**
2016	**Seminar organised by Dept. of Political Science**	**07/11/2016**	**Nill**	**Nill**	**64**
2017	**Seminar organised by Dept. of History**	**27/02/2017**	**Nill**	**Nill**	**57**
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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
Women Empowerment	**08/03/2017**	**08/03/2017**	**87**	**15**

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
Environmental Studies is a compulsory taught across the disciplines at undergraduate level. The objective is to promote awareness on environment and sustainable development.

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2016	1	1	25/07/2016	01	Clean India	Cleaning the campus and local areas	69
2017	1	1	11/02/2017	01	Fit India Programme	Awareness programme on benefits of practising Yoga	56
2016	1	1	15/08/2016	01	Swachh Bharat	Campus cleaning	66

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Red Cross Day	08/05/2017	08/05/2017	55
International Yoga Day	21/06/2016	21/06/2016	72

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

1.Attention towards waste management, that is, to reduce, recycle or re-use of solid and liquid waste, 2. Ban on plastic use 3.Plantation programme by NSS and YRC 4. Environmental awareness programme by NSS 5. Engagement of sweepers by outsourcing

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of practice: Strengthening of academic activities of the college Objective: To create an academically strong environment focussing on opening of new branches of Science (Honours) and Commerce (Honours) Context: In an educational institution, academic is the priority and most important area. To strengthen the academic side, the Governing Body, the Principal and the staff members have taken many steps. The College emphasizes on building more classrooms, organizing departmental seminars or workshops. Practice: 1. This year the college has taken many steps for the construction of new classrooms. 2. In science stream, six new branches of honours as well as commerce honours

have been introduced. 3. The college emphasized on seminars and workshops to develop creativity and assemble like-minded intellectuals and professionals. 4. Teachers have been given chance to participate in Orientation and Refresher Courses 5. Constant evaluation of the result of students also given emphasis. Evidence of Success: The practice brings really a success. The next academic year, all the seats were filled up and seats were extended by ten percent. Conclusion: As a result of the steps taken, the academic atmosphere of the college was enhanced. Title of Practice : Promotion of Indian Culture (Rangoli) Objective of Practice : The objective of introducing 'Rangoli' among students is to inculcate in them the significance of old traditions and customs which are disappearing day by day. The Context: Implementing Rangoli among students reminds them of their cultural heritage where their predecessor practiced it during special occasion and festivals. It provides them a new idea in exposing their knowledge of art. Practice: Rangoli is an art form in which patterns are created on the floor using materials like coloured rice, dry flowers, colour sand or dry flower petals. It ranges from flowers to picture of gods and goddess with different shapes and sizes. It looks very attractive. Our students practice it on the occasion of Seminars, Pujas National Festival in their respective departments. The college arranges Rangoli competitions among students to encourage them. Evidence of Success: Now a days as students are much more engrossed in electronic media, they have hardly any interest in old practices. Though practice of Rangoli does not require a lot of money, interest of students in of utmost importance. To enhance the spirit of the students, occasional competitions should be conducted in higher level they must be rewarded for that.

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

7.3 – Institutional Distinctiveness

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

Dhamnagar College is a rural-based college situated in such a location that there is no other college in a radius of 10 kilometers distance. It is 30 kilometers away from Bhadrak main town. Most of the students admitted coming from economically weaker backgrounds whose parents are daily labourers. So in that area, there is a need for a very good academic atmosphere. The students depend only upon the teaching in the college. The priority and most important thrust area of the institution is to create a very good academic atmosphere. The college authorities have taken special measures for a better academic atmosphere. Authorities have taken steps for the opening of new branches of Science and Commerce in self-financing mode. The honors subjects like Botany, Chemistry, Physics, Mathematics, Zoology, and Commerce opened this year. The principal and academic council of the college gave attention so that zero drops in classes. The college ensures regularity of classes in all departments. Teachers take their classes with love and enthusiasm. The relationship between teachers and students is cordial which is appreciable. Teachers maintain a friendly relationship with the students of their respective departments. Extra classes have been taken for the timely completion of the course. Remedial coaching classes have also been taken in respective departments. Guest faculties have been engaged to support the college in the administrative and academic activities of the college. The college emphasized projects, seminars, and workshops to develop creativity and to assemble like-minded intellectuals and professionals related to a specific topic. The college has also given emphasis on the quality of professionals. Teachers were encouraged to participate in orientation and refresher courses. A constant evaluation of the

results of students is also given emphasis. Some teachers have also given financial support to students coming from poor backgrounds for higher studies. Career counselling programme has been organised by the college.

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

8.Future Plans of Actions for Next Academic Year

1. Curriculum feedback shall be collected from students, guardians, and stakeholders. 2. Collaborative seminars shall be organised. 3. ICT based workshop shall be organised for staff members. 4. Awareness programmes shall be organised more in numbers. 5. Remedial classes shall be arranged for slow learners. 6. Value-based teaching shall be introduced for the students.