YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution GOVERNMENT COLLEGE, SUNDARGARH

- Name of the Head of the institution Sri. Birendra Kumar Patel

- Designation Principal (in-charge)

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 8895429921

- Mobile No: 9437373925

- Registered e-mail govcolsng@gmail.com

- Alternate e-mail alok.kh73@gmail.com

- Address AT/PO- RANGADHIPA, DIST-
SUNDARGARH, PIN- 770002, ODISHA

- City/Town SUNDARGARH

- State/UT ODISHA

- Pin Code 770002

2.Institutional status

- Affiliated / Constitution Colleges Affiliated

- Type of Institution Co-education

- Location Urban

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Sambalpur University**

- Name of the IQAC Coordinator   **Sri Alok Kumar Naik**

- Phone No.   **9437152549**

- Alternate phone No.   **6372444372**

- Mobile   **6372444372**

- IQAC e-mail address   **govcolsng@gmail.com**

- Alternate e-mail address   **govcolsng@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://govtcollegesundargarh.ac.in/home/aqar

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://govtcollegesundargarh.ac.in/uploads/images/allpdf/Academic_Calendar_2023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71.00**	**2005**	**28/02/2005**	**28/02/2010**
Cycle 2	**B+**	**2.55**	**2016**	**02/12/2016**	**01/12/2021**

6.Date of Establishment of IQAC   **26/07/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	**OHEPEE**	**Central Govt. -State Govt.**	**2023-24**	**4,606600**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC

9.No. of IQAC meetings held during the year   `3`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`1. Library Automation and Website Upgradtion. 2. Preparation of Self Study Report (SSR) for NAAC Accreditation 3. Collection of Feedback from the stakeholder. 4. Organisation of Extra-mural lectures, Seminars and Conferences. 5. To upgrade Research Environment in the institution`

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

Plan of Action	Achievements/Outcomes
Preparation of Academic Calender	**Prepared Academic Calender for the session 2023-24**
Extension activities	**As a part of extension activities various programmes were organised under NSS, NCC and YRC.**
Library Automation	**Library Automation has partially completed in the academic year.**
Conduct of Extra-mural lecture/ Workshothe Dept of Mathematics, Botany, Teacher Education, Chemistry and v) Workshop on Entreprp	**Extra-mural lectures were conducted by various Departments, and National Level Seminar/Conference were organised by Dept. of Mathematics, History, Geology and Odia. Besides, A three-day workshop on IPR was also conducted by the Research and Development Committee**
Preparation and Submission of SSR	**SSR was prepared and submitted for 3rd Cycle of Accreditation**

13.Whether the AQAR was placed before statutory body?   **No**

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	**Nil**

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	GOVERNMENT COLLEGE, SUNDARGARH
• Name of the Head of the institution	Sri. Birendra Kumar Patel
• Designation	Principal (in-charge)
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• Phone no./Alternate phone no.	8895429921
• Mobile No:	9437373925
• Registered e-mail	govcolsng@gmail.com
• Alternate e-mail	alok.kh73@gmail.com
• Address	AT/PO- RANGADHIPA, DIST- SUNDARGARH, PIN- 770002, ODISHA
• City/Town	SUNDARGARH
• State/UT	ODISHA
• Pin Code	770002
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• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban
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• Name of the Affiliating University	Sambalpur University
• Name of the IQAC Coordinator	Sri Alok Kumar Naik

• Phone No.	**9437152549**
• Alternate phone No.	**6372444372**
• Mobile	**6372444372**
• IQAC e-mail address	**govcolsng@gmail.com**
• Alternate e-mail address	**govcolsng@gmail.com**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://govtcollegesundargarh.ac.in/uploads/images/allpdf/Academic_Calendar_2023-24.pdf

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13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	24/12/2024

15.Multidisciplinary / interdisciplinary

The multidisciplinary/interdisciplinary approach enables an individual to approach a problem through different perspectives

with the help of allied disciplines. In order to implement this concept, the institution allows the students to opt for an elective paper termed as GE (Generic Elective) other than the core subject. The purpose of GE is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The Institution offers two papers each in two GE subjects or four papers in one GE subject.Besides, the student have to study AECC-I(Environmental Studies) and AECC-II(Language/MIL paper) as compulsory subjects in 1st and 2nd semesters repectively. These papers are taught by the teaching faculty of science departments and the Language departments respectively. The SECC-I and SECC-II courses like Communicative English and Quantitative Aptitude and Logical Thinking respectively are taught by faculty from English and faculty from Commerce/Mathematics departments. The multidisciplinary approach ensures flexibility of choice which empowers the students to enhance their communicative skill and logically thinking.

16.Academic bank of credits (ABC):

This institution is a non-autonomous college affillited to the Sambalpur University.The University has not yet implemented ABC for its constituent colleges.

17.Skill development:

The skill enhancement courses in an educational institution enable the students to tap into their capabilities, develop real-life skills, problem solving techniques, communication skills and improve employability. The institution offers Skill Enhancement Courses (SECC) i.e Communicative English (SECC-I) and Quantitative and logical thinking (SECC-II). Communicative English: This course aims to improve the language and communication skills of the students. The main purpose of this paper is to strengthen the language competency of the students. A good command over the English language gives an edge over the one's competitors. Quantitative and Logical Thinking: The main intent of this paper is to strengthen the quantitative & logical thinking of the students. A good understanding of Quantitative Aptitude and Logical Thinking gives an advantage in the competitive examinations.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

As an affiliating college under Sambalpur University, we have adopted the model syllabus approved by the University. At present

there is no provision for imparting online courses for Indian languages.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

In order to attain the outcome based learning, each of the departments has formulated the POs, PSOs and COs to monitor the academic performance and progress of the students in terms of continuous assessments .

20.Distance education/online education:

The study centre of IGNOU and OSOU(Odisha State Open University) are operating from the campus of this institution.Two of the facculty members have been appointed as Co-ordinators of the study centres.Some other faculty members of the institution have been registered as academic counsellors.Some students of this institution have enrolled themselves in the add-on courses offered by these Universities.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**796**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**2269**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**463**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**454**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**89**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**90**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**62**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**115**
4.3 Total number of computers on campus for academic purposes	**75**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Government College, Sundargarh, an affiliated college of Sambalpur University, has embraced the Choice-Based Credit System (CBCS) for both undergraduate and postgraduate programs since 2015 and 2019 respectively. The institution houses four faculties: Arts, Science, Commerce, and Teacher Education (B.Ed.), offering a diverse range of 19 undergraduate programs and 14 postgraduate programs. The college adheres strictly to the CBCS syllabus prescribed by Sambalpur University for post-graduation and by DHE, Govt. Of Odisha for under-graduation. At the beginning of each academic year, an academic calendar is meticulously crafted in alignment with the Department of Higher Education's guidelines. This calendar is disseminated to both faculty and students, outlining the schedule for both academic and co-curricular activities. A comprehensive master timetable, developed in collaboration with the Academic Bursar and the OIC (Officer-in-Charge) of Timetable, is circulated among all Heads of Departments (HODs) for implementation. Guided by the syllabus and timetable, teaching staff diligently prepare detailed Lesson Plan-cum-Progress Registers. To enhance the learning experience, the college employs a blended approach to teaching, incorporating a mix of traditional methods with modern techniques such as PowerPoint presentations (PPT), syllabus-based video sharing, and projector-aided demonstrations.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://govtcollegesundargarh.ac.in/uploads/images/allpdf/Academic_Calendar_2023-24.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Government College, Sundargarh, prioritizes a structured academic experience for its students. A comprehensive academic calendar is disseminated at the commencement of each academic year, outlining crucial dates for form submission, internal assessments, term-end examinations, and co-curricular activities. This proactive approach ensures that students are well-informed and can plan their academic journey effectively. The institution's commitment

to timely academic processes is evident in the timely publication of examination results, strictly adhering to the guidelines set forth by the Department of Higher Education, Government of Odisha. This commitment to transparency and efficiency fosters a positive learning environment and instils confidence in the institution's academic standards.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://govtcollegesundargarh.ac.in/uploads/images/allpdf/Academic_Calendar_2023-24.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

33

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

1

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

317

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

317

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Government College, Sundargarh, aspires to cultivate responsible citizens by empowering students with a strong foundation of

knowledge, essential skills, and ethical values. To achieve this goal, the institution has incorporated a diverse range of compulsory courses into its undergraduate curriculum. In the initial semesters, students engage in courses like Environmental Studies & Disaster Management, and Language, fostering awareness of environmental issues and cultural diversity. Subsequently, in the later semesters, Skill Enhancement Compulsory Courses (SECC) in Communicative English and Quantitative Aptitude and Logical Thinking are introduced to enhance students' employability skills. Furthermore, Generic Elective (GE) subjects offer interdisciplinary learning opportunities, broadening students' horizons.At the postgraduate level, certain courses incorporate specialized courses like Environmental Science&Disaster Management, and Women Empowerment, addressing critical issues of sustainability and gender equality. To bridge the gap between theory and practice, the college organizes outreach programs focused on gender sensitization, professional ethics, human values, and environmental sustainability. These initiatives not only complement classroom learning but also instil a sense of social responsibility in students.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

28

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

592

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**A. All of the above**

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://govtcollegesundargarh.ac.in/home/feedback

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1218

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

363

File Description	Documents
Any additional information	[View File]
Number of seats filled against seats reserved (Data Template)	[View File]

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The institution has established a comprehensive mentoring system designed to address both the academic and personal needs of students. At the start of each academic year, a mentor is assigned to a group of mentees, offering focused guidance throughout the year. The system identifies slow and advanced learners through internal assessments and academic performance. Slow learners receive additional support, including extra classes and personalized assistance, ensuring they stay on track and overcome academic challenges. To enhance learning, class notes, soft copies, PDFs, and handouts are readily accessible to all students, helping them better grasp course material. For advanced learners, the institution provides specialized guidance to prepare for competitive exams such as NET, GATE, JAM. This proactive approach equips them with the resources and skills needed for further academic or professional pursuits. By addressing the unique needs of each student, the mentoring system promotes a supportive environment where all students, regardless of their learning pace, are empowered to succeed in their academic journey and future careers.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File]

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
2269	**89**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The institution follows a learner-centric teaching methodology that shifts the focus from the teacher to the students. This approach empowers students to take an active role in their learning, allowing them to engage with the material at their own pace and according to their individual needs. Teachers act as facilitators, encouraging participation in class discussions and activities for better comprehension. The use of modern teaching tools like PowerPoint presentations, LCD projectors, interactive panels, and language labs enhances engagement and makes learning dynamic. Additionally, the institution incorporates project-based learning, field tours, industrial visits, and internships, offering students experiential learning opportunities to apply theoretical knowledge in real-world contexts. Problem-solving methodologies are employed in some departments to foster critical thinking and improve analytical skills. Participative learning is further supported through departmental seminars and project work, which enhance collaboration, research, and communication skills. Overall, the institution's methodology creates an interactive learning environment that promotes active participation, utilizes modern tools, and integrates real-world experiences, preparing students for academic and professional success.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The Institute has implemented a strong mechanism to integrate Information and Communication Technology (ICT) into curriculum delivery. To support ICT-based learning, smart classrooms equipped with interactive panels and internet connectivity have been developed, ensuring an engaging and efficient learning environment. The College also offers a well-equipped computer lab

for practical teaching in subjects like Mathematics, Computer Science, and Economics. Additionally, a functional Language Lab is available to enhance the language skills of students through interactive exercises. The College Library holds around 67,000 books, meeting the academic needs of both students and faculty and serves as a valuable resource for research and study. Fourteen departments are equipped with smart classrooms featuring interactive panels and internet access. Some departments also have projector facilities, enriching the learning experience with visual aids and multimedia content. This integration of ICT across the College underscores its commitment to modern, technology-driven education. Faculty members actively use ICT tools such as PowerPoint presentations, video clippings, and e-content sharing to expose students to advanced knowledge. This comprehensive approach enhances both teaching and learning, fostering a dynamic educational environment for all.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

89

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

89

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

22

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

400

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The institution follows a fair and transparent internal assessment mechanism for examinations and evaluation, in strict adherence to the guidelines of the affiliating University. Under the CBCS (Choice-Based Credit System) pattern, Continuous Internal Assessment (CIA) is conducted for academic evaluation. The internal assessment schedule is guided by the affiliating University and is included in the institution's academic calendar. For non-practical subjects, the internal assessment carries 20 marks, while for practical subjects, it is 15 marks. The assessment is conducted once per semester for each paper, ensuring regular evaluation of students' performance. This mechanism ensures that students are assessed thoroughly, promoting fairness and consistency throughout the academic term. The institution's commitment to a transparent internal assessment process plays a key role in maintaining academic integrity and supporting student development.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The internal assessment results are shared with the students and thereperformance is discussed. any grivances related to the internal assessment are promptly dealt with by the faculty concerned in consultation with the HOD.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

This institution offers a diverse array of 33 academic programs, including 19 undergraduate (UG) and 14 postgraduate (PG) courses. Each UG program includes 14 core courses, 4 Discipline-Specific Electives (DSE), 4 Generic Electives (GE), and 4 compulsory courses, ensuring a well-rounded education that combines

specialized knowledge with broader academic perspectives. At the PG level, each program comprises 20 courses, providing advanced learning opportunities in respective fields. Additionally, the institution offers an extensive Teacher Education program, with 22 courses designed to prepare future educators with both theoretical and practical expertise.

A key strength of the institution is its clear definition of program and course outcomes for each core paper. These outcomes help both students and faculty understand the goals and expectations of each course, enhancing the learning experience. To promote transparency, the institution has shared a dedicated link to the program and course outcomes with both faculty and students. This ensures alignment and clarity among all stakeholders, contributing to an engaging and effective academic environment that prioritizes quality education.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://govtcollegesundargarh.ac.in/home/posoco
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The attainment of Program Outcomes (POs) and Course Outcomes (COs) is systematically assessed throughout the academic year using various evaluation methods. The department continuously monitors student performance through internal tests, practicals, viva voce, and project evaluations, ensuring consistent assessment of student progress and understanding. In addition to ongoing evaluations, Program Outcomes are assessed through the End Semester University Examination, which provides a comprehensive measure of overall attainment of program objectives. This final examination serves as a key indicator of students' ability to meet the expected learning outcomes by the end of the program.

The combination of continuous assessments and the End Semester Examination offers a balanced approach to evaluating both POs and COs. Continuous evaluations provide real-time feedback and identify areas where students may need further support, while the End Semester Examination evaluates the overall mastery of the

program's content. This dual assessment system ensures a robust framework for measuring academic success and maintaining high standards in the institution's academic programs, ultimately ensuring that students achieve the established learning goals.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://govtcollegesundargarh.ac.in/home/posoco

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

541

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://govtcollegesundargarh.ac.in/home/student_feedback

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Rs. 23,68,000/-

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	View File
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

4

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

1

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Government College, Sundargarh, fosters a strong sense of community service and social responsibility among its students through a robust program of extension activities and outreach initiatives. The college's NSS, YRC, and NCC units, in collaboration with the IQAC, actively engage students in various social service activities. NSS and YRC units organize a wide range of programs, including cleanliness drives, green initiatives, environmental awareness campaigns, tobacco awareness and AIDS awareness programs, blood donation camps, and health check-up camps. These activities not only benefit the community but also instil a sense of empathy and civic duty in the students. The NCC unit, affiliated with the 9th (O) BN, Rourkela, focuses on developing patriotism, leadership skills, discipline, character

building, and a spirit of adventure. The unit organizes various extension activities such as tree plantation, green environment drives, road safety awareness campaigns, and promoting responsible citizenship and environmental consciousness. By actively participating in these initiatives, students gain valuable practical experience, develop interpersonal skills, and contribute positively to society. These experiences enhance their overall development and prepare them to become responsible and empathetic citizens.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

1

File Description	Documents
Any additional information	[View File](#)
Number of awards for extension activities in last 5 year(Data Template)	[View File](#)
e-copy of the award letters	[View File](#)

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

16

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

16

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

2

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Government College, Sundargarh, is a sprawling institution situated on a 124-acre campus on the outskirts of the town. This expansive campus provides ample space for academic and recreational activities. The college's main building and new annex buildings occupy a significant area of 4935.41 sq. m and 1470.71 sq. m, respectively. The college boasts a robust infrastructure that supports its academic programs and administrative functions. Well-equipped classrooms, laboratories, and seminar halls provide conducive learning environments. To cater to the practical aspects of various courses, the college has established 14 specialized laboratories, including a language lab. The institute has a well-furnished computer lab equipped with 60 desktops and 14 smart classrooms further enhancing the learning experience. Beyond academic facilities, the college prioritizes the holistic development of its students. Two spacious playgrounds, each spanning approximately 8 acres, offer ample opportunities for sports and physical activities. The serene campus is adorned with a well-maintained garden and a botanical garden with several diverse plant species, providing a tranquil setting for relaxation and exploration.The college's well-furnished, computerized administrative office efficiently handles administrative tasks, ensuring smooth operations. This comprehensive infrastructure, combined with dedicated faculty, creates an ideal environment for students to excel academically and personally.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college is committed to nurturing well-rounded individuals, and sports play a pivotal role in these endeavours. The institution boasts two expansive playgrounds, each spanning eight acres, providing an ideal setting for a diverse range of outdoor activities. Students have the opportunity to engage in a variety of sports, including volleyball, basketball, kabaddi, football, hockey, cricket, and kho-kho. The college actively encourages participation in State level, National level, university-level, and intra-college sports competitions, fostering a competitive spirit and a sense of camaraderie among students. Recognizing the importance of physical and mental well-being, the college offers state-of-the-art gym facilities and promotes the practice of yoga. The annual celebration of International Yoga Day on campus underscores the institution's dedication to holistic development and the harmony of mind, body, and spirit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

19

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

19

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

65.2

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college boasts a well-furnished library, housing a vast collection of 67,318 text and reference books across various disciplines. Both students and faculty can access this rich resource, with students allowed to borrow up to two books at a time. To stay updated with current events and diverse perspectives, the library provides access to English and Odia newspapers. Additionally, the library is equipped with a computer and a Xerox machine to facilitate research and study. The college is actively implementing library automation, which will soon enhance the efficiency and accessibility of its services.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://govtcollegesundargarh.ac.in/library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.20

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

70

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution provides IT facilities for a qualitative improvement in the teaching-learning process as well as smooth and efficient official work.The institution is equipped with a state-of-the-art computer lab housing 60 computers for academic purposes, training, online examinations, and evaluation. To enhance interactive learning, 14 departmental rooms are furnished with smart boards. The administrative office utilizes 5 computers, printers, and Xerox machines for efficient operations. High-speed broadband internet connectivity with Wi-Fi is available across the campus, facilitating seamless communication and information access. This robust IT infrastructure significantly contributes to improved teaching-learning experiences, streamlined administrative processes, and overall institutional efficiency.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

60

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

49.8

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The institution prioritizes the maintenance and upgradation of its infrastructure to ensure a conducive learning environment. Government grants are allocated for the upkeep of physical, academic, and support facilities, particularly laboratories. The Account Section meticulously records all expenditures related to these facilities. Heads of Departments (HODs) play a crucial role in supervising the maintenance of laboratories within their respective disciplines. To maintain a relevant and up-to-date library collection, HODs identify the need for new books, and the librarian compiles a consolidated list for the Purchase Committee's approval, in consultation with the Library Officer-in-Charge. Regular weeding out of outdated materials is conducted by the Library Committee to optimize space and ensure access to the latest resources. The Office Administration is responsible for managing classroom infrastructure and overseeing necessary maintenance and upgrades. The institution also invests in the

maintenance of IT infrastructure, including hardware, software, and network systems. Annual Maintenance Contracts (AMCs) are in place for computers, copiers, software, and CCTV systems to ensure their optimal functioning. The Athletic Association actively contributes to the upkeep of sports grounds and equipment. The association also organizes various sports events, both intra- and inter-college, fostering a healthy and active campus environment.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

1448

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	[View File](#)
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	[View File](#)

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student

A. All of the above

grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

13

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

79

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

17

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The institution fosters an inclusive campus culture, encouraging student participation in co-curricular and extracurricular activities like cultural events, sports, and social service initiatives. Under the guidance of OICs/VPs, students engage in decision-making processes through various student bodies and committees, ensuring their voices are heard in institutional policies. The institution promotes social responsibility through programs organized by NSS, NCC, and YRC, such as blood donation camps and cleanliness drives. Additionally, a strong alumni network provides mentorship, career guidance, and financial support, strengthening the bond between past and present students. This supportive environment enables students to excel academically and personally.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

29

File Description	Documents
Report of the event	<u>View File</u>
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni serve as invaluable stakeholders, contributing their knowledge, experience, and expertise to the growth and development of their alma mater. They are integral to shaping the institution's vision and driving innovative initiatives. Government College, Sundargarh, boasts a vibrant alumni association. This association fosters strong connections between the institution and its alumni, facilitating knowledge sharing, mentorship, and collaborative projects. By actively engaging with alumni, the college taps into a vast network of experienced professionals who can offer valuable insights and support.The institution's participation in the "Mo-College Abhiyan" a flagship programme of the Government of Odisha strengthens its alumni network. This initiative provides a platform for alumni to contribute to their alma mater's progress, whether through financial support, mentorship programs, or volunteer work. By leveraging the collective power of its alumni, the college aims to enhance its academic reputation, improve infrastructure, and provide better opportunities for its students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The institution adopts a collaborative approach to its all-round development by actively involving stakeholders in achieving its goals. This includes educators, students, alumni, and the local community, all of whom contribute to shaping a dynamic and

progressive learning environment. The college is deeply committed to providing a well-rounded education that goes beyond academic excellence. It emphasizes the social, emotional, and ethical development of its students, ensuring they are equipped with the skills needed to navigate the complexities of life.

The alignment of the institution's vision, mission, and activities with its motto, "Enter Here to Learn, Go Forth to Serve," reflects a strong dedication to nurturing responsible individuals. This commitment encourages students not only to excel academically but also to develop a sense of social responsibility and ethical consciousness. By fostering these values, the institution aims to prepare students to contribute positively to society in various capacities. The holistic approach ensures that graduates are well-rounded, compassionate, and capable of addressing societal challenges, thus embodying the core principles of the institution's mission.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution practices decentralization and participative management in both academic and administrative domains, ensuring the active involvement of all staff members in its functioning. The day-to-day academic activities are governed by the Common Minimum Standard (CMS) set by the Department of Higher Education, Government of Odisha. To facilitate this, the Principal assigns specific responsibilities to faculty members. The Academic Bursar oversees academic activities, while the Administrative Bursar, usually a senior faculty member, manages administrative affairs. The Accounts Bursar, with expertise in financial matters, ensures smooth handling of the institution's accounts. Additionally, senior faculty members are appointed as Heads of Departments (HODs) to coordinate departmental activities and act as a link between students and the college administration. Other faculty members are entrusted with roles such as Officers-in-Charge (OIC) for examinations, scholarships, and other sections, as well as Vice Presidents (VPs) for various student associations. This delegation of responsibilities ensures efficient management and

fosters a culture of participation and shared leadership within the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Institute's quality policy is articulated through its vision and mission statements, with plans and policies carefully aligned to its core objectives. Efforts are made to equip students with essential academic knowledge and skills using innovative teaching-learning methods, including PDFs, PPTs, e-content, handouts, seminars, project evaluations, lab demonstrations, industrial visits, and internships. To foster social responsibility and ethical values, the institution organizes social and outreach programs through its community service units, leadership development programs, and student welfare initiatives. These activities aim to shape well-rounded individuals with a strong sense of civic and moral responsibility.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Government College, Sundargarh, a premier state institution under the Government of Odisha, exemplifies efficient governance through clear policies, a strong administrative structure, and transparent procedures. The college's decentralized management ensures participative governance, with roles like Principal, Academic Bursar, Administrative Bursar, and Accounts Bursar overseeing key academic, administrative, and financial functions. Heads of Departments coordinate departmental activities, while designated

officers manage examinations and other sections. The college follows a structured framework for curriculum delivery, student support, and community outreach. Innovative teaching, social initiatives, and extracurricular activities promote holistic student development, fostering social, ethical, and academic growth. Through a balance of policy-driven governance and participatory management, the college upholds transparency, accountability, and quality education.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination | A. All of the above |

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The institution has implemented various welfare measures to ensure the financial security, well-being, and professional development of both teaching and non-teaching staff. Key initiatives include the Group Insurance Scheme (GIS), offering financial benefits to the family of a deceased staff member; General Provident Funds (GPF) and the National Pension System (NPS) for retirement savings; and a Housing Loan facility through HUDCO, with

installments deducted from salaries.

Additionally, the institution provides a Festival Advance for non-teaching staff, Reimbursement of Medical Expenses (RCM), and Gratuity and Pensionary Benefits. A range of Leave Rules, including Earned Leave, Medical Leave, and Maternity Leave, ensures employees' work-life balance.

The Rehabilitation Assistance Scheme (RAS) offers employment to certain Group-C and Group-D employees of deceased government servants. Staff members are also encouraged to engage in professional development through seminars, with support for study leave and duty leave.

The institution offers staff quarters for accommodation and provides access to library resources, online journals, and a computer lab with internet facilities to support research and growth. These welfare measures foster a supportive work environment that promotes continuous learning and professional advancement.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	[View File](#)
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	[View File](#)

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	[View File](#)
Details of teachers attending professional development programmes during the year (Data Template)	[View File](#)

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

"Institutions Performance Appraisal System" (IPAS) is an annual evaluation process that assesses both teaching and non-teaching staff based on various criteria. The appraisal evaluates teaching effectiveness, research output, administrative responsibilities, student feedback, and overall contribution to the institution. Each category is assigned specific weightage depending on the staff member's role, ensuring a fair and comprehensive assessment.

For teaching staff, factors such as instructional quality, course development, research contributions, and student engagement are key components. Non-teaching staff are evaluated based on their administrative efficiency, support in institutional activities, and overall organizational contribution. Student feedback is also considered an important element in determining teaching effectiveness.

The final assessment, derived from the individual's performance in these areas, plays a crucial role in promotion and career advancement decisions. It provides a transparent mechanism to recognize and reward staff members' contributions, while also identifying areas for improvement. By aligning staff performance with institutional goals, the IPAS encourages professional growth and fosters a culture of continuous development within the institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The institution is dedicated to the responsible and strategic use of its financial resources, ensuring efficiency and transparency. To maintain financial integrity, both internal and external audits are conducted regularly. These audits assess the institution's financial practices and ensure compliance with the General Financial Rules (GFR) of the Government of Odisha, reflecting the institution's commitment to accountability.

Regular Audits: Internal audits verify stock, store items, and college accounts, overseen by the Accounts Bursar and faculty members. External audits are conducted by the Accountant General's office and the Higher Education Department to ensure adherence to government regulations.

Transparency in Transactions: Payments are processed through the Public Financial Management System (PFMS), ensuring transparent financial transactions. Major purchases are made through the Government e-Marketplace (GeM) portal, promoting efficiency and transparency in procurement.

Resource Mobilization: Funds from various grants, including the UGC, RUSA, and IDP, are meticulously audited and allocated for strategic initiatives such as infrastructure development and student facility improvements. Utilization Certificates (UCs) are submitted to relevant authorities.

Financial Decision-Making: The Joint Purchase and Finance Committee oversees purchases, ensuring collective decision-making. Regular compliance reports are submitted to authorities, ensuring adherence to financial norms.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

All financial aspects of the institution are governed by prevailing government regulations to ensure transparency and accountability. Before making any financial decisions, the Finance Committee meets to estimate the expenditure related to the respective areas of operation. This helps in planning and budgeting, ensuring efficient allocation of resources.

The Development Committee is the central body responsible for identifying the institution's needs and requirements. It evaluates various proposals and allocates funds accordingly for activities that support the overall development of the college. This committee plays a critical role in ensuring that financial resources are directed towards the institution's growth and strategic goals.

The Purchase Committee is the internal body tasked with overseeing the procurement process. It ensures that all purchases are made in compliance with government financial rules and regulations. The committee follows a transparent procedure for purchasing goods and services, guaranteeing that all transactions are in line with established financial norms.

All these committees work collaboratively to manage the institution's financial resources effectively, ensuring that funds are utilized responsibly and in alignment with the college's objectives.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The college actively promotes research at both Under-Graduate and Post-Graduate levels, encouraging student participation under the guidance of faculty members. This initiative fosters a culture of academic inquiry and development.

The Internal Quality Assurance Cell (IQAC) has established a robust feedback system to gather insights from a wide range of stakeholders, including students, faculty, alumni, and parents. Feedback is collected regularly and analyzed by IQAC, with reports discussed in meetings with the relevant departments and the Principal to ensure continuous improvement.

Additionally, the IQAC has introduced a feedback mechanism specifically for curriculum evaluation, allowing both students and faculty to provide input on the relevance and effectiveness of the academic programs. To further enhance communication, the college holds Parent-Teachers' Meetings (PTMs), where parents, teachers, and students convene to address college-related issues and strengthen the home-school partnership.

Feedback is also gathered from alumni to gain valuable insights into the long-term impact of the college experience. To address student concerns directly, the Grievance Redressal Cell facilitates interaction with the Principal, ensuring issues are resolved promptly. Regular departmental meetings organized by the IQAC with the Principal ensure that all departments function efficiently and align with the goals for academic excellence of college and student well-being.

File Description	Documents
Paste link for additional information	https://govtcollegesundargarh.ac.in/home/iqac_minutes
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The Internal Quality Assurance Cell (IQAC) ensures the preparation of an Academic Calendar by the college as well as by each department based on Govt. guidelinesand a Curriculum Plan by faculty members at the start of each academic session, ensuring organized and effective teaching. It conducts regular departmental meetings with the Principal to review student performance, analyzing course-wise and faculty-wise results for improvement.

IQAC has established a thorough feedback system, collecting, assessing, and following up on feedback from all stakeholders, including students, parents, and faculty. Parent-Teacher Meetings (PTMs) serve as an additional platform for quality control in the teaching and learning process.

The college also conducts regular visits to assess the adequacy, functioning, and maintenance of infrastructure, laboratories, and facilities to ensure they meet academic needs. To enhance student guidance, a Mentor-Mentee system was implemented, providing personalized support.

IQAC has streamlined record-keeping through both internal and external academic audits, ensuring transparency and accountability. Additionally, IQAC regularly provides valuable recommendations to the college management regarding the formation of new committees, policies, and procedures aimed at continuous quality enhancement and the overall improvement of academic standards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	[View File](#)
Upload details of Quality assurance initiatives of the institution (Data Template)	**No File Uploaded**

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The institution prioritizes gender equity by providing necessary facilities and ensuring the safety and security of both students and women staff members. To create a secure environment, the campus is equipped with CCTV cameras at strategic locations, including classrooms, for round-the-clock surveillance. The institution takes proactive steps to sensitize students and staff on issues like gender equality, social harmony, and tolerance. Vigilance is maintained to protect the safety of girl students, enabling them to pursue their education confidently.

Various committees, such as the Anti-Ragging Committee, Students' Grievance Committee, and Anti-Sexual Harassment Committee, are in place to uphold a disciplined, respectful, and safe atmosphere. Recognizing the importance of mental and emotional well-being, the institution has implemented a mentoring system to provide students with personalized support and guidance for their academic and personal growth.

The college also encourages girl students to participate in social outreach and extension activities through its NSS, YRC, and NCC units. Furthermore, the institution celebrates women-centric events such as Women's Equality Day, International Women's Day, and the International Day for the Elimination of Violence against Women, highlighting the significance of women's health, equality, and empowerment in society. These initiatives collectively ensure an inclusive and supportive environment for all students.

File Description	Documents
Annual gender sensitization action plan	https://govtcollegesundargarh.ac.in/home/women_cell
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	The institution prioritizes the safety and security of both students and women staff members. the campus is equipped with CCTV cameras at strategic locations, including classrooms, for round-the-clock surveillance. There is a separate common room for girls to take rest/ spent leisure time in the campus. Various committees, such as the Anti-Ragging Committee, Students' Grievance Committee, and Anti-Sexual Harassment Committee, are in place to uphold a disciplined, respectful, and safe atmosphere.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	**No File Uploaded**
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The institution is committed to maintaining a clean, healthy, and congenial environment on campus. To achieve this, the College Administration has implemented a comprehensive waste management plan. Strategically placed dustbins for biodegradable and non-biodegradable waste help ensure proper segregation and disposal. The collected waste is regularly emptied into a mobile container operated by the Sundargarh Municipality for proper processing.

In line with its environmental goals, the college has taken

decision for minimal use of plastic in campus, promoting to reduce pollution and encourage sustainable practices. This initiative is part of the broader effort to foster environmental consciousness among students and staff.

Additionally, the college takes special care in handling hazardous chemicals and toxic substances released from laboratories. These materials are disposed of in an eco-friendly manner, adhering to best practices for environmental safety. The college is dedicated to reducing its ecological footprint and creating a sustainable environment that promotes the well-being of both its students and the surrounding community.

Through these efforts, the institution not only ensures a clean and safe campus but also instills a sense of responsibility and environmental awareness among its members.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles

2. **Use of Bicycles/ Battery powered vehicles**
3. **Pedestrian Friendly pathways**
4. **Ban on use of Plastic**
5. **landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

This institution believes in the motto 'unity in diversity' which is reflected in the diversity of the students admitted in the college in terms of their socio-cultural and religious background. The vision and mission of the college focus on fostering an inclusive teaching-learning environment and instilling human values in students to help them become responsible citizens both at the national and global levels. To support this, the college has established special cells, such as the SC/ST/OBC Cell and the Women Development Cell (WDC). These initiatives are designed to ensure equal opportunities for all students, promote social harmony, and address the specific needs of marginalized groups. The SC/ST/OBC Cell works towards the upliftment and empowerment of students from these communities, while the Women Development Cell strives to create a supportive and safe environment for female students, promoting gender equality and women's rights. Through these efforts, the college aims to nurture well-rounded individuals who are not only academically skilled but also socially responsible and ethically conscious.The institution celebrates a unique form of cultural fest known as 'Khuel-Jatra' to get the students acquainted with the ancient culture and traditional practices of the region. Through this activity, the students develop the virtues of tolerance and harmony towards cultural, regional, linguistic, communal and socioeconomic diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Government College Sundargarh is committed to holistic and inclusive education, celebrating Constitution Day on November 26th each year to promote constitutional values and raise awareness of citizens' rights and duties. The event begins with the reading of the Preamble, followed by lectures on constitutional principles, and concludes with an oath administered by the Head of the Institution.

The YRC unit organizes an annual blood donation camp in collaboration with DHH, Sundargarh, motivating students to contribute to the noble cause of saving lives. Road safety programs are also held to raise awareness about the importance of following traffic rules. The college celebrates Republic Day and Independence Day with flag hoisting, national anthem singing, and participation from both students and staff.

The institution emphasizes environmental consciousness through plantation programs and Vanmahotsav organized by the NSS unit to promote sustainability. The college upholds the principle of 'Unity in Diversity,' ensuring a harmonious environment for students from diverse socio-cultural backgrounds. Events like the 'Khuel-Jatra' festival foster cultural understanding and tolerance.

Through sensitization programs, workshops, and awareness campaigns, the college actively promotes constitutional values, creating an inclusive and respectful environment where diversity is celebrated and students are shaped into socially responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students,   teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

This institution celebrates national and international commemorative days, events and festivals as a part of instilling nationalism and patriotism among the students and staff. This institution celebrates these events to commemorate and pay tribute to our great national leaders. International Yoga Day : The institution celebrates on 21st June every year to spread the message of healthy living through the practice of Yoga. Independence Day: The institution celebrates Independence Day every year on 15th of August, to mark the independence of India from the British rule. Gandhi Jayanti : Theinstitution celebrates

every year on 2nd October to practise the ideology of the Father of the Nation and inspire the students to follow the Gandhian philosophy of truth, non-violence, honesty and simplicity. World Aids Day : The institution celebrates 'World Aids Day' on 1st December to create awareness and spread the message of the dreaded disease and so support for the people infected with HIV. National Voters Day: The institution celebrates National Voters' Day on 25th January to encourage the young voters to participate in the process of Nation building. Republic Day: The institution celebrates Republic day on 26th January every year to mark the adoption of Indian constitution aswell as the rights and duties of the citizens. The celebration includes the hoisting of national flag and spreading a warm message of nationalism.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE-1

The NSS and YRC units at Government College, Sundargarh, promote social responsibility through service to mankind, disaster relief, environmental awareness, and fostering self-discipline and dedication. These initiatives aim to shape compassionate citizens who actively engage with their communities. In the 2023-24 academic year, activities included a cleaning campaign, Vanmahotsav week, plantation drive, Clean India campaign, World AIDS Day awareness, and a blood donation camp. Challenges like limited funding and volunteer shortages persist, but addressing them through collaborative efforts can further the institution's commitment to social service and holistic education, cultivating responsible and ethical citizens.

BEST PRACTICE-2

The institution prioritizes maintaining a clean, green campus while fostering moral, ethical, and humanitarian values among students. Recognizing environmental sustainability as a global issue, it emphasizes the importance of awareness regarding environmental degradation. To achieve a sustainable, eco-friendly campus, the institution implements 'green initiatives' as a best practice. The goal is to promote holistic student development through both academics and the inculcation of ethical values. Additionally, the institution conducts various social outreach and extension programs, further enhancing students' engagement with community welfare, encouraging them to be responsible citizens committed to environmental conservation and social betterment.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Driven by the motto "Enter here to learn, go forth to serve," the institution focuses on the holistic development of its students, encompassing intellectual, social, physical, and emotional growth. This ethos encourages both students and faculty to embrace the pursuit of knowledge and contribute meaningfully to society. Social skills are honed through various activities organized by the institution, especially through the NSS and YRC programs. These initiatives expose students to diverse social issues and instill the spirit of service, cooperation, and community engagement.

The institution places significant emphasis on physical fitness and sports, organizing an Annual Athletic Meet to promote healthy competition, self-confidence, teamwork, sportsmanship, and mental resilience among students. Additionally, the curriculum designed by Sambalpur University is implemented through a well-structured teaching-learning process, supported by modern technology to enhance the classroom experience.

The emotional well-being of students is also a priority, with the institution's mentoring system ensuring regular interaction between faculty and students. This system provides students with guidance, support, and a platform to address personal or academic

concerns, fostering a nurturing environment that contributes to both their personal and academic success. Through these comprehensive efforts, the institution strives to create well-rounded individuals ready to serve society with knowledge, compassion, and responsibility.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1.To install more Interactive panel in some class rooms as an ICT initiative for the conduct of classes.

2. Prepare and submit SSR for NAAC accreditation

3. Conduct of more webinars/seminars.

4. To conduct placement programmes.

5. Strengthening the mentoring system.

6. Digitialization of library.

7. Upgradetation of college website.