

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2014 –15

I. Details of the Institution

1.1 Name of the Institution

CHRIST COLLEGE, CUTTACK

1.2 Address Line 1

Chandi Chhaka

Address Line 2

Tulsipur

City/Town

Cuttack

State

Odisha

Pin Code

753008

Institution e-mail address

christcollegectc@gmail.com

Contact Nos.

0671-2301757

Name of the Head of the Institution:

Mr. Manmath Kumar Otta

Tel. No. with STD Code:

0671-2301757

Mobile:

09861338596

Name of the IQAC Co-ordinator: Mrs.Prajna Samantaray

Mobile: 09438580275

IQAC e-mail address: coordinatoriqaccc16@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) ORCOGN12607

OR

1.4 NAAC Executive Committee No. & Date: EC/38/094 dated 02 February 2006
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.naac.gov.in

Web-link of the AQAR: http://christcollege.ac.in/AQAR 2014-15.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺	76.40	2005-06	5 Year
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 07-07-2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR - 2012-13 submitted to NAAC on 27.03.2017 (DD/MM/YYYY)
- ii. AQAR - 2013-14 submitted to NAAC on 27.03.2017 (DD/MM/YYYY)
- iii. AQAR - 2014-15 submitted to NAAC on 29.03.2017 (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty / Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

NIL

1.11 Name of the Affiliating University (*for the Colleges*)

Utkal University, Vani Vihar
Bhubaneswar

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07 + 01 + 01"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="NIL"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="NIL"/>
2.8 No. of other External Experts	<input type="text" value="NIL"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>

2.11 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Faculty members were motivated to undertake research in their respective frontier areas.
- Students were exhorted to ensure a polythene-free campus.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Beautification of College pond	1. Beautification of College pond completed
2. Construction of Indoor Stadium	2. Construction work of Indoor stadium under progress.
3. Renovation of College Hall	3. Renovation of College hall completed with installation of 10 nos. of AC.

* Attach the Academic Calendar of the year as Annexure. (Attached as Annexure – I)

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

<p>Management approved the proposal submitted for</p> <ul style="list-style-type: none"> ➤ Completion of the construction of Indoor Stadium, ➤ Renovation of College Hall & ➤ Beautification of College pond.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	+3Arts/Sc/Com Hons & Pass	Honours in Psychology and Sociology and Pass in Home Sc.	Computer Sc. Honours	
PG Diploma				
Advanced Diploma		.		
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

√

√

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option/ Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	+3 Art/Sc/Com Hons & Pass

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

* An analysis of the feedback is attached as Annexure-II.

1.4 Whether there is any /update of regulation or syllabi, if yes, mention their salient aspects.

NA

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Yes, Department of Sociology and Department of Psychology

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
82	73	09	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

26

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
NIL	NIL	NIL	NIL						

2.4 No. of Guest and Visiting faculty and Temporary faculty

NIL

NIL

NIL

2.5 Faculty participation in conferences and symposia: Departmental Data

No. of Faculty	International level	National level	State level
Attended	06	05	17
Presented papers	03	01	10
Resource Persons			01

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Use of computers and audio visual gadgets.

2.7 Total No. of actual teaching days during this academic year

183

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Since our Examination and evaluation processes are regulated by the University, the college has no scope in bringing about any modification or improvement.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

04		
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2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise
Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
+3 Arts	177	8.48%	20.90%	42.93%	12.12%	62.71%
+3 Science	194	18.55%	59.79%	10.82%		70.61%
+3 Com	117	12.82%	20.51%	26.50%	41.88%	88.89%

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

The IQAC encourages the faculty members to participate in different International, National and State Level Workshops, Seminars, Conferences and Refresher Programmes which go a long way in enhancing their teaching research abilities. It also analyses the feedback from the students and takes appropriate redressal measures.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	11			
Technical Staff	15			

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. IQAC encourages faculty members to register for M.Phil and PH.D degrees. Special leave is sanctioned for course work, conferences & seminars.
2. Seminars are organised and Projects are planned to improve and enhance research potential leading to quality education.
3. Eminent speakers including full bright scholars, professors and heads of Institutions are invited for motivational talks.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	NIL	NIL	NIL
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	NIL	07	03	NIL
Outlay in Rs. Lakhs	N.A			

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	09	07
Non-Peer Review Journals			
e-Journals			
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC		08,72,500
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges
 Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	NIL	NIL	NIL	NIL	21
Sponsoring agencies	NA	NA	NA	NA	Christ College

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency	NIL	From Management of University/College	RS.3088042.00
Total	RS.3088042.00		

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
Commercialised	Applied	NIL
	Granted	NIL

3. 17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist	College
05	-	-	-	-	-	05

3. 18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

04
09

3. 19 No. of Ph.D. awarded by faculty from the Institution

NA

3. 20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	NA	SRF	NA	Project Fellows	NA	Any other	NA
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3. 21 No. of students Participated in NSS events:

University level	08	State level	50
National level	01	International level	NIL

3.22 No. of students participated in NCC events:

University level	NIL	State level	20
National level	13	International level	NIL

3.23 No. of Awards won in NSS:

University level	Nil	State level	30
National level	01	International level	Nil

3.24 No. of Awards won in NCC:

University level	NIL	State level	20
National level	13	International level	Nil

3.25 No. of Extension activities organized

University forum	NIL	College forum	03		
NCC	03	NSS	05	Any other	03

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Visited Daya Ashram (Old Age Home)
- Visited Nirmana Orphanage

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	A12.503dec	NIL	NIL	A12.503dec
Class rooms	27	02 Class Room	College	29
Laboratories	10	01 Smart Class Room	College	11
Seminar Halls	03	NIL	NIL	03
No. of important equipments purchased to be obtained from office (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others	.	Renovation of new Hostel and College Canteen Completed		

4.2 Computerization of administration and library

15 Computer installed in the Office & Library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1596		52	90217/-	1648	
Reference Books	36365		522	109,217.00	36887	
e-Books						
Journals	186		11		197	
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	64	02	6	01	02	02	I.T. 24 Math.14	24
Added								
Total								

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

Training Programmes are conducted periodically to enhance the soft skills of students, teachers & Office Staffs.

4.6 Amount spent on maintenance in lakhs :

i) ICT

22625/-

ii) Campus Infrastructure and facilities

883954/-

iii) Equipments

358359/-

iv) Others

1851586/-

Total :

3116524/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC strives to make the student aware about the different available support services both financial and academic such as scholarship, free studentship, SSG assistance and provision for remedial classes.

5.2 Efforts made by the institution for tracking the progression

The principal constituted an Academic committee to track the progress in the field of curricular and extra-curricular activities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1727			

(b) No. of students outside the state

30

(c) No. of international students

NIL

d) Men

No	%
1069	62

Women

No	%
658	38

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1461	57	19	16	NIL	1553	1615	58	33	21	NIL	1727
Demand ratio 1:1.8				Dropout % 0.05%							

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The Institution has made arrangement for different coaching classes to prepare the students for taking prospective competitive examinations such as state civil services, banking exams and MBA entrance.

No. of students beneficiaries

109

5.5 No. of students qualified in these examinations

NET	NA	SET/SLET	NA	GATE	NA	CAT	NA
IAS/IPS etc	NIL	State PSC	NIL	UPSC	NIL	Others	15

5.6 Details of student counselling and career guidance

The institution has placement cell which guides the students about the job opportunities available in different sectors and also invites different MNCs to recruit its students for their establishment.

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>		<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed	
NIL	NIL	NIL	14	

5.8 Details of gender sensitization programmes

Programmes are organised to educate the students about gender justice. Women trafficking, Girl students are imparted training on martial arts for self-defence.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State / University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	123	
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Renovation of Boy's Common Room.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

To be a centre of excellence in higher education with focus on innovative teaching, learning, research, consultancy and extension activities in building a creative, enlightened and productive civil society.

6.2 Does the Institution has a management Information System

The Institution has an effective MIS which takes care of the following areas -

1. Administration & Establishment reflected in HRMS.
2. Academics : Academic Calendar, College Examination, Time Table.
3. Admission through SAMS.
4. Accounts : Fees, Budget, Audit.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Since we are abided by the curriculum of Utkal University we have no scope for developing our own curriculum

6.3.2 Teaching and Learning

Academic Calendar prepared at the beginning of each academic session, teaching imparted as per lesson plan, distribution of teaching materials and question bank, seminar advisor of each department are assigned to coordinate the presentation by the students & faculty members.

6.3.3 Examination and Evaluation

We have been conducting internal assessment and Test Examinations in the pattern of University Examination apart from the regular University Examinations for the students.

6.3.4 Research and Development

Our institution encourages the teachers to go for research leading to M.Phil, Ph.D. and Post doctoral degrees and the research committee of the institution regulate the quality of the proposal for Major and Minor Research projects. Many of the Research papers / Books published by the teachers have got wide acceptance admiration and good ratings.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is completely automated comprising 38732 books and journals with separate reading rooms for boys , girls & faculty members. The college has adequate I.C.T. facilities accessible to teachers and students. Most of the departments are provided with a computer. Beautification of College Pond completed.

6.3.6 Human Resource Management

Human Resource Management is done by the Institution as per the guidelines of the dept. of Higher Education. Govt. of Odisha through HRMs software. Annual performance Assessment report is submitted by faculty at the end of each academic session.

6.3.7 Faculty and Staff recruitment

Faculty and Staff recruitment are done as and whenever there is a vacancy through open advertisement.

6.3.8 Industry Interaction / Collaboration

NIL

6.3.9 Admission of Students

The Admission to under graduate classes is done through e-admission process by SAMs under the Govt. of Odisha.

+3 Arts - 724	Total-1727
+3 Science - 593	
+3 Com - 410	

6.4 Welfare schemes for

Teaching	Facility of loans
Non teaching	Festival Advance loans under welfare scheme
Students	Fee studentship, SSG scheme, Admission fee concession for girls, SC. ST students, grievance redressal cell.

6.5 Total corpus fund generated

NIL

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		Yes	Principle and academic committee
Administrative	No		Yes	G.B

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes NA No NA

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A. for our College since it is affiliated to Utkal University

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent Colleges?

NA

6.11 Activities and support from the Alumni Association

Regular support and encouragement from the alumni for the overall development of the institution.

6.12 Activities and support from the Parent – Teacher Association

The institution has regular interaction with the parents at the Departmental level. There is an exchange of feedbacks to overcome shortcomings if any.

6.13 Development programmes for support staff

Support staff are given training to operate software pertaining to college office and library.

6.14 Initiatives taken by the institution to make the campus eco-friendly

The eco club is instrumental in creating awareness among the students with regards to the hazards of global warming, use of biodegradable products and extensive use of garbage bins.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Emphases on e-learning by strategic planning and team work.
2. Regular seminars and group discussion for enhancement of knowledge.
3. Anti ragging cell which is very active during the academic session. Training of the girls student for self defence.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

Academics – Purchase of smart board for interactive teaching. Books for library, renovation and installation of 10 ACs in College Hall for conducting conference, seminars and workshops and to facilitate the valuation work of University Exams.

Extra Curricular – 1. Beautification of pond completed.
 2. Renovation of New Hostel Completed.

Extension - Conducting Health Check-up Camp and Blood Donation Camp.

Distribution of Blankets to poor persons.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

1. Promoting research activities
2. Financial Assistance to needy and meritorious students

****Provide the details in annexure. (Attached as Annexure III)***

7.4 Contribution to environmental awareness / protection

Observation of world environment day, Earth day, Vana Mohastava, Installation of garbage bin.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTH:

- The only Govt. Aided UG College in the city having largest enrolment.
- We have strong legacy of outstanding achievements in the field of academics, sports and games, NCC, Naval, NSS, Red-Cross and the cultural activities.
- All the departments are strongly student centred and focused.

WEAKNESS:

- Inadequate levels of funding to meet the growing students' need to work in the laboratories, library and classrooms.
- Absence of hostel facilities for the girls.
- Lack of adequate equipments in the laboratories.

OPPORTUNITIES:

- Many faculty members have the expertise and the ability to secure grants and supports from different funding agencies.
- The high level of interest in the department programmes exhibited by the faculty members provides an opportunity to translate high student demand into more selective admission.
- Enhancement of Institutional social responsibilities.

THREATS

- Disparities of pay scales for similar work.
- Mushrooming of coaching centres affecting the attendance of classroom attendance
Excessive teaching loads leads to paucity of time for the faculty to undertake serious research work.

8. Plans of institution for next year

1. Installation of additional dispenser for cold & pure drinking water.
2. Construction of more class rooms, laboratories, seminar Hall.
3. Training Programme to enhance the soft skills of students, teachers & office staff.
4. Purchase of new books, journals

Name : Ms. Prajna Samantray

Prajna Samantray
29.03.2017
Signature of the Coordinator, IQAC

Name: Mr. Manmath Kumar Otta

Manmath
29.3.17
Signature of the Chairperson, IQAC
**Principal (I/c.)
Christ College, Cuttack**

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure-I

ACADEMIC CALANDER FOR THE YEAR 2014-15 CHRIST COLLEGE, CUTTACK

Sl. No.	Subject	Date
1	Re-opening of the college after summer vacation	23.06.2014
2	Admission into +31 st year Arts/Sc/Commerce	As per the Govt. notification
3	Commencement of Classes +32 nd year Arts/Sc/Commerce	20.06.2014
4	Commencement of Classes +33 rd year Arts/Sc/Commerce	20.06.2014
5	Commencement of Classes +3 1 st year Arts/Sc/Commerce	01.08.2014
6	Monthly Test	Last week of Every month
7	Student's Union Election	As per Govt. Notification
8	Puja Vacation	01.10.2014 to 08.10.2014
09	X-Mas Holidays	23.12.2014 to 01.01.2015
10	Annual Sports & Cultural Week	2 nd week of January 2015
11	Test Examination +32 nd /3 rd year Arts/Sc/Commerce	1 st week of January 2015
12	Test Examination +31 st year Arts/Sc/Commerce	3 rd week of January 2015
13	Filling of Forms for University Examination	As per the Notification of Utkal University
14	Commencement of University Examination	As per the Notification of Utkal University
15	Publication of Results +31 st /2 nd /3 rd year Degree Examination	As per the decision of the Utkal University
16	Total No. of Holidays	72 days Excluding sundays
17	Total No. of Reserve Holidays	02 days
18	Total No. of Teaching days	180

Annexure-II

Analysis of Students' feedback:

- The students' feedback is collected once in a year especially at the end of each academic session.
- The students feel that the teachers are knowledgeable, skilled, enthusiastic, dedicated, committed and student-friendly.
- The students are quite satisfied with the study material and the facilities available in the College library.
- The students are quite appreciative of the teaching methods adopted by the teachers particularly the process of elicitation of questions and encouragement to debate on various issues related to their subjects.
- It is one of the major demands of the students to expedite the completion of the ongoing works of Indoor stadium.
- The students feel the need to enhance the number of seats in the hostels and construction of a ladies' hostel.

Annexure-III

Best Practice-I

Promoting research activities

GOALS:

1. Encourage the faculties to undertake minor and major research projects from UGC and projects from other sources.
2. Encourage the faculties to engage in inter and multidisciplinary research projects
3. To contribute quality research papers which would contribute in the expansion of their respective research area.

CONTEXT: Creation and dissemination of knowledge is an integral objective of any academic institution. This not only increases one's understanding of the subject in a better way but also enhances his analytical ability which goes a long way in the development and growth of academics.

PRACTICE: In the beginning, the teachers are being encouraged to carry out advanced research in their respective area of specialization and to publish the result of their research work in journals of national and international repute. They are also motivated to present their work at national and international seminars, workshops and conferences.

EVIDENCE: Many of the faculties after getting ample encouragement from the Institution have gone for research work leading to M.Phil., Ph.D. and Postdoctoral degree. They have also published their research work in reputed international publishers like Elsevier, Springer, Hindwai, AJC etc., which contributed enormously towards the development of their respective field of research.

CHALLENGES: Limited resource impedes the purchase of sophisticated instruments which may help in advanced research.

Due to the shortage of regular faculties, the teachers are overloaded with their curricular and co-curricular assignments which preclude them from devoting enough time for research.

Best Practice-II

Financial Assistance to needy and meritorious students

GOAL: The primary objective of extending financial assistance to the poor and meritorious students is to help them to get engaged in their academic pursuit who in absence of such assistance might have been disadvantageously placed. This is in compliance to the objective and mission of the College to help the students belonging to economically and socially weaker section.

CONTEXT:

As a matter of fact, the funds available for accomplishing the objectives is not sufficing in relation to the number of students who really stand in need of assistance. So the institution is hard pressed to explore the possibilities of procuring more resources to carter the needs of as many students as possible.

PRACTICE:

There is a committee comprising of some faculty members to coordinate the financial assistance extended under the provision of free tuition fees and social services guild. At the beginning of every session the committee invites applications from the students. After due scrutiny and assessing their need and merit sanctions financial assistance.

EVIDENCE:

A large number of students have been sanctioned free studentship and financial assistance from the social services guild of the College.

Cash Prizes have been awarded to some meritorious students who have topped the University examinations.

CHALLENGES

Due to the shortage of fund many of the meritorious students could not be assisted with enough financial support.