



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	BHIMA BHOI COLLEGE, RAIRAKHOL
• Name of the Head of the institution	SRI DILLIP KUMAR DASH
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06644253008
• Mobile No:	9437220104
• Registered e-mail	bhimabhoicollegerrk@yahoo.co.in
• Alternate e-mail	principalbbcrrk@yahoo.co.in
• Address	RAIRAKHOL
• City/Town	RAIRAKHOL
• State/UT	ODISHA
• Pin Code	768106
2.Institutional status	
• Affiliated / Constitution Colleges	
• Type of Institution	Co-education
• Location	Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University	SAMBALPUR UNIVERSITY				
• Name of the IQAC Coordinator	DR RABI CHANDRA SINGH				
• Phone No.	06644253008				
• Alternate phone No.	06644253037				
• Mobile	8984480237				
• IQAC e-mail address	rcsingh611@gmail.com				
• Alternate e-mail address	principalbbcrrk@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://bhimabhoicollege.org/wp-content/uploads/AQAR-2019-20.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://bhimabhoicollege.org/wp-content/uploads/Academic-Calendar-2020-21.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	B+	2.52	2016	02/12/2016	01/12/2021
6.Date of Establishment of IQAC			02/02/2006		
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	
NA	NA	NA	NA	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9.No. of IQAC meetings held during the year			4		

<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File	
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11. Significant contributions made by IQAC during the current year (maximum five bullets)		
<p>1. Due to the COVID-19 effect Online classes for all streams were held. 2. International National, and State level webinars were organised. 3. Awareness programme on COVID19 were undertaken by YRC of this institution. 4. Online feedback from students, alumni, parents for the improvement of the institution. 5. Blood Donation camps.</p>		
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	
INTRODUCTION OF THE PROCTORIAL SYSTEM	IT HAS BEEN DONE AND RESPONSES OF THE STUDENTS AND PARENTS ARE PRAISWORTHY.	
CONDUCT OF WEBINAR DURING COVID 19 SITUATION	INTERNATIONAL, NATIONAL AND STATE LEVEL WEBINARS HAVE BEEN CONDUCTED WITH MAXIMUM PARTICIPATION.	
DIFFERENT PROGRAMME THROUGH VIRTUAL MODE.	PROGRAMMES ARE BEING CONDUCTED AND PARTICIPATED BY THE STUDENTS AND TEACHERS THROUGH VIRTUAL MODE.	
DEVELOPMENT OF CREATIVE SKILL AMONG THE STUDENTS BY OPTING PROJECT PAPER IN THEIR HONOURS SUBJECT.	PROJECT PAPER AND DISSERTATIONS HAVE BEEN INTRODUCED TO ENRICH THE CREATIVITY ACTIVITIES OF THE STUDENTS.	
CLEANLINESS OF CAMPUS.	IT HAS BEEN IN VOGUE, THE	

	CLEANLINESS OF CAMPUS IS BEING DONE BY OUR NSS, YRC VOLUNTEERS AND SWEEPERS OF THE INSTITUTION ON REGULAR BASIS.
PUBLICATION OF THE COLLEGE ACADEMIC JOURNAL.	ARTICLES TO PUBLISH IN THE COLLEGE ACADEMIC JOURNAL ARE BEING INVITED FROM THE MEMBERS OF THE STAFF AND IT WILL BE PUBLISHED SOON.
ICT ENABLED TEACHING LEARNING METHOD.	WE HAVE SMART CLASS ROOM, SPOKEN TUTORIAL PROJECT. THE DISTINGUISHED STAFF MEMBERS MAKE USE OF THAT THROUGH ICT TO TEACH THE STUDENTS.
REGULAR CLASS TEST, MID-TERM EXAM, PRACTICAL CLASSES AND DOUBT CLEARING CLASSES.	REGULAR CLASS TESTS ARE BEING DONE TO ASSESS THE PERFORMANCE OF THE STUDENTS.
DETAILED RECORD OF THE CLASSES BY THE TEACHERS TO ASSES AND EXAMINE THE STUDENTS THROUGH COVERED UP SYLLABUS.	LESSON PLAN AND PROGRESS REGISTERS ARE BEING MAINTAINED.
UPGRADATION OF THE COLLEGE WEBSITE.	COLLEGE WEBSITE HAS BEEN UPGRADED.
SENDING IMPORTANT NOTIFICATIONS TO ALL STAKEHOLDERS OF THE COLLEGE THROUGH WHATSAPP AND SMS.	IMPORTANT NOTICE AND NOTIFICATIONS FROM THE COLLEGE AUTHORITY ARE BEING SENT THROUGH SMS AND WHATSAPP TO DIFFERENT STAKEHOLDERS. DIFFERENT STAKE HOLDERS FOR IMMEDIATE ACTION.

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	06/01/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2019-20	21/01/2022

15.Multidisciplinary / interdisciplinary**16.Academic bank of credits (ABC):****17.Skill development:****18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):****20.Distance education/online education:****Extended Profile****1.Programme**

1.1	12
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	751
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	143
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	300
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	23
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	0
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1	18
Total number of Classrooms and Seminar halls	
4.2	1143487
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	60
Total number of computers on campus for academic purposes	

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

Bhima Bhoi College, Rairakhol, Dist- Sambalpur one of the premier and oldest institutions of Western Odisha is currently having the following mechanism for effective delivery of curricular aspect. (I) In the beginning of academic session, departmental meetings are held in every department where the topic in the syllabus are distributed among the teachers. (II) Number of classes of each subject is decided according to the syllabus. (iii) College administration in consultation with academic cell provides a well constructed weekly time table.(iv) HOD's prepared the routine which is duly approved by the Principal. (v) The faculty members prepare lesson plan and notes of their classes which is to be approved by Academic Bursar and Principal. (VI) We have a very rich central library for the benefit of the students and faculty members make use of the library for the enhancement of their knowledge. (VII) ICT enabled classrooms funded by RUSA is used for the teaching learning purposes of students and teachers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhimabhoicollege.org/wp-content/uploads/1.1.1-Institution-ensures-effective-curriculum-delivery.pdf

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

The institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation. Academic calendar is prepared by Department of Higher Education, Government of Odisha. In the beginning of the academic session the students are apprised of academic calendar and same is displayed on notice boards for easy access of the students. Higher Education Department, Government of Odisha has all power to modify the academic calendar as per the need. The Schedule of All Examinations is given in academic calendar. The course teachers announce the syllabus and Assignment as per the academic calendar. Assignments are submitted by students as per the dates given in academic Calendar. Examination schedules

announce and display in advance by Principal of the institution. Immediately after the publication of results the marks obtained by the students are being uploaded in the University website.

Due to COVID 19 pandemic situation, Department of Higher Education, Government of Odisha has not published a complete academic calendar for the 2020-21 academic year. But for the benefit of the students and teachers Department of Higher Education, Govt of Odisha has notified UG Academic calendar for pre-final year UG Batch students.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://bhimabhoicollege.org/wp-content/uploads/Academic-Calendar-2020-21.pdf

1.1.3 - Teachers of the Institution participate in B. Any 3 of the above 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

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

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

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
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

0

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	No File Uploaded

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

00

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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

00

File Description	Documents
Any additional information	No File Uploaded
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 **A. All of the above**

**syllabus and its transaction at the institution
from the following stakeholders Students
Teachers Employers Alumni**

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)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bhimabhoicollege.org/wp-content/uploads/Students-Parameter-BBCRRK.pdf

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

960

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

158

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

College has adopted a system of mentoring known as proctorial system where every teacher is recognised as Proctor for a group of students. The academic and psychological improvement of students is meant to be monitored by the proctors. Performance level of the students have been given top priority in the proctorial system. From the beginning of the academic session, names of the students under every teacher are displayed in various platform. The proctors are solely responsible for academic progress and psychological wellbeing of the students. Proctors also give information to the concerned parents for any kind of improvement needed from the parental side. Different Orientation Programme for the students are organised by the college as per the suggestion of the proctors to make the students acquainted with the learning process.

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
630	25

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 Institute practises a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from the role of passive recipients to active and involved stake holders apart from boosting their confidence and encouraging independence. Since students vary in their ability to realize and attract, it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.

Courses are defined with objectives, programme specific objectives and programme outcomes. This provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the Course and teachers, given by students at the end of final semester provides an opportunity to identify any lacunae which can then be addressed in future.

Teachers make classes as interactive as possible and encourage innovative thought with novel interpretations. Audio- Visual methodology, Google Meet, Zoom and other virtual mode are used to provide participative learning enjoyable and inspiring.

Internal assessments are so planned as to encourage students to involve independently in their academic pursuit.. Written Assignments are required to be submitted by students and these need to be done individually on the given topic so as to enhance confidence by increasing their writing skills, apart from inculcating an interest in higher learning. Seminars/ Webinars, Quiz are being organised through virtual mode to help the students in raising their self-confidence with developing oratory abilities to build up their academic excellence. Contemporary issues are encouraged so that students can reflect and analyse by eliciting responses to the subject under discussion. Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. NSS Cell and YRC units have been set-up for the students to participate in integrated learning.

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 teachers of this college use online educational resources, social networking sites, blended learning platforms like Google meet, Zoom, to effectively deliver teaching and provide enhanced learning experience to the students. The teachers of this institution adopt the ICT enabled tools to deliver teaching. Almost all the teachers use in some way or other ICT tools to teach and train their students.

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

22

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

5

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

21

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 conduct Internal and Term End Examinations. With

regard to internal examination question papers are prepared by concerned lecturers approved by the Head of the Department. Result of the Internal Examinations are being submitted to the Examination Section. The transparency is well maintained in the evaluation process of the internal examinations. Finally Internal marks are uploaded in the University website for the final grade of the examinee.. After the term-end examination result is declared

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

Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The mid-term assignments are valued and marks allotted as per norms.. Hindrances if any are discussed with the Academic Bursar and HOD. **at College Level:** The grievances during the conduct of online/ Offline, theory examinations are considered and discussed in consultation with the HOD and Principal and resolve in principle.

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.

STUDENTS PERFORMANCE AND LEARNING OUTCOMES

Economics

Students shall be capable to analyze the data to solve complex economic problem. They will understand general economic concept, viz. demand and supply, Land, labor, capital, Organization, Money, Banking and public finance etc. Students will be able to understand and demonstrate micro and macroeconomic terms. They will be able to formulate and defend a monetary or fiscal strategy that would

produce desired outcomes.

English

Students will interpret the works of literature in different context and framework. They will write criticisms of literature and will use language for esthetic effect. They will develop interest in the literature and will be able to enhance the use of the four language skill i.e. reading, writing, speaking and listening. Students of literature will analyze the text from a verity of theoretical perspectives.

History

Students will be able to apply historical methods to evaluate critically the record of the past. Research method and communication skill will be developed. They will learn to organize and express their thoughts more coherently and appropriately.

As the subject history has its own value in society and human life, it will help the students to develop their ethical and social values. The knowledge about the heritage and tradition will be the most learning outcomes of the students.

Political Science

Students will be able to analyze the nature, methods and important of political thoughts.

The basic framework of the syllabi of political science is :

- To understand the nature and scope of political theory,
- To understand and assess information regarding a variety of political theories.
- To understand the philosophy of world constitution and to demonstrate the knowledge of great thinkers and concept.
- To analyze the history of international relation and emerging area of foreign policy, security and bilateral relation.

Philosophy

The students of philosophy will make use of key concepts of critical thinking from western as well as Indian point of view. The concept of epistemology and metaphysics of different schools of thoughts will be analyzed by the students throughout their learning. They will be able to identify and evaluate ethical, epistemic, social, political and personal value of life. The key philosophical concept including knowledge, reality, reason, substance and comprehension if history of philosophy will be the major areas of learning outcome for the students.

Odia

Students will be able to develop literary knowledge of Odia language. They will learn

significance and application of Odia language in identifying and recognizing as one of the major Indian language both nationally and internationally. The criticism of Odia literature and its esthetic effects develops the interest in the mind of the students. The variety of theoretical perspectives like prosody, poems, drama, grammar, linguistics of different aspect of Odia literature will be the paramount learning outcome for the students.

Sanskrit

Students will learn moral teaching and basic of Sanskrit literature. In the history of Sanskrit literature they will be able to interpret different concepts and thoughts of different scholars. The Paninian Grammar and its analysis is the backbone of Sanskrit subject. The meta rules of Paninian grammar is the thrust area of Sanskrit. The students will gather knowledge about Upanisad, Ramayan and Bhagavadgita along with socio-political thought of ancient India. They will also develop the skills of translation, editing and writing of Sanskrit language.

Botany

Students will gain the knowledge of plant physiology and metabolism along with anatomy of

angiosperms. The learning outcomes of plant ecology and taxonomy play vital part for the enrichment of knowledge of students. They will learn about molecular biology, bio-technology and embryology which will be analyzed in plant sciences and horticulture practices. These are the best learning outcomes for the students of life-science subjects.

Chemistry

Students will be able to learn atomic structure, chemical bonding, periodicity elements, titration formula, oxidation- reduction, titrimetry, physical chemistry such as gaseous state, liquid state and solid state etc. They will make use of learning the basics of organic chemistry, stereo chemistry, carbon Pi bonds. Students will be able to analyze thermo chemistry, inorganic chemistry and will gain the knowledge of polymer chemistry as the learning outcomes for future development of area of these subjects.

Mathematics

Mathematics is an indispensable tool for the much of science and engineering. It provides the basic language for understanding the world and lends precision to scientific thoughts. It aims to provide the learning outcomes for students by developing their essential quantitative skills. Students will gain the knowledge of strong analytical skills with the broad-based background in the mathematical sciences.

Physics

There has been a conscious attempt to develop the learning outcomes of the subject for the

students. The entire approach of the learning outcomes in the syllabi not on definition and technical terms but on the concept involve. The excitement of doing science comes from pursuing the unknown analytical concepts involved in the subject. The students would have the opportunity to think and explore somewhat beyond the syllabus and may feel the urge to continue their scientific expedition at higher level. Electricity and magnetism, quantum mechanics and applications, solid

state physics, mathematic physics bear the special attention in the minds of the students of the physics.

Zoology

As a part of life science subject cell biology, fundamental of biochemistry and microbiology are the major learning outcomes of zoology. Students will be able to learn principles of genetics, evolutionary biology, diversity of chordates for future analysis of their studies. The knowledge of animal physiology and metabolism play an important role in the analytical part of the subject. Students will be able to analyze techniques in animal science, living beings and its ecology. The knowledge gain in the subject not on defining the terms but on the analysis of the concepts. There is an opportunity to study bio-ethical aspect in the subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhimabhoicollege.org/students-performance-learning-outcomes-syllabus/
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.

Bhima Bhoi College, Rairakhhol has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

Attainment of the Course Outcomes

The course outcome is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

At the Departmental level the Heads of the Department and the teachers who are engaged in any class complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the Term-End examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation is done through periodic tests,

quizzes, written assignments, oral presentations and so on. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study.

Attainment of the Programme Specific Outcomes

The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

As this institute deals with Undergraduate levels, the attainment of programme outcomes is measured through students' progress to higher studies.

Another, measurement of attainment is students' placement in companies and institutions.

The feedback system of different stakeholders which is in place in the college helps it to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions and which help the institute to measure its learning outcomes.

The College has also utilized student satisfaction survey developed by NAAC (for conducting it during assessment and accreditation process). Bhima Bhoi College, Rairakhhol used this to seek feedback on its own, for measuring the attainment level of course, and programme outcomes. This is shared through College website to all stakeholders so that they remain informed of the virtues and shortcomings in teaching learning and accomplishments..

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

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

127

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://bhimabhoicollege.org/wp-content/uploads/Students-Satisfaction-Survey-Bhima-Bhoi-College2020-21.pdf>

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)**

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

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	No File Uploaded
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**

16

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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**

7

File Description	Documents
Any additional information	No File Uploaded
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

College has organised various extension and outreach Programme such as Observance of World HIV/AIDS Day, Constitution Day, Aareness programme for COVID 19, Blood Donation Camp, through NSS, Youth Red Cross such

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

7

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

214

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

0

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

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.

We have adequate infrastructure to accommodate the students for the purpose of teaching including well furnished class rooms, well equipped laboratories and computing equipments for teaching learning purposes. The institution strongly recommends the infrastructural development for its smooth functioning.

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.

For the development of athletic activities, the college ensures all kinds of equipments related to sports and games. Students are given facilities to improve their maditative activities occassionally through Yoga classes conducted by our Teachers in collaboration with Patanjali Yoga Centre, Rairakhol..

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.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

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)

1143487

File Description	Documents
Upload any additional information	View File
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)

Library Automation work has been undertaken.

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

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 E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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

0

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

Bhima Bhoi College, Rairakhhol frequently updates its IT facilities including Wi-Fi. Presently this college has 60 numbers of Desktop Computers with 7 number of Server. Apart from this the college has supplied Desktop and Laptop to each Department of Science faculty with all its accessories for the progress of Teaching learning process. Library, Academic Section, Accounts and Establishment section are also having their own independent computer system with 100 mbps internet facility.

File Description	Documents
Upload any additional information	No File Uploaded
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 A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

101540

File Description	Documents
Upload any additional information	View File
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.

Our college makes every effort to maintain and utilize the academic and support facilities to a greater extent. As it is a premier and leading institution accredited with B+ by NAAC in its Second Cycle, it has established the procedures adopted by Government of Odisha, Department of Higher Education and UGC guidelines. As per procedure, the institution ensures all the class rooms, Computers, Networking condition, equipment and apparatus are engaged properly and in good

working condition. The qualified IT instructor is engaged to maintain computer lab. Lab equipment of the science departments are maintained by lab personnel. It is being upgraded whenever required. The repair and maintenance of furniture, equipment are verified regularly and on a priority basis it is being repaired by the institution. The neat and cleanliness of our institution are maintained daily by sweepers. Stock verification is carried out annually. Air conditioned and other electrical appliances are regularly being checked and repair and replace where necessary. There is a library advisory committee prepares plans and ensures the need of books of any subjects to enhance library facilities for both students and teachers. There is a plan of Library Advisory Committee to complete automation of the library for easy access to readers.. For borrowing books Library card have been issued to the students. With regard to the sports facilities, our institution is equipped with sports materials and students make use of that. The Physical Education Teacher is in charge of the sports materials and maintain all round development of sports activities among the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bhimabhoicollege.org/wp-content/uploads/Procedure-Policies-for-Physical-Academic-Support-Facilities-2020-21.pdf

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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	No File Uploaded
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

B. 3 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	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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**

0

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

25

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

0

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.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

Students Body of the Bhima Bhoi College, Rairakhhol ensures the benefit of the students and pursues different activities inside the college campus to enrich the activities of the students. Students Body welcome the newly admitted students at the beginning of the academic year as a mark of affection for them. International Mother Language Day, Voters Day, Republic Day, Independence Day, Foundation Day of College Celebration of Saraswati Puja and Ganesh Puja and other programme are being performed by the students' representatives. As a part of the organizing team NSS Unit, YRC Unit of the college conduct Blood Donation Camp, Observance of Worlds, AIDS Day, Motivational Programme to develop the social service activities among the students. Students Union glorifies its activities in academic as well as administrative improvement of the college. Because of their contribution for the college, our institution has become an ideal one by nurturing not only good students but also good citizens. However all the above mentioned programme have been organised within COVID 19 pandemic appropriate behaviour.

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

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

0

File Description	Documents
Report of the event	No File Uploaded
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)	View File

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

Bhima Bhoi College, Rairakhhol is premier and one of the oldest institution of Odisha, stands the symbol of excellence in providing quality education to its students. The institution as a backbone with historical and cultural heritage of Rairakhhol emphasizes nurturing goods students with a hope to create good citizens. Alumni Association of the college has always been associated with the progress of academic and administrative affairs of the college ensuring all round support and cooperation. A respectable earmark for the alumni has become a paramount aspect of our institution. Through the alumni association the Institution associates the people around the state and globally for the quality excellence in education and always looks forward to strive this effort in future. The institution is connected in every aspect and in every sphere of the world for the alumni association. It bridges the gap between the new and old students past and present so that the institution for alumni enriches in quality maintenance. The rigorous hard work and onerous responsibility that our alumni bear on their shoulders are immeasurable. The institution cannot forget the contribution of alumni who ensures a beautiful future of our noble Institution. Very often at the time of need and crisis if any arises inside the institution either from the point of view of academic or administrative the alumni association takes a vital part to resolve the issue in an amicable way.

File Description	Documents
Paste link for additional information	http://bhimabhoicollege.examot.com/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs) E. <1Lakhs

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 is functioning under the supervision of Department of Higher Education, Government of Odisha. The government Odisha delegates the power and function to the Principal who is treated as Head of the Institution. The Principal will distribute the academic works to various staff members and directs the member of the staff to perform extracurricular duties. In a decentralizing manner the college functions with the faculty members and Non Teaching staff members. The administrative works of the institution are performed by office staff through the administrative bursar. The various committee are formed for the effective functioning of the institution. These committees are namely College Development Committee, Building Committee, Discipline Committee, Parents Teachers Association, Seminar Committee, Anti-raging committee, and Committee deals with grievances of the students and staff. To avoid any kind of inconveniences Principal meets with Heads of the Department and faculty members to resolve any issue for the betterment of the institution.

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 College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. College Development Committee discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented.

Believing in democratic values, the institution has decentralized and participative management. The end result of this was channelized in various curricular and extracurricular activities.

Objectives:

- To bring together contributions from all traditional and non-traditional fields of humanities, social science and science
- To advance human self-understanding and communication.
- To Forster multicultural and international conversation concerning the human issues.

Strategy:

Since it was a gigantic activity including disciplinary, multidisciplinary and post disciplinary fraternity, following strategy was unanimously decided.

Approval from Governing Body:

Normally all the major decisions are taken by the Governing body. The Principal formally put this proposal before the Governing Body which was readily sanctioned.

Collaboration with external agency:

Organizing various programme in a remote area was a herculean task and was impossible without seeking assistance from other external agencies.

Accordingly, this institution seeks assistance from various

Government and Non - Government body viz. IRCS, Bhubaneswar, Patanjali Seva Samiti, Rairakhol, Sri Satya Sai Seva Samiti, Rairakhol and other Charitable Organizations for Socio-cultural development in remote areas.

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

Teaching and Learning

The total quality improvement in teaching has been adopted in the following process. Some departments use ICT Tools and resources available for the teaching purpose. Laptop, LCD Projector, Overhead Projector used for Teaching learning process. Power Point Presentation and webinars are being conducted by the departments for the improvement of teaching and learning.

Examination and Evaluation

The institution conduct internal and Term End Examination. With regard to Internal Examination the Question Papers are prepared by concerned lecturers approved by the Head of the Department. Results of the Internal examinations are being submitted to the Examination section. The transparency is well maintained in the evaluation process of the internal examination. Finally internal marks are uploaded in the University website for the final grade of the examinee after the Term End Examination result is declared.

Library, ICT and Physical Infrastructure / Instrumentation

Presently the effort is on to make automation of the library. ICT enabled lab has been established in our institution for the benefit of the students.

Admission of Students

Admission of students is being made through e-admission process devised by Department of Higher Education, Govt. of Odisha. E-admission process is transparent and students-friendly which makes

no hindrance for the students.

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

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.

Bhima Bhoi College, Rairakhhol is governed by the Director Higher Education, Government of Odisha. The Higher Education Department formulates the Policies for Higher Education to be followed by all colleges of the state with regard to different policies, Administrative Set up, Appointment and Service Rule, procedures for the effective and efficient functioning of the institution. Basing on the need, and according to the policy of Higher Education Department, Government of Odisha, Guidelines and Procedures are implemented strictly.

The overall planning and development of the institution is done by the Governing Body of the College under the direction of the Higher Education Department, Government of Odisha.

The day-to-day administrative affairs of the College are managed by the President, Governing Body Secretary -cum Principal and the Administrative Bursar, Account Bursar, Academic Bursar, HODs and seniormembers of the faculty.

The Principal cum Secretary is the administrative head of the institution shouldering the responsibilities of administration and other academic activities.

The Principal is the academic head, ensuring the proper conduct of all the academic, Curricular, Extracurricular and extension activities.

The Account Bursar is responsible for all financial matters.

The Governing Body is constituted and meetings are conducted as per the guidelines formulated by the State Government.

Principal nominates other academicians and experts in to other Bodies to strengthen the functioning of the College.

The programmes, courses and activities are periodically evaluated by the College and reported in the appropriate Bodies for proper implementation.

There are Committees, Cells and Associations focusing on specific tasks and roles in the College.

The executive leadership is shared with the Administrative Bursar, Academic Bursar, IQAC Coordinator and all the Heads of the Departments.

There is a written Job Description for each office and given to the officials at the time of appointment.

The office of the Academic Bursar has collected all the rules and regulations of the Examination & Evaluation system provided by the University.

The Public Relations Officer communicates with the public and the press during all important events of the College.

The Management encourages the faculty to participate in various committees. This enhances the leadership qualities and skills.

The Grievance redressal committees have been formed for both staff and the students.

The power delegation and decentralization of authority enrich the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation. The Governing Body of the College plays a crucial role in enriching the bottom-up approach in planning and execution of various academic activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bhimabhoicollege.org/institution-organogram/
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

B. Any 3 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

I. Welfare measures for teaching staff

1. Employees Provident Fund as per PF/NPS rules

All the Regular teachers are given PF/NPS benefits right from the day of their joining in the college. This is done as per requirements by the State Government and keeping in view the financial safety of employees or their dependents. There is a provision for receiving monthly pension and a lump sum based on PF rules in force.

2. Encouragement faculty for doing Ph. D

There are 5 faculty members who have completed their Ph. D work .. All faculty members those are pursuing their Ph. D degree are given

facility like duty leave for attending research methodology course organised by the concerned universities. They also sent on duty for appearing their examinations as well.

3.Group Insurance Scheme

GIS benefits is provided for all the regular employees of the college as per guidelines and instruction of Department of Finance, Govt. of Odisha

4.Maternity Leave

The women employees are extended the maternity leave as per the leaverules .

II.Welfare measures for non-teaching members

1. Employees Provident Fund as per PF rules. There is many non-teaching & technical staff who have improved their qualifications with the help of the college on part time. They were given on duty for attending to the classes which have specified by the institution concerned. Maternity Leave for women. GIS benefits is provided for all the regular employees of the college

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

0

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	No File Uploaded
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

5

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

The PAR(Performace Aprisal Report) management system developed by GA Department, Goverment of Odisha is used to effectively monitors the PARs. The PAR, in every begining of the Finacial Year,is being submitted by online to the Reporting Authority by Appraisee for Performance Evaluation. The Reporting Authority(Principal of the College) after thorough verification of the Performance of the Teachers transmits the PAR to the Reviewing Authority.In the transmission record of the PAR which is the integral part of PAR format details of transmission of PAR form at diffrent levels -Appraisee, Reporting Authority, Reviewing Authority will be noted. Reporting Authority and Reviewing Authority will record the transmission details in the transmission record page of the PAR. Before the PAR in original is sent to the next level photo copy of the PAR completed till date will be sent to the Higher Education Department.The Accepting Authority after recording his remarks in the relevante part will send the PAR to the department. After original PAR has been received complete in all respect the photocopies received at diffrent level if not used will be destroyed by the department retaining the original. But in case of Non-Teaching Staff Offline PAR is being used for performance eveluation. At the institution level the performace of the non-teaching staff is reviewed by the Principal and Administrative Bursar.

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

College conducts both internal and external audit in every financial year. Audit of the college is being conducted by Local Fund Audit, Government of Odisha. The institution rectifies if any objection raised by the audit team as a course of action for subsequent year. The academic bursar internally supervises the academic affairs, progress of the course taught by the faculty members, annual results etc for the institutional academic management purpose. In the process of Annual Budget for the various expenditure the college budget committee meets annually and resolves regarding resource aspects to spend the money for required purpose of the institution namely salary of the management staff out of college development fund and other expenditure from different resources of the college. The annual budget after approval of the President, Governing Body, manages financial aspects having resource mobilization of the institution.

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process centres around various committees of the institute as well as the Heads of Departments and Accounts Bursar, Administrative Bursar, Academic Bursar. Institute has designed some specific rules for the funds use and resource utilization properly.

- Mobilization of Funds, the student Development Fee is the major source of income for the institute.
- Funds from WODC, MP LAD, MLA LAD and other donors, stakeholders of the institution are being approached for generation of financial resources.
- Alumni contribute to the institute by raising funds to purchase items like water coolers, wall clocks, fans etc.
- Sponsorships are sought from individuals and corporate office for cultural events and fests.

Utilization of Funds

- A College Development committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses.
- The Purchase Committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.
- The quotations are scrutinized by the College Development Committee and Purchase Committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.
- The Principal, Account Bursar and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

- Before the financial year begins, Principal and Account Bursar prepare the college budget.
- The institutional budget includes recurring expenses such as salary to the Management Employees, electricity, water and sanitations, gardening and internet charges, stationary & other maintenance costs.
- It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.
- The budget is scrutinized and approved by the President, Governing Body
- Accounts Bursar and Purchase Committee monitors whether expenses are exceeding budget provision.
- Local Fund Audit (LFA) Government of Odisha is also appointed who certify the financial statements in every financial year.
- The grants received by the college are also audited by certified auditors.

Optimal utilization of resources

- The college aims at promoting capacity building activities for teaching and non- teaching, consultancy and such other activities, involving the faculty at various levels.
- The faculty, who exhibits initiative and receive substantial grants for Research & Development works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.
- Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds.
- Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & IT instructor.
- The optimal utilization is ensured through encouraging innovative teaching-learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent-teacher meetings. Library functions beyond the office hours for the benefit of students, faculty, and alumni.

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

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

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

Response:

Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) has been established in the College at the instance of the National Assessment and Accreditation Council (NAAC) as a post-accreditation quality sustenance measure.

The significant task of the IQAC is to develop a systematic improvement in overall performance of the Institution. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of the Institution. During the post-accreditation period, the IQAC emphasizes all efforts and measures of the Institution towards promoting its academic excellence and improvement.

The objectives of the IQAC are:

- To ensure continuous improvement in the entire operations of the Institution.
- To ensure stakeholders connected with Education, namely parents, teachers, staff, employers, funding agencies, society in general, of its own quality and probity.
- To develop a quality system for conscious, consistent and programmed action to improve the academic and administrative performance of the institution.
- To promote measures for driving institutional functioning towards quality enhancement and institutionalization of best

practices.

Benefits

IQAC will facilitate / contribute:

- To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement and internalization of the quality culture NAAC for Quality and Excellence in Higher Education.
- To promote measures for the functioning of the Institution towards quality enhancement through initialization of quality culture and Institutionalization of best practices.
- To provide a sound basis for decision making to improve Institutional functioning.
- To act as a dynamic system for quality changes in the Institution.
- To build a better internal communication.

Functions

- The parameters for the various academic and administrative activities of the Institution.
- Arrangement for feedback responses from students, parents, alumni and other stakeholders on quality related issues of the institution.
- Supply of information on the various quality parameters of our institution
- Documentation of the various programs/activities leading to quality improvement.
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Strategies of IQAC

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic and research programmes.
3. Equitable access to and affordability of academic programmes for various sections of society.
4. Optimization and integration of modern methods of teaching and learning.
5. Ensuring the adequacy, maintenance and functioning of the support structure and services.

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following two practices are the results of IQAC initiatives

1. Study Hours

Bhima Bhoi College, Rairakhhol has started conducting study tours, seminar, workshops by which the students can improve their academics. Individual attention is paid to the students to clarify their doubts in difficult subjects. More emphasis is given to enhance their communication skill, soft and life skill and experts are being invited for further acquisition of knowledge.

2. Collaborative Learning

The institution implements the process of collaborative learning to impart quality education to the students. It involves groups of students working together to solve a problem and completes a task. It is based on the idea that learning is a natural and student-teacher centric in which the participants talk among themselves and resolve the issues.

File Description	Documents
Paste link for additional information	Nil
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 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.

Academic review through periodical meetings:

The IQAC conducts periodical meetings with the all the departments, College Examination Committee, Head of the Departments, the principal, College Development Committee throughout the academic year in the presence of the IQAC coordinator. Academic Bursar conducts an academic review of all departments collecting

information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities. Head of the Departments meet regularly with relevant services to assess academic and administrative issues. Significant questions are discussed in meetings with IQAC and HODs. The teachers and students are interacted regarding the changes in the curriculum, new teaching methods and ICT use. This setup has developed into successful review methodology for improvement in teaching and learning system.

Through this system of review, the IQAC observed the continuous development of teaching-learning process.

•Use and improvement of ICT infrastructure

The use of ICT tools has become an essential part in teaching-learning process. IQAC always encouraged faculty members to utilize these tools in academic and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop i.e. Google Apps, Zoom App., Microsoft Teams, Video conference, use of e-mail, handling ICT instrument etc. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

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)

D. Any 1 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)	View File

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

Measures initiated by the Institution for the promotion of gender equality.

• Specific facilities provided for women in terms of:

a) Safety and Security

b) Counselling

c) Common Room

Response:

The institution acknowledges the fact that today India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation.

Therefore, the institution is very keen on identifying the requirements and aspirations of the new generation and the measures to enhance the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance.

Safety and Social Security:

Keeping the present scenario of the society in mind the institution organises various sensitization programme on gender equality. The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavours. In this regard many initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance. In the beginning of every academic year personnel from "Sexual Harassment Cell, Anti-ragging Cell and Self-Defence Unit are invited and an awareness program is being organized to all the students on legal protections relating to girl's security. The institution has different committees such as Anti - Ragging Committee, Sexual Harassment Cell, Self Defence Unit, Students Grievance Redressal Cell and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

The patriarchal society that we live has sown irrational gender prejudices which are deep rooted. Unless these misconceptions are eradicated all the attempts to bring gender equality will be futile. In this regard, the institution has time and again organized gender sensitization classes for boys and also telecasted movies like 'Pink' to have a deep impact in their way of thinking. By inviting the advocates and police personnel, the Anti-Ragging Cell & Sexual Harassment Cell of our institution, organizes numerous programs to enlighten the girls on cybercrimes and the defence mechanisms against crimes. The institution feels that the security of the students not only includes physical security, rather it includes emotional security of the students too. In this regard, the institution is providing counselling to the students who are prone to depression and who have suicidal tendencies. .

Counselling:

As it is said "as is our confidence, so is our capacity" the institution's persistent effort is to build self-reliance among the students to bring out the innate talents hidden in them. The institution identified that counselling can make an insightful impact on the psyche of the students and helps them to navigate difficult life situations. To pursue this stated objective, the college adopted 'Mentor - Mentee & Proctorial system' as the first step towards confidence building among the students. Each faculty is

assigned with specific number of students to cater to their psychological and emotional needs. The institution established a Counselling Cell which includes 04 faculty members out of which 2 are women faculty members. Students are ensured that the counselling shall be done one - to - one basis and complete confidentiality will be maintained. Counselling provides not only an opportunity to the teachers to figure out student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counselling to the students, the Counselling Cell organizes Personality Development classes to all the students in general.

Parent Teacher Association (PTA) is one more bona fide measure implemented by Department of Higher Education, Odisha and adopted by the institution to receive feedback from the parents and at the same time acquaint them about the progress of their ward. In this regard the Public Relation Officers usually are given the responsibility to deal with.

Common Room: A Common Room with attached Wash Room is the primary facility required for the girl students to meet their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility.

News Papers and Magazines are made available to the girls in the common room.

Besides the common room for the girls, there are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy

D. Any 1 of the above

Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

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

Our Institution has deep concern to protect environment, health and well-being through implementation of effective waste management practices such as segregation, recycling, and composting. Awakening to control 'throw-away' life style and grow awareness of generating less waste among students, staff and faculty members has also been adopted. Our gardeners and sweepers help in segregation of waste.

Solid Waste Management

It is segregated at source and collected by Safai Karmachari to dispose off properly to the dumping yards of NAC, Redhakhol. Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematically collected, segregated and sold to authorize vendors for its recycling. Use of paper printed on one side is encouraged in sending fax, print drafts before final document, meeting minutes, memos and notes in office practices as environmentally preferred alternative to waste management to reduce pollution.

Students are encouraged to use waste paper and newspaper in creative practices . Biodegradable kitchen waste from Staff Quarters, Hostels and Canteen waste such as dried leaves, twigs, and plant clippings is collected from all around the campus and used for vermin-composting. Dustbins have been installed throughout campus for waste segregation.

Hazardous Chemicals and Radioactive Waste system is yet to be implemented.

Campus is free from any kind of radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	0
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 **B. Any 3 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **B. Any 3 of the above**

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 **D. Any 1 of the above**

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	No File Uploaded
Certification by the auditing agency	No File Uploaded
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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

Bhima Bhoi College, Rairakhhol has always been at the forefront of sensitising students to the cultural, regional, linguistic communal

and socioeconomic diversities of the state and the nation. This College takes its vision and mission from great Saint Poet Bhima Bhoi, who fought for a classless society in the 19th century Odisha. The College always encourages the students to organise and participate in different programmes organised by college, inter-college, university and other Government or nongovernment organization to make them sensitize towards cultural, regional, linguistic and socio economic diversities.

YRC & NSS in the college play a vital role in promoting inclusive environment towards cultural, regional and socioeconomic diversities among students. The students have wider opportunity to explore their talents and skills through these two organizations. YRC provides various Cluster Level, District Level local and international camps for their volunteers to explore these diversities. The Activities are presentation on history, geography, economy, good practices, cultural heritage, festivals, customs & traditions of the locality.

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The institution encourages participation of students in Sports and Games, YRC and NSS at National level, State Level, to strengthen nationwide bond and relation. The institution takes pride of rising up successful leaders among the students by conducting the Student Union election every year. The elected representatives are given leadership training and delegate the responsibilities of organising college programmes with the support of other student volunteers. Staff members participate in the national celebrations, Flag Day and take oaths for the cause of the nation. The institution takes many

initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/ Debates activities. The institution has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens.

The students have enthusiastically participated in various activities like seminar, conferences, expert talks, poster making competition, competition on various contemporary legal issues, legal awareness programme to impart awareness of such issues

Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations. The Faculty of History celebrates the Constitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals amongst students. Various departments of the institution and NSS unit are actively involved in conducting several activities for inculcating values for being responsible citizens are given below:
2019-2020: Blood donation camp, workshop on „Human rights?, , Van Mahotsav day, awareness on Blood Donation, Road Safety, HIV AIDS and other Extension / community outreach programme to make students responsible citizens, Voters awareness program, Mindful leadership camp, financial awareness interactive session, Extension / community outreach programme to make students responsible citizens, Awareness on Nutrition & Healthy Eating Habits, :

In collaboration with Taluk Legal Services Committee this institution has organised webinars on : Pan India Awareness and Outreach Programme and Observation of World Student Day, National Legal Service Day, World AIDS Day, Disability Day, Human Rights Day, Awareness Programme on the welfare schemes provided by Government to COVID victims with observation of National Girls Child Day to line up the students towards their duties and responsibilities to the society.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	View File

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

Our institution like every year celebrates the commemorative days like Republic Day, Independence Day, Gandhi Jayanti, Saraswati Puja and Ganesh Puja, Voter's Day. Constitution day at a great length. Teachers, staff members and students wholeheartedly participate on the occasions to make it a grand success.

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.

1. Title of the Practice - Women Empowerment

Objective of the Practice: Our institution has a majority number of enrolment of girls students every year. The students come from different background having conditions of poor, poverty stricken, ill-health and so on. In the institution in order to make them undiscriminating slot, the institution has taken up the issue of women empowerment with various objectives.

(i) Self Defence Training introduced by Department of Higher Education, Govt. of Odisha for girls students has become a boon for them.

(ii) Different awareness programme to motivate and to realize their real worth for learning is being organised by our organisation.

(iii) The goal of institution is to create an amicable environment for Teaching Learning activities of girls students and solving their problems independently by giving different suggestions by the counsellors.

(iv) Special Programme by the Police administration is being provided by our institution for the girls students with a hope let them do not suffer from any evil because innocence and simplicity.

(v) Institution is always aware any sorts of victimization of girls students and try to protect without any harm for them.

(vi) The administration at different times organizes different programme on Human Rights and Fundamental Freedom for Equal Rights and Dignity of the girls students in the institution. In order to feel them they are equal with everybody and they have the same skill and potentiality like others. (vii) Debates and Discussions , Competitions on Gender Equality Programme among the girls students to realize gender sensitization and make them aware of their worth in the family as well as in the society are being conducted by the institution.

(viii) The ill-effects of different superstitious activities like dowry system, child marriage etc are being taught to the girls students for their better future. in this regard seminars and special programme like essay, debate especially on dowry system are being organized by our institution.

(ix) The Govt. of Odisha has made a free distribution scheme of

sanitizing pad to the girls students which prevents women related health problems and take care of personal hygiene and prevention of infectiousness disease.

(x) The prevention of HIV/AIDS awareness programme is being organized as a best practice of the institution every year which will be benefited girls students in particular and institution in general. (xi) The institution with a hope to create a peaceful atmosphere prevents ragging, eve-teasing of the girls students.

The Context - As it one of the best practices of our institution after due discussion among the girls students they actively participated in the gender issue programme in every occasion organised by the institution. The awareness programme became highly beneficial for the girls students, they attend the college with dignity upholding their freedom of equality. The self Defence Programme, Girls sensitization Programme have boosted the girls students and their parents for achieving betterment of their wards while admitted in the college. The disparities, inequalities on gender issue has been done away with in the institutional process. The monitoring unit of different cells like anti-ragging, anti-sexual harassment cell, YRC actively involve on the issue and see the implementation of the objective of women empowerment of the institution has taken place properly.

The Practice:- To achieve gender equity and women empowerment of both girls students and women staff members are the paramount objective of our institution. The college girls average of more than sixty percent of total strength of the college having weaker section including OBC, Schedule Caste, Schedule Tribe communities are well guided and empowered by our institution with upholding their human rights and dignity. The girls are the most valuable human resource that we cannot afford to neglect this valuable force to be the victims of exploitation, ragging, eve-teasing and any kind of segregation on gender issue. To achieve this aim college has resolved to empower girls community in our institution to face any kind of situation boldly and successfully. The self defense team, women sensitization cell and its coordinator and other seniors teachers as its members of the cell work cooperatively to implement the protection of women rights and successfully empowers women creating conducive condition in bringing confidence to continue their studies in the institution without any hindrance. Evidence of Success :- Miss L. Bishnupriya Sagar, Miss Mamata Bara and Miss Rinki Mohapatra of BA Class were active participant and trainers of the Self Defence Programme which is meant for girls students. Some financial assistance was also given to them in lieu of providing

self defence training to the girls students.

Problems Encountered: - The institution faces No Problem at all in implementing the women empowerment activities in the institution. The institution in accordance with guidelines of Department of Higher Education schedule the woman empowerment activities along with self defence programme without hampering their class work or any kind of academic schedule.

2. Title of the Practice

Voluntary Blood Donation

Objective of the Practice - For human life, human blood plays a vital part. It has no substitute to be replaced by anything. In different therapeutic uses human blood is well accepted. It saves millions of lives each year globally.

Context : As per the reports of WHO India is lagging behind in collection of blood despite being a thickly populated county. Blood donation camp as a best practice of our institution indicates the need and importance of voluntary blood donation.

The Practice:-This institution organizes at least one voluntary blood donation camp in each academic year. The YRC Unit and NSS Unit of the college take active participation in organizing such programme. The institution make voluntary blood donation camp with the guidance of the Camp organizer, Medical Officer,, Officer in Charge, Blood Bank, YRC Volunteers in order to organize the camp safely and efficiently. The institution choose the place which is a well ventilated for voluntary blood donation camp. A spacious area is being chosen for the camp every time . The institution organizes registration process , Medical check up, Blood Donation Procedure before functioning of the blood donation. We provide safe drinking water with disposable glasses in the camp area. Volunteers help in displaying of poster for the free voluntary blood donation camp.

Evidence of Success: The organizer of Blood Donation Camp of our institution is contacted by the medical team members regarding the availability of blood collected from our institution of requirement of blood group. It has become the best and safe to the patients/recipients and to the blood donor also. The need for blood is ever increasing that our institution feels and works for its success. Only voluntary blood donor can help to maintain an adequate supply of blood to save the lives those who in need. The institution evidently maintains it as its success story.

Problems Encountered- Different awareness programme on blood donation camp has been organised to make free of problems of organizing voluntary blood donation camp. The motivation programme to donate blood and social works organised by our institution has proved to be beneficial to overcome the problems if any in blood donation camp.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

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

Goal and Objective of the college is to impart knowledge to rural youth to meet their intellectual, cultural needs for the community. The devoted faculty members of our institution always work to provide quality excellence in education. The different committees are formed to carry out various functions and activities of the college. The distinctiveness of our institution is vested with different stakeholders such as faculty members, Non - Teaching Staff, Parent, Students and Local denizens, alumni and any other who have made their contribution to make our institution is ideal one. The members of the staff always look for the all round development of students. Essay, Debate, Quiz Programme and General Knowledge Test are being organised by the college to improve the extracurricular standard of our students. Games and Sports, Yoga are being conducted for the students. To inculcate the knowledge of skills in English language, different skills enhancement course are being conducted by our faculty members. It is needless to say the CBCS also has prescribed a course on English Language and communication for the students of undergraduate course.

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

Bhima Bhoi College, Rairakhhol, Dist- Sambalpur one of the premier and oldest institutions of Western Odisha is currently having the following mechanism for effective delivery of curricular aspect. (I) In the beginning of academic session, departmental meetings are held in every department where the topic in the syllabus are distributed among the teachers. (II) Number of classes of each subject is decided according to the syllabus. (iii) College administration in consultation with academic cell provides a well constructed weekly time table.(iv) HOD's prepared the routine which is duly approved by the Principal. (v) The faculty members prepare lesson plan and notes of their classes which is to be approved by Academic Bursar and Principal. (VI) We have a very rich central library for the benefit of the students and faculty members make use of the library for the enhancement of their knowledge. (VII) ICT enabled classrooms funded by RUSA is used for the teaching learning purposes of students and teachers.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://bhimabhoicollege.org/wp-content/uploads/1.1.1-Institution-ensures-effective-curriculum-delivery.pdf

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

The institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation. Academic calendar is prepared by Department of Higher Education, Government of Odisha. In the beginning of the academic session the students are apprised of academic calendar and same is displayed on notice boards for easy access of the students. Higher Education Department, Government of Odisha has all power to modify the academic calendar as per the need. The Schedule of All Examinations is given in academic calendar. The course teachers announce the syllabus and

Assignment as per the academic calendar. Assignments are submitted by students as per the dates given in academic Calendar. Examination schedules announce and display in advance by Principal of the institution. Immediately after the publication of results the marks obtained by the students are being uploaded in the University website.

Due to COVID 19 pandemic situation, Department of Higher Education, Government of Odisha has not published a complete academic calendar for the 2020-21 academic year. But for the benefit of the students and teachers Department of Higher Education, Govt of Odisha has notified UG Academic calendar for pre-final year UG Batch students.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	https://bhimabhoicollege.org/wp-content/uploads/Academic-Calendar-2020-21.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

B. Any 3 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	View File

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	
14	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
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)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
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	
0	
1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
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	
0	
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	No File Uploaded
1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year	
00	
File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
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	
00	

File Description	Documents
Any additional information	No File Uploaded
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)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://bhimabhoicollege.org/wp-content/uploads/Students-Parameter- BCCRK.pdf

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

960

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

158

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

College has adopted a system of mentoring known as proctorial system where every teacher is recognised as Proctor for a group of students. The academic and psychological improvement of students is meant to be monitored by the proctors. Performance level of the students have been given top priority in the proctorial system. From the beginning of the academic session, names of the students under every teacher are displayed in various platform. The proctors are solely responsible for academic progress and psychological wellbeing of the students. Proctors also give information to the concerned parents for any kind of improvement needed from the parental side. Different Orientation Programme for the students are organised by the college as per the suggestion of the proctors to make the students acquainted with the learning process.

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
630	25

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 Institute practises a teaching methodology which focuses on imparting education through a student centric approach. This methodology helps to transform students from the role of passive recipients to active and involved stake holders apart from boosting their confidence and encouraging independence. Since students vary in their ability to realize and attract, it is not possible to address the needs and expectations of individual students and expect a uniform learning outcome from them all in a teacher centric class. The teacher facilitates learning by allowing each individual student to comprehend at their personal level by ensuring their involvement in class activities so that they can absorb and grasp information at their own pace.

Courses are defined with objectives, programme specific objectives and programme outcomes. This provides a comprehensive understanding to the student right at the beginning of the course as to what should be the primary focus. It also helps them in self-evaluating their performance at the conclusion of the course. Feedback of the Course and teachers, given by students at the end of final semester provides an opportunity to identify any lacunae which can then be addressed in future.

Teachers make classes as interactive as possible and encourage innovative thought with novel interpretations. Audio- Visual methodology, Google Meet, Zoom and other virtual mode are used to provide participative learning enjoyable and inspiring.

Internal assessments are so planned as to encourage students to involve independently in their academic pursuit.. Written Assignments are required to be submitted by students and these need to be done individually on the given topic so as to enhance confidence by increasing their writing skills, apart from

inculcating an interest in higher learning. Seminars/ Webinars, Quiz are being organised through virtual mode to help the students in raising their self-confidence with developing oratory abilities to build up their academic excellence. Contemporary issues are encouraged so that students can reflect and analyse by eliciting responses to the subject under discussion. Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. NSS Cell and YRC units have been set-up for the students to participate in integrated learning.

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 teachers of this college use online educational resources, social networking sites, blended learning platforms like Google meet, Zoom, to effectively deliver teaching and provide enhanced learning experience to the students. The teachers of this institution adopt the ICT enabled tools to deliver teaching. Almost all the teachers use in some way or other ICT tools to teach and train their students.

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

22

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

23

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
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

5

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

21	
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.	
<p>The institution conduct Internal and Term End Examinations. With regard to internal examination question papers are prepared by concerned lecturers approved by the Head of the Department. Result of the Internal Examinations are being submitted to the Examination Section. The transparency is well maintained in the evaluation process of the internal examinations. Finally Internal marks are uploaded in the University website for the final grade of the examinee.. After the term-end examination result is declared</p>	
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	
<p>Departmental Level: The continuous evaluation of students is carried out by faculty regarding theory lectures, labs, assignments, unit tests. The mid-term assignments are valued and marks allotted as per norms.. Hindrances if any are discussed with the Academic Bursar and HOD. at College Level: The grievances during the conduct of online/ Offline, theory examinations are considered and discussed in consultation with the HOD and Principal and resolve in principle.</p>	

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.

STUDENTS PERFORMANCE AND LEARNING OUTCOMES

Economics

Students shall be capable to analyze the data to solve complex economic problem. They will understand general economic concept, viz. demand and supply, Land, labor, capital, Organization, Money, Banking and public finance etc. Students will be able to understand and demonstrate micro and macroeconomic terms. They will be able to formulate and defend a monetary or fiscal strategy that would produce desired outcomes.

English

Students will interpret the works of literature in different context and framework. They will write criticisms of literature and will use language for esthetic effect. They will develop interest in the literature and will be able to enhance the use of the four language skill i.e. reading, writing, speaking and listening. Students of literature will analyze the text from a verity of theoretical perspectives.

History

Students will be able to apply historical methods to evaluate critically the record of the past. Research method and communication skill will be developed. They will learn to organize and express their thoughts more coherently and appropriately.

As the subject history has its own value in society and human life, it will help the students to develop their ethical and social values. The knowledge about the heritage and tradition will be the most learning outcomes of the students.

Political Science

Students will be able to analyze the nature, methods and important of political thoughts.

The basic framework of the syllabi of political science is :

- To understand the nature and scope of political theory,
- To understand and assess information regarding a variety of political theories.
- To understand the philosophy of world constitution and to demonstrate the knowledge of great thinkers and concept.
- To analyze the history of international relation and emerging area of foreign policy, security and bilateral relation.

Philosophy

The students of philosophy will make use of key concepts of critical thinking from western as well as Indian point of view. The concept of epistemology and metaphysics of different schools of thoughts will be analyzed by the students throughout their learning. They will be able to identify and evaluate ethical, epistemic, social, political and personal value of life. The key philosophical concept including knowledge, reality, reason, substance and comprehension if history of philosophy will be the major areas of learning outcome for the students.

Odia

Students will be able to develop literary knowledge of Odia language. They will learn

significance and application of Odia language in identifying and recognizing as one of the major Indian language both nationally and internationally. The criticism of Odia literature and its

esthetic effects develops the interest in the mind of the students. The variety of theoretical perspectives like prosody, poems, drama, grammar, linguistics of different aspect of Odia literature will be the paramount learning outcome for the students.

Sanskrit

Students will learn moral teaching and basic of Sanskrit literature. In the history of Sanskrit literature they will be able to interpret different concepts and thoughts of different scholars. The Paninian Grammar and its analysis is the backbone of Sanskrit subject. The meta rules of Paninian grammar is the thrust area of Sanskrit. The students will gather knowledge about Upanisad, Ramayan and Bhagavadgita along with socio-political thought of ancient India. They will also develop the skills of translation, editing and writing of Sanskrit language.

Botany

Students will gain the knowledge of plant physiology and metabolism along with anatomy of

angiosperms. The learning outcomes of plant ecology and taxonomy play vital part for the enrichment of knowledge of students. They will learn about molecular biology, bio-technology and embryology which will be analyzed in plant sciences and horticulture practices. These are the best learning outcomes for the students of life-science subjects.

Chemistry

Students will be able to learn atomic structure, chemical bonding, periodicity elements, titration formula, oxidation-reduction, titrimetry, physical chemistry such as gaseous state, liquid state and solid state etc. They will make use of learning the basics of organic chemistry, stereo chemistry, carbon Pi bonds. Students will able to analyze thermo chemistry, inorganic chemistry and will gain the knowledge of polymer chemistry as the learning outcomes for future development of area of these subjects.

Mathematics

Mathematics is an indispensable tool for the much of science and engineering. It provides the basic language for understanding the world and lends precision to scientific thoughts. It aims to provide the learning outcomes for students by developing their essential quantitative skills. Students will gain the knowledge of strong analytical skills with the broad-based background in the mathematical sciences.

Physics

There has been a conscious attempt to develop the learning outcomes of the subject for the

students. The entire approach of the learning outcomes in the syllabi not on definition and technical terms but on the concept involve. The excitement of doing science comes from pursuing the unknown analytical concepts involved in the subject. The students would have the opportunity to think and explore somewhat beyond the syllabus and may feel the urge to continue their scientific expedition at higher level. Electricity and magnetism, quantum mechanics and applications, solid

state physics, mathematic physics bear the special attention in the minds of the students of the physics.

Zoology

As a part of life science subject cell biology, fundamental of biochemistry and microbiology are the major learning outcomes of zoology. Students will be able to learn principles of genetics, evolutionary biology, diversity of chordates for future analysis of their studies. The knowledge of animal physiology and metabolism play an important role in the analytical part of the subject. Students will be able to analyze techniques in animal science, living beings and its ecology. The knowledge gain in the subject not on defining the terms but on the analysis of the concepts. There is an opportunity to study bio-ethical aspect in the subject.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://bhimabhoicollege.org/students-performance-learning-outcomes-syllabus/
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.

Bhima Bhoi College, Rairakhhol has a system in place for measuring the levels of attainment of course outcomes, programme specific outcomes and programme outcomes.

Attainment of the Course Outcomes

The course outcome is measured through syllabus, completion of syllabus, continuous evaluation (internal evaluation), setting up of question paper, evaluation, and result.

At the Departmental level the Heads of the Department and the teachers who are engaged in any class complete the courses in time and in some cases extra classes are conducted for the students who they identify as relatively average. The 75 percent of compulsory attendance to qualify for writing the Term-End examination of the courses is adhered to, to ensure students participation in the class. The continuous evaluation is done through periodic tests, quizzes, written assignments, oral presentations and so on. The end semester examination of every course is based on written examination of three hours, the question paper of which is required to test the knowledge of the student from every unit prescribed for study.

Attainment of the Programme Specific Outcomes

The programme specific outcomes is measured by taking the aggregate result of all courses in a given programme of an individual student, and then the average performance of all the students in a given programme.

Attainment of the Programme Outcomes

As this institute deals with Undergraduate levels, the attainment

of programme outcomes is measured through students' progress to higher studies.

Another, measurement of attainment is students' placement in companies and institutions.

The feedback system of different stakeholders which is in place in the college helps it to measure and reckon the attainment of the programme outcomes. The online student feedback system provides information pertaining to the relevance of the course, availability of the course material, and course's importance in terms of employability and so on which are pertinent questions and which help the institute to measure its learning outcomes.

The College has also utilized student satisfaction survey developed by NAAC (for conducting it during assessment and accreditation process). Bhima Bhoi College, Rairakhol used this to seek feedback on its own, for measuring the attainment level of course, and programme outcomes. This is shared through College website to all stakeholders so that they remain informed of the virtues and shortcomings in teaching learning and accomplishments..

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

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

127

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://bhimabhoicollege.org/wp-content/uploads/Students-Satisfaction-Survey-Bhima-Bhoi-College2020-21.pdf>

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)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
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

0

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	No File Uploaded
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

16

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

7

File Description	Documents
Any additional information	No File Uploaded
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

College has organised various extension and outreach Programme such as Observance of World HIV/AIDS Day, Constitution Day, Aareness programme for COVID 19, Blood Donation Camp, through NSS, Youth Red Cross such

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**

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

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

7

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

214

File Description	Documents
Report of the event	No File Uploaded
Any additional information	View File
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

0

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

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.

We have adequate infrastructure to accommodate the students for the purpose of teaching including well furnished class rooms, well equipped laboratories and computing equipments for teaching learning purposes. The institution strongly recommends the infrastructural development for its smooth functioning.

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.

For the development of athletic activities, the college ensures all kinds of equipments related to sports and games. Students are given facilities to improve their maditative activities occassionally through Yoga classes conducted by our Teachers in collaboration with Patanjali Yoga Centre, Rairakhol..

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.

7

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

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)

1143487

File Description	Documents
Upload any additional information	View File
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)

Library Automation work has been undertaken.

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

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

0

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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

0

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

Bhima Bhoi College, Rairakhhol frequently updates its IT facilities including Wi-Fi. Presently this college has 60 numbers of Desktop Compters with 7 number of Server. Apart from this the college has supplied Desktop and Laptop to each Department of Science faculty with all its accessories for the progress of Teaching learning process. Library, Academic Section, Accounts and Establishment section are also having their own idnependent computer ssystem with 100 mbpsinternet facility.

File Description	Documents
Upload any additional information	No File Uploaded
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

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
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)

101540

File Description	Documents
Upload any additional information	View File
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.

Our college makes every effort to maintain and utilize the academic and support facilities to a greater extent. As it is a premier and leading institution accredited with B+ by NAAC in its Second Cycle, it has established the procedures adopted by Government of Odisha, Department of Higher Education and UGC guidelines. As per procedure, the institution ensures all the class rooms, Computers, Networking condition, equipment and

apparatus are engaged properly and in good working condition. The qualified IT instructor is engaged to maintain computer lab. Lab equipment of the science departments are maintained by lab personnel. It is being upgraded whenever required. The repair and maintenance of furniture, equipment are verified regularly and on a priority basis it is being repaired by the institution. The neat and cleanliness of our institution are maintained daily by sweepers. Stock verification is carried out annually. Air conditioned and other electrical appliances are regularly being checked and repair and replace where necessary. There is a library advisory committee prepares plans and ensures the need of books of any subjects to enhance library facilities for both students and teachers. There is a plan of Library Advisory Committee to complete automation of the library for easy access to readers.. For borrowing books Library card have been issued to the students. With regard to the sports facilities, our institution is equipped with sports materials and students make use of that. The Physical Education Teacher is in charge of the sports materials and maintain all round development of sports activities among the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://bhimabhoicollege.org/wp-content/uploads/Procedure-Policies-for-Physical-Academic-Support-Facilities-2020-21.pdf

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

0

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
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

B. 3 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	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

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**

0

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**

25

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**

0

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.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
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)

Students Body of the Bhima Bhoi College, Rairakhhol ensures the benefit of the students and pursues different activities inside the college campus to enrich the activities of the students. Students Body welcome the newly admitted students at the beginning of the academic year as a mark of affection for them. International Mother Language Day, Voters Day, Republic Day, Independence Day, Foundation Day of College Celebration of Saraswati Puja and Ganesh Puja and other programme are being performed by the students' representatives. As a part of the organizing team NSS Unit, YRC Unit of the college conduct Blood Donation Camp, Observance of Worlds, AIDS Day, Motivational Programme to develop the social service activities among the students. Students Union glorifies its activities in academic as well as administrative improvement of the college. Because of their contribution for the college, our institution has become an ideal one by nurturing not only good students but also good citizens. However all the above mentioned programme have been organised within COVID 19 pandemic appropriate behaviour.

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

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

0

File Description	Documents
Report of the event	No File Uploaded
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)	View File

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

Bhima Bhoi College, Rairakhhol is premier and one of the oldest institution of Odisha, stands the symbol of excellence in providing quality education to its students. The institution as a backbone with historical and cultural heritage of Rairakhhol emphasizes nurturing goods students with a hope to create good citizens. Alumni Association of the college has always been associated with the progress of academic and administrative affairs of the college ensuring all round support and cooperation. A respectable earmark for the alumni has become a paramount aspect of our institution. Through the alumni association the Institution associates the people around the state and globally for the quality excellence in education and always looks forward to strive this effort in future. The institution is connected in every aspect and in every sphere of the world for the alumni association. It bridges the gap between the new and old students past and present so that the institution for alumni enriches in quality maintenance. The rigorous hard work and onerous responsibility that our alumni bear on their shoulders are immeasurable. The institution cannot forget the contribution of alumni who ensures a beautiful future of our noble Institution. Very often at the time of need and crisis if any arises inside the institution either from the point of view of academic or administrative the alumni association takes a vital part to resolve the issue in an amicable way.

File Description	Documents
Paste link for additional information	http://bhimabhoicollege.examot.com/
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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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 is functioning under the supervision of Department of Higher Education, Government of Odisha. The government Odisha delegates the power and function to the Principal who is treated as Head of the Institution. The Principal will distribute the academic works to various staff members and directs the member of the staff to perform extracurricular duties. In a decentralizing manner the college functions with the faculty members and Non Teaching staff members. The administrative works of the institution are performed by office staff through the administrative bursar. The various committee are formed for the effective functioning of the institution. These committees are namely College Development Committee, Building Committee, Discipline Committee, Parents Teachers Association, Seminar Committee, Anti-raging committee, and Committee deals with grievances of the students and staff. To avoid any kind of inconveniences Principal meets with Heads of the Department and faculty members to resolve any issue for the betterment of the institution.

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 College promotes participative management. Ideas pertaining to academic goals, organizational progression and better campus life are collected from all stakeholders to promote efficient functioning of the College. The staff and other stakeholders help in infusing a positive attitude that leads to increased efficiency, improved communication, heightened morale, motivation and job satisfaction. Believing in decentralization, the Management takes policy decisions, finance, infrastructure etc. with the help of members of the College Development Committee. College Development Committee discusses matters related to teaching and administrative staff and decisions are taken at these levels are implemented.

Believing in democratic values, the institution has decentralized and participative management. The end result of this was channelized in various curricular and extracurricular activities.

Objectives:

- To bring together contributions from all traditional and non-traditional fields of humanities, social science and science
- To advance human self-understanding and communication.
- To Foster multicultural and international conversation concerning the human issues.

Strategy:

Since it was a gigantic activity including disciplinary, multidisciplinary and post disciplinary fraternity, following strategy was unanimously decided.

Approval from Governing Body:

Normally all the major decisions are taken by the Governing body. The Principal formally put this proposal before the Governing Body which was readily sanctioned.

Collaboration with external agency:

Organizing various programme in a remote area was a herculean task and was impossible without seeking assistance from other external agencies.

Accordingly, this institution seeks assistance from various Government and Non - Government body viz. IRCS, Bhubaneswar, Patanjali Seva Samiti, Rairakhhol, Sri Satya Sai Seva Samiti, Rairakhhol and other Charitable Organizations for Socio-cultural development in remote areas.

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

Teaching and Learning

The total quality improvement in teaching has been adopted in the following process. Some departments use ICT Tools and resources available for the teaching purpose. Laptop, LCD Projector, Overhead Projector used for Teaching learning process. Power Point Presentation and webinars are being conducted by the departments for the improvement of teaching and learning.

Examination and Evaluation

The institution conduct internal and Term End Examination. With regard to Internal Examination the Question Papers are prepared by concerned lecturers approved by the Head of the Department. Results of the Internal examinations are being submitted to the Examination section. The transparency is well maintained in the evaluation process of the internal examination. Finally internal marks are uploaded in the University website for the final grade of the examinee after the Term End Examination result is declared.

Library, ICT and Physical Infrastructure / Instrumentation

Presently the effort is on to make automation of the library. ICT enabled lab has been established in our institution for the benefit of the students.

Admission of Students

Admission of students is being made through e-admission process

devised by Department of Higher Education, Govt. of Odisha. E-admission process is transparent and students-friendly which makes no hindrance for the students.

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

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.

Bhima Bhoi College, Rairakhhol is governed by the Director Higher Education, Government of Odisha. The Higher Education Department formulates the Policies for Higher Education to be followed by all colleges of the state with regard to different policies, Administrative Set up, Appointment and Service Rule, procedures for the effective and efficient functioning of the institution. Basing on the need, and according to the policy of Higher Education Department, Government of Odisha, Guidelines and Procedures are implemented strictly.

The overall planning and development of the institution is done by the Governing Body of the College under the direction of the Higher Education Department, Government of Odisha.

The day-to-day administrative affairs of the College are managed by the President, Governing Body Secretary -cum Principal and the Administrative Bursar, Account Bursar, Academic Bursar, HODs and seniormembers of the faculty.

The Principal cum Secretary is the administrative head of the institution shouldering the responsibilities of administration and other academic activities.

The Principal is the academic head, ensuring the proper conduct of all the academic, Curricular, Extracurricular and extension activities.

The Account Bursar is responsible for all financial matters.

The Governing Body is constituted and meetings are conducted as

per the guidelines formulated by the State Government.

Principal nominates other academicians and experts in to other Bodies to strengthen the functioning of the College.

The programmes, courses and activities are periodically evaluated by the College and reported in the appropriate Bodies for proper implementation.

There are Committees, Cells and Associations focusing on specific tasks and roles in the College.

The executive leadership is shared with the Administrative Bursar, Academic Bursar, IQAC Coordinator and all the Heads of the Departments.

There is a written Job Description for each office and given to the officials at the time of appointment.

The office of the Academic Bursar has collected all the rules and regulations of the Examination & Evaluation system provided by the University.

The Public Relations Officer communicates with the public and the press during all important events of the College.

The Management encourages the faculty to participate in various committees. This enhances the leadership qualities and skills.

The Grievance redressal committees have been formed for both staff and the students.

The power delegation and decentralization of authority enrich the effective and efficient functioning of the institution in all its spheres of planning, decision-making and implementation. The Governing Body of the College plays a crucial role in enriching the bottom-up approach in planning and execution of various academic activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://bhimabhoicollege.org/institution-organogram/
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

B. Any 3 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

I. Welfare measures for teaching staff

1. Employees Provident Fund as per PF/NPS rules

All the Regular teachers are given PF/NPS benefits right from the day of their joining in the college. This is done as per requirements by the State Government and keeping in view the financial safety of employees or their dependents. There is a provision for receiving monthly pension and a lump sum based on PF rules in force.

2. Encouragement faculty for doing Ph. D

There are 5 faculty members who have completed their Ph. D work .. All faculty members those are pursuing their Ph. D degree are

given facility like duty leave for attending research methodology course organised by the concerned universities. They also sent on duty for appearing their examinations as well.

3.Group Insurance Scheme

GIS benefits is provided for all the regular employees of the college as per guidelines and instruction of Department of Finance, Govt. of Odisha

4.Maternity Leave

The women employees are extended the maternity leave as per the leaverules .

II.Welfare measures for non-teaching members

1. Employees Provident Fund as per PF rules. There is many non-teaching & technical staff who have improved their qualifications with the help of the college on part time. They were given on duty for attending to the classes which have specified by the institution concerned. Maternity Leave for women. GIS benefits is provided for all the regular employees of the college

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

0

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	No File Uploaded
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

5

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

The PAR(Performace Aprisal Report) management system developed by GA Department, Government of Odisha is used to effectively monitors the PARs. The PAR, in every begining of the Finacial Year, is being submitted by online to the Reporting Authority by Appraisee for Performance Evaluation. The Reporting Authority(Principal of the College) after thorough verification of the Performance of the Teachers transmits the PAR to the Reviewing Authority. In the transmission record of the PAR which is the integral part of PAR format details of transmission of PAR form at diffrent levels -Appraisee, Reporting Authority, Reviewing Authority will be noted. Reporting Authority and Reviewing Authority will record the transmission details in the transmission record page of the PAR. Before the PAR in original is sent to the next level photo copy of the PAR completed till date will be sent to the Higher Education Department. The Accepting Authority after recording his remarks in the relevante part will send the PAR to the department. After original PAR has been received complete in all respect the photocopies received at diffrent level if not used will be destroyed by the department retaining the original. But in case of Non-Teaching Staff Offline PAR is being used for performance eveluation. At the institution level the performace of the non-teaching staff is reviewed by the Principal and Administrative Bursar.

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

College conducts both internal and external audit in every financial year. Audit of the college is being conducted by Local Fund Audit, Government of Odisha. The institution rectifies if any objection raised by the audit team as a course of action for subsequent year. The academic bursar internally supervises the academic affairs, progress of the course taught by the faculty members, annual results etc for the institutional academic management purpose. In the process of Annual Budget for the various expenditure the college budget committee meets annually and resolves regarding resource aspects to spend the money for required purpose of the institution namely salary of the management staff out of college development fund and other expenditure from different resources of the college. The annual budget after approval of the President, Governing Body, manages financial aspects having resource mobilization of the institution.

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

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

Institute maintains & follows a well-planned process for the mobilization of funds and resource. The process centres around various committees of the institute as well as the Heads of Departments and Accounts Bursar, Administrative Bursar, Academic Bursar. Institute has designed some specific rules for the funds use and resource utilization properly.

- Mobilization of Funds, the student Development Fee is the major source of income for the institute.
- Funds from WODC, MP LAD, MLA LAD and other donors, stakeholders of the institution are being approached for generation of financial resources.
- Alumni contribute to the institute by raising funds to purchase items like water coolers, wall clocks, fans etc.
- Sponsorships are sought from individuals and corporate office for cultural events and fests.

Utilization of Funds

- A College Development committee has been constituted to monitor the optimum utilization of funds for various recurring and non-recurring expenses.
- The Purchase Committee seeks quotations from vendors for the purchase of equipment, computers, books, etc.
- The quotations are scrutinized by the College Development Committee and Purchase Committee before a final decision is made based on parameters like pricing, quality, terms of service, etc.
- The Principal, Account Bursar and purchase committees along with the accounts department ensure that the expenditure lies within the allotted budget. The intervention of the management is sought in case the expenditure exceeds the budget.

Resource Mobilization Policy and Procedure

- Before the financial year begins, Principal and Account Bursar prepare the college budget.
- The institutional budget includes recurring expenses such as salary to the Management Employees, electricity, water and sanitations, gardening and internet charges, stationary & other maintenance costs.
- It includes planned expenses such as lab equipment purchases, furniture, and other development Expenses.
- The budget is scrutinized and approved by the President, Governing Body
- Accounts Bursar and Purchase Committee monitors whether expenses are exceeding budget provision.
- Local Fund Audit (LFA) Government of Odisha is also appointed who certify the financial statements in every financial year.
- The grants received by the college are also audited by certified auditors.

Optimal utilization of resources

- The college aims at promoting capacity building activities for teaching and non- teaching, consultancy and such other activities, involving the faculty at various levels.
- The faculty, who exhibits initiative and receive substantial grants for Research & Development works or for strengthening the infrastructure in the institute would be encouraged and will receive special commendation.
- Travel grants can be sanctioned to faculty to present research papers at or to attend National or International Conferences in India or abroad, depending on availability of funds.
- Effective utilization of infrastructure is ensured through the appointment of adequate and well-qualified lab technicians & IT instructor.
- The optimal utilization is ensured through encouraging innovative teaching-learning practices.
- The available physical infrastructure is optimally utilized beyond regular college hours, to conduct remedial classes, co-curricular activities/extra-curricular activities, parent- teacher meetings. Library functions beyond the office hours for the benefit of students, faculty, and alumni.

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

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

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

Response:

Internal Quality Assurance Cell (IQAC)

The Internal Quality Assurance Cell (IQAC) has been established in the College at the instance of the National Assessment and Accreditation Council (NAAC) as a post-accreditation quality sustenance measure.

The significant task of the IQAC is to develop a systematic improvement in overall performance of the Institution. The IQAC will make a significant and meaningful contribution in the post-accreditation phase of the Institution. During the post-accreditation period, the IQAC emphasizes all efforts and measures of the Institution towards promoting its academic excellence and improvement.

The objectives of the IQAC are:

- To ensure continuous improvement in the entire operations of the Institution.
- To ensure stakeholders connected with Education, namely parents, teachers, staff, employers, funding agencies, society in general, of its own quality and probity.
- To develop a quality system for conscious, consistent and programmed action to improve the academic and administrative performance of the institution.
- To promote measures for driving institutional functioning towards quality enhancement and institutionalization of

best practices.

Benefits

IQAC will facilitate / contribute:

- To ensure a heightened level of clarity and focus in institutional functioning towards quality enhancement and internalization of the quality culture NAAC for Quality and Excellence in Higher Education.
- To promote measures for the functioning of the Institution towards quality enhancement through initialization of quality culture and Institutionalization of best practices.
- To provide a sound basis for decision making to improve Institutional functioning.
- To act as a dynamic system for quality changes in the Institution.
- To build a better internal communication.

Functions

- The parameters for the various academic and administrative activities of the Institution.
- Arrangement for feedback responses from students, parents, alumni and other stakeholders on quality related issues of the institution.
- Supply of information on the various quality parameters of our institution
- Documentation of the various programs/activities leading to quality improvement.
- Organization of workshops, seminars on quality related themes and promotion of quality circles.
- Preparation of the Annual Quality Assurance Report (AQAR) to be submitted to NAAC based on the quality parameters.

Strategies of IQAC

1. Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.
2. The relevance and quality of academic and research programmes.
3. Equitable access to and affordability of academic programmes for various sections of society.
4. Optimization and integration of modern methods of teaching and learning.
5. Ensuring the adequacy, maintenance and functioning of the

support structure and services.

IQAC has contributed significantly for institutionalizing the quality assurance strategies and processes, the following two practices are the results of IQAC initiatives

1. Study Hours

Bhima Bhoi College, Rairakhhol has started conducting study tours, seminar, workshops by which the students can improve their academics. Individual attention is paid to the students to clarify their doubts in difficult subjects. More emphasis is given to enhance their communication skill, soft and life skill and experts are being invited for further acquisition of knowledge.

2. Collaborative Learning

The institution implements the process of collaborative learning to impart quality education to the students. It involves groups of students working together to solve a problem and completes a task. It is based on the idea that learning is a natural and student- teacher centric in which the participants talk among themselves and resolve the issues.

File Description	Documents
Paste link for additional information	Nil
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 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.

Academic review through periodical meetings:

The IQAC conducts periodical meetings with the all the departments, College Examination Committee, Head of the

Departments, the principal, College Development Committee throughout the academic year in the presence of the IQAC coordinator. Academic Bursar conducts an academic review of all departments collecting information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities. Head of the Departments meet regularly with relevant services to assess academic and administrative issues. Significant questions are discussed in meetings with IQAC and HODs. The teachers and students are interacted regarding the changes in the curriculum, new teaching methods and ICT use. This setup has developed into successful review methodology for improvement in teaching and learning system.

Through this system of review, the IQAC observed the continuous development of teaching-learning process.

•Use and improvement of ICT infrastructure

The use of ICT tools has become an essential part in teaching-learning process. IQAC always encouraged faculty members to utilize these tools in academic and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non-teaching staff to use ICT by arranging different workshop i.e. Google Apps, Zoom App., Microsoft Teams, Video conference, use of e-mail, handling ICT instrument etc. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

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

D. Any 1 of the above

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)

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)	View File

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

Measures initiated by the Institution for the promotion of gender equality.

• Specific facilities provided for women in terms of:

a) Safety and Security

b) Counselling

c) Common Room

Response:

The institution acknowledges the fact that today India is the youngest nation in the world with 69 percent of its population between 18 to 35 years of age. This demographic dividend that India achieved has to be harnessed for the progress of the nation.

Therefore, the institution is very keen on identifying the requirements and aspirations of the new generation and the

measures to enhance the abilities and professional skills of both boys and girls, without any discrimination. The institution rightly guides the students from their long journey from "human beings to being human" by sensitizing them on issues like gender, social harmony and tolerance.

Safety and Social Security:

Keeping the present scenario of the society in mind the institution organises various sensitization programme on gender equality. The institution accords utmost priority to the safety and security of not only the students but also of the staff, and ensures a fool proof vigilant system so that every student, especially girl students, will feel secured and protected to pursue their educational endeavours. In this regard many initiatives have been taken by the institution to foster gender equality and gender sensitization programs, thereby to ensure safety of girl students. To have a hawk eye, the institution installed CC (Close Circuit) cameras at key places in the campus and also in all the class rooms for a round the clock vigilance. In the beginning of every academic year personnel from "Sexual Harassment Cell, Anti- ragging Cell and Self- Defence Unit are invited and an awareness program is being organized to all the students on legal protections relating to girl's security. The institution has different committees such as Anti - Ragging Committee, Sexual Harassment Cell, Self Defence Unit, Students Grievance Redressal Cell and Discipline Committee which are on heels to provide quick relief to the students and to ensure the maintenance of decent and moral atmosphere within the campus.

The patriarchal society that we live has sown irrational gender prejudices which are deep rooted. Unless these misconceptions are eradicated all the attempts to bring gender equality will be futile. In this regard, the institution has time and again organized gender sensitization classes for boys and also telecasted movies like 'Pink' to have a deep impact in their way of thinking. By inviting the advocates and police personnel, the Anti-Ragging Cell & Sexual Harassment Cell of our institution, organizes numerous programs to enlighten the girls on cybercrimes and the defence mechanisms against crimes. The institution feels that the security of the students not only includes physical security, rather it includes emotional security of the students too. In this regard, the institution is providing counselling to the students who are prone to depression and who have suicidal tendencies. .

Counselling:

As it is said "as is our confidence, so is our capacity" the institution's persistent effort is to build self-reliance among the students to bring out the innate talents hidden in them. The institution identified that counselling can make an insightful impact on the psyche of the students and helps them to navigate difficult life situations. To pursue this stated objective, the college adopted 'Mentor - Mentee & Proctorial system' as the first step towards confidence building among the students. Each faculty is assigned with specific number of students to cater to their psychological and emotional needs. The institution established a Counselling Cell which includes 04 faculty members out of which 2 are women faculty members. Students are ensured that the counselling shall be done one - to - one basis and complete confidentiality will be maintained. Counselling provides not only an opportunity to the teachers to figure out student's attitudes, weakness and challenges, but also to provide the tools and insights to manage depression and distress. Besides providing personal counselling to the students, the Counselling Cell organizes Personality Development classes to all the students in general.

Parent Teacher Association (PTA) is one more bona fide measure implemented by Department of Higher Education, Odisha and adopted by the institution to receive feedback from the parents and at the same time acquaint them about the progress of their ward. In this regard the Public Relation Officers usually are given the responsibility to deal with.

Common Room: A Common Room with attached Wash Room is the primary facility required for the girl students to meet their personal needs. As such the institution has provided a spacious Common Room to the girl students with adequate seating facility.

News Papers and Magazines are made available to the girls in the common room.

Besides the common room for the girls, there are separate wash room for boys and staff.

File Description	Documents
Annual gender sensitization action plan	Nil
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	Nil

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
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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
--

Our Institution has deep concern to protect environment, health and well-being through implementation of effective waste management practices such as segregation, recycling, and composting. Awakening to control 'throw-away' life style and grow awareness of generating less waste among students, staff and faculty members has also been adopted. Our gardeners and sweepers help in segregation of waste.

Solid Waste Management

It is segregated at source and collected by Safai Karmachari to dispose off properly to the dumping yards of NAC, Redhakhol. Waste like plastic, metals, glass, cardboard, newspaper and stationery are systematically collected, segregated and sold to authorize vendors for its recycling. Use of paper printed on one side is encouraged in sending fax, print drafts before final document, meeting minutes, memos and notes in office practices as environmentally preferred alternative to waste management to

reduce pollution.

Students are encouraged to use waste paper and newspaper in creative practices . Biodegradable kitchen waste from Staff Quarters, Hostels and Canteen waste such as dried leaves, twigs, and plant clippings is collected from all around the campus and used for vermin-composting. Dustbins have been installed throughout campus for waste segregation.

Hazardous Chemicals and Radioactive Waste system is yet to be implemented.

Campus is free from any kind of radioactive waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	0
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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

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**

B. Any 3 of the above

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	D. Any 1 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
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	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
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).

Bhima Bhoi College, Rairakhhol has always been at the forefront of sensitising students to the cultural, regional, linguistic communal and socioeconomic diversities of the state and the nation. This College takes its vision and mission from great Saint Poet Bhima Bhoi, who fought for a classless society in the 19th century Odisha. The College always encourages the students to organise and participate in different programmes organised by college, inter-college, university and other Government or nongovernment organization to make them sensitize towards cultural, regional, linguistic and socio economic diversities.

YRC & NSS in the college play a vital role in promoting inclusive environment towards cultural, regional and socioeconomic diversities among students. The students have wider opportunity to explore their talents and skills through these two organizations. YRC provides various Cluster Level, District Level local and international camps for their volunteers to explore these diversities. The Activities are presentation on history, geography, economy, good practices, cultural heritage, festivals, customs & traditions of the locality.

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

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities and constantly works upon to nurture them as better citizens of the country through various curricular and extra-curricular activities. The institute hoists the flag during national festivals and invites eminent persons to inspire students and staff by informing the qualities of freedom fighters and to emphasize the duties and responsibilities of citizens. The institution encourages participation of students in Sports and Games, YRC and NSS at National level, State Level, to strengthen nationwide bond and relation. The institution takes pride of rising up successful leaders among the students by conducting the Student Union election every year. The elected representatives are given leadership training and delegate the responsibilities of organising college programmes with the support of other student volunteers. Staff members participate in the national celebrations, Flag Day and take oaths for the cause of the nation. The institution takes many initiatives like conducting awareness campaigns, organizing orientation programmes, training programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations. Ethical Values, rights, duties and responsibilities of citizens are some of the topics that are enlisted in Elocution/ Debates activities. The institution has strived forward with great effort to increase the level of awareness and appropriate practices amongst the students in the following areas: Fundamental Duties and Rights of Indian Citizens.

The students have enthusiastically participated in various activities like seminar, conferences, expert talks, poster making competition, competition on various contemporary legal issues, legal awareness programme to impart awareness of such issues

Constitutional Obligations: The students of Economics have participated in parliament house visits to promote the awareness about various constitutional and legal obligations. The Faculty of History celebrates the Constitution Day on an annual basis and thus contributes to the spreading of Constitutional values and ideals amongst students. Various departments of the institution and NSS unit are actively involved in conducting several activities for inculcating values for being responsible citizens are given below: 2019-2020: Blood donation camp, workshop on „Human rights?, , Van Mahotsav day, awareness on Blood Donation,

Road Safety, HIV AIDS and other Extension / community outreach programme to make students responsible citizens, Voters awareness program, Mindful leadership camp, financial awareness interactive session, Extension / community outreach programme to make students responsible citizens, Awareness on Nutrition & Healthy Eating Habits,:

In collaboration with Taluk Legal Services Committee this institution has organised webinars on : Pan India Awareness and Outreach Programme and Observation of World Student Day, National Legal Service Day, World AIDS Day, Disability Day, Human Rights Day, Awareness Programme on the welfare schemes provided by Government to COVID victims with observation of National Girls Child Day to line up the students towards their duties and responsibilities to the society.

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

<p>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</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Code of ethics policy document	No File Uploaded
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	No File Uploaded
Any other relevant information	View File

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

Our institution like every year celebrates the commemorative days like Republic Day, Independence Day, Gandhi Jayanti, Saraswati Puja and Ganesh Puja, Voter's Day. Constitution day at a great length. Teachers, staff members and students wholeheartedly participate on the occasions to make it a grand success.

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.

1. Title of the Practice - Women Empowerment

Objective of the Practice: Our institution has a majority number of enrolment of girls students every year. The students come from different background having conditions of poor, poverty stricken, ill-health and so on. In the institution in order to make them undiscriminating slot, the institution has taken up the issue of women empowerment with various objectives.

(i) Self Defence Training introduced by Department of Higher

Education, Govt. of Odisha for girls students has become a boon for them.

(ii) Different awareness programme to motivate and to realize their real worth for learning is being organised by our organisation.

(iii) The goal of institution is to create an amicable environment for Teaching Learning activities of girls students and solving their problems independently by giving different suggestions by the counsellors.

(iv) Special Programme by the Police administration is being provided by our institution for the girls students with a hope let them do not suffer from any evil because innocence and simplicity.

(v) Institution is always aware any sorts of victimization of girls students and try to protect without any harm for them.

(vi) The administration at different times organizes different programme on Human Rights and Fundamental Freedom for Equal Rights and Dignity of the girls students in the institution. In order to feel them they are equal with everybody and they have the same skill and potentiality like others. (vii) Debates and Discussions , Competitions on Gender Equality Programme among the girls students to realize gender sensitization and make them aware of their worth in the family as well as in the society are being conducted by the institution.

(viii) The ill-effects of different superstitious activities like dowry system, child marriage etc are being taught to the girls students for their better future. in this regard seminars and special programme like essay, debate especially on dowry system are being organized by our institution.

(ix) The Govt. of Odisha has made a free distribution scheme of sanitizing pad to the girls students which prevents women related health problems and take care of personal hygiene and prevention of infectiousness disease.

(x) The prevention of HIV/AIDS awareness programme is being organized as a best practice of the institution every year which will be benefited girls students in particular and institution in general. (xi) The institution with a hope to create a peaceful atmosphere prevents ragging, eve-teasing of the girls students.

The Context - As it one of the best practices of our institution after due discussion among the girls students they actively participated in the gender issue programme in every occasion organised by the institution. The awareness programme became highly beneficial for the girls students, they attend the college with dignity upholding their freedom of equality. The self Defence Programme, Girls sensitization Programme have boosted the girls students and their parents for achieving betterment of their wards while admitted in the college. The disparities, inequalities on gender issue has been done away with in the institutional process. The monitoring unit of different cells like anti-ragging, anti-sexual harassment cell, YRC actively involve on the issue and see the implementation of the objective of women empowerment of the institution has taken place properly.

The Practice:- To achieve gender equity and women empowerment of both girls students and women staff members are the paramount objective of our institution. The college girls average of more than sixty percent of total strength of the college having weaker section including OBC, Schedule Caste, Schedule Tribe communities are well guided and empowered by our institution with upholding their human rights and dignity. The girls are the most valuable human resource that we cannot afford to neglect this valuable force to be the victims of exploitation, ragging, eve-teasing and any kind of segregation on gender issue. To achieve this aim college has resolved to empower girls community in our institution to face any kind of situation boldly and successfully. The self defense team, women sensitization cell and its coordinator and other seniors teachers as its members of the cell work cooperatively to implement the protection of women rights and successfully empowers women creating conducive condition in bringing confidence to continue their studies in the institution without any hindrance. Evidence of Success :- Miss L. Bishnupriya Sagar, Miss Mamata Bara and Miss Rinki Mohapatra of BA Class were active participant and trainers of the Self Defence Programme which is meant for girls students. Some financial assistance was also given to them in lieu of providing self defence training to the girls students.

Problems Encountered: - The institution faces No Problem at all in implementing the women empowerment activities in the institution. The institution in accordance with guidelines of Department of Higher Education schedule the woman empowerment activities along with self defence programme without hampering their class work or any kind of academic schedule.

2. Title of the Practice

Voluntary Blood Donation

Objective of the Practice - For human life, human blood plays a vital part. It has no substitute to be replaced by anything. In different therapeutic uses human blood is well accepted. It saves millions of lives each year globally.

Context : As per the reports of WHO India is lagging behind in collection of blood despite being a thickly populated county. Blood donation camp as a best practice of our institution indicates the need and importance of voluntary blood donation.

The Practice:-This institution organizes at least one voluntary blood donation camp in each academic year. The YRC Unit and NSS Unit of the college take active participation in organizing such programme. The institution make voluntary blood donation camp with the guidance of the Camp organizer, Medical Officer,, Officer in Charge, Blood Bank, YRC Volunteers in order to organize the camp safely and efficiently. The institution choose the place which is a well ventilated for voluntary blood donation camp. A spacious area is being chosen for the camp every time . The institution organizes registration process , Medical check up, Blood Donation Procedure before functioning of the blood donation. We provide safe drinking water with disposable glasses in the camp area. Volunteers help in displaying of poster for the free voluntary blood donation camp.

Evidence of Success: The organizer of Blood Donation Camp of our institution is contacted by the medical team members regarding the availability of blood collected from our institution of requirement of blood group. It has became the best and safe to the patients/recipients and to the blood donor also. The need for blood is ever increasing that our institution feels and works for its success. Only voluntary blood donor can help to maintain an adequate supply of blood to save the lives those who in need. The institution evidently maintains it as its success story.

Problems Encountered- Different awareness programme on blood donation camp has been organised to make free of problems of organizing voluntary blood donation camp. The motivation programme to donate blood and social works organised by our institution has proved to be beneficial to overcome the problems if any in blood donation camp.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	View File

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

Goal and Objective of the college is to impart knowledge to rural youth to meet their intellectual, cultural needs for the community. The devoted faculty members of our institution always work to provide quality excellence in education. The different committees are formed to carry out various functions and activities of the college. The distinctiveness of our institution is vested with different stakeholders such as faculty members, Non - Teaching Staff, Parent, Students and Local denizens, alumni and any other who have made their contribution to make our institution is ideal one. The members of the staff always look for the all round development of students. Essay, Debate, Quiz Programme and General Knowledge Test are being organised by the college to improve the extracurricular standard of our students. Games and Sports, Yoga are being conducted for the students. To inculcate the knowledge of skills in English language, different skills enhancement course are being conducted by our faculty members. It is needless to say the CBCS also has prescribed a course on English Language and communication for the students of undergraduate course.

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

7.3.2 - Plan of action for the next academic year

Vocational Course on horticulture will be taken for the benefit of the students in particular and environment as a whole in the institution. Introduction of PG Courses. Development of skills of the students by inculcating core values among them by imparting value based education. Enhancement of infrastructural facilities. Implementation of LMS(Learning Management System). Enhancing social compatibility of the students by giving better

opportunities of social interaction through activities of NSS, YRC, etc. Communication of important information on college website. ICT enabled teaching learning method. Distribution of Class notes and preparation of Question Bank by faculty members. Regular class tests, assessment in practical classes are to be done to keep track on the improvement of the students.