Yearly Status Report - 2017-2018

Part A	
Data of the Institution	
1. Name of the Institution	**WOMEN'S COLLEGE KHURDA**
Name of the head of the Institution	**MRS MAMATA DAS**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06755296255**
Mobile no.	**9439815066**
Registered Email	**womenscollegekhurda@gmail.com**
Alternate Email	**sn060464@gmail.com**
Address	**SAMANTARAPUR KHURDA PIN-752055 ODISHA**
City/Town	**KHURDA**
State/UT	**Orissa**
Pincode	**752055**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**DR BIJOYLAXMI DAS**
Phone no/Alternate Phone no.	**06755296255**
Mobile no.	**9938541393**
Registered Email	**womenscollegekhurda@gmail.com**
Alternate Email	**sn060464@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.wdck.ac.in/upload/621ca76eeea7e.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.wdck.ac.in/upload/62206e3f8fcba.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**B**	**70.90**	**2006**	**21-May-2006**	**31-May-2011**

6. Date of Establishment of IQAC	**01-Apr-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Counselling at the time of Hons Selection	**01-Aug-2017** **2**	**144**
New Teaching Method such	**16-Aug-2017**	**14**

as White Board	1	
IQAC Encourages Faculty Minor Research Project & Major Research Project	01-Jul-2017 1	14
Dissemination and awareness of information through college calendarn	28-Aug-2017 1	300

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2018 0	0

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

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

1. ParentsTeachers meeting and feed back. 2. Internal Academic Committee Meeting. 3. Internal Financial Audit. 4. Students feed back. 5. Remedial Classes Introduced.

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

Plan of Action	Achivements/Outcomes
To encourage all departments to conduct departmental seminars and group discussions on relevant topics	All departments with zeal and enthusiasm conducted departmental seminars twice a year and group discussions.
To conduction programme for the UG 1st year students	Conducted
Staff orientation system for semistar systems of examination	Conducted
[View File](#)	

14. Whether AQAR was placed before statutory body ? **Yes**

Name of Statutory Body	Meeting Date
Staff Council	11-Aug-2017

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

16. Whether institutional data submitted to AISHE: **Yes**

Year of Submission **2017**

Date of Submission **13-Feb-2017**

17. Does the Institution have Management Information System ? **Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)

History of the college is a situated in the vicinity of Khurda Town. The college was burn in 1981 and accreditated by NAAC as Grade B in 2006. This grate institution is situated in the core of the green land of different medicinal as well as other valuable plans. The college has been marching on unimpeded for the last 41 years. The institution meticulously plans for effective implementation of the curriculum. The college is uploading date and information in NHERC portal. Biomatric attendance system for teaching and nonteaching. Result and student performance is based on software analysis online admission, CCTV and security system are maintain properly.

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Institution meticulously plans for effective implementation of the curriculum. The detailed process is stated below. All the departments prepared academic calendar prescribed by the university. The faculty analyses the needs of the students before the commencement of every semester and plans the curriculum as prescribed by the university "RDWU" . In such a way that it includes different activities related to the design syllabus. The HOD of every departments submits a workload statement at the beginning of semester over wholes the general time table is prepared. Accordingly each departments prepared its own teaching plan, allots the term-wise topics to be taught withing the stipulated time through a series of interactive activities like class room teaching group discussion power point presentation academic test etc. The examinations results are reviewed and the weaker students are taught again in remedial classes. The curriculum is enriched by participation of teacher in different meetings, seminars, conferences, organised by different universities.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS	28/07/2017
BA	EDUCATION	28/07/2017
BA	PSYCHOLOGY	28/07/2017
BA	HOME SCIENCE	28/07/2017
BA	ODIA	28/07/2017
BA	HISTORY	28/07/2017
BA	POL SCIENCE	28/07/2017

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year		
Value Added Courses	Date of Introduction	Number of Students Enrolled
SEC, AECC, EVS, COMMUNICATIVE ENGLISH,	01/06/2015	432
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1.3.2 – Field Projects / Internships under taken during the year		
Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	NIL	0
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	No
Parents	Yes

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

Feedback Obtained
The feedback is collected at various levels, viz. Students, Parents, Teachers etc. This feedback is informed and discussed before Governing Body. The structured feedback is taken from students employees and Resource persons those who have come as guest to different department for seminars. Students Feedback: The students feedback is taken regularly through a complain box regarding the classes of faculties, facilities of canteen and cleanliness of their common room and use toilets. The problems which required management decision are put up before the chair person and also solved accordingly. Faculty Feedback: Syllabus coverage is collected from individual subject teacher through lesson plan and progressive register maintained department wise by the individual teacher. Proctorial classes are done department wise and year wise to enable the students for bright future. Parents feedback: The parents meeting is performed to discusses about the different problems faced by their wards within and outside the college.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Hons and Pass	144	650	144
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of	Number of	Number of	Number of	Number of

	students enrolled in the institution (UG)	students enrolled in the institution (PG)	fulltime teachers available in the institution teaching only UG courses	fulltime teachers available in the institution teaching only PG courses	teachers teaching both UG and PG courses
2017	432	0	23	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
26	3	1	2	0	1
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The student mentoring system is a part and parcel of the college. The mentors are given complete responsibility of a group of students to keep a track of activity and academic progress. The various issues confronted by the students in the organisation is redressed. The duty of the mentor is to find out the talent and potentiality of the students. They are inspired and motivated to participate in co-curricular and cultural activities in the college. The mentors review the academic progress of the pupils and guide them as per their actual requirement. The mentors also teach or morality and ethical values of the society.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
432	26	1:17

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
0	26	3	4	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	NIL	Nill	NIL
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination

BA	UG	6	12/05/2018	18/06/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Continuous internal evaluation is done through exams in the college level. Extra remedial classes are taken with low achieving students and doubt clearing classes to remove the lacuna being faced by the students. Spoken English classes are also organised to improve the communicative skills of the students. Quantative and logical thinking practices are also conducted in the classes room.

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

The institution prepared academic calendar reflecting upon various activities through out the year. Such as admission, examination, evaluation, students grievance redressal, sports. In the Calendar various internal examination and class examination are scheduled for the knowledge of the students. The admission processes took place according to the calendar provided by the DHE, Odisha and RDW, University.

2.6 – Student Performance and Learning Outcomes

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

No Data Entered/Not Applicable !!!

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BA	HONS	144	102	83.6
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date

NIL	NIL	

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

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

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

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
Nill	NIL	0	0

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

Department	Number of Publication
ECONOMICS	3

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	Nill	Nill	NIL	0

No file uploaded.

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	Nill	0	0	0

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :				
Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	0	6

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NIL	NIL	0	0

View File

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

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

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	0	0

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0

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

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

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
900000	874000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Laboratories	Existing
Class rooms	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
NIL	Nill	NIL	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	816	149937	44	6830	860	156767

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

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

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others

Existing	7	1	7	0	0	3	4	100	0
Added	0	0	0	0	0	0	0	0	0
Total	7	1	7	0	0	3	4	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	[NIL]()

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
142000	142000	182000	182000

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

Our college imparts UG courses in arts to the students. All the laboratory classes are conducted by our efficient faculty members. The laboratory are upgraded in terms of infrastructures as well as equipment required by the students. The laboratory and equipment are properly maintained by the supporting staff. The college has library in which around Eight Thousands Text Books and 918 reference books for the benefit of our students and staff and attend has been made from the college for the automation of the library. The accession registers, stock registers, issue register maintain meticulously under the guidance of librarian and staff members. All the admissions, feeling of forms and different scholarship of the students are going on online system thorough Student Academic Management System Govt. of Odisha. Different sports activities like inter and intracollege tournament regularly conducted through out the year. Every year Annual Athletic Meet is organised by the college during winter season. Regular maintenance of the building and other physical facilities are done by fund generated from student development fees.

http://www.wdck.ac.in

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**NIL**	0	0
Financial Support from Other Sources			
a) National	**POST MATRIC**	25	**Nill**
b)International	**NIL**	0	**Nill**

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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2018	60	NSS and NCC
Personal Counseling	01/08/2017	432	College Level
career counselling	01/08/2018	432	College level
Remedial Coaching	08/01/2018	40	Teachers of the Institution

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2017	NIL	0	0	0	0

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	0	0	NIL	0	0

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	0	0	0	0	0

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

Items	Number of students selected/ qualifying
Civil Services	0
Any Other	0

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

Activity	Level	Number of Participants
ODIA AND ENGLISH ESSAY	DISTRICT	10
ODIA AND ENGLISH DEBATE	COLLEGE	20
Annual Athletic Meet	College	80
Jhoti	College	20
Mehendi	College	20

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	NIL	National	Nill	Nill	Nill	NIL

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students representation is there in committee of the institution like Internal Quality Assurance Cell. Once students from Arts stream participated in the meeting of IQAC about timely publication of examination result as the Union Election has been banned from this session 2017-18. There is no students council. But in all the department students representatives elected as Seminar Secretary, Asst Seminar Secy and class representative. They take active parts in all departmental activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

<div align="center">0</div>

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

<div align="center">0</div>

5.4.4 – Meetings/activities organized by Alumni Association :

<div align="center">0</div>

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

All the activities of the institution go through a planned decentralization and participation process. The fund generated by the institution or granted by external agencies such as state/central govt. is utilize using a decentralization mechanism. The fund obtained is fast distributed a different heads by budget committee of the college. As per the direction of the said committee, the work is executed through constriction committee by iternal/external agencies. Similarly all the teaching and learning process such as students seminar, parent-teacher meet, students mentoring system are decided by the IQAC committee and finally approved by Governing Body for execution. A regular staff council meeting is also held for sensitization of staff members in the regard for betterment of the students. In above two process, participation of govt. agencies, staff members is mandatory.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Human Resource Management	The institution function with a well articulated vision towards Human resource Management, Decentralization of Administration. The process of shifting to e-governance through online admission, salary through HRMS, leave application through/website.
Research and Development	Faculty members are motivated to apply for any minor/major research project of the UGC. The institution allows the faculty members avail study leave in case of their selection for research and project. Regular departmental seminars are also conducted.
Examination and Evaluation	The whole UG Course consists six semesters and six mid semesters exam. to improve the standards of the students. The exam systems completely controlled by RDW University. The evaluation system for mid semester as well as end semester is based on the guideline of University. At each end semester the papers are evaluated and the marks are communicated to the students through online process.
Teaching and Learning	Our college has seven no of departments. The institution adopt different measures to support both advance and slow learners. The faculty members are highly qualified with effective teaching skills. Remedial classes are held in due interval.

Admission of Students	**The admission of the students is regulated online mode by SAMS e-admission portal Department of Higher Education, Govt. of Odisha with students own choice regarding the subject and mark basis.**
Curriculum Development	**The Curriculum of our college has been design by RDW University as we are constituent affiliated institution of the University. Now we are adopting CBCS pattern from 2016-17 as approve by the University, which is also changed from time to time by the University through its academic council and board of studies to meet the need of the students. We are preparing the academic calendar for both institution and as well as individual teachers in the beginning of the session. All the staff members are updating the lesson plan and progress register regularly which is verified by HOD of the concerned department and principal. Extra efforts are also taken to held doubt clearing classes.**
Library, ICT and Physical Infrastructure / Instrumentation	**The college has very small infrastructure in different parts such as Library, Office, Reading Room.The college has library facilities for students with text books, reference books, news papers. It has a policy of prevention and post maintenance activities like regular preventive measures such as periodic check of electricity, water installation equipment, garbage disposal etc.**

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

E-governace area	Details
Student Admission and Support	**The admission of the students is regulated online mode by SAMS e-admission portal Department of Higher Education, Govt. of Odisha with students own choice regarding the subject and mark basis.**
Planning and Development	**The Institution has its own mechanism in the development of infrastructure through well-planed in e-Governance system. All the developmental works such as construction of building, maintenance, purchases of books, and other items are executed through online quotations.**
Administration	**The college administration is going on as per the norms of department of**

Finance and Accounts	All the finance matters of the institutions are completely transparent as all the payments are made through account payee cheques. The account details of the college are maintain by the internal and external audits and these are managed through nationalize banks.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	Nil	NIL	Nil	0
2018	NIL	NIL	NIL	0

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NIL	NIL	Nill	Nill	Nill	Nill
2018	NIL	NIL	Nill	Nill	Nill	Nill

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	3	08/01/2018	25/01/2018	14
Refresher Course	2	10/11/2017	30/11/2017	20
Refresher Course	2	09/12/2017	17/12/2017	9

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, EFP, GIS, Study leave , Medical leave, Maternity Leave, Financial Support	GPF, EFP, GIS, Medical leave, Maternity Leave, Financial Support	SHG

6.4 – Financial Management and Resource Mobilization

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

The financial Audit of the institution is contentiously done annually by following all the transactions. At the beginning of the financial year the draft budget is prepared and put up before the budget committee. Then it is placed before president Governing Body for approval. Apart from the students fund utilization and revenue, and contingency expenditure, emphasis is given for utilization of the development fund or infrastructure development. There is mechanism for internal and external Audit.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0
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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Regional Director of Higher Education Govt. of Odisha	Yes	Principal and Academic Bursar
Administrative	Yes	Nil	Yes	Principal and Administrative Bursar

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

1. To reduce dropout student rate. 2. More number of doubt clearing classes and monitoring of students attendance to enhance their presence in the class. 3. Regular spiritual awareness and Yoga classes.

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

1. Computer skill development is encourage to support staff. 2. Office management skill are emphasis. 3. Orientation and campus beautification.

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

> 1. IQAC became more productive regarding the development and constructive works of the college. 2. Different cells like anti harassment, women empowerment programme are held. 3. Social forestry project started inside the campus.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	Organising Seminars	13/07/2017	Nill	Nill	10
2017	Regular Conducting of IQAC Meeting	12/02/2018	Nill	Nill	8
2018	Meeting for preparation of AQAR	05/07/2018	Nill	Nill	Nill

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
National Girl Child Day	24/01/2018	24/01/2018	200	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Environmental studies is part and parcel of our course of studies as ability Enhancement Compulsory Course (AECC) for all the students to make them aware about the main constituents of polluting materials of the Environment. Plantation is main moto of our institution which is regular feature of our college. 1. Plastic Free College campus. 2 Use of LED Bulbs instead of Normal Bulbs, Use Generator.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Rest Rooms	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	Nill	Nill	Nill	Nill	NIL	NIL	Nill
2018	Nill	Nill	Nill	Nill	NIL	NIL	Nill
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
World AIDS Day	01/12/2018	01/12/2018	25
Republic Day	26/01/2018	26/01/2018	75
International Yoga Day	01/06/2017	01/06/2017	32
Teachers Day	05/09/2018	05/09/2018	120
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Filling of soil for institutional lawn. 2. Students and employees are advised to protect greenery and to plant more sapling. 3. NSS volunteers and NCC cadets are engaged to pickup the plastic garbage from campus to dump them in the sewerage yard. 4. Volunteers and students are always active for the cleanliness of class rooms. 5. Campus beautification programme are also held from time to time.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The practice of good relationship among the students and teachers is rare and unique in chemistry of the institution. Our students not only respect the teachers and non-teaching staff members of this college, the receive our guest with a warm welcome by obeying local tradition. The college has also a tradition to observe teachers day, Ganesh Puja,Saraswati Puja, Where the students pay respect as well as worship their teacher in special and unique manner. 2. Twenty Four Hours security service in the main gate and Bio-matrice attendance for both teaching and non-teaching staff.

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

7.3 – Institutional Distinctiveness

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

The Institution is a self financing and quality conscious institute where focus on providing opportunities to the students. The institution has been established through dedicated and self less endeavors of the educationist who are deeply concern with the standard of education and are determined to upgrade the quality, content and direction of education. This institute is being situated in the heart of khurda sub-division have been five acre of land has been give you based thoughts to the pupils by qualified and experience staffs.

Provide the weblink of the institution
https://www.wdck.ac.in

8.Future Plans of Actions for Next Academic Year

Action plan for future 1. Promoting students centric teaching learning in the class room. Introducing new and innovative tools like spot examination quiz test etc. in the process of evaluation. Training faculties in updated versions for ICT tools for teaching and learning. Automation of library. Development of lavatory to meet the students/staff to fulfill the basic need of the college. To Plan more number of medicinal as well as productive plants to make the plants eco-friendly. Involving more students in social extension activities.