# The Annual Quality Assurance Report (AQAR) of the IQAC

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

## Part – A

**AQAR for the year -** 2015-16

### I.      Details of the Institution

1.1 Name of the Institution

> Harkamaya College of Education

1.2 Address Line 1

> Samdur

Address Line 2

> Tadong

City / Town

> Gangtok

State

> Sikkim

Pin Code

> 737102

Institution e-mail address

> hce_gtk@yahoo.in

Contact Nos.

> 09434965904

Name of the Head of the Institution

> Prof. P.L . Mohapatra

Tel .No. with STD Code:

> 03592- 232384

Mobile:

> 09434965904

Name of the IQAC Co- Ordinator:

> Dr. S. Mishra

Mobile:

9434409857

IQAC e-mail address:

iqachcegtk@gmail.com

1.2 NAAC Track ID (For ex. MHCOGN 18879)

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

EC/57/A&A/01 dated
30thNov.2011

1.5 Website address:

www.hcesikkim.org.in

Web- link of the AQAR:

http://www.hcesikkim.org/NAAC/AQAR
_2015-16.pdf

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

1.6 Accreditation Details

| Sl.No | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|-------|-------|-------|------|-----------------------|-----------------|
| 1 | 1st Cycle | B | 2.58 | 2011 | 5 years |
| 2 | 2nd Cycle | | | | |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

1.7 Date of Establishment of IQAC :    DD/MM/YYYY  10-07-2009

1.8 **AQAR for the year (for example 2010-11)**    2015-16

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by
NAAC(*for example AQAR 2010 -11 submitted to NAAC on 12-10-2011)*
i. AQAR   2011-12  on 12/08/2012   (DD/MM/YYYY)
ii. AQAR   2012-13 on 14/07/2013  (DD/MM/YYYY)

iii. AQAR _ 2013-14 on 20/09/2014_  (DD/MM/YYYY)
iv. AQAR _ 2014-15 on 01/04/2016 (DD/MM/YYYY)


1.10.    Institutional  Status

University          State  [ ]       Central [✓]      Deemed [ ]     Private [ ]

Affiliated College          Yes [✓]     No [ ]

Constituent College         Yes [ ]     No [✓]

Autonomous college of UGC    Yes [ ]     No [✓]

Regulatory Agency approval Institution      Yes [✓]      No [ ]

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

Type of Institution    Co-education [✓]     Men [ ]     women [ ]

                       Urban [✓]    Rural [ ]     Tribal [ ]

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

          Grant – in – aid + Self Financing [ ]    Totally Self- financing [✓]


1.11 Type of Faculty/Programme

Arts [ ]      Science [ ]    Commerce [ ]    Law [ ]    PEI (Phys Edu) [ ]

TEI (Edu) [✓]    Engineering [ ]    Health Science [ ]    Management [ ]

Others  (Specify) [                                  ]

1.12   Name of the Affiliating University *(for the Colleges)*   [ Sikkim University ]

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

Autonomy by  State /Central Govt./University [ ]

University with Potential for Excellence [ ]       UGC – CPE [ ]

DST Star Scheme [  ]    UGC – CE [  ]

UGC –Special Assistance Programme [  ]    DST –FIST [  ]

UGC – COP Programmes [  ]


## 2. IQAC Composition and Activities

2.1 No. of Teachers           [ 4 ]

2.2  No. of Administrative / Technical staff           [ 1 ]

2.3  No. of Students           [ 1 ]

2.4  No.of Management representatives           [ 1 ]

2.5 No. of Alumni           [ 1 ]

2.6  No. of any other  stakeholder and
     Community  representatives           [ 1 ]

2.7 No.of Employers /Industrialists           [ 1 ]

2.8 No.of other External Experts           [ 1 ]

2.9 Total No. of members           [ 11 ]

2. 10   No. Of IQAC meeting held     [ 4 ]

2.11   No. Of meeting with various stakeholders:     No.  [ 8 ]  Faculty  [ 4 ]

Non –Teaching Staff Students  [ 1 ]     Alumni  [ 2 ]     Others  [ 1 ]

2.12 Has IQAC received any funding from UGC during the Year?     Yes [  ]     No  [ ✓ ]

If yes , mention the amount     [  ]

2.13   Seminars and Conferences (only quality related)

   (i)  No. Of Seminars/Conferences /workshops/Symposia organized by the IQAC

Total Nos. [ 6 ]  International [  ]  National [  ]  State [ 1 ]  Institution Level [ 5 ]

   (ii)  Themes  [ Classroom Management, Models of Teaching, Education and Society, Gender equality, Inclusive Education and Special Education ]

2.14 Significant Activities and contributions made by IQAC

> Monitoring of academic activities, analysis of the result of each semester, feedback from students, providing assistance to the poor and backward students etc., Providing academic guidance to the local schools, Couselling and career guidance to students.

2.15  Plan of action by IQAC/Outcome

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

| Plan of Action | Achievements |
|---|---|
| Communities activities, Remedial teaching ,Simulated teaching ,Practice teaching, Seminar, Workshops etc. B.Ed. part time course (NOC received from SU and Government) |  |

* Attach the Academic Calendar of the year as Annexure

2.16   Whether the AQAR was placed in statutory body   Yes   √      No ☐

Management   ✓     Syndicate ☐      Any other body ☐

Provide the details of the action taken

> The Governing body was apprised of the teacher recruitment, opening of M.Phil, Ph. D. and Part- Time B.Ed.  courses in Education, Excellent  result etc.

**Criterion –I                                Part –B**

I.      **Curricular Aspects**

1.1  Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of Programmes added during the year | Number of self-financing programmes | Number of value added/Career oriented programmes |
|---|---|---|---|---|
| PhD |  |  |  |  |
| PG | M. Ed. | 2006-7 | 1 |  |
| UG | B. Ed. | 2003-4 | 1 |  |
| PG Diploma |  |  |  |  |
| Advanced diploma |  |  |  |  |

| | | | | |
|---|---|---|---|---|
| Diploma | | | | |
| Certificate | | | | |
| Others | | | | |
| **Total** | 2 | | 2 | |

| | | | | |
|---|---|---|---|---|
| Interdisciplinary | | | | |
| Innovation | | | | |

1.2. (i) Flexibility of the Curriculum: CBCS/**Core** √ /**Elective option** √ /Open option

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|---|---|
| Semester | 4 |
| Trimester | |
| Annual | |

1.3 Feedback from stakeholders* Alumni √ Parents ✓ Employers ✓ Students ✓
*(On all aspects)*

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

* *Please provide an analysis of the feedback in the Annexure*

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

Yes as per NCTE regulations 2014

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

No

**Criterion – II**

**2. Teaching, Learning and Evaluation**

2.1 Total No. of Permanent faculty

| Total | Asst. Professor | Associate Professor | Professors | Others |
|-------|-----------------|---------------------|------------|--------|
| 17 | 13 | 2 | 2 | |

2.2 No. of permanent faculty with Ph.D.

| 4 |
|---|

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

| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
|---|---|---|---|---|---|---|---|---|---|
| R | V | R | V | R | V | R | V | R | V |
| 4 | | 1 | | 1 | | | | | |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| 0 | | 0 | | |
|---|---|---|---|---|

2.5 Faculty participation in conferences and symposia:

| No.of Faculty | International level | National level | State level |
|---------------|--------------------|----------------|------------|
| Attended | 3 | 10 | 1 |
| Presented papers | 3 | 12 | 1 |
| Resource papers | | 1 | |

2.6 Innovative processes adopted by the institution in Teaching and Learning

Brain Storming, Active learning ,Creative writing, Heuristic, Constructive, Cooperative and Collaborative learning, seminar paper, simulated teaching, Field Study, Journal and newspaper article writing, Review of book and thesis, group discussion etc.

2.7 Total No. of Actual days during this academic year    230

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

Students checking answer scripts, CCE, online multiple choice questions and Double Valuation

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

| 4 | 6 | 6 |
|---|---|---|

2.10  Average percentage of attendance of students    95

2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| B.Ed. | 46 | | | | | |
| | | Distinction% | I% | II % | III % | Pass % |
| M.Ed. | 14 | | 98% | 2% | | |
| | | | 100% | | | |
| | | | | | | |

2.12 How does IQAC Contribution /Monitor/Evaluate the Teaching & Learning processes:
   Extra classes for backward learners, remedial classes, assignment, organizing debates,
   seminars, workshops, creative writing, curricular & co-curricular activities, Evaluating
   by exam- written, oral, discussion, practical etc.

2.13 Initiatives undertaken towards faculty development

| Faculty/Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | 2 |
| UGC-Faculty Improvement Programme | 2 |
| HRD programme | 2 |
| Orientation programmes | 12 |
| Faculty exchange programme | 6 |
| Staff training conducted by the university | 2 |
| Staff training conducted by the institution | 12 |
| Summer/Winter schools ,Workshops, etc | 3 |
| Others | |

2.14 Details of Administrative and Technical staff

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative | 8 | - | - | - |

| | | | | |
|---|---|---|---|---|
| Staff | | | | |
| Technical Staff | 1 | - | - | - |

## Criterion –III

## 3. Research, Consultancy and Extension

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

| Journal Publication, College Bulletin, Masters' Thesis, Reviewing journal articles, books and Thesis, Field survey, member of advisory board in international journals, Guiding M.A ,M.Ed., M.Phil. ,Ph.D. students, Pursuing Ph.D. ,Doing projects, Writing research articles in newspaper, national & international journals etc. |
|---|

3.2 Details regarding major projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | | | | |
| Outlay in Rs. lakhs | | | | |

3.3 Details regarding minor projects

| | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | | | | |
| Outlay in Rs. lakhs | | | | |

3.4 Details on research Publications

| | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 3 | 15 | |
| Non-Peer reviews Journals | | | |
| e- Journals | 2 | | |
| Conference proceeding | | 12 | |

3.5 Details o Impact factor of publications:

Range [ ]    Average [ ✓ ]  h-index [ ✓ ]  Nos. in SCOPUS [ ]

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

| Nature of the projects | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---|---|---|---|
| Major projects | | | | |
| Minor projects | | | | |

| | | | | |
|---|---|---|---|---|
| Interdisplinary Projects | | | | |
| Industry Sponsored | | | | |
| Projects sponsored by the University/College | | | | |
| Students research projects (other than compulsory by the University) | | | | |
| Any other (Specify) | | | | |
| Total | | | | |

3.7 No. of books published  i) With ISBN No. [ 2 ]    Chapters in Edited Books [ 2 ]

ii) Without ISBN No [   ]

3.8 No. of University Department receiving funds from

UGC –SAP [   ]    CAS [   ]    DST –FIST [   ]

DPE [   ]    DBT Scheme/funds [   ]

3.9 For colleges    Autonomy [   ]    CPE [   ]    DBT Star Scheme [   ]

INSPIRE [   ]    CE [   ]    Any Other (Specify) [   ]

3.10    Revenue generated through consultancy [ Honorary ]

3.11 No. of conferences Organised by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | | | | | 4 |
| Sponsoring agencies | | | | | Management |

3.12   No. of faculty served as experts, chairperson or resource persons [ 2 ]

3.13   No. of collaboration    International [   ]    National [ 4 ]    Any other [   ]

[ 4 ]

3.14 No.of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency [          ]     From Management of University/College [          ]

Total [                    ]

3.16 No. of patents received this year

| Type of Patent | | Number |
|---|---|---|
| National | Applied | |
| | Granted | |
| International | Applied | |
| | Granted | |
| Commercialised | Applied | |
| | Granted | |

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

| Total | International | National | State | University | Dist | College |
|---|---|---|---|---|---|---|
| | | | | 1 | | |

3.18 No. of faculty from the institution
     who are Ph.D. Guides     [  2  ]
     and students registered under them     [  8  ]

3.19 No. of Ph.D. awarded by faculty from the Institution     [  21  ]

3.20 No. of Research scholars receiving the fellowships (Newly enrolled + existing ones)

JRF [    ]     SRF [    ]     Projects Fellows [    ]     Any other [    ]

3.21 No. of students Participants in NSS events:

University level [    ]     State Level [  60  ]

National level [    ]     International level [    ]

3.22 No. of students participated in NCC events:

University level [    ]     State Level [    ]

National level [    ]     International level [    ]

3.23 No. of Awards won in NSS:

| | | | |
|---|---|---|---|
| University level | | State Level | |
| National level | | International level | |

3.24 No. of Awards wons in NCC:

| | | | |
|---|---|---|---|
| University level | | State Level | |
| National level | | International level | |

3.25 No. of Extension activities organised

| | | | |
|---|---|---|---|
| University forum | 3 | College forum | 3 |
| NCC | | NSS | 1 | Any other | |

3.26 Major Activities during the year in the sphere of extension activities and Institution Social Responsibility
- Community activities – Literary campaign, Environment awareness, Blood donation camp, Aids Awareness programme.
- Child Labour ,RTE information ,Poverty alleviation programme
- Blood Donation, Red Ribbon Club.
- Hepatitis B immunization programme.
- Participation in Digital India Programme.
- NSS activities.

**Criterion – IV**
**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities :

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|---|---|---|---|
| Campus area | 0.12108 acres | | | |
| Class rooms | 8 | 4 | | |
| Laboratories | 5 | | | |
| Seminar Halls | 1 | 1 | | |
| No.of important equipment purchased(≥ 1-0 lakh) during the current year. | | 3 | | |
| Others | | 5 | | |

4.2 Computerization of administration and library

Yes , Inflibnet  Soul 2.0, E-governance, Library manager

4.3 Library services:

|  | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
|  | No. | Value | No. | Value | No. | Value |
| Text Books | 5348 | | 200 | 50,000/- | 5548 | |
| Reference Books | 310 | | 40 | 20,000/- | 350 | |
| e-Books | | | | | | |
| Journals | 36 | | 02 | 4,000/- | 38 | |
| e-journals | | | | | | |
| Digital Database | | | | | | |
| CD & Video | 50 | | 05 | 625/- | 55 | |
| Others (Specify) | | | | | | |

4.4 Technology up gradation (overall)

|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | others |
|---|---|---|---|---|---|---|---|---|
| Existing | 16 | 2 | 4 | | 2 | 2 | 1 | |
| Added | | - | | | | | | |
| Total | | | | | | | | |

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

ICT training to teachers & students, smart room with LCD projector, camera, CDs & over head projector used in teaching and learning , audio-visual aids etc.

4.6 Amount spent on maintenance in lakhs :

(i)     ICT

0.50

(ii)     Campus Infrastructure and facilities

1.20

(iii)     Equipments

0.60

0.25

(iv)    Others

Total    ┌─────────┐
         │ 2.55    │
         └─────────┘

**Criterion –V**

**5. Students Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Students Support Services

> Implementing good practices in admissions, Learning processes, fair evaluation process, anti-ragging campaigns, Scholarship for backward students, health services etc.

5.2 Efforts made by the institution for tracking the progression

> Through Alumni Association, Keeping their records, keeping touch with facebook, whatsapp, inviting them in different programmes organized by college, requesting students to give details of their career progress etc.Placement of students is highly satisfactory through the collaboration with different organizations.

| UG | PG | Ph.D. | Others |
|----|----|-------|--------|
| 46 | 14 |       |        |

5.3  (a) Total Number of students

(b) No. of students outside the state    ┌─────────┐
                                         │ 28      │
                                         └─────────┘

(c) No. of International students    ┌─────────┐
                                     │ 2       │
                                     └─────────┘

Men
| No | % |
|----|-----|
| 9  | 15% |

Women
| No | % |
|----|-----|
| 51 | 85% |

| Last Year | | | | | | This Year | | | | | |
|---------|----|----|-----|-----------------------|-------|---------|----|----|-----|-----------------------|-------|
| General | Sc | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 23 | 4 | 15 | 18 | - | 60 | | | | | | |

Demand ratio                    Dropout%    0

5.4  Details of students support mechanism for coaching for competitive examination (if any)

Extra classes in different subjects , Remedial teaching ,Guiding students & giving counselling ,giving information about various competitive exams, free coaching for NET, SLET, TET, CTET etc.

No. of  students beneficiaries     | 60 |

5.5 No. of students qualified in these examinations

NET | 3 |     SET/SLET | 2 |     GATE | |     CAT | |

IAS/IPS etc | |     State PSC | |     UPSC | |     Others | |

5.6 Details of students counselling and career guidance

Giving guidance & counselling on their elective subjects, method subjects, learning materials, seminars, symposia, debates, personality development, development of moral values, life-skills etc.

No. of benefitted     | 60 |

5.7 Details of campus placement

| On campus | | | Off Campus |
|---|---|---|---|
| Number of Organizations visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| | | | |

5.8 Details of gender sensitization programmes

Institution has adopted anti-ragging campus ,principles & regulations governing the harassment through its gender sensitization unit, regular meeting ,guiding & counselling students.

5.9 Students Activities

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

State /University level | 25 |     National level | |     International level | |

No. of students participated in cultural events

| 20 |     | |     | |

State /University level          National level          International level


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

Sports: State/University level  | 4 |   National level  |   |   International level  |   |

Cultural : State /University level  | 5 |   National level  |   |   International level  |   |

5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution |  |  |
| Financial support from government | 5 | 50,000/- |
| Financial support from sources |  |  |
| Number of students who received International/National recognitions |  |  |

5.11 Student organised / initiatives

Fairs:   State /University level  | ✓ |   National level  |   |   International level  |   |

Exhibition: State/University  | ✓ |   National level  |   |   International level  |   |


5.12 No. of social initiatives undertaken by the students   | 10 |

5.13 Major grievances of students (if any) redressed       NIL


**Criterion –VI**

**6. Governance, Leadership and Management**

6.1   State the vision and mission of the institution

Vision – preparation of resourceful & Skilled teachers
Mission – To prepare teachers of high calibre for all levels of Education in tune with the national & international goals.

6.2 Does the Institution has a management Information System

Yes, MIS to select, collect, align and integrate data and information on academic and administrative issues of institution. It is used for improving the programmes of the institute.

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

### 6.3.1 Curriculum Development

Updating of curriculum by participating in Board of studies of Sikkim University and other universities, Multidisciplinary aspects, multi skill development ,practice teaching ,SUPW, Internship, workshops , Field experience, seminars etc.Participation in all Government and Sikkim university activities, Invited members from person of eminence for educational meeting and quality lectures and talks.

### 6.3.2 Teaching and Learning

Active learning process(simulation, projects, internship, practice teaching, group discussion, guidance & counselling ,microteaching, programmed instruction, models of teaching etc.)

### 6.3.3 Examination and Evaluation

Internal assessment, term end , external evaluation, Practicum – field training , seminars ,development of  learning material, field study, textbook review & analysis, thesis review, case study etc.

### 6.3.4 Research and Development

Action research, M.Ed research projects, Ph.D guidance, Research articles publications in national and International journals, journal publications, Bulletin, Research Abstract publication.

### 6.3.5 Library, ICT and physical infrastructure/instrumentation

Library with approx 5,000 books, journals, magazines, regular newspapers, periodicals, Wi-fi facilities, ICT etc. Computers, book bank(fund book bank & BC book bank), library manager, digitalization of library etc.

### 6.3.6 Human Resource Management

Faculty development programme, Career progression, providing research services ,organizing seminars, workshops ,provision of study leave, regular payment of salary, celebration of silver jubillee foundation day.

### 6.3.7 Faculty and Staff recruitment

By adopting NCTE & UGC rules & regulations, interviews by selection committee, Passed in governing body meeting before recruitment.

### 6.3.8 Industry Interaction/Collaboration

National School of Drama ,NGO of Bangalore, IGNOU,NCERT,NUEPA,SSA, ICSSR, UGC, NCTE etc.

### 6.3.9 Admission of Students

Admission of students by tests , selection on the basis of their merits, fair admission

6.4  Welfare schemes for

| | |
|---|---|
| Teaching | EPF |
| Non teaching | EPF |
| Students | BOOK BANK |

6.5   Total corpus fund generated

6.6 Whether annual financial audit has been done     Yes  ✓     No

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | | | YES | |
| Administrative | ✓ | RES | YES | |

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

For UG Programmes     Yes  ✓     No

For PG Programmes     Yes  ✓     No

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

Research proposal presentation, End semester Exam, Practicum, Assignment, practice teaching etc.

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

Preparation of questions, moderation, evaluation, scrutiny, internal Examination, Feedback based on performance etc.

6.11 Activities and support from the Alumni Association

Publication , Celebration of cultural activities, organization of seminar, workshops, debate , quiz competitions, participation in community activities etc.

6.12 Activities and support from the Parents –Teachers Association

Supporting institution by giving regular advice on course curriculum, results, teaching learning process etc. Community activities , providing resources for development of students etc.

6.13 Development programmes for support staff

Provision for EPF ,house rent allowance ,till compensation allowance , salary & other benefits, provision of leave , insurance policies (health & group insurance) etc.

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

Environment awareness programme, Cleanliness drive , campus cleanliness programme o regular basis, Plantation program on important days ,Pollution free zone etc.

**Criterion –VII**
**7. Innovations and Best Practices**

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

Faculty improvement programmes, Various research activities, Faculty exchange programmes, publications and seminars etc. Innovation in auditorium, seminar halls, addition of more classrooms in context of two years course curriculum, buying of projector, white boards, desks, chairs etc.

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

Teacher Empowerment programmes, maintenance of faculty personal files and service books, Provision of recruitment of teachers as per UGC norms, enrichment of language, Pshycho, Bio & Geo. Lab, provision of  Extracurricular activities like games & sports for the students.

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

Participation in digital India activity, organization of morning assembly for inculcation of all-round development of teachers' personality through quiz, debates, performing arts, fine arts etc., Field visits, CCE, Literary competitions, training in technology, coaching for competitive exams, research, consultancy and extension activities, user-friendly learning resources, augmentation of library materials, interview and placement for students.

   **\* Provide the details in annexure  ( annexure need to be numbered as i, ii, iii)**

7.4 Contribution to environmental awareness/protection

Plantation programme , awareness programme, cleanliness drive etc

7.5 Contribution to environment audit was conducted?    Yes [  ]    No [ ✓ ]

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

8. **Plans of institution for next year**

Opening of M.Phil. / Ph.D./ part time B.Ed. courses in Education. Intake of 100 students at the B.Ed. level and 50 students at the M.Ed. level.


Name   Dr. Savita  Mishra                          Name   Prof.  Premalata Mohapatra


_____                _____

Signature of the Coordinator ,IQAC                Signature of the Chairperson, IQAC



_____*************_____

**Abbreviations:**

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