



# YEARLY STATUS REPORT - 2020-2021

## Part A

### Data of the Institution

#### 1. Name of the Institution

BAJI ROUT MEMORIAL COLLEGE

- Name of the Head of the institution

DR. KISHORE CHANDRA DASH

- Designation

READER IN PHYSICS

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

06769299956

- Mobile No:

9437675231

- Registered e-mail

bajiroutmemorialcollege@gmail.com

- Alternate e-mail

ajitbehera065@gmail.com

- Address

AT/PO- BHUBAN, PS- BHUBAN

- City/Town

BHUBAN, DHENKANAL

- State/UT

ODISHA

- Pin Code

759017

#### 2. Institutional status

- Type of Institution

Co-education

- Location

Rural

- Financial Status

UGC 2f and 12(B)

- Name of the Affiliating University **UTKAL UNIVERSITY**
- Name of the IQAC Coordinator **PRAFULLA KUMAR BHUYAN**
- Phone No. **06769299956**
- Alternate phone No. **9437426523**
- Mobile **9437452832**
- IQAC e-mail address **bajiroutmemorialcollege@gmail.com**
- Alternate e-mail address **hsmishra1963@gmail.com**

**3. Website address (Web link of the AQAR (Previous Academic Year))** <http://www.brmcollege.org.in/aqar.php>

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

- if yes, whether it is uploaded in the Institutional website Web link: <http://www.brmcollege.org.in/igca.php>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>C+</b>	<b>62.00</b>	<b>2006</b>	<b>21/05/2006</b>	<b>20/05/2011</b>
<b>Cycle 2</b>	<b>C</b>	<b>1.66</b>	<b>2018</b>	<b>27/09/2018</b>	<b>26/09/2023</b>

**6. Date of Establishment of IQAC** **15/09/2009**

**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
<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>	<b>NIL</b>

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

- Upload latest notification of formation of IQAC **No File Uploaded**

**9. No. of IQAC meetings held during the year** **4**

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

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

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

- If yes, mention the amount

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

1. Seminar of Chemistry (International Webinar) 2. Social service camp by Bharat Scout and Guide 3. Cluster level Youth Red Cross Volunteers' Training camp 4. RTPCR Camp

**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
Functioning of Girls Hostel	A 40 beds Girls Hostel is under renovation
Opening of OSOU Study Centre	OSOU Study Centre opening in the College campus is under process
Construction of conference hall	Construction of Conference Hall is under construction
Renovation of boys hostel	A 60 beds Boys Hostel is under renovation.
Extention of installation Wi-Fi	Extention and Installation of Wi-fi to farther campus
Installation of water filter	Installation of Water Filter for students.
Functioning of central library	Functioning of Central Library in New Building on Dt. 6th feb. 2021.
Construction of new cycle stand	Construction of New Cycle Stand on Dt. 18th Jun. 2021.

13. Whether the AQAR was placed before statutory body? **Yes**

- Name of the statutory body

Name	Date of meeting(s)
IQAC	22/07/2021

14. Whether institutional data submitted to AISHE

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>BAJI ROUT MEMORIAL COLLEGE</b>
• Name of the Head of the institution	<b>DR. KISHORE CHANDRA DASH</b>
• Designation	<b>READER IN PHYSICS</b>
• Does the institution function from its own campus?	<b>Yes</b>
• Phone no./Alternate phone no.	<b>06769299956</b>
• Mobile No:	<b>9437675231</b>
• Registered e-mail	<b>bajiroutmemorialcollege@gmail.com</b>
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• Address	<b>AT/PO- BHUBAN, PS- BHUBAN</b>
• City/Town	<b>BHUBAN, DHENKANAL</b>
• State/UT	<b>ODISHA</b>
• Pin Code	<b>759017</b>
<b>2.Institutional status</b>	
• Type of Institution	<b>Co-education</b>
• Location	<b>Rural</b>
• Financial Status	<b>UGC 2f and 12(B)</b>
• Name of the Affiliating University	<b>UTKAL UNIVERSITY</b>
• Name of the IQAC Coordinator	<b>PRAFULLA KUMAR BHUYAN</b>
• Phone No.	<b>06769299956</b>

• Alternate phone No.	9437426523				
• Mobile	9437452832				
• IQAC e-mail address	bajiroutmemorialcollege@gmail.com				
• Alternate e-mail address	hsmishra1963@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="http://www.brmcollege.org.in/aqar.php">http://www.brmcollege.org.in/aqar.php</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="http://www.brmcollege.org.in/iqca.php">http://www.brmcollege.org.in/iqca.php</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
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Cycle 2	C	1.66	2018	27/09/2018	26/09/2023
<b>6.Date of Establishment of IQAC</b>			15/09/2009		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			No File Uploaded		
<b>9.No. of IQAC meetings held during the year</b>			4		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			Yes		

been uploaded on the institutional website?		
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded	
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	No	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
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Construction of new cycle stand	Construction of New Cycle Stand on Dt. 18th Jun. 2021.
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	
Name	Date of meeting(s)
<b>IQAC</b>	<b>22/07/2021</b>
<b>14.Whether institutional data submitted to AISHE</b>	
Year	Date of Submission
<b>YES, 2021</b>	<b>29/01/2022</b>
<b>15.Multidisciplinary / interdisciplinary</b>	
<b>16.Academic bank of credits (ABC):</b>	



<b>17.Skill development:</b>
<b>18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)</b>
<b>19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):</b>
<b>20.Distance education/online education:</b>

### Extended Profile

<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>3</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>760</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>444</b>
File Description	Documents
Data Template	<a href="#">View File</a>

2.3	231
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1	44
Number of full time teachers during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
3.2	40
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	<a href="#">View File</a>
<b>4.Institution</b>	
4.1	66
Total number of Classrooms and Seminar halls	
4.2	25,00,000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	29
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

**At the beginning of each academic session, the institution**

prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and co-curricular activities. But due to the Covid-19 Pandemic physical mode of teaching has been hindered, so faculties are advised to conduct online classes. The Prof. in charge of TimeTable committee of the college prepares the master routine and circulates it to different departments. Time-Table is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the departments. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures. Teachers have used Google Meet, Zoom, Google Classroom, and other online teaching platforms for demonstration of different topics. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Special care is taken to address the problems of slow learners, advanced learners and first generation learners. Social networking sites are also used by some departments for interaction between faculty and students. Student satisfaction survey is conducted by IQAC to improve the teaching-learning process of each department.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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 process. The institutional academic calendar is prepared by the head of the institution by following the corresponding higher education department guidelines. At the beginning of the academic session, the students are apprised of the academic calendar and the same is uploaded on the college website. Head of the institution can incorporate minor changes in the academic calendar which he may deem fit considering

the unforeseen circumstances. The Schedule of All Examinations is given in the academic calendar. The course teachers announce the syllabus and display question bank for different examinations. Examination schedule of exams are announced and displayed in advance. Display of marks is also as per the schedule is given in the academic calendar.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="http://www.brmcollege.org.in/iqca.php">http://www.brmcollege.org.in/iqca.php</a>

**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**

**C. Any 2 of the above**

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

## 1.2 - Academic Flexibility

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

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

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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 )	<a href="#">View File</a>

### 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	<a href="#">View File</a>

## 1.3 - Curriculum Enrichment

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

The Institution tries to inculcate values and ethics among its students through various cocurricular activities. It ensures not

only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. Human values, environmental sustainability programmes promoted through the activities of the NSS, NCC, YRC, Eco-club and Mo College abhiyan units for illuminating the young minds of the duties and responsibilities of the citizens of this country. Community outreach and other social welfare programmes. Handbook of Ethics and Code of Conduct uploaded in the College website and also enunciated by the Principal during Students' Orientation

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

13

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)	<a href="#">View File</a>

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

276

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

**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**

C. Any 2 of the above

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

**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	<a href="http://brmcollege.org.in/aqar.php">http://brmcollege.org.in/aqar.php</a>

**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**

384

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

**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**

31

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

In physical mode, interactive sessions with students, and at regular intervals Parent-Teacher meetings are held to identify problems lying with a slow learner.

Special care is taken to address the problems of slow learners and advanced learners.

Remedial classes and tutorial classes are arranged in the time table.

Advanced learners are advised to use Library and Study centre and follow several reference books and journals. Also they are suggested to follow different guide books and competition series to achieve their goals.

Both slow and advanced learners are advised to consult their teachers beyond the class room teaching. Teachers conduct class tests, surprise tests, students seminars, etc. for reviewing the performance of both slow and advanced learners. In the class, several groups are made including slow learners and advanced



learners and a problem is placed before them to discuss. First, the slow learner is given a chance to discuss or answer. If he fails to discuss or answer, then it is passed to the advanced learner for his view. After listening different ideas of advanced learner, again the slow learner is asked to keep his view.

Due to the Covid-19 Pandemic physical mode of teaching has been affected and faculties started taking online classes via Google Meet, Zoom, Google Classroom, Teach mint and other online teaching platforms. Social networking sites are also used by most teachers for interaction with the students. Both slow and advanced learners are encouraged to attend maximum webinars related to their subjects to expand their knowledge and vision.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
760	44

File Description	Documents
Any additional information	<a href="#">View File</a>

## 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

We follow teaching through a student centric approach, which helps the students to become actively involved, boost their confidence and encourage their independence. In a teacher centric class, it is not possible to fulfil the needs and expectations of individual students and expect a uniform learning outcome from them. The teacher facilitates learning by encouraging each individual student to participate in the class activities and to absorb and grasp information at their own pace.

At the beginning of the course, students know the course objectives, programme specific objectives and programme outcomes,

which help them in self-evaluating their performance at the end of the course. They give feedback on the Course and teaching methods at end of each semester, so that any lacunae can be rectified.

Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. NSS, NCC, Scout and Guide and Self-defence training for girls units are set-up for the students to participate, learn and integrate.

Experiential and Participative learning include Audio-Visual methodology, Google Classroom, Industrial Visits, Field Trips, Projects etc. and teachers make them interactive. To work independently and to encourage students, internal assessments are conducted at regular intervals.

File Description	Documents
Upload any additional information	No File Uploaded
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

For effective teaching-learning process, teachers use Information and Communication Technology (ICT) enabled tools along with traditional method of teaching. This makes students grasp better enhancing the outcome of teaching-learning process. Teachers are encouraged to use power-point presentations in their teaching by using projectors.

Teachers use Projectors, Desktops, Laptops with internet facility, Wi-Fi, Printers, Scanners, Xerox machine, web cam, Audio system (speakers and mike) as ICT Tools.

Physics, Chemistry, Botany, Zoology and Education departments are equipped with one projector and one Desktop each and one extra projector is kept for use during seminars and meetings.

There is a computer Lab, where students and teachers of different departments utilise the facility at their suitable time. Xerox machines are installed in the computer Lab for students and staff.

In this current session due to Covid-19 pandemic, teachers started conducting online Classes through different platforms like Google

Meet, Zoom, etc. Online tests were conducted through Google forms. Teachers guided students to appear at their online Semester Exam by accessing the University website and in sending the answerscript pdfs through WhatsApp or emails. Also teachers guided students to attend several state level, National and International Webinars. Department of Chemistry on 29.01.2021 hadorganised an International Webinar on "Green Chemistry and Natural Products" .

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://brmcollege.org.in/naac.php">http://brmcollege.org.in/naac.php</a>

### 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

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

04

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

#### 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

790

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

## 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.

We follow a number of guidelines and methods to carry out a continuous internal assessment (Mid semester) system at the institutional level at regular intervals. After each topic is taught, students are informed about the tests through a notice well in advance. A detailed discussion about the topic is conducted giving the students a clear understanding of what to expect. The results of the internal examinations are prepared and sent online in prescribed time and format to the university. The institution displays all the circulars regarding examination and the marks on notice boards from time to time. From the very beginning of the academic year, the entire process of assessment is systematically planned and presented before the students. At the beginning of the lectures, teachers inform the syllabus to the students, its objectives, evaluation scheme, nature of question papers and weightage of marks for the topics prescribed as per the norms and regulations. This is followed by remedial and doubt removal sessions. At the end of each semester, the students appear for the semester examinations held by the university. The teachers evaluate the projects of 6th semester on the basis of students' active participation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

An examination committee is constituted, comprising of a senior Faculty member as Center superintendent, other teaching faculties as members for smooth conduct of Internal (Mid Semester) and end semester examination. The end semester examination is conducted by university. The college follows the guidelines strictly. Time table for test is prepared well in advance, a proper seating plan is followed and these are displayed on the notice board. After evaluation of internal assessment answer scripts, these are shown to the students to check any discrepancy and doubts are clarified by faculty to maintain transparency. The experiment performed in lab and the Project of 6th semester are evaluated by the faculty. Now the marks are uploaded in the University website. Any grievances related to university question paper like out of syllabus etc are addressed to the center superintendent and the same are reported to the university immediately through the controller of Exam. University decision after resolving the

grievances in question paper is intimated immediately to the students. The answer scripts of end semesters are evaluated at different valuation centers and final result is declared in time. A student can apply for revaluation / rechecking if not satisfied.

File Description	Documents
Any additional information	No File Uploaded
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.

The Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders and displayed / notified in the Website and Notice Boards.

While addressing the students, the faculties of the department create awareness on POs, PSOs and COs.

Program specific outcomes (PSOs) are the specific skill requirements and accomplishments to be fulfilled by the students by the end of the program. The programme coordinators prepare the PSOs in consultation with course coordinators.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personalities that are to be acquired by the students during graduation.

Course outcomes (COs) describe the essential disciplinary knowledge, abilities that students should possess and the depth of learning that is expected on completion of a course. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members.

All the above activities are supervised by the head of the Institution.

The POs/PSOs of the programme are published on the college website <http://brmcollege.org.in/naac.php> .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://brmcollege.org.in/naac.php">http://brmcollege.org.in/naac.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our Institute is affiliated to Utkal University, Bhubaneswar. We offer UG courses in Arts, Science and Commerce. We follow the curriculum designed by our affiliated University. The POs, PSOs and COs are evaluated by the institution and the same are communicated to the students.

The institute follows the Academic Calendar of our affiliated university. All the subject teachers maintain semester wise Lesson plan and re-evaluate the progress in teaching-learning process periodically. Internal examination committee analyzes evaluation reports of results. Placement committee take the review of the Students' Progression to Higher Studies and Placement.

The POs of Bachelor of Arts are:

PO1: Community engagement and global understanding.

PO2: Critical and creative thinking.

PO3: Communication skills.

PO4: Ethical values.

The POs of Bachelor of Commerce are:

PO1: Basic skills in Economics, Accounting, Marketing, Management and Finance.

PO2: Understanding of National economic and business scenario.

PO3: Development of entrepreneurship and successful operation of a business.

The POs of Bachelor of Science are:

PO1: Understanding of the fundamentals of science.

PO2: Interdisciplinary approach.

PO3: Sense of Scientific responsibilities, social and environment awareness.

PO4: Building successful career in academics and industry.

PO5: Learn to contribute in development of Nation and community.

COs are calculated from university examination results.

File Description	Documents
Upload any additional information	No File Uploaded
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

231

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://www.brmcollege.org.in/iqca.php">http://www.brmcollege.org.in/iqca.php</a>

### 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)

<http://brmcollege.org.in/naac.php>



**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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>
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**

01

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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)	<a href="#">View File</a>

### 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

**B.R.M College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributes to community and**

to a great extent strengthen community participation.

The NCC, S&G, NSS, YRC college units take part in various initiatives starting from organizing camps like Swachha Bharat initiatives, Blood donation camps, Awareness programmes on AIDS prevention, Suicide prevention etc., to various other outreach campaigns. The main objective of various cleanliness programmes under Swachha Bharat Abhijan is to spread awareness among the students about the significance of cleanliness and its benefits. Participation in Nisamukti campaign and Drug Abuse Awareness Programme connect students, faculties and other members with the larger social issues in the community and makes them socially responsible, sensitive and thus facilitates in the holistic development.

The Covid-19 awareness programme is also organised to create awareness and educate the students, faculty, staff and local community regarding preventive intervention techniques that would help in reducing the transmission of the disease.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 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

17

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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**

07

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**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**

396

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

**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	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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	<a href="#">View File</a>

## 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.

Appropriate infrastructure facilities are keys for effective teaching and efficient learning programmes. Therefore it is important to keep the infrastructures and the facilities up to date for the academic developments in the institution. The other supportive facilities in the campus are developed to contribute to the effective ambience for curricular, extracurricular and administrative activities. For curricular and co-curricular activities, there are classrooms cum departmental rooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden and equipments for learning and research.

File Description	Documents
Upload any additional information	No File Uploaded
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.

Extracurricular activities help students to develop their social skills and learn how to work in a team to achieve a shared goal. These activities allow the students the opportunity to explore different areas of interest, increase self-confidence, build leadership skills and even improve grades. For Extra- Curricular activities there are sports, outdoor and indoor games, gymnasium, NSS, NCC, SCOUT & GUIDES, YRC, MO-COLLEGE ABHIJANA, SELF DEFENCE, YUBA SANSKAR, cultural activities, yoga, health and hygiene etc.

File Description	Documents
Upload any additional information	No File Uploaded
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.

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

25 LAKHS

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

The library is automated with the name of ILMS software EGranthalaya

Nature of Automation- Partially

Version- 3.0

Year- 2018

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)	<a href="#">View File</a>

#### 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)

114,925.00

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)	<a href="#">View File</a>

#### 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

85

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

### 4.3 - IT Infrastructure

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

A well equipped computer lab is functioning in the college. The student and staff of the college have an easy access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. Recently we have upgraded the Wi-Fi connectivity speed from 2 mbps to 100 mbps which is



facilitating the easy and quick downloading of e-teaching resources. The Wi-Fi access is open to both the students and staff of the college. All the computers and associated infrastructures are regularly upgraded by a private IT firm, which has signed an Annual Maintenance Contract with the college to do so.

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

#### 4.3.2 - Number of Computers

29

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

750000.00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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.

There are different digital technological facilities available in the college. There are 5 digitally equipped classrooms and 1 digitally equipped conference/seminar hall and also digitally equipped laboratories available in the college. We have also proposed the construction of two laboratories; LANGUAGE LAB and SMART LAB. A well equipped computer lab is also functioning in the college. The students of the college have smooth access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is an open access of the Wi-Fi connectivity to the students and staff of the college. The college has specified hardware firms and maintenance contracts that helps to upkeep the upgradation of all systems in the college. The team/head in-charge of maintenance cell continually interacts with all the departmental and other concerning heads to ensure proper maintenance and further upgradation of the systems and equipments whenever necessary.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

141

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)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

**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**

**D. 1 of the above**

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

## 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	<a href="#">View File</a>
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

9

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

2

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	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)	<a href="#">View File</a>

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 )

Student Council of the college was an elected body previously but after a modification made by the State Government, Students Council election system has been withdrawn from this year and now the Students council is formed by the unanimous students representation. The Students council always joins hands with faculty members and college administration to ensure overall development of the college. Students Council organizes different cultural programs to observe important days such as Swami Vivekanandas birthday, Republic Day, Independence Day, Teachers Day, Gandhi Jayanti etc. in the college campus. Sripanchami and

Ganesh Chaturthi are celebrated in the college by students council to cultivate the sense of respect for our Indian culture and tradition. Participation of students in the students' council helps in the development of their organizational skills. Every year, students' council organizes annual college function in the college campus, which also involves an interdepartmental competition and thereafter prize distribution through proper judgement by invited eminent persons of the locality. Students Representatives put forward their suggestions on different issues related to the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Covid 19 hindered the implementation of various cocurricular and extra curricular activities of the institution and during the academic session 2020-21.

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

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

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

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)	<a href="#">View File</a>

### 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

The alumni association of our institution has been created but not yet been registered. The Alumni association is headed by the President and is assisted by the Secretary. The main objective of this association is to bridge the gap between the college and alumni. The Alumni association keeps complete details of its individual members and communicate them regarding the upcoming meetings regularly. In these alumni meetings the individual members provide their suggestions, concerns etc regarding the smooth functioning of the college and discuss about its present course of actions and future development. So far very few members have contributed to this association financially and in future we expect more members for their contributions. Alumni felicitates the students for their achievements in academic and non-academic activities like sports, cultural events etc.

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

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

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 basic objective/vision of this HE has been to provide quality higher education to the poor and meritorious students of the area, most of whom are the girls hailing from backward strata of society and to equip them with qualities of versatile employability, commitment and responsibility. In order to translate this vision into reality, steps have been taken to provide them knowledge and enlightenment, their personality development, train them intellectually as well as culturally for facing this competitive world prevailing around them, develop awareness among themselves for environmental protection, inculcate in them civic and secular



values and train them for working selflessly as responsible citizens towards the all-round progress of the community. The governance of this institution is reflective and in tune with the vision and mission as it provides quality and all round education to around 1000 students each year in this rural area.

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

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

**Decentralization:** The institution has mechanisms for providing operational autonomy to various functionaries in order to ensure decentralized governance system.

1. At Principal Level: Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and other related policies. All the academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council.

2. At Faculty level: Faculty members are given representation in various committees/cells nominated by the members of Teachers council, Governing body, IQAC and other committees. Every year the composition of different committees (64 in number) is changed and new members are nominated to various committees/cells in-order to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different subcommittees which have been nominated by Teachers' Council (2020-21): Admission committee, Examination committee, Internal tabulation committee, Time-table committee, UGC PFMS Seminar Proposal committee, Library committee, Student Union Election committee, Student disciplinary committee, Athletic committee, Canteen committee, Cultural committee.

Following committees are constituted accordance to government guidelines: Counseling and Career Guidance and Placement Unit, Grievance Redressal Cell, Service Book Opening Updating Committee, Website committee, Tax Related Sub Committee, Anti Ragging

Committee.

3. At Student level: Students are empowered to play important role in different activities. Functioning of different secretaries of students union further reinforces decentralization. Our institution has empowered students as Cultural secretary, Boys common room secretary, Girls common room secretary, Student welfare and social service secretary. Student needs and suggestions are taken care off for proper governance.

4. At Non-teaching staff level: Non-teaching staffs are represented in the governing body and the IQAC. Suggestions of nonteaching staff are considered while framing policies or taking important decisions.

**Participative Management:** The institution promotes the culture of participative management at the strategic level, functional level and operational level.

**Strategic level:** The Principal, governing body, Teachers council and the IQAC are involved in defining policies, procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc.

**Functional level:** Faculty members share knowledge among themselves, students and staff members while working as a member of a committee.

**Operational level:** The Principal interacts with government and external agencies, faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co and extracurricular activities.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

## Strategy Type

### Curriculum Development:

#### Details

Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development.

## Strategy Type

### Teaching and Learning

#### Details

1. Improvement of computer aided methods of teaching and learning: IQAC has identified and emphasised the use of Internet and Communication Technology (ICT) in Teaching and the college is trying to develop the required infrastructures for ICT enabled teaching-learning process. 2. Enrichment of central library and departmental seminar libraries 3. Laboratory renovation, up-gradation and purchase of equipment for science departments 4. Cultivation of academic spirit in students by conducting faculty and student seminars by various departments.

## Strategy Type

### Examination and Evaluation

#### Details

Semester examinations are conducted by the affiliating university. The internal assessments of Students are conducted by college according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates, etc. are conducted by departments to evaluate the students. Examination subcommittees and tabulation subcommittees have been formed by the Teachers Council for effective implementation of the evaluation reforms of the university.

## Strategy Type

## Research and Development

### Details

Encouraging faculty members to undertake major and minor research projects and also promoting collaborative researches with other institutions.

### Strategy Type

#### Library, ICT and Physical Infrastructure / Instrumentation

### Details

As a post NAAC initiative, the college has encouraged the use of ICT based teaching methods by different departments for effective teaching-learning process. Computers have been allotted to different departments for this purpose. In the physical infrastructure development, a new spacious library has been constructed and is fully functional now. Two ground water recharging systems have also been constructed.

### Strategy Type

## Admission of Students

### Details

For 2020-21, the admission process was completely online. Admission of students commenced in the month of September after declaration of results of 10th and 12th examinations by different boards. Fully online admission system from application to the counseling process has ensured a transparent process and students have been admitted on the basis of merit.

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

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies,

administrative setup, appointment and service rules, procedures, etc.

The institution has created 64 bodies/ committees/ cells for its effective functioning. A mechanism has been setup for providing operational autonomy to various functionaries in order to ensure a decentralized governance system. (1)The Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different bodies/committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council.

2. Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different subcommittees which have been nominated by Teachers' Council (2020-21): Admission Subcommittee, Examination subcommittees (Separately for Sem I to Sem VI), Internal tabulation subcommittee, Routine subcommittee, UGC PFMS Seminar Proposal subcommittee, Library subcommittee, Construction subcommittee, Maintenance subcommittees, Purchase subcommittees, Student Union Election sub committee , Student disciplinary subcommittee, Subcommittee for games and sports , Canteen subcommittee, Journal and publication Subcommittee, Cultural subcommittee, Athletic subcommittee. Following committees are constituted in accordance to government guidelines: Counselling and Career Guidance and Placement Unit, Grievance Redressal Cell, Service Book Opening Updating Committee , Website committee, Tax Related Sub Committee , Anti Ragging Committee

3. Student level: Students are empowered to play important role in different activities. Functioning of different secretaries of students union (cultural secretary, boys common room secretary, girls common room secretary, student welfare and social service secretary) further reinforces decentralization..

4. Non-teaching staff level: Non-teaching staff are represented in the governing body and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions. Participative Management: The institution promotes the culture of participative management at the strategic level, functional level and operational level. Strategic level: The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Faculty

members share knowledge among themselves, with students and also with non-teaching staff while working for a committee and execute their duties and responsibilities in an effective manner.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

### 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	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

## 6.3 - Faculty Empowerment Strategies

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

Financial helps are given to the teaching staff in case of urgency or any kind of casualty and paid EPF to the teaching staff having no GPF as social security. Similarly financial helps are given to the non-teaching staff in case of urgency or any kind of casualty and paid EPF to the non-teaching staff having no GPF as social security.

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

**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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

### 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

08

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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

Group A and B teaching staff prepare and submit their PAR (Personal Appraisal Report) through their individual HRMS login and forwarding it to the reporting officer (Principal). Principal forwards the same to the reviewing officer (RDE, DHE, Odisha) of



the state government for approval and then it is communicated by him/her to Secretary, DHE Odisha for final appraisal. The performance appraisal of the Non-teaching staff is done locally by the Principal.

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

## 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

**Institution conducts internal and external financial audits regularly:**

The Institution has a transparent and well planned financial management system in which Government and Management are the main sources of funds. The institution has mechanisms of external and internal audit for both Government and Management accounts separately.

**Financial Audit of Grant :**

1. Grants and funds sanctioned by Government/UGC : There are various levels of audit for the funds sanctioned by the Government. They are as follows:

1. Chartered Accountant after a stipulated period of time audits the accounts for all the grants and funds sanctioned by the Government/UGC. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

2. Local Fund Audit: At the time of annual audits by the Local Fund Auditor, the audit team verifies all the financial documents related to the public funds utilized by College. After hearing the clarifications and corrections, the final accounts are settled.

2. Grants and funds sanctioned by Management: The institution has a strong financial advisory board for management of accounts and all the accounts sanctioned are audited internally as well as

externally by Local Fund Auditor. On behalf of the Management, all daily transactions are verified by the accounts bursar/financial advisor under the supervision of the Principal of the college.

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

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

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

0.07

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)	<a href="#">View File</a>

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

The institution has mobilized funds from the Govt. of Odisha, Dept. of Higher Education (Infrastructure Fund) for development of it's infrastructure. Using this fund a central library has been constructed which has become functional this year and a Conference Hall is under construction. The institute also generates internal funds from the admission of the students to various courses. The internal fund is optimally utilized for the maintainance of already existing infrastructures, salary payment of management and contractual faculty members, student and faculty welfare, COVID-19 compliance, campus security management (Installation of CCTV surveillance system and recruitment of security guard), college beautification etc. The institution has mechanisms of external and internal audit for both Government and internal funds for varification of optimal utilization of resources.

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

The quality of an educational institute mainly depends upon the quality of the teaching-learning process which in turn depends upon: (i) teaching approach, (ii) pedagogical skills and competences of the teachers, (iii) reflective practice of the teacher, (iv) the Institutional learning environment for the students, (v) the available institutional infrastructure and culture for creation of a appropriate environment for execution of teachers pedagogical skills etc. The IQAC has tried to enhance the quality of the above mentioned points based on the students feedback. The IQAC has encouraged inclusion of student-centric teaching approaches like flipped classroom, field trips, student seminars, quizzes, brain storming sessions etc in addition to the regular classroom teachings. To enhance pedagogical skills, competences and scholastic aptitude of teaching faculties IQAC has focused on their training and retraining and encourages them to attend offline/online Faculty development Programmes, Refresher courses, Orientation programmes and special short term courses every year. IQAC has initiated students feedback on teaching-learning process which help the teacher to be reflective and change the teaching method when required and re-define it for better teaching-learning outcomes. IQAC mandates all the teaching departments to conduct field trips, student seminars, quizzes and discussions so as to maximize the students involvement in the teaching learning process. IQAC has stressed on the use of Information and Communication Technology (ICT) in teaching learning process to make it interesting and pleasurable for both the students and teachers. IQAC has taken initiatives to develop appropriate infrastructures ( smart classroom, high speed internet connectivity) for effective use of ICT in teaching-learning process.

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

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

IQAC follow a number of guidelines and methods to carry out a continuous internal evaluation system at the institutional level. After each topic is taught, students are informed about the unit tests through a notice well in advance. A detailed discussion about the topic in hand is conducted giving the students a clear understanding of what to expect. The mid-semester examinations are conducted in the institution on behalf of the university. The question papers of mid-term examination are designed and provided by the Institute and the answer scripts are evaluated as per the guidelines of the university. The results of the internal examinations are prepared and sent online in prescribed time and format to the university. The institution displays all the circulars regarding examination on notice boards from time to time. From the very beginning of the academic year, the entire process evaluation is systematically planned and presented before the students. At the beginning of the lectures, teachers inform the syllabus to the students, its objectives, evaluation scheme, nature of question papers and weightage of marks for the topics prescribed as per the norms and regulations. The evaluation processes implemented by the institution are: 1.Seminar: Seminars are conducted for all the students at the college level. Selected topics are assigned and students are asked to present the seminar in the classroom. 2.Group Discussion: Through group discussion, students subject knowledge, oratory and vocabulary skills, social awareness etc. are evaluated and marks are given as per participation and performance 3. Home Assignments: The students are asked to submit Home Assignments as per the schedule displayed by the internal examination committee. This develops the writing skill, learning skills, comprehension skills. 4.Semester Examinations: At the end of each semester, the students appear for the semester examinations held by the university. 5.Project work: The teachers evaluate the projects of 6th semester on the basis of students' active participation for the completion of the project.

The college has undertaken following reforms 1: Different

committees have been formed to supervise and look after the activities of the college. Each committee is headed by a convener (VP). 2: In addition to tests prescribed by the University, the institution also conduct class tests, internal exams. 3: Various academic programmes like Quiz tests, objective tests, essay writings and current affairs competitions are organized in which students are assessed. 4: Collaborative group work, fieldwork, excursion reports and student presentation have been made an essential part of most courses. 5: This is followed by remedial and doubt removal sessions, parent teacher meeting and if required counselling by the college appointed counsellor. 6: The date of registration for various semester exams and allother necessary details are conveyed to the students by various ways.

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

**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)**

**E. None 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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Being a co-educational Institution, it encourages girls and boys to participate together in academic, cultural, sports and social activities. Various activities are organized to sensitize and promote gender equity among students and staff. The college provides an inclusive learning environment for both genders. Institution observes gender sensitivity in providing facilities such as: Safety and Security, Common Room facilities, etc. Institution has a good number of female faculty members and supporting staff. Separate common rooms are available for Boys and Girls. The institution organizes 'Self-defense training' for the girl students of the institution. NCC Girls Wing is functional in the institution. Committees like Grievance Redressal Committee, Anti-Ragging Cell, Sexual harassment cell are constituted in the institution to address any such issues. The institution provides safety and security facilities for the staff and students such as CCTV Surveillance throughout the campus and security arrangement. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students 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	<a href="#">(a) Safety and security , common rooms</a>

**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

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

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

The Institution takes measures for the management of wastes which are generated within its campus. Solid dry wastes which include paper, cardboard, plastics, scrap materials, etc. are separated from others. Organic wastes like the leftover food, peels, scrapings from fruits and vegetables, etc. are also collected in bins separately. Soiled sanitary napkins, tissues, etc. from the toilet are collected in separate dustbins and disposed accordingly. The organic biodegradable wastes generated are deposited in the compost pits and other wastes are handed over to the NAC waste collection vehicles. The College takes initiatives to collect and segregate old and nonfunctional electronic devices like computers, batteries, wires, etc. and dispose of them at regular intervals. The laboratory wastes are also disposed of by taking proper measures. No hazardous chemical waste is generated in the college campus.

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

**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	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**



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

**A. Any 4 or All 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	No File Uploaded
Any other relevant documents	No File Uploaded

**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**

**C. Any 2 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	No File Uploaded
Any other relevant information	No File Uploaded

**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**

**C. Any 2 of the above**



**5. Provision for enquiry and information :  
Human assistance, reader, scribe, soft copies  
of reading material, screen reading**

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

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

The basic objective of this institution has been to provide quality higher education to the poor and meritorious students of the area, hailing mostly from backward strata of society and to equip them with qualities of versatile employability, commitment and responsibility. With this objective, there is a merit-based selection of students from all communities with different socio-economic backgrounds. Seats are reserved following the reservation rules. Eligible students from various backgrounds avail scholarships provided by the Government by applying through the institution. Cultural programmes on the Annual Day Celebration are organized that lays much emphasis on social harmony and awareness of the rich heritage of our state as well as our country which inculcates collaborative work environment and organizational and leadership skills. Various competitions like Jhoti, drama, essay, quiz and debate in both Odia and English languages etc. showcase the effort to not only acknowledge linguistic diversity but also promote harmony and subsequent awareness. Students are encouraged to join the different Social outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and making a better tomorrow. Celebration of Republic day and Independence Day has been an institutional practice for decades.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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 College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligations through various means. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects have topics which sensitize the students about the constitutional obligations. All students take a course on Environment studies in their first semester which gives them an insight into environmental acts, wildlife protection act, forest act, global environmental concerns, duties and responsibilities of citizens towards the environment, etc. At the commencement of a new session, the Principal and other faculty members of the College deliver an Orientation Lecture to the new batch of students to make them aware of the core values and ethics of the Institution. A code of conduct is prepared for students and staff and everyone obeys the conduct rules. Different programmes are celebrated by the Institution like Independence Day, Republic Day, Voter's day, etc. in which the students and employees of the Institution are addressed by the Principal of the College illustrating the significance of the Day and making the students aware of the Fundamental Rights and Duties enshrined in the Constitution of the country. The NSS unit of the College undertakes different kinds of Extension / community outreach activities and teaches the students the importance of the principle of equality, fraternity and societal justice and enhances leadership qualities, team spirit and personality through community service. NSS and other units are actively involved in conducting several programmes like Blood donation camp, Van Mahotsav day, Voters awareness program, Swach Bharat Abhiyan, Teachers' Day, AIDS Day, etc. in the college to make students aware of their duties, responsibilities, enhance harmony and moral values and make them responsible citizens.

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

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

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	<a href="#">View File</a>

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

The Institution organizes and celebrates a number of national and international commemorative days, events and festivals to develop a sense of harmony among the students as well as the employees and to inculcate in them national values. Our institution celebrates the birth anniversaries of national heroes to remember their heroic deeds and follow the great path shown by them. For the academic year 2020-21, to name a few, we celebrated various days like Independence Day , Republic Day, Birth Anniversary of Swami Vivekananda as The Yuva Diwas or National Youth Day, Birth Anniversary of Dr. Sarvapalli Radhakrishnan (Teacher's Day), AIDS

Day, Gandhi Jayanti and Shastri Jayanti (2nd october), NSS Day, etc.

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	No File Uploaded
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.

### Title of the Practice

DREAMS (B.R.M COLLEGE DRIVE FOR THE SOCIO CULTURAL EMPOWERMENT OF BHUBAN)

### Objectives

- To sensitize the stakeholders towards their social responsibilities
- To ensure exposure of students to lifestyles of people hailing from diverse socioeconomic cultural backgrounds.
- To overcome the self centered attitude of students hailing especially mostly from nuclear families

### The Context

NSS activities are selected keeping in mind the Urban rural admixture of the population of Bhuban which is a village in the District of Dhenkanal on the bank of river Brahmani widely remarkable for Brass and Bell metal works, the largest village in the continent of Asia to make the illiterate/semiliterate/underprivileged/tribal community people (present in large numbers in Bhuban) aware of the demands of

society at the state/national level and reap the benefits of the facilities offered by the state/nation. For example, NSS helps the people of the two adopted villages to acquire AADHAR card, PAN Card and open bank accounts. awareness regarding differently abled, NSS works to widen their horizon and to include them in mainstream activities.

### The Practice

NSS Unit had been active since the inception of the college. The first NSS camp was organized in 1980 with 20 male students. The villages "Purusottam Sasan (Manipur) and Gadaganpur" were adopted by NSS in 2005. This practice has continued uninterrupted through all these years. NSS participates in a wide range of activities at the college and regional level. These range from cleanliness programmes conducted not only in the college but also in the two adopted villages to organization of literacy campaigns/blood group checking/ special camps/surveys/rallies/observance of important days/ seminars/ cultural programmes/ awareness campaigns/ exhibition.

### Evidence of Success

- Ex-NSS Volunteers of B.R.M College, Bhuban remain in touch with the NSS unit of the college.
- Different villages are adopted by the NSS unit with a target of achieving cleanliness, literacy and awareness. When it is felt that there has been an overall upgradation of the village, the NSS members opt for adopting a new village in need of upgradation.

### Problems Encountered and Resources Required

- Students of Lab based subjects find it difficult to regularly participate in NSS activities.
- Motivating the students to participate in NSS activities is a challenge during the Covid 19 pandemic.

### Title of the Practice

DEVELOPMENT OF TECHNOLOGY ENABLED EDUCATIONAL PRACTICES

## Objectives

- To facilitate good communication between the students and teachers and thus promoting a better teaching learning experience.
- Improving the quality and promotion of universalisation of education through the reduction of the digital divide.
- To prepare students for the world of tomorrow. It aims to help learners to have an open and flexible mind.
- To empower students who are unable to use this technology outside the college premises by ensuring sufficient access to those students.
- To facilitate good communication between the students and teachers and thus promoting a better teaching learning experience.

## Context

Technology enabled education refers to the application of some form of digital technology to teaching and learning in an education context. It provides opportunities for learners who were out of reach because of a variety of circumstances. We provide in campus online library access, WiFi system, ICT classroom providing opportunities for students to access books, journals, articles and PDF text books in digital format from a variety of sources and locations. The IQAC of the institution plays a remarkable role in that context.

## The Practice

Enabling students to become self-directed learners by using WiFi, improving the teaching of academic staff, improving students' learning, competitive advantage of students, developing students ability on ICT teaching and learning, seminar on projector, use of twitter accounts etc. The college has implemented OFC high speed internet connective with 2 MBPS bandwidth. The departments use projectors and interactive intelligent panels that facilitate the better transaction of the teaching learning plan. Technical training for teachers and other staff, use of own mobile devices and ICT skill and knowledge on the appropriate pedagogical use.

## Evidence of Success

- The students have been able to understand the subject matter in a better way through illustrations and ICT content.
- The institution has been able to provide better support to the students through continuous monitoring with limited resources.
- Use of efficient technology by the faculties helps the students to understand the required procedure before the examination.
- The use of projectors by faculty of different departments facilitate the better transaction of teaching learning among the students.
- A large number of feedback have been received through SMS manner from the students during the current session.

## Problems Encountered and Resources Required

- All the faculties are not equally technology competent, so the institution has to arrange training for the faculties for using different ICT software.
- The management had to arrange for additional hardware such as projectors, smart boards to facilitate the ICT based teaching learning. Website  
Link:<http://www.brmcollege.org.in/iqca.php>

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

## 7.3 - Institutional Distinctiveness

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

The priority of the college is to aspire for the educational advancement and welfare of society through excellence in activities. Institution consistently inspires students and provides a platform for methodological skill development, ethical and human value development. The institution's emphasis is to create equal opportunities for education and to ensure sustainable development of the tribal community while preserving the unique identities and culture of these communities. With the belief of academic and technical excellence, the Institution stimulates and supports students to participate in various rural developmental activities. The college has at all times shown willingness to adopt new dealings for the enrichment of values among faculty members and students in order to make them better residents. Thus all faculty members and students of our College participate in social activities. Moreover, the college plays an active role in offering all possible kinds of help to the bordering community. Purusottampur Sasan (Manipur) is located in the Mideastern part of Dhenkanal. It is one of the neighboring places of our college. Our mission guides and empowers the population of this area with enhanced quality of life, developed environment, justifiable living, human values and quality of education, which are all included under our project.



## 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

At the beginning of each academic session, the institution prepares its proposed academic calendar, which is uploaded in the college website. The proposed academic calendar is prepared according to the notices and circulars received from the affiliating university. Students are informed about the academic calendar of the college notifying the probable teaching days, dates of internal examinations, curricular, extension related and co-curricular activities. But due to the Covid-19 Pandemic physical mode of teaching has been hindered, so faculties are advised to conduct online classes. The Prof. in charge of TimeTable committee of the college prepares the master routine and circulates it to different departments. Time-Table is prepared strictly in accordance to the number of credit points mentioned in the prescribed syllabus of each course offered by the departments. Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures. Teachers have used Google Meet, Zoom, Google Classroom, and other online teaching platforms for demonstration of different topics. Interactive sessions with students and, sometimes with guardians are held to identify problem areas. Special care is taken to address the problems of slow learners, advanced learners and first generation learners. Social networking sites are also used by some departments for interaction between faculty and students. Student satisfaction survey is conducted by IQAC to improve the teaching-learning process of each department.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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 process. The institutional academic calendar is prepared by the head of the institution by following the corresponding higher education department guidelines. At the beginning of the academic session, the students are apprised of the academic calendar and the same is uploaded on the college website. Head of the institution can incorporate minor changes in the academic calendar which he may deem fit considering the unforeseen circumstances. The Schedule of All Examinations is given in the academic calendar. The course teachers announce the syllabus and display question bank for different examinations. Examination schedule of exams are announced and displayed in advance. Display of marks is also as per the schedule is given in the academic calendar.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	<a href="http://www.brmcollege.org.in/iqca.php">http://www.brmcollege.org.in/iqca.php</a>

**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**

C. Any 2 of the above

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

<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b>	
<b>1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented</b>	
13	
File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Add on /Certificate programs offered during the year</b>	
<b>1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)</b>	
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 )	<a href="#">View File</a>
<b>1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year</b>	
0	
<b>1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year</b>	
0	

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

The Institution tries to inculcate values and ethics among its students through various cocurricular activities. It ensures not only effective curriculum delivery but also makes every effort to impart a holistic education that goes beyond the curriculum throughout the year. Through these programmes students imbibe universal moral and social values, sensitivity towards gender issues and environmental consciousness. Human values, environmental sustainability programmes promoted through the activities of the NSS, NCC, YRC, Eco-club and Mo College abhiyan units for illuminating the young minds of the duties and responsibilities of the citizens of this country. Community outreach and other social welfare programmes. Handbook of Ethics and Code of Conduct uploaded in the College website and also enunciated by the Principal during Students' Orientation

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

13

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)	<a href="#">View File</a>

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

276

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

<b>1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni</b>	<b>C. Any 2 of the above</b>

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

**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	<a href="http://brmcollege.org.in/aqar.php">http://brmcollege.org.in/aqar.php</a>

## 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

384

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	<a href="#">View File</a>

#### 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

31

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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

In physical mode, interactive sessions with students, and at regular intervals Parent-Teacher meetings are held to identify problems lying with a slow learner.

Special care is taken to address the problems of slow learners and advanced learners.

Remedial classes and tutorial classes are arranged in the time table.

Advanced learners are advised to use Library and Study centre and follow several reference books and journals. Also they are suggested to follow different guide books and competition series to achieve their goals.

Both slow and advanced learners are advised to consult their teachers beyond the class room teaching. Teachers conduct class tests, surprise tests, students seminars, etc. for reviewing the performance of both slow and advanced learners. In the class, several groups are made including slow learners and advanced learners and a problem is placed before them to discuss. First, the slow learner is given a chance to discuss or answer. If he fails to discuss or answer, then it is passed to the advanced learner for his view. After listening different ideas of advanced learner, again the slow learner is asked to keep his view.

Due to the Covid-19 Pandemic physical mode of teaching has been affected and faculties started taking online classes via Google Meet, Zoom, Google Classroom, Teach mint and other online teaching platforms. Social networking sites are also used by most teachers for interaction with the students. Both slow and advanced learners are encouraged to attend maximum webinars related to their subjects to expand their knowledge and vision.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

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

Number of Students	Number of Teachers
760	44

File Description	Documents
Any additional information	<a href="#">View File</a>

### 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

We follow teaching through a student centric approach, which helps the students to become actively involved, boost their confidence and encourage their independence. In a teacher centric class, it is not possible to fulfil the needs and expectations of individual students and expect a uniform learning outcome from them. The teacher facilitates learning by encouraging each individual student to participate in the class activities and to absorb and grasp information at their own pace.

At the beginning of the course, students know the course objectives, programme specific objectives and programme outcomes, which help them in self-evaluating their performance at the end of the course. They give feedback on the Course and teaching methods at end of each semester, so that any lacunae can be rectified.

Ability Enhancement, Generic and Skill Enhancement courses are offered to provide and prepare students for life. NSS, NCC, Scout and Guide and Self-defence training for girls units are set-up for the students to participate, learn and integrate.

Experiential and Participative learning include Audio-Visual methodology, Google Classroom, Industrial Visits, Field Trips, Projects etc. and teachers make them interactive. To work



independently and to encourage students, internal assessments are conducted at regular intervals.

File Description	Documents
Upload any additional information	No File Uploaded
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

For effective teaching-learning process, teachers use Information and Communication Technology (ICT) enabled tools along with traditional method of teaching. This makes students grasp better enhancing the outcome of teaching-learning process. Teachers are encouraged to use power-point presentations in their teaching by using projectors.

Teachers use Projectors, Desktops, Laptops with internet facility, Wi-Fi, Printers, Scanners, Xerox machine, web cam, Audio system (speakers and mike) as ICT Tools.

Physics, Chemistry, Botany, Zoology and Education departments are equipped with one projector and one Desktop each and one extra projector is kept for use during seminars and meetings.

There is a computer Lab, where students and teachers of different departments utilise the facility at their suitable time. Xerox machines are installed in the computer Lab for students and staff.

In this current session due to Covid-19 pandemic, teachers started conducting online Classes through different platforms like Google Meet, Zoom, etc. Online tests were conducted through Google forms. Teachers guided students to appear at their online Semester Exam by accessing the University website and in sending the answerscript pdfs through WhatsApp or emails. Also teachers guided students to attend several state level, National and International Webinars. Department of Chemistry on 29.01.2021 had organised an International Webinar on "Green Chemistry and Natural Products" .

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://brmcollege.org.in/naac.php">http://brmcollege.org.in/naac.php</a>

### 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

44

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 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

<b>04</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
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)	<a href="#">View File</a>
<b>2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)</b>	
<b>2.4.3.1 - Total experience of full-time teachers</b>	
<b>790</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>
<b>2.5 - Evaluation Process and Reforms</b>	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>We follow a number of guidelines and methods to carry out a continuous internal assessment (Mid semester) system at the institutional level at regular intervals. After each topic is taught, students are informed about the tests through a notice well in advance. A detailed discussion about the topic is conducted giving the students a clear understanding of what to expect. The results of the internal examinations are prepared and sent online in prescribed time and format to the university. The institution displays all the circulars regarding examination and the marks on notice boards from time to time. From the very beginning of the academic year, the entire process of assessment is systematically planned and presented before the students. At the beginning of the lectures, teachers inform the syllabus to the students, its objectives, evaluation scheme, nature of question papers and weightage of marks for the topics prescribed as per the norms</p>	

and regulations. This is followed by remedial and doubt removal sessions. At the end of each semester, the students appear for the semester examinations held by the university. The teachers evaluate the projects of 6th semester on the basis of students' active participation.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

An examination committee is constituted, comprising of a senior Faculty member as Center superintendent, other teaching faculties as members for smooth conduct of Internal (Mid Semester) and end semester examination. The end semester examination is conducted by university. The college follows the guidelines strictly. Time table for test is prepared well in advance, a proper seating plan is followed and these are displayed on the notice board. After evaluation of internal assessment answer scripts, these are shown to the students to check any discrepancy and doubts are clarified by faculty to maintain transparency. The experiment performed in lab and the Project of 6th semester are evaluated by the faculty. Now the marks are uploaded in the University website. Any grievances related to university question paper like out of syllabus etc are addressed to the center superintendent and the same are reported to the university immediately through the controller of Exam. University decision after resolving the grievances in question paper is intimated immediately to the students. The answer scripts of end semesters are evaluated at different valuation centers and final result is declared in time. A student can apply for revaluation / rechecking if not satisfied.

File Description	Documents
Any additional information	No File Uploaded
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.

The Program Outcomes (POs), Program Specific Outcomes (PSOs) and Course Outcomes (COs) are framed by the department offering the concerned program after rigorous consultation with all faculty and the stakeholders and displayed / notified in the Website and Notice Boards.

While addressing the students, the faculties of the department create awareness on POs, PSOs and COs.

Program specific outcomes (PSOs) are the specific skill requirements and accomplishments to be fulfilled by the students by the end of the program. The programme coordinators prepare the PSOs in consultation with course coordinators.

Program Outcomes (POs) are broad statements that describe the professional accomplishments which the program aims at, and these are to be attained by the students by the time they complete the program. POs incorporate many areas of inter-related knowledge, skills and personalities that are to be acquired by the students during graduation.

Course outcomes (COs) describe the essential disciplinary knowledge, abilities that students should possess and the depth of learning that is expected on completion of a course. The Course Outcomes are prepared by the course coordinator in consultation with concerned faculty members.

All the above activities are supervised by the head of the Institution.

The POs/PSOs of the programme are published on the college website <http://brmcollege.org.in/naac.php> .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="http://brmcollege.org.in/naac.php">http://brmcollege.org.in/naac.php</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Our Institute is affiliated to Utkal University, Bhubaneswar. We offer UG courses in Arts, Science and Commerce. We follow the curriculum designed by our affiliated University. The POs, PSOs and COs are evaluated by the institution and the same are communicated to the students.

The institute follows the Academic Calendar of our affiliated university. All the subject teachers maintain semester wise Lesson plan and re-evaluate the progress in teaching-learning process periodically. Internal examination committee analyzes evaluation reports of results. Placement committee takes the review of the Students' Progression to Higher Studies and Placement.

The POs of Bachelor of Arts are:

PO1: Community engagement and global understanding.

PO2: Critical and creative thinking.

PO3: Communication skills.

PO4: Ethical values.

The POs of Bachelor of Commerce are:

PO1: Basic skills in Economics, Accounting, Marketing, Management and Finance.

PO2: Understanding of National economic and business scenario.

PO3: Development of entrepreneurship and successful operation of a business.

The POs of Bachelor of Science are:

PO1: Understanding of the fundamentals of science.

PO2: Interdisciplinary approach.

PO3: Sense of Scientific responsibilities, social and environment awareness.

**PO4: Building successful career in academics and industry.**

**PO5: Learn to contribute in development of Nation and community.**

**COs are calculated from university examination results.**

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

231

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	<a href="http://www.brmcollege.org.in/iqca.php">http://www.brmcollege.org.in/iqca.php</a>

### **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)**

<http://brmcollege.org.in/naac.php>

## **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)	<a href="#">View File</a>
<b>3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year</b>	
<b>3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year</b>	
0	
File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil
<b>3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year</b>	
<b>3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year</b>	
01	
File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>



**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**

0

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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

B.R.M College organizes and participates in various extension activities with a dual objective of not only sensitizing students about various social issues but also contributes to community and to a great extent strengthen community participation.

The NCC, S&G, NSS, YRC college units take part in various initiatives starting from organizing camps like Swachha Bharat initiatives, Blood donation camps, Awareness programmes on AIDS prevention, Suicide prevention etc., to various other outreach campaigns. The main objective of various cleanliness programmes

under Swachha Bharat Abhijan is to spread awareness among the students about the significance of cleanliness and its benefits. Participation in Nisamukti campaign and Drug Abuse Awareness Programme connect students, faculties and other members with the larger social issues in the community and makes them socially responsible, sensitive and thus facilitates in the holistic development.

The Covid-19 awareness programme is also organised to create awareness and educate the students, faculty, staff and local community regarding preventive intervention techniques that would help in reducing the transmission of the disease.

File Description	Documents
Paste link for additional information	<a href="#">NIL</a>
Upload any additional information	No File Uploaded

### 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

17

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
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

07

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

### 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

396

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	<a href="#">View File</a>
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	<a href="#">View File</a>

**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.

Appropriate infrastructure facilities are keys for effective teaching and efficient learning programmes. Therefore it is important to keep the infrastructures and the facilities up to date for the academic developments in the institution. The other supportive facilities in the campus are developed to contribute to the effective ambience for curricular, extracurricular and administrative activities. For curricular and co-curricular activities, there are classrooms cum departmental rooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden and equipments for learning and research.

File Description	Documents
Upload any additional information	No File Uploaded
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.

Extracurricular activities help students to develop their social skills and learn how to work in a team to achieve a

shared goal. These activities allow the students the opportunity to explore different areas of interest, increase self-confidence, build leadership skills and even improve grades. For Extra- Curricular activities there are sports, outdoor and indoor games, gymnasium, NSS, NCC, SCOUT & GUIDES, YRC, MO-COLLEGE ABHIJANA, SELF DEFENCE, YUBA SANSKAR, cultural activities, yoga, health and hygiene etc.

File Description	Documents
Upload any additional information	No File Uploaded
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.

6

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

6

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

#### 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)

25 LAKHS

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

## 4.2 - Library as a Learning Resource

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

The library is automated with the name of ILMS software EGranthalaya

Nature of Automation- Partially

Version- 3.0

Year- 2018

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)	<a href="#">View File</a>

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)****114,925.00**

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)	<a href="#">View File</a>

**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****85**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

**4.3 - IT Infrastructure****4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

A well equipped computer lab is functioning in the college. The student and staff of the college have an easy access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. Recently we have upgraded the Wi-Fi connectivity speed from 2 mbps to 100 mbps which is facilitating the easy and quick downloading of e-teaching resources. The Wi-Fi access is open to both the students and staff of the college. All the computers and associated infrastructures are regularly upgraded by a private IT firm, which has signed an Annual Maintenance Contract with the college to do so.

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

#### 4.3.2 - Number of Computers

29

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	<a href="#">View File</a>

#### 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)

750000.00

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>



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.

There are different digital technological facilities available in the college. There are 5 digitally equipped classrooms and 1 digitally equipped conference/seminar hall and also digitally equipped laboratories available in the college. We have also proposed the construction of two laboratories; LANGUAGE LAB and SMART LAB. A well equipped computer lab is also functioning in the college. The students of the college have smooth access to the computer lab. The college building and the library building are facilitated with the Wi-Fi connectivity. There is an open access of the Wi-Fi connectivity to the students and staff of the college. The college has specified hardware firms and maintenance contracts that helps to upkeep the upgradation of all systems in the college. The team/head in-charge of maintenance cell continually interacts with all the departmental and other concerning heads to ensure proper maintenance and further upgradation of the systems and equipments whenever necessary.

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

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

141

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)	<a href="#">View File</a>

### 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)	<a href="#">View File</a>

**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**

D. 1 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

<b>5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
0	
<b>5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year</b>	
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)	<a href="#">View File</a>
<b>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</b>	<b>A. All of the above</b>
File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>
<b>5.2 - Student Progression</b>	
<b>5.2.1 - Number of placement of outgoing students during the year</b>	
<b>5.2.1.1 - Number of outgoing students placed during the year</b>	

0	
File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>5.2.2 - Number of students progressing to higher education during the year</b>	
<b>5.2.2.1 - Number of outgoing student progression to higher education</b>	
9	
File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>
<b>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)</b>	
<b>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</b>	
0	
File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded
<b>5.3 - Student Participation and Activities</b>	
<b>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</b>	
<b>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.</b>	

2

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)	<a href="#">View File</a>

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 )

Student Council of the college was an elected body previously but after a modification made by the State Government, Students Council election system has been withdrawn from this year and now the Students council is formed by the unanimous students representation. The Students council always joins hands with faculty members and college administration to ensure overall development of the college. Students Council organizes different cultural programs to observe important days such as Swami Vivekanandas birthday, Republic Day, Independence Day, Teachers Day, Gandhi Jayanti etc. in the college campus. Sripanchami and Ganesh Chaturthi are celebrated in the college by students council to cultivate the sense of respect for our Indian culture and tradition. Participation of students in the students' council helps in the development of their organizational skills. Every year, students' council organizes annual college function in the college campus, which also involves an interdepartmental competition and thereafter prize distribution through proper judgement by invited eminent persons of the locality. Students Representatives put forward their suggestions on different issues related to the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Covid 19 hindered the implementation of various cocurricular and extra curricular activities of the institution and during the academic session 2020-21.

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

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

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

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)	<a href="#">View File</a>

### 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

The alumni association of our institution has been created but not yet been registered. The Alumni association is headed by the President and is assisted by the Secretary. The main objective of this association is to bridge the gap between the college and alumni. The Alumni association keeps complete details of its individual members and communicate them regarding the upcoming meetings regularly. In these alumni meetings the individual members provide their suggestions, concerns etc regarding the smooth functioning of the college and discuss about its present course of actions and future development. So far very few members have contributed to this association financially and in future we expect more members for their contributions. Alumni felicitates the students for their achievements in academic and non-academic

activities like sports, cultural events etc.

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

**5.4.2 - Alumni contribution during the year (INR in Lakhs)** 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 basic objective/vision of this HE has been to provide quality higher education to the poor and meritorious students of the area, most of whom are the girls hailing from backward strata of society and to equip them with qualities of versatile employability, commitment and responsibility. In order to translate this vision into reality, steps have been taken to provide them knowledge and enlightenment, their personality development, train them intellectually as well as culturally for facing this competitive world prevailing around them, develop awareness among themselves for environmental protection, inculcate in them civic and secular values and train them for working selflessly as responsible citizens towards the all-round progress of the community. The governance of this institution is reflective and in tune with the vision and mission as it provides quality and all round education to around 1000 students each year in this rural area.

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

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

**Decentralization:** The institution has mechanisms for providing operational autonomy to various functionaries in order to ensure decentralized governance system.

1. **At Principal Level:** Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different committees for planning and implementation of different academic, student administration and other related policies. All the academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council.

2. **At Faculty level:** Faculty members are given representation in various committees/cells nominated by the members of Teachers council, Governing body, IQAC and other committees. Every year the composition of different committees (64 in number) is changed and new members are nominated to various committees/cells in-order to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different subcommittees which have been nominated by Teachers' Council (2020-21): Admission committee, Examination committee, Internal tabulation committee, Time-table committee, UGC PFMS Seminar Proposal committee, Library committee, Student Union Election committee, Student disciplinary committee, Athletic committee, Canteen committee, Cultural committee.

Following committees are constituted accordance to government guidelines: Counseling and Career Guidance and Placement Unit, Grievance Redressal Cell, Service Book Opening Updating Committee, Website committee, Tax Related Sub Committee, Anti Ragging Committee.

3. **At Student level:** Students are empowered to play important role in different activities. Functioning of different secretaries of students union further reinforces decentralization. Our institution has empowered students as Cultural secretary, Boys common room secretary, Girls common room secretary, Student welfare and social service secretary. Student needs and suggestions are taken care off for proper governance.



4. At Non-teaching staff level: Non-teaching staffs are represented in the governing body and the IQAC. Suggestions of nonteaching staff are considered while framing policies or taking important decisions.

**Participative Management:** The institution promotes the culture of participative management at the strategic level, functional level and operational level.

**Strategic level:** The Principal, governing body, Teachers council and the IQAC are involved in defining policies, procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc.

**Functional level:** Faculty members share knowledge among themselves, students and staff members while working as a member of a committee.

**Operational level:** The Principal interacts with government and external agencies, faculty members maintain interactions with the concerned departments of affiliating university. Students and office staff join hands with the Principal and faculty for the execution of different academic, administrative, extension related, co and extracurricular activities.

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

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

### Strategy Type

**Curriculum Development:**

### Details

Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development.

## Strategy Type

### Teaching and Learning

#### Details

1. Improvement of computer aided methods of teaching and learning: IQAC has identified and emphasised the use of Internet and Communication Technology (ICT) in Teaching and the college is trying to develop the required infrastructures for ICT enabled teaching-learning process. 2. Enrichment of central library and departmental seminar libraries 3. Laboratory renovation, up-gradation and purchase of equipment for science departments 4. Cultivation of academic spirit in students by conducting faculty and student seminars by various departments.

## Strategy Type

### Examination and Evaluation

#### Details

Semester examinations are conducted by the affiliating university. The internal assessments of Students are conducted by college according to the university guidelines. Class tests/surprise tests, student seminars, interactive sessions, practical examinations, debates, etc. are conducted by departments to evaluate the students. Examination subcommittees and tabulation subcommittees have been formed by the Teachers Council for effective implementation of the evaluation reforms of the university.

## Strategy Type

### Research and Development

#### Details

Encouraging faculty members to undertake major and minor research projects and also promoting collaborative researches with other institutions.

## Strategy Type

### Library, ICT and Physical Infrastructure / Instrumentation

**Details**

As a post NAAC initiative, the college has encouraged the use of ICT based teaching methods by different departments for effective teaching-learning process. Computers have been allotted to different departments for this purpose. In the physical infrastructure development, a new spacious library has been constructed and is fully functional now. Two ground water recharging systems have also been constructed.

**Strategy Type****Admission of Students****Details**

For 2020-21, the admission process was completely online. Admission of students commenced in the month of September after declaration of results of 10th and 12th examinations by different boards. Fully online admission system from application to the counseling process has ensured a transparent process and students have been admitted on the basis of merit.

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

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

The institution has created 64 bodies/ committees/ cells for its effective functioning. A mechanism has been setup for providing operational autonomy to various functionaries in order to ensure a decentralized governance system. (1)The Principal is the member secretary of the governing body and chairperson of the IQAC. The Principal in consultation with the Teachers' Council nominates different bodies/committees for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. 2.

Faculty members are given representation in various committees/cells nominated by the Teachers council, in the Governing body, in the IQAC and other committees. Every year, the composition of different committees is changed to ensure a uniform exposure of duties for academic and professional development of faculty members. Following are the different subcommittees which have been nominated by Teachers' Council (2020-21): Admission Subcommittee, Examination subcommittees (Separately for Sem I to Sem VI), Internal tabulation subcommittee, Routine subcommittee, UGC PFMS Seminar Proposal subcommittee, Library subcommittee, Construction subcommittee, Maintenance subcommittees, Purchase subcommittees, Student Union Election sub committee, Student disciplinary subcommittee, Subcommittee for games and sports, Canteen subcommittee, Journal and publication Subcommittee, Cultural subcommittee, Athletic subcommittee. Following committees are constituted in accordance to government guidelines: Counselling and Career Guidance and Placement Unit, Grievance Redressal Cell, Service Book Opening Updating Committee, Website committee, Tax Related Sub Committee, Anti Ragging Committee

3. Student level: Students are empowered to play important role in different activities. Functioning of different secretaries of students union (cultural secretary, boys common room secretary, girls common room secretary, student welfare and social service secretary) further reinforces decentralization..

4. Non-teaching staff level: Non-teaching staff are represented in the governing body and the IQAC. Suggestions of non-teaching staff are considered while framing policies or taking important decisions.

Participative Management: The institution promotes the culture of participative management at the strategic level, functional level and operational level.

Strategic level: The Principal, governing body, Teachers council and the IQAC are involved in defining policies procedures, framing guidelines and rules regulations pertaining to admission, examination, discipline, grievance, support services, finance etc. Faculty members share knowledge among themselves, with students and also with non-teaching staff while working for a committee and execute their duties and responsibilities in an effective manner.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

### 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	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

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

Financial helps are given to the teaching staff in case of urgency or any kind of casualty and paid EPF to the teaching staff having no GPF as social security. Similarly financial helps are given to the non-teaching staff in case of urgency or any kind of casualty and paid EPF to the non-teaching staff having no GPF as social security.

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

### 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)	<a href="#">View File</a>

**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)	<a href="#">View File</a>

**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**

<b>year</b>	
<b>08</b>	
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	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>
<b>6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff</b>	
<p>Group A and B teaching staff prepare and submit their PAR (Personal Appraisal Report) through their individual HRMS login and forwarding it to the reporting officer (Principal). Principal forwards the same to the reviewing officer (RDE, DHE, Odisha) of the state government for approval and then it is communicated by him/her to Secretary, DHE Odisha for final appraisal. The performance appraisal of the Non-teaching staff is done locally by the Principal.</p>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded
<b>6.4 - Financial Management and Resource Mobilization</b>	
<b>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</b>	
<p><b>Institution conducts internal and external financial audits regularly:</b></p> <p>The Institution has a transparent and well planned financial management system in which Government and Management are the</p>	

main sources of funds. The institution has mechanisms of external and internal audit for both Government and Management accounts separately.

#### Financial Audit of Grant :

1. Grants and funds sanctioned by Government/UGC : There are various levels of audit for the funds sanctioned by the Government. They are as follows:

1. Chartered Accountant after a stipulated period of time audits the accounts for all the grants and funds sanctioned by the Government/UGC. The audit report issued by the auditor with utilization certificate and all necessary ratified accounts are submitted to the concerned sanctioned authorities.

2. Local Fund Audit: At the time of annual audits by the Local Fund Auditor, the audit team verifies all the financial documents related to the public funds utilized by College. After hearing the clarifications and corrections, the final accounts are settled.

2. Grants and funds sanctioned by Management: The institution has a strong financial advisory board for management of accounts and all the accounts sanctioned are audited internally as well as externally by Local Fund Auditor. On behalf of the Management, all daily transactions are verified by the accounts bursar/financial advisor under the supervision of the Principal of the college.

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

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

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

0.07



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)	<a href="#">View File</a>

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

The institution has mobilized funds from the Govt. of Odisha, Dept. of Higher Education (Infrastructure Fund) for development of it's infrastructure. Using this fund a central library has been constructed which has become functional this year and a Conference Hall is under construction. The institute also generates internal funds from the admission of the students to various courses. The internal fund is optimally utilized for the maintainance of already existing infrastructures, salary payment of management and contractual faculty members, student and faculty welfare, COVID-19 compliance, campus security management (Installation of CCTV surveillance system and recruitment of security guard), college beautification etc. The institution has mechanisms of external and internal audit for both Government and internal funds for varification of optimal utilization of resources.

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

The quality of an educational institute mainly depends upon the quality of the teaching-learning process which in turn depends upon:(i) teaching approach,(ii) pedagogical skills and competences of the teachers, (iii) reflective practice of the teacher, (iv) the Institutional learning environment for the students, (v) the available institutional infrastructure and

culture for creation of a appropriate environment for execution of teachers pedagogical skills etc. The IQAC has tried to enhance the quality of the above mentioned points based on the students feedback. The IQAC has encouraged inclusion of student-centric teaching approaches like flipped classroom, field trips, student seminars, quizzes, brain storming sessions etc in addition to the regular classroom teachings. To enhance pedagogical skills, competences and scholastic aptitude of teaching faculties IQAC has focused on their training and retraining and encourages them to attend offline/online Faculty development Programmes, Refresher courses, Orientation programmes and special short term courses every year. IQAC has initiated students feedback on teaching-learning process which help the teacher to be reflective and change the teaching method when required and re-define it for better teaching-learning outcomes. IQAC mandates all the teaching departments to conduct field trips, student seminars, quizzes and discussions so as to maximize the students involvement in the teaching learning process. IQAC has stressed on the use of Information and Communication Technology (ICT) in teaching learning process to make it interesting and pleasurable for both the students and teachers. IQAC has taken initiatives to develop appropriate infrastructures ( smart classroom, high speed internet connectivity) for effective use of ICT in teaching-learning process.

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

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

IQAC follow a number of guidelines and methods to carry out a continuous internal evaluation system at the institutional level. After each topic is taught, students are informed about the unit tests through a notice well in advance. A detailed discussion about the topic in hand is conducted giving the students a clear understanding of what to expect. The mid-semester examinations are conducted in the institution on

behalf of the university. The question papers of mid-term examination are designed and provided by the Institute and the answer scripts are evaluated as per the guidelines of the university. The results of the internal examinations are prepared and sent online in prescribed time and format to the university. The institution displays all the circulars regarding examination on notice boards from time to time. From the very beginning of the academic year, the entire process evaluation is systematically planned and presented before the students. At the beginning of the lectures, teachers inform the syllabus to the students, its objectives, evaluation scheme, nature of question papers and weightage of marks for the topics prescribed as per the norms and regulations. The evaluation processes implemented by the institution are: 1.Seminar: Seminars are conducted for all the students at the college level. Selected topics are assigned and students are asked to present the seminar in the classroom. 2.Group Discussion: Through group discussion, students subject knowledge, oratory and vocabulary skills, social awareness etc. are evaluated and marks are given as per participation and performance 3. Home Assignments: The students are asked to submit Home Assignments as per the schedule displayed by the internal examination committee. This develops the writing skill, learning skills, comprehension skills. 4.Semester Examinations: At the end of each semester, the students appear for the semester examinations held by the university. 5.Project work: The teachers evaluate the projects of 6th semester on the basis of students' active participation for the completion of the project.

The college has undertaken following reforms 1: Different committees have been formed to supervise and look after the activities of the college. Each committee is headed by a convener (VP). 2: In addition to tests prescribed by the University, the institution also conduct class tests, internal exams. 3: Various academic programmes like Quiz tests, objective tests, essay writings and current affairs competitions are organized in which students are assessed. 4: Collaborative group work, fieldwork, excursion reports and student presentation have been made an essential part of most courses. 5: This is followed by remedial and doubt removal sessions, parent teacher meeting and if required counselling by the college appointed counsellor. 6: The date of registration for various semester exams and all other necessary details are conveyed to the students by various ways.

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

**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)**

**E. None 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	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **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

Being a co-educational Institution, it encourages girls and boys to participate together in academic, cultural, sports and social activities. Various activities are organized to sensitize and promote gender equity among students and staff. The college provides an inclusive learning environment for both genders. Institution observes gender sensitivity in providing facilities such as: Safety and Security, Common Room facilities, etc. Institution has a good number of female faculty members and supporting staff. Separate common rooms are

available for Boys and Girls. The institution organizes 'Self-defense training' for the girl students of the institution. NCC Girls Wing is functional in the institution. Committees like Grievance Redressal Committee, Anti-Ragging Cell, Sexual harassment cell are constituted in the institution to address any such issues. The institution provides safety and security facilities for the staff and students such as CCTV Surveillance throughout the campus and security arrangement. Students and other employees in the college too remain cautious about the surveillance. Discipline is also maintained and it also provides a sense of security to the students 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	<a href="#">(a) Safety and security , common rooms</a>

**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**

C. Any 2 of the above

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

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

The Institution takes measures for the management of wastes which are generated within its campus. Solid dry wastes which include paper, cardboard, plastics, scrap materials, etc. are separated from others. Organic wastes like the leftover food, peels, scrapings from fruits and vegetables, etc. are also

collected in bins separately. Soiled sanitary napkins, tissues, etc. from the toilet are collected in separate dustbins and disposed accordingly. The organic biodegradable wastes generated are deposited in the compost pits and other wastes are handed over to the NAC waste collection vehicles. The College takes initiatives to collect and segregate old and nonfunctional electronic devices like computers, batteries, wires, etc. and dispose of them at regular intervals. The laboratory wastes are also disposed of by taking proper measures. No hazardous chemical waste is generated in the college campus.

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

**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	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**

A. Any 4 or All of the above

5. landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
<b>7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution</b>	
<b>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</b>	<b>C. Any 2 of the above</b>
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	No File Uploaded
Any other relevant information	No File Uploaded
<b>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</b>	<b>C. Any 2 of the above</b>



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

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

The basic objective of this institution has been to provide quality higher education to the poor and meritorious students of the area, hailing mostly from backward strata of society and to equip them with qualities of versatile employability, commitment and responsibility. With this objective, there is a merit-based selection of students from all communities with different socio-economic backgrounds. Seats are reserved following the reservation rules. Eligible students from various backgrounds avail scholarships provided by the Government by applying through the institution. Cultural programmes on the Annual Day Celebration are organized that lays much emphasis on social harmony and awareness of the rich heritage of our state as well as our country which inculcates collaborative work environment and organizational and leadership skills. Various competitions like Jhoti, drama, essay, quiz and debate in both Odia and English languages etc. showcase the effort to not only acknowledge linguistic diversity but also promote harmony and subsequent awareness. Students are encouraged to join the different Social outreach Units of the College to actively work with people from diverse socio-cultural backgrounds with an aim of improving society and making a better tomorrow. Celebration of Republic day and Independence Day has been an institutional practice for decades.



File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
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 College undertakes various efforts to sensitize the students and employees of the Institution of their constitutional obligations through various means. Sensitization of students and employees of the Institution to the constitutional obligations is done through curriculum as well as through extra-curricular activities. Many of the subjects have topics which sensitize the students about the constitutional obligations. All students take a course on Environment studies in their first semester which gives them an insight into environmental acts, wildlife protection act, forest act, global environmental concerns, duties and responsibilities of citizens towards the environment, etc. At the commencement of a new session, the Principal and other faculty members of the College deliver an Orientation Lecture to the new batch of students to make them aware of the core values and ethics of the Institution. A code of conduct is prepared for students and staff and everyone obeys the conduct rules. Different programmes are celebrated by the Institution like Independence Day, Republic Day, Voter's day, etc. in which the students and employees of the Institution are addressed by the Principal of the College illustrating the significance of the Day and making the students aware of the Fundamental Rights and Duties enshrined in the Constitution of the country. The NSS unit of the College undertakes different kinds of Extension / community outreach activities and teaches the students the importance of the principle of equality, fraternity and societal justice and enhances leadership qualities, team spirit and personality through community service. NSS and other units are actively involved in conducting several programmes like Blood donation camp, Van Mahotsav day, Voters awareness program, Swach Bharat Abhiyan, Teachers' Day, AIDS Day, etc. in the college to make students aware of their duties, responsibilities, enhance harmony and moral values and make them responsible citizens.

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

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

**B. Any 3 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	<a href="#">View File</a>

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

The Institution organizes and celebrates a number of national and international commemorative days, events and festivals to develop a sense of harmony among the students as well as the employees and to inculcate in them national values. Our institution celebrates the birth anniversaries of national heroes to remember their heroic deeds and follow the great path shown by them. For the academic year 2020-21, to name a few, we celebrated various days like Independence Day , Republic Day, Birth Anniversary of Swami Vivekananda as The Yuva Diwas or

National Youth Day, Birth Anniversary of Dr. Sarvapalli Radhakrishnan (Teacher's Day), AIDS Day, Gandhi Jayanti and Shastri Jayanti (2nd october), NSS Day, etc.

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	No File Uploaded
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.

### Title of the Practice

DREAMS (B.R.M COLLEGE DRIVE FOR THE SOCIO CULTURAL EMPOWERMENT OF BHUBAN)

### Objectives

- To sensitize the stakeholders towards their social responsibilities
- To ensure exposure of students to lifestyles of people hailing from diverse socioeconomic cultural backgrounds.
- To overcome the self centered attitude of students hailing especially mostly from nuclear families

### The Context

NSS activities are selected keeping in mind the Urban rural admixture of the population of Bhuban which is a village in the District of Dhenkanal on the bank of river Brahmani widely remarkable for Brass and Bell metal works, the largest village in the continent of Asia to make the illiterate/semiliterate/underprivileged/tribal community people

(present in large numbers in Bhuban) aware of the demands of society at the state/national level and reap the benefits of the facilities offered by the state/nation. For example, NSS helps the people of the two adopted villages to acquire AADHAR card, PAN Card and open bank accounts. awareness regarding differently abled, NSS works to widen their horizon and to include them in mainstream activities.

#### The Practice

NSS Unit had been active since the inception of the college. The first NSS camp was organized in 1980 with 20 male students. The villages "Purusottam Sasan (Manipur) and Gadaganpur" were adopted by NSS in 2005. This practice has continued uninterrupted through all these years. NSS participates in a wide range of activities at the college and regional level. These range from cleanliness programmes conducted not only in the college but also in the two adopted villages to organization of literacy campaigns/blood group checking/ special camps/surveys/rallies/observance of important days/ seminars/ cultural programmes/ awareness campaigns/ exhibition.

#### Evidence of Success

- Ex-NSS Volunteers of B.R.M College, Bhuban remain in touch with the NSS unit of the college.
- Different villages are adopted by the NSS unit with a target of achieving cleanliness, literacy and awareness. When it is felt that there has been an overall upgradation of the village, the NSS members opt for adopting a new village in need of upgradation.

#### Problems Encountered and Resources Required

- Students of Lab based subjects find it difficult to regularly participate in NSS activities.
- Motivating the students to participate in NSS activities is a challenge during the Covid 19 pandemic.

#### Title of the Practice

DEVELOPMENT OF TECHNOLOGY ENABLED EDUCATIONAL PRACTICES

## Objectives

- To facilitate good communication between the students and teachers and thus promoting a better teaching learning experience.
- Improving the quality and promotion of universalisation of education through the reduction of the digital divide.
- To prepare students for the world of tomorrow. It aims to help learners to have an open and flexible mind.
- To empower students who are unable to use this technology outside the college premises by ensuring sufficient access to those students.
- To facilitate good communication between the students and teachers and thus promoting a better teaching learning experience.

## Context

Technology enabled education refers to the application of some form of digital technology to teaching and learning in an education context. It provides opportunities for learners who were out of reach because of a variety of circumstances. We provide in campus online library access, WiFi system, ICT classroom providing opportunities for students to access books, journals, articles and PDF text books in digital format from a variety of sources and locations. The IQAC of the institution plays a remarkable role in that context.

## The Practice

Enabling students to become self-directed learners by using WiFi, improving the teaching of academic staff, improving students' learning, competitive advantage of students, developing students ability on ICT teaching and learning, seminar on projector, use of twitter accounts etc. The college has implemented OFC high speed internet connective with 2 MBPS bandwidth. The departments use projectors and interactive intelligent panels that facilitate the better transaction of the teaching learning plan. Technical training for teachers and other staff, use of own mobile devices and ICT skill and knowledge on the appropriate pedagogical use.

**Evidence of Success**

- The students have been able to understand the subject matter in a better way through illustrations and ICT content.
- The institution has been able to provide better support to the students through continuous monitoring with limited resources.
- Use of efficient technology by the faculties helps the students to understand the required procedure before the examination.
- The use of projectors by faculty of different departments facilitate the better transaction of teaching learning among the students.
- A large number of feedback have been received through SMS manner from the students during the current session.

**Problems Encountered and Resources Required**

- All the faculties are not equally technology competent, so the institution has to arrange training for the faculties for using different ICT software.
- The management had to arrange for additional hardware such as projectors, smart boards to facilitate the ICT based teaching learning. Website  
Link:<http://www.brmcollege.org.in/iqca.php>

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.3 - Institutional Distinctiveness**

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

The priority of the college is to aspire for the educational advancement and welfare of society through excellence in activities. Institution consistently inspires students and provides a platform for methodological skill development, ethical and human value development. The institution's emphasis is to create equal opportunities for education and to ensure sustainable development of the tribal community while preserving the unique identities and culture of these communities. With the belief of academic and technical excellence, the Institution stimulates and supports students to participate in various rural developmental activities. The college has at all times shown willingness to adopt new dealings for the enrichment of values among faculty members and students in order to make them better residents. Thus all faculty members and students of our College participate in social activities. Moreover, the college plays an active role in offering all possible kinds of help to the bordering community. Purusottampur Sasan (Manipur) is located in the Mideastern part of Dhenkanal. It is one of the neighboring places of our college. Our mission guides and empowers the population of this area with enhanced quality of life, developed environment, justifiable living, human values and quality of education, which are all included under our project.

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

### 7.3.2 - Plan of action for the next academic year

1. Completion of construction of Conference Hall.
2. Functioning of Girls' and Boys' Hostel.
3. Renovation of Staff Common Room.
4. Lavatories in Boys' Common Room.
5. Proposal for setting up of language lab and smart class to be sent to the Development Commissioner through Higher Education Department, Govt. of Odisha.
6. Beautification of Botanical garden and College Campus.

7. Plantation in college campus.
8. Setting up of cement benches in the mango orchard in front of central library building.
9. Proposal for appointment of a full time security.
10. Enhancement of computer lab.
11. Proposal for subscription to e- resources.
12. Wi-Fi facilities for student and staff at the central library building.
13. To organize workshop, seminar and job oriented services by the Career Counseling and Placement Unit, IQAC and other external collaborations and sponsorship.
14. Proposal for opening of Study Centre of Odisha State Open University (OSOU) in the College.