Yearly Status Report - 2019-2020

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	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06769299956**
Mobile no.	**9437343874**
Registered Email	**bajiroutmemorialcollege@gmail.com**
Alternate Email	**kesidash@gmail.com**
Address	**AT/PO- BHUBAN, PS- BHUBAN**
City/Town	**BHUBAN, DHENKANAL**
State/UT	**Orissa**
Pincode	**759017**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**SRI PRAFULLA KUMAR BHUYAN**
Phone no/Alternate Phone no.	**06769299956**
Mobile no.	**9437452832**
Registered Email	**bhuyan1968@gmail.com**
Alternate Email	**bajiroutmemorialcollege@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: Weblink :	http://www.brmcollege.org.in/iqac.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	**C+**	**62.00**	**2006**	**21-May-2006**	**20-May-2011**
2	**C**	**1.66**	**2018**	**27-Sep-2018**	**26-Sep-2023**

6. Date of Establishment of IQAC	**15-Sep-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Seminar on Plastic Waste Management: The Way ahead	**13-Dec-2019** **1**	**50**

Computer training programme for teaching & non-teaching staff	06-Jan-2020 30	80
Plantation programme in campus	01-Jul-2019 7	40
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

1. Plantation programme in the campus. 2. Computer training programme for teaching and nonteaching staff to make everyone computer literate. 3. Seminar on Plastic waste management: The Way ahead, organised by IQAC and NCC team.

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

Plan of Action	Achivements/Outcomes
To make the campus plastic and polythene free	Achieved

Conduct of State and National Level seminar	Proposal were sent to UGC and other forums for funding
Plantation programme in the campus	Achieved
Computer training programme for teaching and nonteaching staffs.	Achieved

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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
IQAC	23-May-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	27-May-2020
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

A) At the beginning of each academic session, college 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 B) 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 Time-Table 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. C) Based on the teaching assignments allotted in the syllabus distribution, teachers prepare their "teaching plans" according to the number of lectures. D) Teachers have used Google Meet, Zoom, Google Classroom, and other online teaching platforms for demonstration of different topics. E) 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. F) Student satisfaction survey is conducted by IQAC to improve the teaching-learning process of each department.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
[View Uploaded File](#)		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	Nil	Nill

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nill	0
[View Uploaded File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Nil	0
[View Uploaded File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
Feedback on the teaching learning process is received from students as Students Satisfaction Survey based on a structured questionnaire framed and approved by the IQAC of this college. The questionnaire can be downloaded from the website and Students can drop their filled in feedback form in the feedback receiving boxes present in the college campus. The received feedback is then analysed by the IQAC and uploaded to the college website and it is also forwarded to the Head of the institution with necessary suggestions based on this feedback. Teachers provide informal as well as formal feedback to the head of the institution on different academic, administrative and other affairs related to the college. Members of anti ragging committee and Internal complaint committee also receive feedback from students through class campaigns. Grievances (if any) and necessary suggestions can be registered to the Grievance Redressal cell of the college through the Grievance box fixed in the Principals office, the cell composition is altered every year at the beginning of academic session. Departments receive feedback from parents through parent teacher meetings and discuss different issues related to the overall development of their ward. The college is planning to introduce online feedback system from the academic session 2020-2021.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours	192	204	144
BCom	Honours	64	38	18
BSc	Honours	128	158	83
[View Uploaded File](#)				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	839	0	34	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
34	30	6	5	1	0
[View File of ICT Tools and resources](#)					
[View File of E-resources and techniques used](#)					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

1) To increase the teacher student contact hours. 2)To identify and address the problems faced by slow learners and fast learners. 3) To encourage advanced learners. 4)To decrease the student dropout rates. 5)To prepare students for the competitive world. Every year, each department individually organise orientation sessions on the class commencement day for students of first semesters and explain the designing and implementation of the mentoring system of the department. In the mentoring process, all necessary information related to the student such as the mobile number of the student and their parents, email ID of the student, family income, category, gender, permanent address, etc. are initially collected by the department through the student database format provided by the IQAC. Departments maintain the records of class tests/surprise tests, attendance records, records of student seminars, etc. related to the reviewing of the performance of the students. Departmental teachers maintain interaction with students through individual meetings, social networking sites, etc. Teachers discuss with parents during parent teacher meetings and try to identify the problems faced by students and related issues. Time factor is a major constraint of the mentoring system, especially after introduction of the CBCS in 2016. To overcome this constraint, teachers sometimes suggest students to provide the list of difficult questions and problems faced by them while preparing for competitive examinations and then the teachers provide solutions in written form to the students. Significant improvement in the teacher student relationship has been observed. Students have taken admission in Utkal University and other prestigious institutions for higher studies. Rangers and Rovers have shown outstanding performance and awarded Governor Award, Government of Odisha. The biggest challenge of the mentoring system is to decrease the dropout rates of the college due to ignorance and negligence at the beginning of each academic session. College has planned to introduce a mentoring guideline for all departments from the next academic session to address this problem.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
839	34	1:25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
40	34	6	3	4

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nill	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	HONOURS/PASS	6th Semester	29/09/2020	31/10/2020
BCom	HONOURS/PASS	6th Semester	29/09/2020	31/10/2020
BSc	HONOURS/PASS	6th Semester	29/09/2020	31/10/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

We 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 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 semester examinations are conducted in the institution on behalf of the university. The question papers of examination are designed and provided by the university 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 of 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 writing 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 counselor. 6: The date of registration and all the other necessary details are conveyed to the students by various ways.

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

The academic calendar is prepared before the commencement of a session keeping an eye on the various teaching learning plans. Teaching plan includes Lecture number, Unit number, the content of syllabus to be covered, etc. Every department in the institute keeps an eye on the quality of the teaching and our institute follow a daily monitoring process of activities by head of the department and respective class coordinator, continuous counselling through department meetings, students feedback on teaching learning activity. The institution adheres to the academic calendar for the conduct of Continuous Internal Evaluation. The academic calendar is prepared by Principal by following the 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.

2.6 – Student Performance and Learning Outcomes

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

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http://brmcollege.org.in/aqar.php

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2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Economics	BA	Honours	10	6	60
Education	BA	Honours	14	13	92.8
History	BA	Honours	20	15	75
Odia	BA	Honours	29	28	96.5
Philosophy	BA	Honours	4	4	100
Pol. Sc.	BA	Honours	25	19	76
Sanskrit	BA	Honours	27	23	85.18
Commerce	BCom	Honours	31	25	80.64
Botany	BSc	Honours	20	19	95
Zoology	BSc	Honours	25	22	88
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2.7 – Student Satisfaction Survey

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

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http://brmcollege.org.in/aqar.php

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CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	

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

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

NIL	NIL	NIL	Nill	NIL

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

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Dept. of Zoology	2	4.81
National	Dept. of Economics	1	2.3

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

Department	Number of Publication
Dept. of Physics	1

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

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

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

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

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	**0**	**0**	**0**	**0**

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
AWARENESS CAMP SAFE GIRL CHILDS	**NSS**	**3**	**125**
CLEANING OF HOSPITAL AND TEMPLE SIDE AND ADOPTED VILLAGES	**Scout and Guide, NSS**	**7**	**168**
CAMP ON HIV AIDS	**Scout and Guide, NSS**	**7**	**200**
SWCHHA PAKHAWADA PROGRAMME	**NSS**	**3**	**75**
Blood Donation	**Scout and Guide, NSS,YRC**	**8**	**250**

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Ranger Rajya Puraskar Test	**Governor Award**	**Government of Odisha**	**18**
Rovers Rajya Puraskar Test	**Governor Award**	**Government of Odisha**	**9**

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Green Picnic Mission	**NSS Unit1,2,3, BRM College, Bhuban**	**NSS (Social awarness)**	**3**	**20**
Red Ribbon Day (AIDS Day)	**NSS Unit1,2,3, Scout and Guide, BRM College, Bhuban**	**Scout and Guide, NSS (Social awarness)**	**6**	**100**
Gandhi Jayanti and Swachh Bharat	**NSS Unit1,2,3,Scout and Guide BRM**	**Scout and Guide,NSS (Social**	**6**	**125**

| Abhiyan | College, Bhuban | awarness) | | | |

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3.5 – Collaborations

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

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

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

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

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
C.V RAMAN UNIVERSITY, KARGI ROAD KOTA BILASPUR	01/07/2019	ACADEMIC COOPERATION	0

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1266590	600000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Class rooms	Existing
Campus Area	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
Seminar Halls	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
EGranthalaya	Partially	3.0	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9862	1700966	321	62362	10183	1763328
Reference Books	5335	923874	51	6513	5386	930387
Journals	1661	76328	0	0	1661	76328
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NA	NA	NA	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	28	1	1	1	1	5	5	2	0
Added	1	0	0	0	0	0	0	0	0
Total	29	1	1	1	1	5	5	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	NA

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
620000	616576	300000	300000

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

Construction, maintenance and repairing of academic buildings, library, classrooms, electrical appliances and other physical infrastructure of the College is done by the Construction and Purchase Committee of this college. The Principal of this institution has convened the Construction and Purchase Committee meetings for the construction, maintenance and repairing related requirements when required. The institution receives grant from the Higher Education Department, Government of Odisha under Plan Head and Non-Plan Head. Plan Head mentions the assigned budget for procurement of different items which include chemicals and glassware, sports items, books, equipment and contingency. Under Non-Plan Head, maintenance and security of physical infrastructure are managed such as telephone services, security guard, office expenses, travelling allowances, CCTV surveillance etc. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company. Such clause is inserted in the work order of the equipment. Portion of the fund received under UGC Scheme has been utilized for up-gradation and repairing of the existing laboratories and other existing infrastructure.

http://brmcollege.org.in/aqar.php

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Prerana scholarship,e-Medhabruti, Fakir Mohan Vasa Bruti from Govt.of Odisha	152	482400
Financial Support from Other Sources			
a) National	Nil	0	0
b)International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NA	Nill	0	0
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

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

Nill	NA	0	0	0	0

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	1	B.Sc Honours	Physics	Bhadrak Govt. Auto College,Bhadrak	M.Sc in Physics
2019	1	B.Sc Honours	Mathematics	UN Auto College,Adashpur	M.Sc in Mathematics
2019	2	B.A Honours	Sanskrit	Utkal University, Vani Vihar	M.A in Sanskrit
2019	1	B.A Honours in Philosophy	Philosophy	Utkal University,Vani Vihar,BBSR	M.A in Philosophy
2019	1	B.Sc Honours	Zoology	Dhenkanal Govt. Auto College	B.Ed

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

Items	Number of students selected/ qualifying
Nill	0

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

Activity	Level	Number of Participants
Jhoti	College	36

Debate(Odia)	College	18
Debate(English)	College	23
Essay(English)	College	26
Essay(Odia)	College	39
Annual Sports	College	249
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NA	Nill	Nill	Nill	NA	NA
View File						

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

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. GS puts forward his/her suggestions and different issues related to the academic and administrative affairs of the college to the Head of the institution and to the IQAC. Problems faced by students are sometimes communicated to the college authority through GS of the students council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

50

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Yes

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Decentralization The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. 1. 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 academic and operational policies are based on the unanimous decision of the governing body, the IQAC and the teachers council. 2. Faculty level 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 (2018-19): ? 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 ? Research and publication committee ? Cultural committee Following committees are constituted 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 (listed below) further reinforces decentralization. ? Cultural secretary ? Boys common room secretary ? Girls common room secretary ? Student welfare and social service secretary 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 ? Functional level: Faculty members share knowledge among themselves, students and staff members while working for a committee. Principal and faculty members are involved in joint research and have published papers ? 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.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	For 2019-20, the admission process is completely online. Admission of

	students commenced in May 2019 for 2019-20 after declaration of results of 10th an 12th examinations by different boards. Fully online admission system from application to the counselling process has ensured a transparent process and students have been admitted on the basis of merit.
Human Resource Management	Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate, etc. to increase their skill and experience. College organized two special lectures to enrich students and staff in the academic year 2019-20 in coordination with IQAC. Faculty members are encouraged to participate in training, workshops and staff development programmes. Different subcommittees are nominated by Teachers' Council to ensure academic and administrative experience of faculty members.
Library, ICT and Physical Infrastructure / Instrumentation	As a post NAAC initiative, the college has encouraged the use of ICT based techniques of study by different departments. Computers have been allotted to different departments. The physical infrastructure has also received sincere attention from the college authority. Renovation and upgradation of laboratories, waiting room construction, purchase of new computers, printers, etc. have been proposed before the Governing Body of this college in the current academic year.
Research and Development	Encouraging joint research by faculty members. Encouraging faculty members to undertake major and minor research projects and disbursement of received research funds for purchase of items without delay.
Examination and Evaluation	Semester examinations are conducted by the affiliating university. College conducts internal assessment of students 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.
Teaching and Learning	1. Improvement of computer aided methods of teaching and learning: IQAC organized the workshop on its development. 2. Special lecture organized by Department of Odia and Physics 3. Field tours organized by Zoology, Education, History 4. Enrichment of central library and departmental seminar libraries 5. Laboratory renovation, upgradation and purchase of equipment for science departments 6. Organization of student seminar by departments for evaluation of students.
Curriculum Development	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.

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

E-governace area	Details
Planning and Development	Office automation will include students' database, faculty and staff database, feedback system etc. Library automation has been initiated by the use of e-Granthalaya software.
Administration	Group A staff have prepared their PAR (Personal appraisal report) through their individual HRMS login and forwarded to the reporting officer (Principal). Principal has forwarded the same to the reviewing officer of the state government. Notices and circulars are uploaded in the college website and communicated to different departments through email from the office of the Principal. Each and every IQAC notice is circulated by the coordinator himself through manual notice.
Finance and Accounts	1. Receipt of admission fees is completely online 2. Salary of faculty members and staff is transferred directly to the bank account. Salary bills are submitted to the treasury through IFMS Govt. of Odisha software 3. Tender call notice is followed as per the government guidelines for purchase of items 4. Payment for the work orders is done through Account payee cheque according to government guidelines.

Student Admission and Support	Applications are submitted for admission to different courses through the online admission portal SAMS. Merit list is prepared and uploaded by fully computerized system. Online counselling is scheduled based on the merit list of candidates Email IDs and contact numbers of all members of Anti-Ragging Committee has been uploaded to the college website and students can communicate to the members through SMS.
Examination	Evaluation of answer scripts is done manually in the affiliating university. Faculty members of this college perform their evaluation duties as examiner, chief examiner, scrutinizer, reviewer as and when appointed by the University.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NA	NA	NA	Nill
2020	NA	NA	NA	Nill
		View File		

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

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

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Programmes	14	13/02/2020	20/02/2020	7
Induction Programme	3	01/01/2020	15/01/2020	15

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):			
Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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	Financial helps are given to the non-teaching staff in case of urgency or any kind of casualty and paid EPF to the teaching staff having no GPF as social security	Financial helps are given to the students in case of any casualty

6.4 – Financial Management and Resource Mobilization

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

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 : 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, the accounts for all the grants and funds sanctioned by the Government/UGC are initially submitted to an external Chartered Accountant. 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 Audit, 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. 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 Audit. On behalf of the Management, all daily transactions are verified by the financial advisor of the college.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	NIL

6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No	no	No	Nill
Administrative	Yes	H.E. GOVT. OF ODISHA	Yes	G.B COLLEGE

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

B.R.M College, Bhuban believes in the academic, social, moral and cultural development of students by acquiring inputs from all stakeholders. Although the college does not maintain formally registered parent teacher association, yet interactions of teachers with parents during parent teacher meetings of different departments come up with new suggestions related to the overall development of the students. 2. Teachers have been able to communicate with parents to prevent early marriages and other prejudices related to the dropout of girl students. This has resulted in the increase in overall percentage of girl students in the college. Presently, the female students constitute 58 of the total undergraduate students. 3. Faculty members maintain attendance record of students. If a student shows poor attendance, then parents are informed about the same by faculty members and Principal and subsequently meetings are arranged by the college authority with the parents. In almost all cases, parents provide essential support and care to ensure proper attendance of their ward. Joint effort of parents and faculty members has ensured good representation of girl students in field based subjects such as botany , zoology, History, Education which require field training to different parts of India.

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

NIL

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

ICT should be increased in teaching learning process Post accreditation initiative: Majority arts departments have been provided new computers and printers to increase the use of ICT enabled teaching and learning. Computeraided methods are now used by majority of the departments to deliver lectures. 2. Faculty should be encouraged to undertake F.I.P. In the current academic session 16 faculty members have participated in different faculty improvement programmes. 3. Steps should be taken to have both boys and girls hostel College had sent proposal to the state government for construction of both boys and girls hostel. 4. The college should have some more smart classes Steps are taken for the construction of two new smart classrooms.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Meeting on E Admission	16/02/2019	16/02/2019	16/02/2019	63
2019	Meeting on CBCS pattern	04/05/2019	04/05/2019	04/05/2019	46
2019	Meeting	25/03/2019	25/03/2019	25/03/2019	35

| 2019 | Uploading of College data to the Management Information System (MIS) portal of MHRD, Govt. of India | 19/04/2019 | 19/04/2019 | 20/04/2019 | 5 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
NIL	Nill	Nill	0	0

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

Percentage of power requirement of the University met by the renewable energy sources
0

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Ramp/Rails	Yes	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
Nill	Nill	Nill	Nill	Nill	NIL	NIL	Nill

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)

Code of Conduct and Core Values	01/07/2019	The code of conduct for Students/ Teachers/ Principal/ Governing body/ Support staff exists. The code of conduct emphasizes on rules and regulations necessary for maintaining discipline, awareness and an environment conducive to work culture that is ethical and transparent. The college engages in a process of self development and also the development of nearby communities that would lead to recognize and heighten awareness of the core values i.e. commitment, respect, excellence, accountability and diversity.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Day	21/06/2019	21/06/2019	33
Blood Donation Camp	22/11/2019	22/11/2019	90
Mass Awareness Rallies on Cleanliness	01/12/2019	01/12/2019	48
Debate Competition on What can I do to clean my city?	03/12/2019	03/12/2019	15
Cleaning of Buddheswar Temple	12/12/2019	12/12/2019	23
Swachhata Pakhwada	01/12/2019	15/12/2019	40

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Plastic free campus 2. Green land scarping with trees and plants by NSS and NCC volunteers 3. Bicycles 4. Pedestrian friendly roads 5. Medicinal garden maintained by department of Botany.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) B.R.M COLLEGE DRIVE FOR THE SOCIO-CULTURAL EMPOWERMENT OF BHUBAN 2) DEVELOPMENT OF TECHNOLOGY ENABLED EDUCATIONAL PRACTICES Goal: • To sensitize the stakeholders towards their social responsibilities. • To ensure exposure of

students to lifestyles of people from diverse socioeconomic cultural background. • To overcome the self-centric attitude of students mostly from nuclear families. • The Context of NSS activities are selected keeping in mind the Urban- rural mixture of the population of Bhuban. NSS participates in a wide range of activities at the college and regional level. These range from cleanliness programmes, organization of literacy campaigns/blood group checking/ special camps/ surveys /rallies/ observance of important days/ seminars/ cultural programmes/ awareness campaigns/ exhibition. Motivating the students to participate in NSS activities is a challenge. DEVELOPMENT OF TECHNOLOGY ENABLED EDUCATIONAL PRACTICES Goal • 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, Wi-Fi system, ICT class room providing opportunities for students to access books, articles and PDF text books in digital format from a verity 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 use of Wi-Fi, improving the teaching of academic staff, improving of students learning, competitive advantage of students, develop students ability on ICT teaching and learning, seminar on projector, use of tweeter account etc. The college has implemented OFC high speed internet connective with 2MBPS bandwidth. The departments use projectors and interactive intelligent panel 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 continues monitoring with limited resources. • Use of efficient technology by the faculties help 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 feedbacks 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.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://brmcollege.org.in/agar.php

7.3 – Institutional Distinctiveness

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

The vision of B.R.M College is to aspire for the educational advancement, economic development and welfare of society through excellence in activities. Institution consistently inspires students and provides a platform for

methodological skill development, multidisciplinary scheme development, Ethical and human value development. This institute has to focus on the following vision, mission and working methodology for the community to assure the standard performance through value adding education and interdisciplinary research.This emphasis is to create an enabling ecosystem of equal opportunities for education, health and livelihood 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, Institution stimulates and support students to participate in various rural developmental activities. The rural area where a higher education institution of this magnitude can contribute greatly towards local development and promotion of the rural public. 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 are fortified to participate in social activities. Moreover, the college plays an active role in the communal range and offers all possible kinds of help to the bordering community. Purusottampur Sasan(Manipur) is positioned 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. Enhanced quality of life, developed environment, justifiable living, human values and quality of education, which are all included under our project. Mainly, essences on quality of life over and done with different expansion activities including health, literacy, moral and ethical progress. As Purusottampur Sasan(Manipur) faces a number of serious health issues including the death of infants due to malnutrition, sickle cell anemia etc. due to lack of awareness, Lack of accessibility to health facilities, Non-availability of health staff in the health centres, Quality of services, Local beliefs, customs, and practices have obstructed health care delivery to the people, etc. are the major issues related to this area. We realize that we have a great role to play. With a view to addressing this serious issue of the health of the area, we run an indigenous health camp with all facilities. Joining hands with the society we help them to be hospitalized and provided with all medical care. We provide high quality health care with diagnosis, treatment and prevention of disease, illness, injury and other physical and mental impairments. We think that their satisfaction is the most important parameter to judge the quality of health care service provided.

Provide the weblink of the institution
http://brmcollege.org.in/agar.php

8.Future Plans of Actions for Next Academic Year

1. Up-gradation of existing laboratories and purchase of equipment to promote student projects and research activities of faculty members. 2. Office automation to ensure an updated data management system in the college. Office automation has been planned to include an online archiving of student, faculty and staff database with necessary detailed. 3. Information related to financial assistance such as scholarships, fellowships are also planned for digital archiving for the 2019-20 session. But this remained unattainable in 2019-20 due to the pandemic situation, so we will look forward for its completion in the year 2020-21. 4. To complete the new library building and facilitate the opportunity among students. 5. To upgrade digitization of the college library. 6. It has also been planned to introduce online feedback system. 7. Construction of waiting room for visitors in the college campus. 8. To organize workshop, seminar and job oriented services by the Career Counseling and Placement Unit, IQAC and other external collaborations and sponsorship. 9. The college plans to organize job interviews by local companies and also organize interactive sessions of final year students with skilled professionals and alumni. 10. IQAC has planned to publish a handbook on quality assurance in this context for wide circulation, but it remained

unfulfilled in 2019-20, will try to publish that in 2020-21 11. Organization of workshop on Integrated Finance Management System (IFMS) software for faculty members, so that they will be able to easily manage their service account using the portal. 12. Construction of rain water harvesting system in the college campus. 13. To increasing the number of environment friendly initiatives by NSS and ensuring participation of maximum students in such initiatives. 14. To tackle the consequences of this pandemic and to have a better communication with students, our institution has been planning have an online proctorial system to connect with the students and their parents as well. 15. To promote the hidden talents of our students, institution has been planning to engage them by conducting socio-cultural programme at institutional level.