



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1. Name of the Institution

WOMEN'S COLLEGE JHARSUGUDA

- Name of the Head of the institution **MRS NANDINI SATAPATHY**
- Designation **PRINCIPAL**
- Does the institution function from its own campus? **Yes**
- Phone no./Alternate phone no. **06645272125**
- Mobile No: **9937178766**
- Registered e-mail **PRINCIPALWCJ@GMAIL.COM**
- Alternate e-mail **RENUKAPUJARI1966@GMAIL.COM**
- Address **MANGAL BAZAR ROAD**
- City/Town **JHARSUGUDA**
- State/UT **ODISHA**
- Pin Code **768201**

2. Institutional status

- Affiliated / Constitution Colleges **AFFILIATED**
- Type of Institution **Women**
- Location **Urban**
- Financial Status **Grants-in aid**

- Name of the Affiliating University **SAMBALPUR UNIVERSITY**
- Name of the IQAC Coordinator **MRS RENUKA PUJARI**
- Phone No. **9438074757**
- Alternate phone No. **06645295125**
- Mobile **9438074757**
- IQAC e-mail address **IQACWOMENSJSG@GMAIL.COM**
- Alternate e-mail address **PRINCIPALWCJ@GMAIL.COM**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://www.womenscollegejharsuguda.edu.in/igac-2/>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://www.womenscollegejharsuguda.edu.in/academic-calendar-chse/>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.01	2009	29/01/2009	28/01/2015
Cycle 2	B+	2.51	2016	28/12/2016	27/12/2021

6. Date of Establishment of IQAC

11/08/2008

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NA	NA	NA	NA	NA

8. Whether composition of IQAC as per latest NAAC guidelines

Yes

- Upload latest notification of formation of IQAC

[View File](#)

9.No. of IQAC meetings held during the year 0

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **No**

- 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)

Webinar of the department of Political Science on 17 July 2020
 Webinar of the department of HINDI on 14 SEP 2020 Webinar of the department of HINDI on 07 NOV 2020 Webinar of the department of HINDI on 20 DEC 2020 FDP PROGRAMME IIPM ROURKELA ON 10 FEB 2021

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
na	na

13.Whether the AQAR was placed before statutory body? **No**

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	WOMEN'S COLLEGE JHARSUGUDA
• Name of the Head of the institution	MRS NANDINI SATAPATHY
• Designation	PRINCIPAL
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• Type of Institution	Women
• Location	Urban
• Financial Status	Grants-in aid
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• Name of the IQAC Coordinator	MRS RENUKA PUJARI
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• Alternate phone No.	06645295125				
• Mobile	9438074757				
• IQAC e-mail address	IQACWOMENSJSG@GMAIL.COM				
• Alternate e-mail address	PRINCIPALWCJ@GMAIL.COM				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://www.womenscollegejharsuguda.edu.in/igac-2/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.womenscollegejharsuguda.edu.in/academic-calendar-chse/				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.01	2009	29/01/2009	28/01/2015
Cycle 2	B+	2.51	2016	28/12/2016	27/12/2021
6. Date of Establishment of IQAC			11/08/2008		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NA	NA	NA	NA	NA	
8. Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		
9. No. of IQAC meetings held during the year			0		
• Were the minutes of IQAC meeting(s) and compliance to the decisions have			No		

been uploaded on the institutional website?	
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>Webinar of the department of Political Science on 17 July 2020 Webinar of the department of HINDI on 14 SEP 2020 Webinar of the department of HINDI on 07 NOV 2020 Webinar of the department of HINDI on 20 DEC 2020 FDP PROGRAMME IIPM ROURKELA ON 10 FEB 2021</p>	
12. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
na	na
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Nil	Nil
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	21/02/2022
15. Multidisciplinary / interdisciplinary	
The institution offers multidisciplinary and interdisciplinary	

courses to the students, allowing them to choose their subjects, courses, and programmes from different areas as. In this regard, The students have the liberty of choosing open electives from other programmes to discover their interests during their learning journey, and this would enable them to forge their own path. In life sciences, humanities, management, and much more, students can choose from various electives that they find interesting to further elevate their learning experience. This gives students the chance to claim a variety of skills, both technical and practical. Our institute is unique in terms of our understanding of curriculum and holistic learning.

16. Academic bank of credits (ABC):

The institution is involved in managing the faculty and checking the credits earned by the students during their learning journey. This actively works towards decreasing the drop-off rate, and when students do discontinue their course, they can readily return to ensure its completion.

17. Skill development:

There are many extracurricular and co-curricular activities that are set up with the sole purpose of teaching students directly and indirectly. The college's management, IQAC members, and research committee meet annually to plan improvements and new construction to assist academic research. University personnel have access to a research centre with all the tools they need for research. Our students and staff have access to a well-equipped research centre. In addition to professional development, steps have been taken to set up welfare programmes for both teaching and non-teaching staff. These programmes aim to improve their efficiency, social standing, health, and economic and non-economic advancement.

18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Language, as a medium of communication, is the driving force of worldly affairs

19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):

Outcome-based education (OBE) offers a framework to learn and deliver the acquired skills, focusing on the end result. OBE increases students' academic success and decreases dropouts. Hence, the college gives outcome-based education (OBE) to the students and focuses on performance-based education. This is an attempt to measure educational efficiency using outcomes rather

than inputs like the amount of time students spend in class. The college offers an education that is student-oriented by developing or redesigning the curriculum, selecting instructional resources, implementing teaching techniques, and conducting evaluations. skills to think, content to process, and teacher instruction to student demonstration. Some important aspects of outcome-based education courses are defined with defined objectives, with each semester taking a multidisciplinary approach. Centralized Internal assessments are conducted to evaluate course outcomes (CO) and check the significant and essential learning that learners have achieved and can reliably demonstrate at the end of a course. Generally, six or more course outcomes may be specified for each course based on its weight.

20.Distance education/online education:

Online teaching and learning make students more responsible for their own education. ICT helps students get ready by letting them explore, assess, share, and present information in a fairly organised way. Modern learners are good with technology, so using ICT in their everyday learning makes them feel and look good. Students are encouraged to learn without going to physical classes by using mobile apps like PPT, videos, value-added courses, skilldevelopment courses, etc. Using ICT to teach and learn is part of the education system today. ICT-based education helps, improves, and uses information delivery in the best way possible. The college offers online classes and records lectures with ERP software. The classrooms have LCD screens and Wi-Fi, which makes it easy for teachers to upload their lessons and materials and encourages them to do so. This helps online classes and learning go smoothly. Technology also gives us great opportunities to make learning easier for everyone, no matter what their needs are. Students can learn both theoretical and practical skills with the help of technology. For example, they can learn how to make presentations, study for school and job exams, and tell the difference between reliable and unreliable sources on the internet. Odisha State Open University (OSOU) is a distance learning state university located in Sambalpur, Odisha, India. The university is established by an Act of the Odisha State Legislature in 2015. The university has jurisdiction over the entire State of Odisha. Schools School of Social Science & Humanities(English, Hindi, Odia, Sanskrit, History, Political Science, Sociology, Economics, Public Administration, Rural Development, Journalism and Mass Communication, Public Policy) School of Science & Technology School of Education (Continuing and Extension) School of Teachers Training School of Business and

Management Studies(Commerce, Management) School of Health Care Sciences(Geriatric Care) School of Computer and Information Sciences(Computer Science) School of Agriculture

Extended Profile

1. Programme

1.1 32

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

File Description	Documents
Data Template	View File

2. Student

2.1 502

Number of students during the year

File Description	Documents
Data Template	View File

2.2

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 314

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3. Academic

3.1 44

Number of full time teachers during the year

File Description	Documents
Data Template	View File
3.2	23
Number of Sanctioned posts during the year	
File Description	Documents
Data Template	View File
4. Institution	
4.1	23
Total number of Classrooms and Seminar halls	
4.2	4000000
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	25
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

The institution is affiliated with Sambalpur University in its degree level. As all the universities are instructed to follow the State Model UG Syllabus prescribed by the Higher Education Department, Odisha, the college follows that. The institution has a mechanism for effective documented curriculum delivery. Of course, the senior teachers from different colleges represent the board of studies for the preparation of the syllabus. The syllabus received from the university is circulated among all the faculty members for the effective completion of the courses through an effective and successful delivery mechanism. However, after the completion of all the courses as per the syllabus, the academic committee of the college along with the exam committee adopts the proper evaluation method like internal examination, practical examination, projects submission, half-yearly examination, and

annual examination. The documents related to the examinations like the tabulation register is retained by the examination comptroller and the progress report is given to all the students. In case of poor performance, the guardians and the parents are requested to be vigilant regarding the maintenance of study hour of the child at home. At the institution also, care is taken through the proctorial method and remedial classes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	00

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

At the beginning of each academic session, an academic calendar is prepared in consultation with the Principal and Academic Bursar of the institution. Keeping a vision of timely completion of course and timely commencement of examination the calendar is prepared. The schedule for the semester examinations is provided by the affiliating university of the institution. The guidelines and timelines provided by the university are strictly followed by the institution. Continuous Internal evaluation plays an important role in quality teaching-learning methods. The institution makes sure that the internal assessments are conducted at least 15 days before the examination. The question patterns for the internal assessment are provided by the university and our institution abides by it.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	0

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

E. None of the above

UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

1.2 - Academic Flexibility

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

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

16

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

08

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total

number of students during the year

10

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

413

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

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

Women's College Jharsuguda has fabricated various mechanisms to incorporate Professional Ethics, Gender, Human Values, Environment and Sustainability in the teaching learning and extracurricular activities. The State Model Syllabus, which has been adopted by the institution, contains Environmental Studies as a compulsory paper for the first year UG students both in the science and arts stream. The green land mass of the institution opens up a practical arena of environmental consciousness and sustainability in front of the students. Various extension programmes such as cleanliness drives, plantation programmes etc. by NCC, YRC of the institution instills a sense of responsibility in the students towards the environment. Solar Panels have been installed to meet a part of the power requirement of the institution. Our institution has a Women Cell and Cell to make sure equality and safety is ensured. A Women Cell and an Internal Complaint Committee on Sexual Harassment of women at work places has been established to facilitate the maintenance of a safe work place. The institution conducts webinars and conducts programme from time to time to create awareness about Gender Equity and Environmental Sustainability.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	0

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

320

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

154

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our Women's college Jharsuguda come from various backgrounds and display different abilities, both in academics and in extra-curricular activities. It is essential to quality teaching-learning to identify the learning abilities of students. Standard evaluation Process and Class Interaction and participation serve as important tools to identify slow learners and advance learners. Once identified, the teachers are encouraged to pay individual attention and effort to catalyse the learning process of the students through verbal Communication, Internal Evaluation, Group Discussions etc. Proctorial Groups/ Mentor- Mentee Groups have been curated to make sure that each student is included and paid attention to. Groups have been created with a mentor-mentee ratio of 1:9. The mentor carries out one-on-one interaction with the mentee to have a discussion about their problems and growth. Remedial classes have been carried out for students who need extra attention and care in academics. In the session 2020-21 no such classes could be conducted due to the pandemic COVID-19. Departmental Seminar, webinars, Soft Skill Programmes, various competitions are conducted from time to time to bring out various talent and abilities from the students and expand their horizon beyond academics.

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
20	01

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our Women's college Jharsuguda come from various backgrounds and display different abilities, both in academics and in extra-curricular activities. It is essential to quality teaching-learning to identify the learning abilities of students. Standard evaluation Process and Class Interaction and participation serve as important tools to identify slow learners and advance learners. Once identified, the teachers are encouraged to pay individual attention and effort to catalyse the learning process of the students through verbal Communication, Internal Evaluation, Group Discussions etc. Proctorial Groups/ Mentor- Mentee Groups have been curated to make sure that each student is included and paid attention to. Groups have been created with a mentor-mentee ratio of 1:9. The mentor carries out one-on-one interaction with the mentee to have a discussion about their problems and growth. Remedial classes have been carried out for students who need extra attention and care in academics. In the session 2020-21 no such classes could be conducted due to the pandemic COVID-19. Departmental Seminar, webinars, Soft Skill Programmes, various competitions are conducted from time to time to bring out various talent and abilities from the students and expand their horizon beyond academics.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. Projectors- 4 projectors are available in different classrooms/labs
 2. Desktop and Laptops- Arranged at Computer Lab

and Faculty cabins all over the campus. 3. Printers- They are installed at Labs, HOD and all prominent places. 4. Photocopier machines - Multifunction printers are available at all prominent places in the institute. There are four photostat machines available in campus. 5. Scanners- Multifunction printers are available at all prominent places. 6. Seminar Rooms- Three seminar halls are equipped with all digital facilities. 7. Smart Board- One smart board is installed in the campus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

9

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

25

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our institution conducts the internal assessments as per the guidelines of the affiliating University. Internal Assessments are conducted for each semester. The university has provided a detailed question pattern for each stream. Students are informed about the scheme of the assessments. For subjects with practical examination the internal assessment is of 15 marks and for subjects not with practical examination the assessment is of 20 marks. Students are communicated clearly about the scheme of the examination. At least 15 days before the commencement of every semester examination, the whole internal assessment process is completed and marks are uploaded to the website. In the context of COVID-19 pandemic, keeping in view of safety internal assessments were conducted through online mode. Mock tests were conducted to orient students about the process of online examination. Then examination was conducted through a meeting on Google Meet. Questions and answer scripts were sent and received by emails.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Women's College, Jharsuguda follows the guidelines prescribed by Sambalpur University, Jharsuguda for the conduct of examinations. After the completion of evaluation marks are uploaded to the website within the stipulated time, as mandated by the University. Any grievances related to the internal examination are directly conveyed to the Internal Examination Committee. If any student is not satisfied with the score obtained, she is advised to meet the head of the examination committee. In such cases the head of the committee appoints the senior most teacher of the concerned department to re-evaluate the paper. Any student who has failed to appear the internal examination on medical grounds, then that student is asked to submit supporting documents and he or she is allowed to appear the Internal Examination on a rescheduled date. In this way transparency and efficiency is ensured in the examination and evaluation process. Internal examinations of all subjects are scheduled to be completed at least before 15 days of the commencement of semester examination. Depending upon the scheduled timing of semester examination declared by the affiliating university, the internal examinations are scheduled and the whole process of evaluation and uploading of marks is

completed in a time-bound manner.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

As an institution affiliated to Sambalpur University from August 1982, Women's College, Jharsuguda follows the guidelines of the university with respect to offered programmes and course curriculum. The syllabus followed by the institution is the State Model syllabus as provided by the Department of Higher Education, Odisha. Choice based credit system (CBCS) has been incorporated in the syllabus. The learning outcomes for each paper are mentioned in the syllabus and are available on the website dheodisha.gov.in. The syllabus, the course outcomes and their credits allotted to each paper are communicated to students during the orientation programme in the first semester. The entire pedagogy is geared towards achieving the stated outcome of the paper under CBCS systems. The undergraduate programme comprises of various components such as Core papers (CC), Generic Elective (GE) papers, Skill Enhancement Compulsory (SEC) papers, Discipline Specific Elective (DSE) papers. Each component has unique learning outcomes. Teachers plan the progress of the course by preparing a lesson plan and maintaining the progress in a register. Participative learning, conduct of co-curricular activities is encouraged. Academic audit is carried out by the Academic Bursar by checking the lesson plans and progress registers from time to time to ensure quality and time bound teaching.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Nil

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

314

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://survey.womenscollegejharsuguda.edu.in/evaluation>

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)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
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

115

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

This HEI, being is affiliated to Sambalpur University of Odisha, acts in accordance with the affiliating University's research policy. The teachers of the college undertaking research abide by the rules and regulations of the Government of Odisha and other bonafide funding agencies, as applicable, in conduct of their research work.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

05

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)	No File Uploaded

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

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)	No File Uploaded

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

00

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate infrastructure in the form of 30 classrooms, 1 seminar halls, 3 Smart class rooms 5 laboratories for conducting academic activities. OSOU of the college and all the Self-financing Departments of the college have also been allotted with rooms to be used as classrooms and laboratories. A master-time table is prepared at the commencement of the academic session and circulated to the students and the members of the staff. The timetable is prepared by keeping student strength of each class in consideration. Some of the departments have exclusive access to their departmental classrooms. Most of the rooms are used on common basis. Allotment of classrooms and laboratories to different classes are made on the basis of student strength of the class, so that sufficient social distancing could be practised during pandemic period. Likewise, the college proactively promotes nurturing and development of computing skills among the staff and students. To this end, departments are suitably equipped with computing equipment such as desktops. Laptops and LCD projectors for teaching-learning purposes. The college also provides free Wi-Fi to the academic community to enable access to online resources.

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.

The college campus has noplayground , District athlet playgroundis used for athletic and sports practice by the students of the institution, and also is used for holding Annual athletic meet and various sports competitions throughout the year. The college also has a basketball court within its premises. The students of the college are provided with sports equipment, as and when needed, by the Athletic Association of the college, under the supervision of designated teachers.

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.

03

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

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)	No File Uploaded

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)

9280141

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)	View File

4.2 - Library as a Learning Resource

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

Name of the ILMS software: E-granthalaya

Nature of automation (full or partial) :Partial Version:

5.2 Year of automation: 2015-21

Library is partially automated using Integrated Library Management System (ILMS). library having an accession of nearly about -18722

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 B. Any 3 of the above following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1726575

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

1000

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The institution follows the Government of Odisha Higher Education department. A purchase committee, following due procedures, oversees acquisition of proprietary computer software and antivirus software. Due technical precaution is adopted to protect the Wifi Network. The campus is covered by wireless connectivity, hired from BSNL, for easy general access by students and teaching community, but also LAN connection facilities is provided to key components of the college, such Library, College office, Examination Section, Smart Class rooms, IQAC office, Computer Science Lab, funded under RUSA.

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

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

26757

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)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

It being a Non-Government institution, the civil, electrical and other infrastructure is maintained by the College and Diffent grant like RUSA, IDP Etc. The Library committee of the college meets on pre-scheduled occasions to discuss matters relating to the Library and consequent steps to be taken. The Building Committee of the college is the GoverningBody/membersthat acts as the interface between external agencies and the HEI regarding

building infrastructure.

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**

259

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year**5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year**

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All 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)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

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

A. All of the above

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

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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
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

40

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	No File Uploaded

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

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.

00

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)	No File Uploaded

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)

Every class has a class representative who acts as the intermediary between the students and the faculty members. Active and meritorious students are nominated as seminar secretaries of their respective departments. By regular interaction with the students at various meetings, such as mentor-mentee meetings, suggestions from students are given adequate focus. The institution also actively pursues the inculcation of the spirit of volunteerism in students on important occasions. This results in sensitisation of students to the needs and opinions of their fellow students. The Head of the institution is open to addressing of student grievances at all times, and a democratic spirit imbues all decisions relating to student welfare.

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

01

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

NOT CONSTITUED

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

VISION AND MISSION OF IQAC:

VISION:

To create world class institute that strives towards transforming organizational and individual potentialities into cherished reality through excellence in education.

MISSION:

Excellence in education and empowerment of women through the development of students in four dimensions viz, knowledge, skill, social and moral values, enabling them to become competent, dynamic, self reliant and responsible individuals of society.

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 and participative management is practised in our institution in its everyday functioning through the organizational structure in every aspect such as the administration, academic functioning, admission process, extension activities etc. The combined effort and cooperation of the president, the principal-cumsecretary, the member of the Governing Body, all staff, students and stake holder results in the smooth functioning of the institution. Various committees such as administrative committee, Planning Estate committee, Construction Committee, Affiliation Committee have been constituted for effective management. NAAC steering committee, Internal Quality Assurance Cell has been working to plan and execute various quality measures in the institution. Since our institution has been funded by the world bank OHEPEE project, a world bank project monitoring committee constantly looks into the implementation of the project. All these committees work under the leadership of able coordinators who supervises and guides the proceedings. Participative management is highly encouraged through student participation. The IQAC of the institution has student representatives as its body members. Students' feedback and their opinions are constantly sought after and valued.

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

Curriculum Development For the smooth flow of the syllabus, teachers are made to submit their lesson plans for every semester. The IQAC ensures quality in Curriculum development through regular meetings among the teaching staff regarding academic affairs and

collecting feedback from various stakeholders. Teaching and Learning Educational excursions, fieldwork, and industrial visits are also part of the evaluation system. Enhance of learning skills of the students through participation in different seminars. Regular feedback is obtained from students for improving the teaching learning methods. Examination and Evaluation The College follows the semester system as per the directives of Nagaland University. The College also complemented continuous assessment of students' performance through internal tests, assignments, project works, attendance, seminars, end semester exam, etc.

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.

At the departmental level, Heads of the Department are entrusted with the responsibility of managing the departmental affairs and overseeing the academic works of the Departments. They are supported by Demonstrators / Lab Assistants/ Store Keepers and other Group D employees. The Principal runs the college administration with the help of HODs and other officials of his office. Staff members of the college have been assigned different co-curricular and extracurricular responsibilities for smooth management of the college. The Librarian is in-charge of the library and supervises the library assistants and attendants in order to keep it in proper working order.

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 **A. All of the above**

**areas of operation Administration Finance
and Accounts Student Admission and
Support Examination**

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)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The Institution acts in accordance with all welfare regulations and all welfare measures of the Government form part of the institutional administrative procedure. Teaching staff have avenues for their Career development in terms of attending workshops, Orientation and Refresher Courses and of availing study leave for Ph.D. & PostDoctoral work. Grade-4 employees have provision of appointment of their legal heirs.

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

00

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)	No File Uploaded

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

00

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)	No File Uploaded

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

4

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)	No File Uploaded

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

For the assessment of the performance of the teaching and non teaching staff, the institution follows the guidelines laid by the Higher Education Department, Govt. of Odisha. A detailed record of the information of the employee is kept in service books also in the HRMS portal. The administrative office of the institution also keeps record of all the academic endeavours, administrative assignments, research publications and career advancement courses. In order to be considered for promotion an employee must go through the Performance Based Appraisal System (PABS). Confidential Character Roll (CCR) provided by the head of the institution to the concerned employee, along with other required documents is presented in front of the Power Committee of the Higher Education Department for approval. At the institutional level, to carry out a self appraisal mechanism, the NAAC steering committee, IQAC and Academic Committee have designed a Self-Evaluation Performa for the employees of the institution. These forms contain general information along with academic duties, extracurricular assignments, extension activities and administrative responsibilities etc. by the employees. These forms are provided to the staff at the end of each academic year for self- evaluation.

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

Womens College jharsuguda abides by the accounting procedures and rules set down by the Government of Odisha for Aided Colleges. The institution is eligible to receive grants under the different schemes of the State Govt. such as RUSA, World Bank etc. Most of the financial transactions are done on the Public Financial Management System (PFMS) and the records of the debits and credits of the transactions are maintained in the College Accounting Procedure Automation (CAPA). The institution has an Accounts Department with two Accounts Bursars, accountant and clerks. The Accounts Bursars are responsible for supervising all the transactions and accounting procedures. All the purchases are steered through the Staff Council of the Institution to the Purchase committee. The proposal is then sent for the approval and sanction of the Governing Body. The institution conducts internal financial audit periodically by reviewing every transaction through proper bills, vouchers, cashbooks and other relevant documents. The internal audit is done through Accounts Bursars and Head of the Institution. External Financial Audit is carried out annually through an auditor selected by the State Government. The Accounts Department

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)

00

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)	No File Uploaded

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

The fees are collected from the students as per the regulations of the State Government and the University. The admission fees constitutes the General Fund which is then categorized into various heads such as the Student Fund(SF) which caters to all the academic activities and co curricular activities for the students, College Development Fund(CDF) which is utilized for the infrastructural augmentation and maintainance of physical facilities. There are separate heads for YRC,NSS, etc.. The Management Fund of the institution deals with the payment of contractual and temporary employees. The Computer Science Department which is a self-financing department has its designated head that accounts for all its expenditures. Time to time the college receives fund from Government through schemes like RUSA, World Bank etc. Also our requirements are proposed in front of the Western Odisha Development Council which also sanctions funds for the development of the institution. The College receives Grant-in-Aid from the Government in the form of salaries and grants. For the disbursal of salaries requirement is sent to the Accounts Section of the DHE on quarterly basis after which an allotment is released for the institution. Mediated through IFMS, HRMS

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

Since the college institution has passed through a very critical

juncture in 2020-21 because of the COVID pandemic 2019, practically IQAC initiatives could not be materialised. Recently students are coming for physical classrooms and IQAC is planning to introduce the habit of using the reading room in leisure both for the staff and the students. Hopefully this will inculcate reading habit and secondly it will reduce the nuisance or indiscipline in the campus. Further IQAC has proposed to call for guardians/parents -teacher meetings at regular intervals to resolve with the students and the staff. It will help reduce/redressal of grievances. The Internal Quality Assurance Cell of our institution was established on 11 August 2011 as a post accreditation initiative of the first cycle of accreditation. Since then it has been working continuously to promote quality culture in the institution. The following are two of the practices institutionalized by IQAC which contributes to quality assurance:

1. Collecting Feedback and conduct of Satisfaction Surveys: An institution which strives for growth puts immense importance on formative feedback and constructive criticism of its stake holders. To improve the quality of education

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

Academic activities thrust upon a healthy, productive, efficient and effective teaching-learning process. To begin with IQAC has proposed to prepare the lesson plan and progress register sincerely, get it signed by the H.O.Ds and the Principal every month. It will help analyse the shortcomings if any in the process. Here the Academic Bursar plays an important role to make a regular internal academic audit of all the classes of all the streams. Steps are being taken to clarify the doubts of the slow/dull learners in the remedial classes. All the Faculties work collectively to ensure a fruitful teaching, learning process. Proctorial classes and proctors are also decided to take care of the small groups of students. They collect the feedback from the students and suggest corrective measures for the improvement.

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)

B. Any 3 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)	No File Uploaded

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

NOT CONDUCTED

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 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 college campus being confined to a limited space, most of which has been used for construction of classrooms for academic activities, indeed there is no leftover space for solid waste management, liquid waste management, waste water recycling system. However recently enough proposal has been placed in the Governing Body for initiating steps for waste management. There is drainage system liquid waste disposal , regular collection and disposal of solid waste is done.

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

A. Any 4 or all 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:

C. Any 2 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

B. Any 3 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	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

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

B. Any 3 of the above

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 institution admits students of diverse cultural, regional, linguistic and commercial backgrounds. However during their stay

in the college, in the process of delivering curricular and cocurricular activities through their participation, they are taught and trained in an inclusive environment of tolerance and harmony among each other.

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

Womens college jharsuguda works with a mission of creating not only intellectually vibrant youths but also morally robust citizens. Also it ensures to maintain an ecosystem which imbibes the values, rights and duties dictated by the constitution of India. For this, the institution frequently engages in dialogues with the students and teaching and non teaching staff through various activities. As directed by the Government of Odisha, Student Union was not formed due to pandemic19. For which, the student representatives, addresses various issues by proper communication with the Head of the Institution and administration committee in a democratic manner. Various wings like NSS, YRC frequently observe days of constitutional and moral importance such as National Voters' Day

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 D. Any 1 of the above

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	No File Uploaded

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

The institution apart from adhering to the curricular activities and insuring classes for the students, it gives importance to cocurricular activities and celebration of days and events of national and international events like environmental day, yoga day, voter day, women's das , republic day etc. However the process has been greatly disrupted due to pandemic.

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.

BEST PRACTICE 1 TITLE OF THE PRACTICE:-Exposure of students to acquire professional skill
A. GOAL:-The main objective of this best practice is to enhance the professional skills of students to increase their competency in the competitive global employment market. For this many professional courses are operational in the

institution to enable the students with current industry needs and job requirements. B. CONTEXT: - nowadays technologies are rapidly changing and students must be aware of this and upgrade their skills

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

Women's College Jharsuguda is committed to incite all possible platforms pertaining to Scientific Technological Learning for not only the professional growth but also for the personal growth of the students by providing transformational teaching and value based education with international standards. The institution has a motto to achieve academic excellence, promoting quality education withincomparable innovations in teaching and learning. Women's College Jharsuguda is a premier college established in the year 1982 affiliated to Sambalpur university. Now the college has 14 UG (3 ARTS/SCIENCE/COMMERCE)

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

The institution is affiliated with Sambalpur University in its degree level. As all the universities are instructed to follow the State Model UG Syllabus as prescribed by the Higher Education Department, Odisha, the college follows that. The institution has a mechanism for effective documented curriculum delivery. Of course, the senior teachers from different colleges represent the board of studies for the preparation of the syllabus. The syllabus received from the university is circulated among all the faculty members for the effective completion of the courses through an effective and successful delivery mechanism. However, after the completion of all the courses as per the syllabus, the academic committee of the college along with the exam committee adopts the proper evaluation method like internal examination, practical examination, projects submission, half-yearly examination, and annual examination. The documents related to the examinations like the tabulation register is retained by the examination controller and the progress report is given to all the students. In case of poor performance, the guardians and the parents are requested to be vigilant regarding the maintenance of study hour of the child at home. At the institution also, care is taken through the proctorial method and remedial classes.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	00

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

At the beginning of each academic session, an academic calendar is prepared in consultation with the Principal and Academic Bursar of the institution. Keeping a vision of timely completion of course and timely commencement of examination the

calendar is prepared. The schedule for the semester examinations is provided by the affiliating university of the institution. The guidelines and timelines provided by the university are strictly followed by the institution. Continuous Internal evaluation plays an important role in quality teaching-learning methods. The institution makes sure that the internal assessments are conducted at least 15 days before the examination. The question patterns for the internal assessment are provided by the university and our institution abides by it.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	0

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

E. None of the above

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

1.2 - Academic Flexibility

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

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

16

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

08

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

10

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

413

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

Women's College Jharsuguda has fabricated various mechanisms to

incorporate Professional Ethics, Gender, Human Values, Environment and Sustainability in the teaching learning and extracurricular activities. The State Model Syllabus, which has been adopted by the institution, contains Environmental Studies as a compulsory paper for the first year UG students both in the science and arts stream. The green land mass of the institution opens up a practical arena of environmental consciousness and sustainability in front of the students. Various extension programmes such as cleanliness drives, plantation programmes etc. by NCC, YRC of the institution instills a sense of responsibility in the students towards the environment. Solar Panels have been installed to meet a part of the power requirement of the institution. Our institution has a Women Cell and Cell to make sure equality and safety is ensured. A Women Cell and an Internal Complaint Committee on Sexual Harassment of women at work places has been established to facilitate the maintenance of a safe work place. The institution conducts webinars and conducts programme from time to time to create awareness about Gender Equity and Environmental Sustainability.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	0

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

320

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

154

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Our Women's college Jharsuguda come from various backgrounds and display different abilities, both in academics and in extra-curricular activities. It is essential to quality teaching-learning to identify the learning abilities of students. Standard evaluation Process and Class Interaction and participation serve as important tools to identify slow learners and advance learners. Once identified, the teachers are encouraged to pay individual attention and effort to catalyse the learning process of the students through verbal Communication, Internal Evaluation, Group Discussions etc. Proctorial Groups/ Mentor- Mentee Groups have been curated to make sure that each student is included and paid attention to. Groups have been created with a mentor-mentee ratio of 1:9. The mentor carries out one-on-one interaction with the mentee to have a discussion about their problems and growth. Remedial classes have been carried out for students who need extra attention and care in academics. In the session 2020-21 no such classes could be conducted due to the pandemic COVID-19. Departmental Seminar, webinars, Soft Skill Programmes, various competitions are conducted from time to time to bring out various talent and abilities from the students and expand their horizon beyond academics.

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
20	01

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Our Women's college Jharsuguda come from various backgrounds and display different abilities, both in academics and in extra-curricular activities. It is essential to quality teaching-learning to identify the learning abilities of students. Standard evaluation Process and Class Interaction and participation serve as important tools to identify slow learners and advance learners. Once identified, the teachers are encouraged to pay individual attention and effort to catalyse the learning process of the students through verbal Communication, Internal Evaluation, Group Discussions etc. Proctorial Groups/ Mentor- Mentee Groups have been curated to make sure that each student is included and paid attention to. Groups have been created with a mentor-mentee ratio of 1:9. The mentor carries out one-on-one interaction with the mentee to have a discussion about their problems and growth. Remedial classes have been carried out for students who need extra attention and care in academics. In the session 2020-21 no such classes could be conducted due to the pandemic COVID-19. Departmental Seminar, webinars, Soft Skill Programmes, various competitions are conducted from time to time to bring out various talent and abilities from the students and expand their horizon beyond academics.

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. Projectors- 4 projectors are available in different classrooms/labs 2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins all over the campus. 3. Printers- They are installed at Labs, HOD and all prominent places. 4. Photocopier machines - Multifunction printers are available at

all prominent places in the institute. There are four photostat machines available in campus. 5. Scanners- Multifunction printers are available at all prominent places. 6. Seminar Rooms- Three seminar halls are equipped with all digital facilities. 7. Smart Board- One smart board is installed in the campus.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

9

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

44

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)**2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year**

9

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

25

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Our institution conducts the internal assessments as per the guidelines of the affiliating University. Internal Assessments are conducted for each semester. The university has provided a detailed question pattern for each stream. Students are informed about the scheme of the assessments. For subjects with practical examination the internal assessment is of 15 marks and for subjects not with practical examination the assessment is of 20 marks. Students are communicated clearly about the scheme of the examination. At least 15 days before the commencement of every semester examination, the whole internal

assessment process is completed and marks are uploaded to the website. In the context of COVID-19 pandemic, keeping in view of safety internal assessments were conducted through online mode. Mock tests were conducted to orient students about the process of online examination. Then examination was conducted through a meeting on Google Meet. Questions and answer scripts were sent and received by emails.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

Women's College, Jharsuguda follows the guidelines prescribed by Sambalpur University, Jharsuguda for the conduct of examinations. After the completion of evaluation marks are uploaded to the website within the stipulated time, as mandated by the University. Any grievances related to the internal examination are directly conveyed to the Internal Examination Committee. If any student is not satisfied with the score obtained, she is advised to meet the head of the examination committee. In such cases the head of the committee appoints the senior most teacher of the concerned department to re-evaluate the paper. Any student who has failed to appear the internal examination on medical grounds, then that student is asked to submit supporting documents and he or she is allowed to appear the Internal Examination on a rescheduled date. In this way transparency and efficiency is ensured in the examination and evaluation process. Internal examinations of all subjects are scheduled to be completed at least before 15 days of the commencement of semester examination. Depending upon the scheduled timing of semester examination declared by the affiliating university, the internal examinations are scheduled and the whole process of evaluation and uploading of marks is completed in a time-bound manner.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

As an institution affiliated to Sambalpur University from August 1982, Women's College, Jharsuguda follows the guidelines of the university with respect to offered programmes and course curriculum. The syllabus followed by the institution is the State Model syllabus as provided by the Department of Higher Education, Odisha. Choice based credit system (CBCS) has been incorporated in the syllabus. The learning outcomes for each paper are mentioned in the syllabus and are available on the website dheodisha.gov.in. The syllabus, the course outcomes and their credits allotted to each paper are communicated to students during the orientation programme in the first semester. The entire pedagogy is geared towards achieving the stated outcome of the paper under CBCS systems. The undergraduate programme comprises of various components such as Core papers (CC), Generic Elective (GE) papers, Skill Enhancement Compulsory (SEC) papers, Discipline Specific Elective (DSE) papers. Each component has unique learning outcomes. Teachers plan the progress of the course by preparing a lesson plan and maintaining the progress in a register. Participative learning, conduct of co-curricular activities is encouraged. Academic audit is carried out by the Academic Bursar by checking the lesson plans and progress registers from time to time to ensure quality and time bound teaching.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

Nil

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

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

314

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://survey.womenscollegejharsuguda.edu.in/evaluation>

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)

00

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
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

115

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards**3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year****3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

5

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

00

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

This HEI, being is affiliated to Sambalpur University of Odisha, acts in accordance with the affiliating University's research policy. The teachers of the college undertaking research abide by the rules and regulations of the Government of Odisha and other bonafide funding agencies, as applicable, in conduct of their research work.

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

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

00

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

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

05

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)	No File Uploaded

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

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)	No File Uploaded

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

00

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate infrastructure in the form of 30 classrooms, 1 seminar halls, 3 Smart class rooms 5 laboratories for conducting academic activities. OSOU of the college and all the Self-financing Departments of the college have also been allotted with rooms to be used as classrooms and laboratories. A master-time table is prepared at the commencement of the academic session and circulated to the students and the members of the staff. The timetable is prepared by keeping student strength of each class in consideration. Some of the departments have exclusive access to their departmental classrooms. Most of the rooms are used on common basis. Allotment of classrooms and laboratories to different classes are made on the basis of student strength of the class, so that sufficient social distancing could be practised during pandemic period. Likewise, the college proactively promotes nurturing and development of computing skills among the staff and students. To this end, departments are suitably equipped with computing equipment such as desktops. Laptops and LCD projectors for teaching-learning purposes. The college also provides free Wi-Fi to the academic community to enable access to online resources.

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.

The college campus has no playground, District athletic playground is used for athletic and sports practice by the students of the institution, and also is used for holding Annual athletic meet and various sports competitions throughout the year. The college also has a basketball court within its premises. The students of the college are provided with sports equipment, as and when needed, by the Athletic Association of the college, under the supervision of designated teachers.

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.

03

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

01

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)	No File Uploaded

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)

9280141

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)	View File

4.2 - Library as a Learning Resource

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

Name of the ILMS software: E-granthalaya

Nature of automation (full or partial) : Partial Version:

5.2 Year of automation: 2015-21

Library is partially automated using Integrated Library Management System (ILMS). library having an accession of nearly about -18722

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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

1726575

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year**

1000

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

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

The institution follows the Government of Odisha Higher Education department. A purchase committee, following due procedures, oversees acquisition of proprietary computer software and antivirus software. Due technical precaution is adopted to protect the Wifi Network. The campus is covered by wireless connectivity, hired from BSNL, for easy general access by students and teaching community, but also LAN connection facilities is provided to key components of the college, such Library, College office, Examination Section, Smart Class rooms, IQAC office, Computer Science Lab, funded under RUSA.

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

4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

C.10 - 30MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

26757

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)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

It being a Non-Government institution, the civil, electrical and other infrastructure is maintained by the College and Diffent grant like RUSA, IDP Etc. The Library committee of the college meets on pre-scheduled occasions to discuss matters relating to the Library and consequent steps to be taken. The Building Committee of the college is the GoverningBody/membersthat acts as the interface between external agencies and the HEI regarding building infrastructure.

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

259

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

A. All 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)	No File Uploaded

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	No File Uploaded

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above
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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	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

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

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
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**

40

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	No File Uploaded

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**

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
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.**

00

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)	No File Uploaded

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)

Every class has a class representative who acts as the intermediary between the students and the faculty members. Active and meritorious students are nominated as seminar secretaries of their respective departments. By regular interaction with the students at various meetings, such as mentor-mentee meetings, suggestions from students are given adequate focus. The institution also actively pursues the inculcation of the spirit of volunteerism in students on important occasions. This results in sensitisation of students to the needs and opinions of their fellow students. The Head of the institution is open to addressing of student grievances at all times, and a democratic spirit imbues all decisions relating to student welfare.

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

01

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

NOT CONSTITUTED

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

VISION AND MISSION OF IQAC:

VISION:

To create world class institute that strives towards transforming organizational and individual potentialities into

cherished reality through excellence in education.

MISSION:

Excellence in education and empowerment of women through the development of students in four dimensions viz, knowledge, skill, social and moral values, enabling them to become competent, dynamic, self reliant and responsible individuals of society.

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 and participative management is practised in our institution in its everyday functioning through the organizational structure in every aspect such as the administration, academic functioning, admission process, extension activities etc. The combined effort and cooperation of the president, the principal-cumsecretary, the member of the Governing Body, all staff, students and stake holder results in the smooth functioning of the institution. Various committees such as administrative committee, Planning Estate committee, Construction Committee, Affiliation Committee have been constituted for effective management. NAAC steering committee, Internal Quality Assurance Cell has been working to plan and execute various quality measures in the institution. Since our institution has been funded by the world bank OHEPEE project, a world bank project monitoring committee constantly looks into the implementation of the project. All these committees work under the leadership of able coordinators who supervises and guides the proceedings. Participative management is highly encouraged through student participation. The IQAC of the institution has student representatives as its body members. Students' feedback and their opinions are constantly sought after and valued.

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

Curriculum Development For the smooth flow of the syllabus, teachers are made to submit their lesson plans for every semester. The IQAC ensures quality in Curriculum development through regular meetings among the teaching staff regarding academic affairs and collecting feedback from various stakeholders. Teaching and Learning Educational excursions, fieldwork, and industrial visits are also part of the evaluation system. Enhance of learning skills of the students through participation in different seminars. Regular feedback is obtained from students for improving the teaching learning methods. Examination and Evaluation The College follows the semester system as per the directives of Nagaland University. The College also complemented continuous assessment of students' performance through internal tests, assignments, project works, attendance, seminars, end semester exam, etc.

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.

At the departmental level, Heads of the Department are entrusted with the responsibility of managing the departmental affairs and overseeing the academic works of the Departments. They are supported by Demonstrators / Lab Assistants/ Store Keepers and other Group D employees. The Principal runs the college administration with the help of HODs and other officials of his office. Staff members of the college have been

assigned different co-curricular and extracurricular responsibilities for smooth management of the college. The Librarian is in-charge of the library and supervises the library assistants and attendants in order to keep it in proper working order.

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

A. All 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)	No File Uploaded

6.3 - Faculty Empowerment Strategies

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

The Institution acts in accordance with all welfare regulations and all welfare measures of the Government form part of the institutional administrative procedure. Teaching staff have avenues for their Career development in terms of attending workshops, Orientation and Refresher Courses and of availing study leave for Ph.D. & PostDoctoral work. Grade-4 employees have provision of appointment of their legal heirs.

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

00

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)	No File Uploaded

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

00

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)	No File Uploaded

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

4

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)	No File Uploaded

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

For the assessment of the performance of the teaching and non teaching staff, the institution follows the guidelines laid by the Higher Education Department, Govt. of Odisha. A detailed

record of the information of the employee is kept in service books also in the HRMS portal. The administrative office of the institution also keeps record of all the academic endeavours, administrative assignments, research publications and career advancement courses. In order to be considered for promotion an employee must go through the Performance Based Appraisal System (PABS). Confidential Character Roll (CCR) provided by the head of the institution to the concerned employee, along with other required documents is presented in front of the Power Committee of the Higher Education Department for approval. At the institutional level, to carry out a self appraisal mechanism, the NAAC steering committee, IQAC and Academic Committee have designed a Self- Evaluation Performa for the employees of the institution. These forms contain general information along with academic duties, extracurricular assignments, extension activities and administrative responsibilities etc. by the employees. These forms are provided to the staff at the end of each academic year for self- evaluation.

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

Womens College jharsuguda abides by the accounting procedures and rules set down by the Government of Odisha for Aided Colleges. The institution is eligible to receive grants under the different schemes of the State Govt. such as RUSA, World Bank etc. Most of the financial transactions are done on the Public Financial Management System (PFMS) and the records of the debits and credits of the transactions are maintained in the College Accounting Procedure Automation (CAPA). The institution has an Accounts Department with two Accounts Bursars, accountant and clerks. The Accounts Bursars are responsible for supervising all the transactions and accounting procedures. All the purchases are steered through the Staff Council of the Institution to the Purchase committee. The proposal is then sent for the approval and sanction of the Governing Body. The institution conducts internal financial

audit periodically by reviewing every transaction through proper bills, vouchers, cashbooks and other relevant documents. The internal audit is done through Accounts Bursars and Head of the Institution. External Financial Audit is carried out annually through an auditor selected by the State Government. The Accounts Department

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)

00

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)	No File Uploaded

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

The fees are collected from the students as per the regulations of the State Government and the University. The admission fees constitutes the General Fund which is then categorized into various heads such as the Student Fund(SF) which caters to all the academic activities and co curricular activities for the students, College Development Fund(CDF) which is utilized for the infrastructural augmentation and maintainance of physical facilities. There are separate heads for YRC,NSS, etc.. The Management Fund of the institution deals with the payment of contractual and temporary employees. The Computer Science Department which is a self-financing department has its designated head that accounts for all its expenditures. Time to

time the college receives fund from Government through schemes like RUSA, World Bank etc. Also our requirements are proposed in front of the Western Odisha Development Council which also sanctions funds for the development of the institution. The College receives Grant-in-Aid from the Government in the form of salaries and grants. For the disbursement of salaries requirement is sent to the Accounts Section of the DHE on quarterly basis after which an allotment is released for the institution. Mediated through IFMS, HRMS

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

Since the college institution has passed through a very critical juncture in 2020-21 because of the COVID pandemic 2019, practically IQAC initiatives could not be materialised. Recently students are coming for physical classrooms and IQAC is planning to introduce the habit of using the reading room in leisure both for the staff and the students. Hopefully this will inculcate reading habit and secondly it will reduce the nuisance or indiscipline in the campus. Further IQAC has proposed to call for guardians/parents -teacher meetings at regular intervals to resolve with the students and the staff. It will help reduce/ redressal of grievances. The Internal Quality Assurance Cell of our institution was established on 11 August 2011 as a post accreditation initiative of the first cycle of accreditation. Since then it has been working continuously to promote quality culture in the institution. The following are two of the practices institutionalized by IQAC which contributes to quality assurance: 1. Collecting Feedback and conduct of Satisfaction Surveys: An institution which strives for growth puts immense importance on formative feedback and constructive criticism of its stake holders. To improve the quality of education

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

Academic activities thrust upon a healthy, productive, efficient and effective teaching-learning process. To begin with IQAC has proposed to prepare the lesson plan and progress register sincerely, get it signed by the H.O.Ds and the Principal every month. It will help analyse the shortcomings if any in the process. Here the Academic Bursar plays an important role to make a regular internal academic audit of all the classes of all the streams. Steps are being taken to clarify the doubts of the slow/dull learners in the remedial classes. All the Faculties work collectively to ensure a fruitful teaching, learning process. Proctorial classes and proctors are also decided to take care of the small groups of students. They collect the feedback from the students and suggest corrective measures for the improvement.

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)

B. Any 3 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)	No File Uploaded

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

NOT CONDUCTED

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 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 college campus being confined to a limited space, most of which has been used for construction of classrooms for academic activities, indeed there is no leftover space for solid waste management, liquid waste management, waste water recycling system. However recently enough proposal has been placed in the Governing Body for initiating steps for waste management. There is drainage system liquid waste disposal , regular collection and disposal of solid waste is done.

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

A. Any 4 or all 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**

C. Any 2 of the above

4. Ban on use of Plastic	
5. landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	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	B. Any 3 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 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

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 institution admits students of diverse cultural, regional, linguistic and commercial backgrounds. However during their stay in the college, in the process of delivering curricular and cocurricular activities through their participation, they are taught and trained in an inclusive environment of tolerance and harmony among each other.

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

Womens college jharsuguda works with a mission of creating not only intellectually vibrant youths but also morally robust citizens. Also it ensures to maintain an ecosystem which imbibes the values, rights and duties dictated by the constitution of India. For this, the institution frequently engages in dialogues with the students and teaching and non teaching staff through various activities. As directed by the Government of Odisha, Student Union was not formed due to pandemic 19. For which, the student representatives, addresses various issues by proper communication with the Head of the Institution and administration committee in a democratic

manner. Various wings like NSS, YRC frequently observe days of constitutional and moral importance such as National Voters' Day

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

D. Any 1 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	No File Uploaded

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

The institution apart from adhering to the curricular activities and insuring classes for the students, it gives importance to cocurricular activities and celebration of days and events of national and international events like envirnmental day,yoga day,voter day, women's das , republic day etc. However the process has been greatly disrupted due to

pandemic.

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.

BEST PRACTICE 1 TITLE OF THE PRACTICE:-Exposure of students to acquire professional skill A. **GOAL:-**The main objective of this best practice is to enhance the professional skills of students to increase their competency in the competitive global employment market. For this many professional courses are operational in the institution to enable the students with current industry needs and job requirements. B. **CONTEXT: -** nowadays technologies are rapidly changing and students must be aware of this and upgrade their skills

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
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

Women's College Jharsuguda is committed to incite all possible platforms pertaining to Scientific Technological Learning for not only the professional growth but also for the personal growth of the students by providing transformational teaching and value based education with international standards. The institution has a motto to achieve academic excellence, promoting quality education withincomparable innovations in teaching and learning. Women's College Jharsuguda is a premier college established in the year 1982 affiliated to Sambalpur

university. Now the college has 14 UG (3 ARTS/SCIENCE/COMMERCE)

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. CURRICULAR ASPECTS • Value-added courses imparting transferable and life skills to be conducted. •To introduce certificate programs/ self-learning courses. •To motivate students to undertake educational tours, field project field visit in order to encourage practical learning. 2. TEACHING LEARNING PROCESS • To encourage faculty to adopt ICT enabled innovative teaching/evaluation methods. •To offer remedial coaching and special guidance for slow learners and advanced learners. 3. RESEARCH, CONSULTANCY AND EXTENSION • To motivate faculty to enrol /complete doctoral programmes obtain research guide ship and submit the research proposals to funding agencies • To motivate faculty members to publish research papers in the UGC approved referred journals, SCOPUS indexed journal, books etc. To encourage all the faculties to participate/present paper in university/state/national conference /seminal /to organise seminar on topic related to higher education. 4. INFRASTRUCTUREAND LEARNING RESOURCES • To enhance the maintenance of building and equipment. To enhance the availability and usage of ejournals, books and to increase annual budget for purchase of books and journals 5. STUDENT SUPPORT SERVICES •