



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution		RURAL INSTITUTE OF HIGHER STUDIES (RIHS) BHOGRAI, BALASORE
Name of the head of the Institution		Dr. Gadadhar Dasmohapatra
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		06781231303
Mobile no.		9437871902
Registered Email		principalrihs060@gmail.com
Alternate Email		priniqacrihs1980@gmail.com
Address		At/P.O.- Jaleswarpur, PS- Bhograi
City/Town		Balasore
State/UT		Orissa
Pincode		756036

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Dharendra Kumar Jena
Phone no/Alternate Phone no.	06781231303
Mobile no.	8270165424
Registered Email	principalrihs060@gmail.com
Alternate Email	priniqacrihs1980@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.rihsbhograi.org/img/2015-16.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.rihsbhograi.org/img/Academic%20Calendar%202016-17.jpg

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	68.50	2006	21-May-2006	20-May-2011
2	B	2.03	2016	05-Nov-2016	04-Nov-2021

6. Date of Establishment of IQAC	01-Jun-2012
---	-------------

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Training Programme for teaching staff on ICT Integration in Teaching and Learning	03-Dec-2016 05	55
Training Programme for non-teaching staff on Database Management	12-Feb-2017 05	22
Initiative for conduction of classroom seminars, study tour, and general knowledge development among the students	03-Mar-2017 01	12
Initiative on proper fund utilization and campus beautification	10-Apr-2017 01	10
Review meeting on academic development and fund utilization	02-May-2017 01	10
Assessment of outcomes based on plan of action taken at the beginning of the session	04-May-2017 01	10
View File		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Mathematics	Seminar	UGC	2016 365	120000
Departments of Physics	Seminar	UGC	2016 365	120000
Departments of History	Seminar	UGC	2016 365	120000
Departments of Odia	Seminar	UGC	2016 365	65600
Department of Zoology	Seminar	UGC	2016 365	80000
Rural Institute of Higher Studies, Bhograi	Infrastructure Assistance	RUSA	2016 365	5000000
Rural Institute of Higher Studies, Bhograi	GIA Salary	Govt. of Odisha	2016 365	35240599
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	7
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
A training Programme was organised on ICT Integration in Teaching and Learning for our teaching staff from 3/12/2016 to 7/12/2016.
A training Programme for non-teaching staff on Database Management was organised from 12/02/2017 to 16/02/2017.
A meeting with all HoDs was organised for conduction of classroom seminars, study tour, and general knowledge development among the students on dated 03/03/2017.
A meeting was organised on proper fund utilization and campus beautification on dated 10/04/2017.
A review meeting on academic development and fund utilization on was organised on 02/05/2017.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Publication of Degree Examination Calendar	The publication of degree exam calendar published
Remedial classes for slow learners and peer teaching for advance learners	Remedial class for slow learners and peer teaching for advance learners were taken.
Curriculum feedback collection, analysis, and improvement of curriculum	Curriculum feedback collected from students, teachers, employers, and

	other stakeholders. Analysis was done and action was taken accordingly.				
Fitting of digital wall clocks in all the classrooms	Number of twenty digital wall clocks fitted in twenty classrooms.				
Arrangement of Research and Innovation room and procurement of necessary items	A room for Research and Innovation was allotted and necessary items like computer, printer, tables, and chairs are placed at appropriate place.				
View File					
14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <tr> <td style="width: 50%; text-align: center;">Name of Statutory Body</td> <td style="width: 50%; text-align: center;">Meeting Date</td> </tr> <tr> <td style="text-align: center;">Governing Body</td> <td style="text-align: center;">22-Oct-2017</td> </tr> </table>		Name of Statutory Body	Meeting Date	Governing Body	22-Oct-2017
Name of Statutory Body	Meeting Date				
Governing Body	22-Oct-2017				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	21-Oct-2016				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	30-Jun-2017				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	RIHS, Bhograi functions with Management Information System (MIS) for effective e governance and e administration keeping eyes on modern day technology, and smart management. It adopts modules like Local database and human resources management.				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Rural Institute of Higher Studies (RIHS), Bhograi is affiliated to Fakir Mohan University and is an affiliated UG institution having 14 departments and out of which four science department viz; Physics, chemistry, botany and zoology. The

department of mathematics is for both science and arts, whereas 8 arts departments (viz ; Economics, Education, English, History, Odia, Philosophy, Political Science and Sanskrit) and one commerce department. Further to foster social adherence among the learning community the NSS and scout wings is playing a pivotal role. The syllabus is designed by F.M. University and the curricula by the institution time to time. By keeping an eye on academic calendar and the syllabus structured by the varsity the institution had chalked out the academic programme by concerning with HODs of all departments, academic bursar, account bursar etc. at the beginning of the academic session. For effective curricular delivery all the concerned faculties' members' uses different transactional methods like ICT based pedagogy, cooperative learning, collaborative learning, team teaching etc. for full filling the curricular needs as well to enable the learners to becoming sharp edged to face the national & global challenges. The entire process are thoroughly documented in the lesson plan and verified time to time by the concerned HODs and the principal respectively.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ECONOMICS (HONS ,PASS ,ELECTIVE)	01/06/2016
BA	EDUCATION(HONS ,PASS ,ELECTIVE)	01/06/2016
BA	ENGLISH(HONS ,PASS ,ELECTIVE)	01/06/2016
BA	HISTORY((HONS ,PASS ,ELECTIVE)	01/06/2016
BA	MATHEMATICS (HONS ,PASS ,ELECTIVE)	01/06/2016
BA	ODIA(HONS ,PASS ,ELECTIVE)	01/06/2016
BA	PHILOSOPHY(HONS ,PASS ,ELECTIVE)	01/06/2016
BA	POLITICAL SCIENCE(HONS ,PASS ,ELECTIVE)	01/06/2016
BA	SANSKRIT(HONS ,PASS ,ELECTIVE)	01/06/2016

BCom	(HONS , PASS , ELECTIVE)	01/06/2016
BSc	PHYSICS (HONS , PASS , ELECTIVE)	01/06/2016
BSc	CHEMISTRY (HONS , PASS , ELECTIVE)	01/06/2016
BSc	BOTANY (HONS , PASS , ELECTIVE)	01/06/2016
BSc	ZOOLOGY (HONS , PASS , ELECTIVE)	01/06/2016

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
<p>The IQAC of the Institution prioritizes the evaluation of teacher's performance in teaching-learning-evaluation process. In addition the administrative efficiencies and deficiencies of the departments and the Institution as a whole are also evaluated through participation of students. The students are given the chance to regularly evaluate the performance of the administrative and academic establishments of the Institution, Departments and of teachers. The teacher specific evaluation by the students is done on a constructive basis to improve the quality of teaching, augment the students-teacher relationship and to inculcate values. The student-teacher relationship inside and outside the class room has been given importance while evaluating the teacher's performance. The approach of a teacher for addressing the personal and nonacademic problems and strengths of a student is also evaluated. This opens</p>

the opportunity for a teacher to get information on his own performance, realize his own strength and weaknesses and take corrective steps for improvement. The students are asked to evaluate the institution and teachers in a five point scale (1.0 through 5.0) making the rating up to one decimal point. The participation in the evaluation process was made optional for students having at least 75 attendance in the class. The Office of the Warden collects regular feed backs from the boarders on their satisfaction regarding the residential facilities and functioning of the hostels. The satisfaction survey is made on the aspects of residential facility, security, and study environment inside the hostel, boarding and lodging comfort and the discipline in the hostel environment. The grievance redressal and the attendance to the requirements are also evaluated for improvement of the residential facilities. Such feed backs are regularly evaluated to determine the deficiencies in the Institution functioning and corrective measures and taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics, Education, English, history, Odia, Philosophy, Pol. Science, Sanskrit, Mathematics (Arts Pass)	352	Nil	351
BSc	Physics, Chemistry, Botany, Zoology, Mathematics (Science Pass)	246	Nil	199
BCom	Commerce (Commerce Pass)	88	Nil	88

[View File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	638	Nil	50	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Number of smart classrooms	E-resources and techniques used
----------------------------	--------------------------	-------------------------	-----------------------	----------------------------	---------------------------------

	ICT (LMS, e-Resources)	available	Classrooms		
50	31	46	7	1	6
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Students are monitored very systematically and meticulously throughout their academic career. The admission of students is done through SAMS and college plays a supporting role here. After admission, students are oriented to the programme and course outcomes. They are also assigned with mentors for facilitating students during their studentships. Teachers work as guides for them making it sure that they understand the content well. Extra remedial classes are also organized. Advanced students are encouraged to study more about the topics from library and internet. Computer lab has been made accessible to them for e-learning. The mentor also makes it sure that all students access all such opportunities. Students with special needs are also taken care of by mentors. The performance of the students are also discussed and analysed by the mentor. Based on this, subsequent road map is suggested to the students. In case of any requirement, mentors also establish communication with parents or guardians of students. Students are also counseled by concerned mentors in case of any requirement. Such healthy relation between mentor and students, and mentors and guardians also help in shaping and guiding the future course of action.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1857	50	1 : 37

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
53	50	3	5	7

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	119B	3rd Year	16/03/2017	10/05/2017
BA	0319B	3rd Year	16/03/2017	10/05/2017
BA	0419B	3rd Year	16/03/2017	10/05/2017
BA	0519B	3rd Year	16/03/2017	10/05/2017
BA	0819B	3rd Year	16/03/2017	10/05/2017

BA	1019B	3rd Year	16/03/2017	10/05/2017
BA	1119B	3rd Year	16/03/2017	10/05/2017
BA	1419B	3rd Year	16/03/2017	10/05/2017
BCom	319B	3rd Year	16/03/2017	10/05/2017
BSc	219B	3rd Year	16/03/2017	10/05/2017
View File				

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

As an affiliated college of F.M. University, Balasore, the institution abides to the regulations framed by the university. However, some reforms have been made in Continuous Internal Evaluation (CIE) system by the college. Internal question framing body has been created in view of preparing reliable and valid questions. Rubrics have also been prepared. The members put efforts to maintain transparency in the evaluation process. Marking scheme is also prepared during the question preparation which helps in bringing reliability in evaluation. Feedback based on performance is also shared with the students for further improvement. Additionally, various departments of the college also conduct continuous unit tests to check the periodical progress of students. Continuous evaluation has been initiated not just in curriculum activities but also in extra-curricular activities.

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

The college regularly prepares its own academic calendar. Though the college is affiliated to F.M. University, Balasore and follows its schedule, a tentative academic calendar has been prepared by the college calendar committee in consultation with academic bursar and administrative bursar. The academic calendar includes tentative schedule of academic activities such as reopening of college, commencement of classes, classroom seminars, unit test, all literary and cultural competitions, study tour, conduction of examination, and publication of result etc. However, in most of the cases, the college provides the possible week or month of the academic activities instead of exact date. It so happens as we follow University schedule. However, the tentative week or month given in the calendar gives students the possible time and helps them to make themselves prepared in advance. The academic calendar has been published in college calendar (page no 88), and its physical copy is distributed to all students. The copy of academic calendar is also uploaded in college website for easy accessibility.

2.6 – Student Performance and Learning Outcomes

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

<http://www.rihsbhograi.org/coo.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
119B	BA	Arts Pass	145	125	86.20
0319B	BA	Economics	18	16	88.88
0419B	BA	Education	20	19	95

0519B	BA	English	18	15	83.33
0819B	BA	History	19	18	94.73
1119B	BA	Odia	19	18	94.73
1419B	BA	Political Science	19	16	84.21
1719B	BA	Sanskrit	19	18	94.73
219B	BSc	Science Pass	51	44	86.27
5719B	BSc	Physics	18	14	77.77
View File					

2.7 – Student Satisfaction Survey

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

<http://www.rihsbhograi.org/img/SSS%202016-17.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Department	Number of Publication
ENGLISH	1
POLITICAL SCIENCE	1
View File	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Presented papers	1	Nill	Nill	Nill
Presented papers	Nill	3	Nill	Nill
Presented papers	1	1	Nill	Nill
Resource persons	Nill	Nill	1	Nill
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/	Number of teachers	Number of students
-------------------------	-------------------------	--------------------	--------------------

	collaborating agency	participated in such activities	participated in such activities
Road safety day	NSS	2	100
National integration camp, Chhattisgarh	NSS	2	3
Chandaneswar Chadak Mella Rescue-Relief Service Camp	Bharat Scouts And Guides	4	85
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Road safety day	NSS	To create awareness for road safety	2	100
National integration camp, Chhattisgarh	NSS	To create awareness on national integration	2	3
Chandaneswar Chadak Mella Rescue-Relief Service Camp	Bharat Scouts And Guides	To rescue and give service to the devotees and people	4	85
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

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

No Data Entered/Not Applicable !!!

No file uploaded.

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
13.67	33.73

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Null	Null	Null	2022

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17462	3115006	1457	289165	18919	3404171
Journals	661	45951	93	6309	754	52260
View File						

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

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

No Data Entered/Not Applicable !!!

No file uploaded.

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	24	1	4	1	1	10	6	50	0
Added	5	1	1	1	1	2	2	0	0
Total	29	2	5	2	2	12	8	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
31.92	24.25	9.51	12.16

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

Our college has updated mechanism for maintenance of support service facilities. There are different committees to monitor the smooth functioning of the college. The local authorities avail accommodation for conducting various competitive examinations, election, disaster management etc. as and when required at free of cost. Laboratory: The College has Physical Science and Bio-Science Departments with laboratory facilities and the laboratory facilities are made accessible to all the students of the departments. The teachers of the departments extend support to the students to use the Laboratories properly. Laboratory equipment/machinery, gas connection pipeline are checked regularly to see if there is any leakage problem by the staff of each department. The Science Departments also maintain stock registers for keeping a list of chemicals, glassware and any other instruments used in the laboratory. The laboratory equipments are maintained at the departmental level by the staff or through hired experts, whenever necessary. Maintenance and utilization of Library: Library Advisory Committee appointed by the Principal monitors its smooth and effective functioning. It also shoulders various responsibilities like finalizing the annual budget, purchase of reference books, purchase of text books, journals and periodicals, etc. The library provides open access to all users. Different newspapers in Odia and English are displayed in the Reading Room. Stock verification is done as per the guidelines annually. The

Librarian seeks departmental requirement to purchase useful books. After arrival of the new books, their titles are displayed on new arrival section. The Library has a Reading Room. Maintenance and utilization of computers: There are total 08 computers and 02 laptops in the college. Their maintenance and up-gradation is looked after by the Computer Department. Maintenance of computer is done regularly as per requirement and the major work is done during the vacation. Maintenance and utilization of Sport Complex: The Sports facilities of the institution are maintained by the allotted staff. All the sports materials and equipment are stored in the sports storeroom under his supervision. A Gymnasium Hall and a play-ground are well-maintained and used optimally. Classroom: The institution possesses spacious and well-ventilated classrooms. The college authority pays great attention to furnish the classrooms and ensures uninterrupted quality teaching-learning activities. The college authority purchases required gadgets and accessories urgently.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	S.S.G.	328	11840
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	14	B.Sc	Physics	1-CIME BBSR, 10-Nagarjuna University, 1-F.M University	1-M.C.A 13-B.Ed
2016	8	B.Sc	Zoology	4-Nagarjuna University 1-F.M University 1-Trident 1-F.M University	2-M.Sc 4-B.Ed
2016	4	B.A	Pol.Science	2-F.M University 3-Revenshaw University	4-M.A
2016	5	B.Sc	Chemistry	1-Sambalpur University 1-SOA University 2-Nagarjuna University CTE Balasore	2-M.Sc 2-B.Ed
2016	3	B.A	English	2-F.M University 1-F.M University	3-F.M University
2016	7	B.A	Sanskrit	7-CSU New Delhi	7-M.A
2016	4	B.A	History	2-Utkal University 2-F.M University	4-M.A

[View File](#)

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Running 100 meters	UG	27
Running 200 meters	UG	18
Running 400 meters	UG	11
Running 800 meters	UG	10
Long Jump	UG	22
High Jump	UG	17
Javelin Throw	UG	13
Discus Throw	UG	15
Shot Put Throw	UG	16
Classical Song	UG	15
View File		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

There is college union wherein student representatives are directly by the students of institution. Student representatives are elected as president, vice-president, general secretary, assistant general secretary etc. Further, some representatives represent students in different activity committees like cultural committee, and sports committee. Student representatives from each department also manage celebration of Puja, welcome ceremony, farewell ceremony, and organization of classroom seminars in their respective departments. Again a student representative represents the student community to IQAC which is a vital cell to develop the quality of the institution in the spheres of academic and non-academic aspects.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

--

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The administrative matter of the college is well managed. The highest decision making of the college is Governing body headed by president, secretary -cum-principal and other members. As secretary is the principal of the college working day to day affairs in academic, administrative and other ancillary matters .The principal also decentralizes and delegates some power and functions to the immediate subordinate like Administrative Bursar ,Account Bursar , Academic Bursar and Wardens. For administrative management of the college Administrative bursars very sincere, alert, vigilant and dynamic. Primarily he inculcates sincerity and responsibility among the ministerial staff as well as faculty members with additional charges of administration different spheres. Further he devolves his powers and functions to head clerk for the purpose of effective administration and achieving administrative targets. In this way head clerk supervises all the clerks in different section of the college and orient them to be punctual, sincere and trust worthy, hardworking so far their duty is concerned In furtherance of good administration of the college. Further all the clerks sincerely perform their allotted jobs along with their subordinate staffs in the respective section. and they are also assisted by peons in their sections .Above all in the process of administrative management all these persons participate wholeheartedly . Academic Bursar is the key person to regulate and supervise the academic activity in the college. He helps in designing the academic calendar and time table for the college. He also supervise whether all classes are continuing smoothly. Sometimes he also takes the feedback from the students about the continuity of classes, quality teaching and clarify to the students in the classroom. In this way participative academic governance is continuing with the involvement of teachers, administrators and students in the college Further Account bursar who is a faculty members for department of economics to look after the financial management of the college He does the work by the help of the clerk dealing with the accounts matters and the clerk also takes the help of other personal for the purpose. Again, a faculty member is assigned as warden. He /she deals with the management of the hostels in the college. Further, he/she runs the hostels through the superintendents ,and superintendents in the ground level to settle all the problems of inmates. For smooth management of the hostels with warden and superintendents are assigned by inmates of the hostels . In this case there is also participative management. Beyond this a faculty members is also given additional charge as Exam in charge also conducts exams in the college. He conducts exams, dispatch exam papers to valuation zone , allot duty to teachers as invigilators and evaluations through an examination committee. He also orients the students for good conduction of exams. By this participation of both teachers and students has been undertaken by the college.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	<p>The library provides reading room. The students and teachers use reading rooms. The library's whole operation is computerized. The addition of shelves has increased the storage capacity in the library stack hall, almirahs etc.</p> <p>The library staff has received specialized training in order to supplement the work of library. They are effective in addition to the current publications, several new journals have subscribed. The emphasis is on purchasing new releases and single titles. Other than syllabus related books G K books and other different books are present to enhance the knowledge of students and can prepare to participate in different competitive examination.</p>
Human Resource Management	<p>Permission is granted for teachers to participate generally and particular training initiatives including faculty development programme and refresher courses workshops and programmes. The semester timetables are delivered to the faculty well in advance, and they are also uploaded to the college website. Lesson plans are submitted by teachers. Teaching and learning strategies that are practical and hands-on are encouraged. Regular education includes a segment on ethics and value-based instruction curriculum.</p>
Admission of Students	<p>The effective and accommodating procedure made sure that the admissions for the academic year 2016-17 were carried out efficiently through SAMS. The computerized paperless admissions process was well-organized for the benefit of parents and pupils. The instantaneous identity and library card prints from the college were proof really well-liked by the newcomers. Several checks have made sure that entry is complaint- and dispute-free. The admissions procedure a Best Practice of ours. The college was distinguished by being chosen as the nodal centre to coordinate the admission work.</p>
Curriculum Development	<p>As a constituent college of the F.M. University of Odisha, our college</p>

follows a set of curriculum is based on the university's curriculum, revised IQAC guidelines. Some academic staff members are actively involved in developing and implementing curricula. Reorganization by serving as members of several university committees. The departments adhere to the University syllabus and programme requirements, Governmental and academic standards. Each department's faculty members at our college take part in curriculum creation sessions held on a course-by-course basis at the university level to enhance and amend the current syllabus.

Teaching and Learning

Classes are now more student-centered because of introduction of new teaching methodology. The incorporation of ICT has made teaching more effective and interactive in the classroom. ICT programs give students hands-on experience and an academic timetable for each semester (such as seminars, group discussions, workshops) have improved the teaching and learning process. The limits of students are acknowledged in light of feedback and evaluation. There is also additional coaching in the form of bridging courses and remedial instruction. Through faculty development programmes, training sessions for faculty members are performed to improve their ability to educate.

Examination and Evaluation

According to the university's guidelines, semester exams follow established procedures followed at our university. Faculty members use a variety of evaluation techniques for internal assessments. Members from several departments. As part of ongoing education, case study analysis, seminar presentations, and homework are used for evaluation. Class tests are frequently given. Some senior academics take part in paper-setting committees as conveners or members by establishing the exam questions for the semester at the F M University of Odisha.

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

E-governance area	Details
Planning and Development	The support staffs are given regular training on effective use of facilities. Basic computer training of the support staff is a regular practice. Dedicated staffs of teaching

	and non teaching staffs are extended to the technicians are regularly trained on the use of staff. The laboratory newly embers procured equipment and lab gadgets for students. The College maintains the gardens and lawns. Regular cleaning of department premises and plantation in campus are done by students, employees and external agency.
Administration	The complete administrative set up is managed by partial e governance.
Finance and Accounts	Majority of finance received by UGC and World Bank is managed through IFMS system under e governance
Student Admission and Support	Student admission is done by SAMS under e governance which support the paperless and for green surrounding.
Examination	In CBCS system the examination is done by university in every semester and internal exam is done through regular manner for whole year.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	ICT Integration in Teaching and Learning	Nill	03/12/2016	07/12/2016	55	Nill
2017	Data Base Management	Nill	12/02/2017	16/02/2017	Nill	22

[View File](#)

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
No Data Entered/Not Applicable !!!		

6.4 – Financial Management and Resource Mobilization

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

Institutions internal and external financial audits for 2016-17 was conducted by DSPK and associates (324756E). Lead auditor on 24.07.2017.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Students	594400	Development of institution
View File		

6.4.3 – Total corpus fund generated

594400

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	DSPK Associates	Yes	DSPK Associates
Administrative	Yes	DSPK Associates	Yes	DSPK Associates

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

The College has an established Parent - Teacher Association. However there are activities organized by the college wherein parents are encouraged to attend. In the beginning of the academic year it is mandatory that parents of first year students attend an Orientation on all academic programmes and student support services offered on campus. Departments organize a one-on-one dialogue with parents whose children need further support and counseling services to enhance performance. Financial support from parents is taken as donation for payment of management staff or part time teachers. Parents are encouraged to participate for all round development of college as qualitatively or

quantitatively.

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

Administrative staff is encouraged to take up regular training programme provided by the government. Skill development in terms of using ICT is also being encouraged. Availing the avenues for the career promotion for the support staff is being encouraged. Sufficient provision is made for purchase of equipment and for maintenance of infrastructure. Welfare measures provided by the government are being introduced without any delay. EPF facility is given to management staff Casual leave and emergency leave are given to teaching and non teaching staff.

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

Installation of Solid Waste Disposal Machine or ECO-MAN in the Institution: For Proper management of the organic or food waste generated from the college campus a solid waste disposal tank was installed in the college campus. It is placed near the canteen area and all the food waste generated from the canteen is put into the tank, which converts the same into compost and is further used to fertilize the soil Paper Recycling is done by the students through different means to save Environment: The Department of Science has newspapers, magazines, office grade paper, old Assignments of students to single waste paper sheets to different agency or company which will give recycled paper to the college which will include A4 size white sheets and Notepads with the logo of the college printed on that. Installation of eco-friendly toilet for teaching staff, non teaching staff and students in college campus.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	1	03/12/2016	03/12/2016	07/12/2016	55
2017	1	12/02/2017	12/02/2017	16/02/2017	22

[View File](#)

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Laws In India	07/08/2016	07/08/2016	117	36
Gender Equity And Human Rights	17/02/2017	17/02/2017	89	38

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

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

The college has installed solar panels on the terrace of administrative building. There are 5 solar street lights installed in the college campus. 20 percent of the total power requirements have been met by the renewable energy sources. NSS has undertaken different environmental and health conscious programmes in different units such as Plantation, Swachha Bharat Programme.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	4
Scribes for examination	Yes	3

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	1	1	04/07/2016	1	Plantation Drive	Sense of responsibility towards society and environment	178
2017	1	1	15/03/2017	1	Awareness on Helmet use	Life safety	135

[View File](#)

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

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Youth Day	12/08/2016	12/08/2016	151
Yuga Sikhsa Sibira	08/09/2016	09/09/2016	175

Taluk Level Literacy	18/09/2016	18/09/2016	123
Ek Bharat Srestha Bharat	04/11/2016	04/11/2016	189
View File			

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

The college teachers and students organised plantation activities in order to maintain lush green campus and increase the number of trees. Rain Water Harvesting initiatives were taken to recharge and maintain the water resources/reservoirs during the year. Various awareness and motivational events were organized to make the campus eco-friendly in different departments. Under Swachh Bharat Abhiyan Cleanliness awareness programmes were conducted in the departments, poster competition at the college level were organized on theme "Plastic free Campus" to motivate students to prohibit the use of plastic bags. Students were motivated to keep their environment clean and are encouraged to adopt eco-friendly habits in their day to day life. Cleaning drive taken inside the premises of Chandaneswar temple of Bhograi block was undertaken by NSS wing of our college. The concept of "Minimum use of papers to save plants/trees was well taken by the college fraternity.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. The college has adopted a policy of replacing the conventional lights with the energy efficient LED bulbs. 2. Best performing Group-C employees (No 2) are given recognition every year and presented with medals and certificates on the Annual Day of our college. 3. The Retirement Benefits and gifts of employees are presented on the day of retirement - during the farewell function.

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

7.3 – Institutional Distinctiveness

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

This institution placed in a rural area in the border of the state of Odisha. The people of this region follows different culture, behaviour, customs, especially Bengali culture which sometimes creates disputes in cultural as well as border pretext. More or less the root cause is different culture. The college consists of students hails from Bengal and Odisha as both the state's share their respective borders. Thereby college has become create a fusion of cultural, custom, behaviour among the people of both the states. In this way, it has become able to settle the border dispute between these two states.

Provide the weblink of the institution

<http://www.rihsbhograi.org/>

8.Future Plans of Actions for Next Academic Year

1. The college has planned to reorganize the academic administration in the coming session. 2. A road map will be made to create sports culture in the institution through various activities. 3. Publication of degree exam calendar for the session 2017-18 4. Remedial classes for slow learners and peer teaching for advanced learner will be carried out. 5. NCC wing will be opened for

increasing social participation and fostering national feeling among the adolescence. 6. ICT based workshop will be organised to upgrade the skills of students, researchers and faculty members in Computer related areas. 7. Plan to start Skill Development Programme. 8. Efforts will be taken to upgrade the campus into green and eco-friendly one. 9. Curriculum feedback will be collected from students, teachers, employers, and stake holders from the coming session. 10. Newly established Skill Junction will be made functional. 11. Setting of research cell for young faculty members and academic researchers.