YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	RURAL INSTITUTE OF HIGHER STUDIES (RIHS), BHOGRAI
• Name of the Head of the institution	Mr. Sushil Kumar Giri
• Designation	Principal in-charge
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9437564224
• Mobile no	8270165424
• Registered e-mail	principalrihs060@gmail.com
• Alternate e-mail	priniqacrihs1980@gmail.com
• Address	At/P.O.- Jaleswarpur, PS- Bhograi
• City/Town	Balasore
• State/UT	Odisha
• Pin Code	756036
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Fakir Mohan University, Balasore**
• Name of the IQAC Coordinator	**Dr. Dhirendra Kumar Jena**
• Phone No.	**8270165424**
• Alternate phone No.	**8270165424**
• Mobile	**8270165424**
• IQAC e-mail address	**priniqacrihs1980@gmail.com**
• Alternate Email address	**principalrihs060@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.rihsbhograi.org/img/AQAR%202019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.rihsbhograi.org/img/Academic%20Calendar%202020-21.jpg

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**68.50**	**2006**	**21/05/2016**	**20/05/2021**
Cycle 2	**B**	**2.03**	**2016**	**05/11/2016**	**04/11/2021**

6.Date of Establishment of IQAC	**01/06/2012**

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
Rural Institute of Higher Studies, Bhograi	OHEPEE	World Bank	2020-21	700000
Rural Institute of Higher Studies, Bhograi	Infrastructural Grant	State Govt. of Odisha	2020-21	2500000
Rural Institute of Higher Studies, Bhograi	GIA Salary	State Govt. of Odisha	2020-21	55055994

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	6	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		

A meeting was held on 22/06/2020 for recommendation of plan of action for the session 2020-21 for the development of the college.

A training prograamme was held on 17/08/2020 for teaching staff on the topic "Intellectual Property Rights".

A training programme was held on 16/10/2020 for non-teaching staff on the topic "Record Keeping".

A meeting was held on 03/05/2021 to assess the execution of plan of action.

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
International webinar series will be organized by each department keeping eyes on COVID 19 Pandemic	International webinar series were organized by each department keeping eyes on COVID 19 Pandemic
Traditional incandescent light bulbs and fluorescent tubes will be replaced with LED bulbs for saving electric energy.	Traditional incandescent light bulbs and fluorescent tubes were replaced with LED bulbs for saving electric energy.
Installation of first aid fire fighting appliances to protect the institution from fire outbreak.	Installation of first aid fire fighting appliances was made to protect the institution from fire outbreak.
Installation of solar lights in the camp will be made.	Installation of solar lights in the camp was made.

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

- Name of the statutory body

Name	Date of meeting(s)
Governing Body	17/08/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021	30/06/2021

15.Multidisciplinary / interdisciplinary

RIHS, Bhograi impact multidisciplinary / interdisciplinary curricular as wll as co-curricular education to all the students. The institution as well as departments of the institution organise semianrs, lectures on multidisciplinary / interdisciplinary topics. In 2020-21, the institution organised an international webinar on dated 06/09/2020 on the topic "Virtual Learning: Challanges and Prospects in Higher Education" on behalf of IQAC and Career Counselling Cell. The Career Counselling Cell of the college also organises career counselling programmes for the students from all streams and departments on multidisciplinary / interdisciplinary topics. So far reseaech and project works are concerned, the students are trained/oriented to adopt multidisciplinary / interdisciplinary approach for th study. The teaching faculties publish research articles on the topic of multidisciplinary / interdisciplinary subjects and publishes their articles in multidisciplinary / interdisciplinary peer reviewed journals in national and international levels. In addition, value added and add-on courses are designed and implemented with multidisciplinary / interdisciplinary flavour and spirit.

16.Academic bank of credits (ABC):

As an affiliated college of F.M. University, Balasore, Rural Institute of Higher Studies, Bhograi abides to the regulations framed by the university. The present CBCS pattern of evaluation implemented by the university doesn't include Academic Bank of Credit (ABC) system.

17.Skill development:

Rural Institute of Higher Studies, Bhograi is situated in the rural coastal belt of Odisha adjacent to the border of West Bengal. Hence, the students here come with rich and mixed cultural resources to classroom. The institute provides best possible opportunities to enrich culturally rooted skills of the students through various activities conducted by NCC, NSS, Bharat Scouts and Guides, and YRC. The institute provides best scopes to sharpen various co-curricular skills of the students. As the students are mostly from rural areas, the college proves courses to develop communication skills of the students. The college even has a dedicated Skill Junction furnished with modern day and advanced communication technologies.

However, due to unexpected outbreak of COVID-19, the institution remained closed mostly in the session 2020-21. It becomes difficult to carry out skill development programme along side online teaching.

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

Knowledge works effectively; but knowledge in a system works more effectively when it integrates all. Indian knowledge system has been enriched with the contribution of many great souls to enlighten succeeding generations. It is based on unity in diversity or 'Vasudhaiva Kutumbakam'. It is reflected every walks of life of the people like culture, language, customs, education etc. Indian knowledge system integrates everything like flora and fauna. We see 'Satyam Sivam Sundaram' in it. The institute tries to teach the students all these things to add value in their lives. The syllabus which is taught to the students is also patterned taking all these things to make adapt to our culture, customs, and Indianness. The teachers also take interest to teach the students lucidly and meticulously to instill all these values to make them great souls in their future. For this cause, the department of Odia plays a pivotal role by instilling Odia culture especially focusing on Jagannath culture. The department of English also offers a paper on Indian Classical Literature which acquaints the students with our very own indigenous structure of culture. The department of Sanskrit also instills ideas of great Indian classical epics, Vedas, and Vedantas. Acquiring all such traditional and classical knowledge and values, our students find themselves better equipped to contribute for integration of Indian knowledge system.

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

The college always focuses on outcome based education as it is more concerned about the value and quality. Further, it is more concerned as it is situated in the rural area with many sorts of problems and issues. The institute is committed to address these issues and make the students more promising and practical for the sake of good society. The institute emphasizes on field study by the students so far their project works in the syllabus is concerned. By this work, they get involved to know and identify the local problems and research on these problems, and ultimately suggest the remedial measures. With their capabilities and availability of resources, they try to solve the problems of the people. Being oriented by value added courses; the students provide service to the people during the emergency and disaster. Further, students equip themselves to venture more and more in their future lives in every sphere. They have been employed in various reputed organizations and

proved their quality being reputed in the society.

20.Distance education/online education:
Rural Institute of Higher Studies (RIHS), Bhograi started offering BA, MA, BCom, MCom, Diploma, Certificate, Post Graduate Diploma Courses in Distance Education from the session 2020-21 under the affilation of Odisha State Open University, Sambalpur. The college has opened a study centere for the students taking admisssin in diffreent courses coming under it. The number of students enrolled in the session is 176. **Because of the COVID-19 pandemic situation, the college also started online courses for teaching our college students. All 14 departments took initiatives to provide online education to the students. The teachers used various online tools such as computers, laptop, PPTs, YouTube Videos, Podcast audios, and other interesting tools for making online teaching comprehensible and interesting. The students were guided to use online resources as it was difficult for them to visit library physically during pandemic. Use of e-resources such as e-books, e-journals, e-magazine, online articles and blogs was encouraged to a great extent.**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**17**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1803**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State	**295**

Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**528**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**43**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**53**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**29**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**14.44**
4.3 Total number of computers on campus for academic purposes	**48**

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 curricula in each course have been prepared by F.M University, taking into account the current progresses in the subject in the local, regional, national and international level. Each course offered by the institution is outlined by its objective and course outcome. The total course content is blended with basic knowledge and the skill enhancement through different pedagogical discourse. The course, have both basic and applied components that are reflected in the programme outcome as well as programme specific outcomes. The programs are designed for a holistic growth of the student and to enable the student to have adaptability to the current requirements. The Institution (Rural Institute of Higher Studies (RIHS), Bhograi) ensures effective curriculum delivery by following the academic calendar provided by Department of Higher education, Govt. of Odisha and F.M. University, Balasore , Odisha . The college follows the model UG syllabus for the Undergraduate students designed and developed by the Department of Higher Education and is following strictly in the academic session 2020-21. The curriculum of Post graduate students is designed by the FM University, Balasore. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. The students are being given practical insight into the curriculum.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://www.rihsbhograi.org/img/Academic%20Calendar%202020-21.jpg

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

The Institution (Rural Institute of Higher Studies (RIHS), Bhograi) ensures effective curriculum delivery by following the academic calendar provided by Department of Higher education, Govt. of Odisha and F.M. University, Balasore , Odisha . The Institution follows the model UG syllabus for the Undergraduate students designed and developed by the Department of Higher Education and is following

strictly in the academic session 2020-21. The curriculum of Post graduate students is designed by the FM University, Balasore. The head of every department submits a workload statement at the beginning of every semester, over which the general time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial, class room seminar, class test, MCQ examinations are conducted in order to assess the understanding of the students. The examination results are reviewed and the weaker students are taught again in remedial classes.

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

1.1.3 - Teachers of the Institution participate in **B. Any 3 of the above** **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**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
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	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into

the curriculum. Actually, the university decides the syllabus and college has to follow it. But in this limitations college do its best for above said issues.Numbers of programs are conducted for women and girl students such as organization of folk dance competition, Self -defence programme. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. A relief programme intending to provide urgent subsistence to the victims by long lockdown due to Covid 19 of Bhograi block under the district of Balasore hereinafter called as "Covid19 Relief Programme 2020" was organized by RIHS Rover / Ranger Units on dtd.09/05/2020 under the leadership of Dr. Dhirendra Kumar Jena RSL, RIHS ROVER CREW, RIHS, Bhograi, Balasore.

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.	No File Uploaded

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

17

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

553

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

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

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	**Nil**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<u>View File</u>
Any additional information	<u>View File</u>

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

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

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 students admitted during the year

605

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

108

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

The college functions with heterogeneous groups of students. The college has students from different backgrounds with different abilities. Hence, the institution works for the improvement of all kinds of students beginning from poor to advanced learners. Most of the students are from rural backgrounds and many are even first generation learners. So, the diversity is well visible in the classrooms. The college tries to identify different groups of students with different needs. Accordingly, various steps are taken for further improvement of both kinds of learners. The college conducts special remedial classes for slow learners and higher exposure for next level is given to advanced learners.

However, due to the outbreak of COVID-19, the regular classes were heavily hampered. It became very difficult to identify the diversified needs of students. Attempts have been made to provide extra online classes for students with lower proficiency. Advanced learners have been encouraged to use e-resources such as e-books, e-journals, educational apps, various web writings including blogs, YouTube, podcasting and so on.

File Description	Documents
Paste 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
1803	**43**

File Description	Documents
Any additional information	**No File Uploaded**

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

The teaching-learning process is of learner-centric. Teachers play the role of facilitators in the classrooms. Teachers encourage the students to take part in various classroom activities such as experiments, group works, pair works, and role play. The students are motivated to inculcate the problem solving approach. Teaching methods are always chosen to meet the different needs of learners and the different aims of lessons or courses. Factors in deciding how to teach include the level of learners, lesson and course objectives, expectations and resources. Efforts are given to provide well structured learning experiences to maximise learner's individual attainment. Various training programs are also organized for teaching faculties to keep themselves up to date with the new age teaching methodologies.

However, the outbreak of COVID-19 disturbed the usual curricular practices of the session 2020-21. Online teaching and learning become a preferred method. Even in virtual classroom, students become the centre of teaching and learning process. Teachers used various online tools for making the content interesting and more engaging for students. Students were also encoraged to participate and provide feedback in the various webinars conducted by the institute.

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

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

The teachers of the college utilizesICT enabled tools as classroom resources for effective teaching-learning and classroom management. Most of the departments are furnished with projectors for classroom teaching. Many departments are also equipped with computers and printers for using them in study purpose. Special training programmes were also organized in the college for utilizing online resources as learning materials. The teachers use power point presentation, online quiz, video lecture etc as ICT tools. The college has a dedicated smart classroom with all modern equipments incorporated in it. The college is also equipped with "Skill Junction" where technology is used for developing communication skills of students. Thus, the college follows ICT enabled teaching in addition to the traditional classroom education.

During the session 2020-21, the college remained mostly closed for the students. So, they were unable to access the facilities such as Skill Junction and Computer Lab. However, the online teaching-learning was encouraged and ICT enabled tools were utilized at maximum level. Online tools and resources such as computer, laptop, PPTs, e-books, e-journals, online articles, blogs, Google Meet, Zoom, YouTube, and Podcasting have been encouraged.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

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

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	[View File](#)
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
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

4

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[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

991

File Description	Documents
Any additional information	**No File Uploaded**
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.

As an affiliated college of F.M. University, Balasore, the college abides to the regulations framed by the university. However, the college takes due care for maintaining transparency in every possible way for ensuring smooth and fair conduction of internal assessments. As per the course structure and patterns of examinations, mid-semester examinations are conducted once in every paper in every semester. The assessment is done in pen-paper in certain courses. In some other courses, practical examinations are also conducted. The students of final semester are also assigned project works. However, in all such assessments, the college follows the mechanism prescribed by University under Choice Based Credit System (CBCS). Additionally, various departments of the college also conduct unit tests to check the periodical progress of students.

However, the existing mechanism was not completely followed as online teaching-learning and evaluation were preferred. Internal assessments were continuously conducted in online mode and efforts were given to maintain transparency.

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

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

The college, in general, has a "Grievance Redressal Cell" for ensuring equality, fairness, and impartiality in the campus. This cell receives all sorts of grievances including those of assessments and examinations. Additionally, we have a dedicated "Examination Section" which deals with all sorts of grievances related to examinations. This section provides all sorts of supports to

students before, during, and after examinations. On receiving any examination related grievances, they promptly deal with such issues. They consult the Principal, and concerned department or F.M. University, as the case may be, for solving the problem. Any such grievances are dealt on a priority basis ensuring that the students will not be in trouble. Efforts are also given to avoid any such issues in future.

During the session 2020-21, the usual mechanism was adapted for redressing grievances related to internal assessment. Mobile numbers and WhatsApp numbers of examination in charge were shared with the students for dealing with exam related issues. Students were added to WhatsApp Groups department-wise for easy communication. All HoDs and mentors were accessible by students over phone and WhatsApp. They can send any examination related grievances to the examination section through them.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The courses of all programmes have been designed by Higher Education Department, Govt. of Odisha as part of "Model Syllabus". The same courses have been provided by F.M. University, Balasore to the college. However, based on courses of all programmes, the college in general has prepared the programme and course outcomes. The same has already been displayed in the college website for making them accessible to all stakeholders. The outcomes are also communicated to the students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://www.rihsbhograi.org/coo.php
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

The college evaluates the programme and course outcomes continuously considering various parameters including the performance of students inside as well outside classrooms. The assigned mentors played significant roles by observing behavioural changes of learners throughout the programme. The learning outcomes are assessed by measuring the performances of unit tests, internal assessments, semester examinations. Additionally, performances of students in various extra-curricular activities such as in literary and cultural competitions, sports, NCC, NSS, YRC, Scouts & Guides, other activities are also taken into consideration while evaluating the outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

534

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<u>View File</u>
Upload any additional information	**No File Uploaded**
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)

http://www.rihsbhograi.org/img/SSS%202020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

RIHS, Bhograi has created an ecosystem of innovations. It organizes different seminars through its departments. Every department organizes seminars each yeari.e. three class room seminars for each UG class and two general class seminar taking all the students from three classes together. For that, the departments invite speakers from the respective topic area and try to inform and orient with new ideas, concepts, inventions and innovations in the world. In 2020-21 during the pandemic period the college organized 14 International webinars on different areas on behalf of the departments and IQAC of the institution. Speakers from 12 foreign countries attended and talked online in these webinars. Further, students through their project work assignment gain knowledge on social reality and problem in the locality. At the same time students share their knowledge among the people during their project work. Additionally, the student-alumni exchange through different programmes, the students of the institute gain huge knowledge/experience from the alumini. They grab the technique, strategies and ways to get more and more jobs in government and non-government sector and seats in different higher education institution in state and national level. Again, the students also made mask during the corona period and distributed among the public in the locality along with relief materials. In this way, the college tries to ensure ecosystem with innovations and initiatives for creation and transfer of knowledge.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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)	No File Uploaded

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

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

1

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

3.4 - Extension Activities

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

Students of RIHS, Bhograi are very sensitized to the local issues. They are connected to the local issues through different welfare activity wings like NSS, Bharat Scouts and Guides (Rover/Ranger), NCC, YRC etc.. These wings of the college are very dynamic and active in organizing social extension activities. The wings organize blood donation camp, cleanliness programme, programme to provide free education to poor children, participation in rescue, relief and service during disaster period, organization of special camp etc.. The students provided relief materials to the poor people in different gram panchayats of Bhograi and Jaleswar blocks especially during Covid-19 pandemic situation, AMPHAN cyclone and flood situation. The students under the units of Rover/Ranger also organize a state level service camp at Chandaneswar ChadakaMella each year in association with Odisha State Bharat scouts and Guides, Bhubaneswar. The students organize awareness rally in several national and international day observation like World Human Rights Day, Communal Harmony Week, World Aids Day etc. to create awareness among the people in general. The college also organizes Sun stroke awareness-cum- Jalaseva Sibira at college gate during the hot summer. Having seen all these activities, local people take interest to extend their help to further these activities and sometimes helped also. In this way the institute has been able to create a bond with the local community.

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

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

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

0

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

3.4.3 - 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

3.4.3.1 - 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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	**No File Uploaded**

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

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 institute campus spreads over 4.5Acres of land. There are four blocks of buildings out of which three are designated as teaching blocks and one is administrative block. One separate PG building is there for PG students. The campus is occupied by three ladies hostel with 190 capacity. Besides these, it has one ladies common room, one boy's common room, and reading room for study purpose.

Classroom: To carry out the curriculum, each department has a dedicated classroom. Classrooms include projection and wi-fi capabilities. Each department must have the minimum number of classrooms, offices, and workstations for students and teachers. The college has 14 general classrooms, 14 departmental classrooms.

Laboratory: The equipment and facilities needed by undergraduate students are available in all science disciplines. The necessary equipment, such as the spectrophotometer, pH metre, colorimeter, potentiometer, conductivity metre, optical bench, centrifuge, microtome, and laminar air flow are in different laboratories.

Computers: Each department has itsown computer with printer facilities for itsuse. A central computer lab contains 35 computers for the use of students and faculties. The computer centre also has a smart board for teaching purposes.

File Description	Documents
Upload any additional information	[View File](#)
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 institute offers a 200-seated auditorium with air conditionand an open pendal for yoga and cultural events. Every year, the institute usesthese spaces for its different events. The institute features a 500 person capacity open yoga field where anyone can practiseyoga. Every year, the institute observes Yoga Day in this area. For better health and well being of theemployees and students, it also features a gym which is equipped with gymnasium equipments and apparatus. The campus of the institute is home to a variety of sporting facilities like cricket, volleyball, kho kho, chess, carrom, table tennis etc. Students have opportunities to participate in creative writing,painting, and other activities at the college. The institute has two play grounds to conduct annual sports.

File Description	Documents
Upload any additional information	[View File](#)
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.

16

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

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)

Nil

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

The library at RIHS is among the top ones of F.M. University. The library's upkeep is completely automated with the "Library Automation System" by e-granthalay version 3. In addition to that, the library purchasesjournals and newspapers for the benefit of faculties and students.

New library books, journals, magazines, and other materials are displayed at libraryin the new arrivals section. Membership in the library is available to all students, faculty members, and office personnel. One reading room for students and a second reading area with computer and internet access are also available for staffs. Due to pandemic situation, new books were not possible to purchase.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://eg4.nic.in/govcollege/OPAC/DLibrary.aspx

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

A. Any 4 or more 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)	**No File Uploaded**

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)

Nil

File Description	Documents
Any additional information	[View File](#)
Audited statements of accounts	[View File](#)
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

0

File Description	Documents
Any additional information	[View File](#)
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 entire campus is Wi-Fi enabled and the college website is kept updated on a regular basis. The college has aComputer Lab with35 systems. Online admission takes place under the aegis of Student's Academic Management System (SAMS) of Govt. of Odisha. The college has also to its creditone Smart class room with projector, computer

and internet connection and one Language Hubwith projector, five computers and internet connection. Each science department has a computer with printer and intenetfacility for advanced learning. The college campus is under CCTV surveillance. The addministative, accounts,exam, IQAC, NCC, Scouts andGuides sectionshave computer with 200 MBPS internetspeed. There are two xerox machines; one in exam section and other is in library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	[View File](#)
Details of available bandwidth of internet connection in the Institution	[View File](#)

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)

14.44

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

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.

Procedure and Policies for Maintaining and Utilizing Physical, Academic, and Support facilities

The institution takes necessary steps for maintenance of support service facility. There are different committees constituted to monitor the smooth functioning of the institute.

Laboratory

The institute has both Physical Science and Bio-science laboratories which are maintained by respective departments. Time to time, the instruments are checked and repaired by experts and technicians if require. Some instruments are under the supervision of respective companies from which they are purchased. Proper uses of laboratories are ensured by respective departments. All the laboratory facilities are made accessible to all the students of the departments.

Library

A library committee is formed by the Principal of the institute who monitors its smooth and effective functioning. Some peons are allocated to take care of the books. The library is accessible to all the students and staff of the institution. Every year the library committee finalizes the annual budget, purchase of books, journals, newspapers, article etc. Stock verification is done regularly. After arrival of the new books, their titles are displayed on new arrival section. There is a separate reading room available for students.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>http://www.rihsbhograi.org/pp.php</u>

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

80

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<u>View File</u>
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)	<u>View File</u>

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

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

0

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

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

E. none 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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students 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

E. None of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**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

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**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

80

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**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.

0

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 univer sity/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)

Students with academic, extra-curricular and leadership excellence are elected and nominated to Student Council/Student Union. Student Council/Student Union is consisted of students representatives as

members, Principal (ex-officio), advisors, President, Vice President, General Secretary, Assistant General Secretary, class representatives, Dramatic secretary, Athlete secretary, SSG Secretary, DSA Secretary, women representative etc.. The Student members are represented to different key decision making and executive bodies of the College like IQAC, dramatic society, athletic society, science society etc for enhancement of quality academic, administrative, management activity of the college. Through college union, student leaders/representatives present the problems and grievances of the students before the principal as well as other decision making and executive bodies of the college. Through dramatic and athletic bodies; they give proposals for execution by which the students achieve more and more in cultural and sports competition inside and outside the campus. Further, college union through SSG committee, BCR, GCR anti sexual harassment, Anti-ragging committees makes welfare of the students and protects their rights. Class representatives work as bridge among principal, students and H.O.Ds effectively. They help in organizing seminars, discussion in the college. They also help to observe all the observations and celebrations along with teachers, H.O.Ds and principal. In this way, student representatives are real escalators for development of the college.

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

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

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

0

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

5.4 - Alumni Engagement

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

The college has anactive Alumni Association taking ex-students. It has grown in strength since its inception. We hold meetings with the members of the Association at regular intervals and seek their opinion and suggestions on different issues of the college for the all round growth of the Institution.

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-Our Vision is to achieve the highest standards in education by empowering our students to be self-directed life-long learners

who visualize problems and situations from a different perspective, be astounding decision-makers, and find novel solutions by thinking critically, working in collaboration with others and communicating with an impactful expression; overall leading to responsible, caring, compassionate and contributing citizens working towards the progress, prosperity, and peace of the society at large.

Mission- "Vision without action is a daydream. Action without vision is a nightmare." RIHS envisages all its students to realize their true potential and prepare them to face every aspect of life by

1. Building an educational community of individual achievement and collective excellence.

2. Continuously adding value to its curriculum in order to equip them with the required Knowledge, Skills & Values and enlighten their minds and souls.

3. Carving globally awakened citizens through inquiry-based pedagogy and collaborative learning.

4. Providing exposure to latest technology and harvesting their innate talent so as to make them proficient in not only problem solving and technology but to master the talent of making technology their slave.

5. Providing them a liberal and diverse environment that nurtures creativity.

6. Providing freedom and space for individual expression enabling them to become self-reliant, self-motivated and confident human beings.

7. Promoting global-mindedness, peace, and friendship through exchange programs and interaction with organizations and universities from around the world.

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

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

RIHS, Bhograi has been flourished by the witty and dynamic leadership of the Governing Body of the institution which has been constituted in accordance with the guidelines of the government of Odisha. As per the Odisha Education Act 1969, there is Chairman of the Governing Body who is highest decision making authority. Further, the principal-cum-Secretary as the chief executive of the governing body manages everything in the college in consultation with governing body. But, practically for convenience of smooth functioning of the college Principal manages everything. Principal through his deep insight constituted Staff Council which is formed taking HODs of all the 14 UG departments and 2 PG departments. Staff Council manages all the academic affairs by which quality academic atmosphere is guaranteed. Further, expecting rigorous academic exercises the principal assigned a faculty member as Academic Bursar who takes care of the academic activity. Further, the principal assigned a faculty member as Administrative Bursar expecting to have a strong and well managed administrative background of the college. Head clerk of the college works in consultation with Administrative Bursar. A faculty member is assigned as Account Bursar to look after the financial affairs of the college in consultation with the principal.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Aligning itself with the objective of the state to ensure education for all, RIHS, Bhograistrives to integrate the objective into its culture and its decision-making processes. For this it has been popularised, well known and reputed educational institution in Odisha. Every yeararound 10000 applications are received for admission into the various programmers of RIHS. Therefore admissions at RIHS is a matter of the highest priority. To explore all options and possibilities for fulfilling student expectations, the admissions process, which is completely online, is coordinated by Admission Committeesupported by the Advisory Committee, the Prospectus Committee, the Technical team etc.. The Admission Committee lays out the action plan, on the advice of the Principal and organizes the workflow among the various units, ensures adequate

staffing for timely execution of the plan, and acquires due budgetary support for the entire admission process, from the issuing of advertisements in the public domain to the assigning of subjects to the candidates based on merit.

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

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.

Academic and Administrative governance of RIHS, Bhograi is regulated under the provision of Odisha Education Act 1969, it amendments and The Odisha Education (Establishment, Recognition and Management of Private Colleges) Amendment Rules, 2020. The finance management of the RIHS is governed by the Odisha Non-Govt. College Accounts Manual as amended from time to time. The appointment to the teaching post are done by Governing Body under the recommendation of government of Odisha, Also, State Selection Board of Government of Odisha recommends for the appointment of teachers in RIHS, Bhograi. The appointment to the non-teaching posts are done by the Management/Governing body and Government. The service procedures, service rules, terms and conditions of service and the benefits are governed by the concerned laws. . The Governing Body of the college plans for infrastructure development considering the proposal of IQAC and other keys committees for quality education in the campus. Even, in 2020-21 session, the college followed the Covid 19 guideline in executing every activity.

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 inter faces	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

Each teaching faculty of the RIHS College submits the annual performance report in the PBAS (Performance Based Appraisal System) format as recommended by the Govt. in its regulation on "Minimum qualification for Appointment of Teachers and other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education" as amended from time to time. All information on the academic, research, and administrative achievements of a faculty are mentioned in the report and the same are compiled for publication of the annual report. The RIHS College maintains the confidential record of each employee and the service books are updated as and when required. The RIHS College employees enjoy all the leave and service benefits as well as the welfare measures as reflected in the Odisha Non-Govt. College Act and Statute.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**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

2

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)	[View File](#)

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

0

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

The institution follows the guidelines of the governemnt of Odisha so far performance appraisal of the teaching and non teaching staff. The teaching and non teaching staffs submittheir performance appraisal report(PAR) details on HRMS website. The head of the institution also makes the Annual Confidential Report of each employee considering their exellenceis, experiences and contributions.

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

An internal audit committee with 3 mebers has been constituted by the principal -cum- secretary of the institution in order to exercise the internal control on day to day financial transation of the institution.Further, an accountant has been assined to record the day to day financial transaction of the college and afaculty member in the name of Account Bursar has been assigned to verify the financial transation to make the records error free.External audit is conducted as per the state government guideliines through Chartted Firm as selected by the Government ofOdisha in the financial year 2020-21. The comncerned charted firm gives the report

to the district local fund audit for its approval.

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

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

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

0

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 principal of the institution has constituted different committees with certain faculties like construction committee, internal audit committee, purchase commiittee etc in order to make proper mobilisation and utilisation of resorces which is available from the stake holders of the institution. With the help of said committees different strategies are adopted as follows:

1. Organising different student welfare programme through NSS, YRC, Scouts and Guides, NCC etc..

2. Provision to help poor students through SSG.

3. Purchase of books(texbooks and refernce books), journals, magazines, newspapers,ILMS software (e-granthalaya) for the benefit of the students.

4. Utilization of funds for new construction, renovation of infrastructure, colouring etc..

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

TheInternal Quality Assurance Cell (IQAC) of the college has incessantly tried to contribute by chalking out innovative stategies, plans and their execution in consultation with principal as below:

1. It chalks out plans for the academic development of the students and teachers.

2. It arranged different programme for enhancement of knowledge of the teachers. On dtd. 17.8.2020 it organised a programme on "Intellectual Property Rights" for the teachers.

3. It also organises the programmes in collaboration with Career Counselling Cell and other departments.

4. It organised quality enhancement programme for non teaching staffs. On 16.10.2020 it organised a programme on "Record Keeping" for non-teaching staffs.

5. It planned and organised numbers of International webinars during the year in collaboration with departments of the college in the month of september.

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

During the academic year 2020-21, in spite of Covid 19 pandemic, the college continued providing education through online. The IQAC organised many international webinar in assiciation with various departments. It has also made student satisfaction survey on behalf of the college. Further, it had collected, analysed and suggested for plans, stategies and course of action to improve the quality delivery of quality education to the students in the next academic session.

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)

D. Any 1 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

Rural Institute of Higher Studies, Bhograi is proactive in promoting gender equity in the college campus. Several gender equity issues

like Self Defence Programme for girls, celebration of International Women's Day, Webinars on gender issues were under taken by this institution. This institution has shown zero tolerance while dealing with women centric issues. As a result, this college has witnessed the number of girl students are increasing in every session compared to the previous session. The ratio of boy and girl is 849:898 respectively in the current session. It shows that this college produces safest measures to create awareness of gender equity among students, teachingand non-teaching staffs of this college. Sexual harassment Cell is active which acts to resolve issues whenever it arises and also organises awareness programmes on the issue of gender equity.

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

C. Any 2 of the above

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

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

The management of garbage in an environmentally sustainable manner is very important to this institution. It promotes resource preservation, particularly of natural resources, in order to produce the least amount of waste possible and to control it from creation through disposal. E-waste, liquid garbage, and solid waste are all

separated out.

Management of solid waste

The institution has undertaken a number of significant waste management efforts. To lessen the negative effects of waste on health, the environment, or the aesthetics of specific areas adjacent to the college campus, daily waste is collected in dustbins and then separated into different types of bio and non-biodegradable waste.

Liquid waste management:

The wasteliquidis collected through the water disposal line to the main disposal line and is finally disposed into soak pits.

The college adheres to a strict protocol of liquid waste disposal in its laboratories. Any glassware used in the laboratory is rinsed with minimum water and the effluent is placed in the liquid waste container.

e-Waste Management:

The old computers are upgraded to make them operational and are used for providing training to the employees. And the rest unusable e-waste is kept in a distant store room and finally delivered to concerned agency.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	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

A. Any 4 or all 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 college has dramatic society and it keeps on organizing several cultural activities to promote cultural harmony among the students who hail from different cultural, regional, linguistic, communal and socio-economicbackground. The dramatic societyhas undertaken activities related to music, dance, fine arts and literature. The

college auditorium is the place where all the activities are conducted/displayed.

Despite having all such facilities, no such activitywas conducted in the session 2020-21 because of the outbreak of COVID-19. The college remained closed for students throughout the session as per the instructions given by Govt. of India as a whole and Govt. of Odisha in particular.

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

College raises awareness of Constitutional obligations through banners and posters among its students and staff. Additionally, it honours the swearing-in event fto abide to the constitution on November 26th, on the occasion ofConstitution Day. The institution also observes "Vigilance Awareness Week" every year from 27th October to 2nd November . Differents programmes are organised to create asense of responsibility towards constitutional values, rights, duties and responsibility. However, no such physical activities were conducted in the session 2020-21 because of the outbreak of COVID-19.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	**Nil**
Any other relevant information	**Nil**

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   **A. All of the above**

**ethics programmes for students,
teachers, administrators and other staff   4.
Annual awareness programmes on Code of
Conduct are organized**

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution celebrates national and international commemorative days, events, and festivals each year. An event like Teachers Day (5th September) is celebrated at the departmental level whereas some events are celebrated at the level of the college. NSS wings of this institution organises, 'International Women's Day which is celebrated each year on 8th March. Besides these days, the college celebrates the following days each year as per the scheduled calendar:

Republic Day (26th January)

Utkal Divas (01April)

International Labour Day (01 May)

International Yoga Day (21 June)

Independence Day (15th August)

International Literacy Day (08 September)

Gandhi Jayanti (02nd October)

National Unity Day (31st October)

Vigilance Awareness Week (27th October to 02 October)

National Education Day (11th November)

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 I:Providing Education to the Underprivileged Students in the locality.

Context:According to a report from international monetary fund, the extreme poverty in India getting reduced from 22.5% in 2011 to 10.2% in 2019. The main problem of the poverty is the education, i.e. the people living under poverty cannot afford proper education due to lack of money or lack of resource.

The Practice:II

* **This practice upgrades students in every aspects of education who comes under the poverty lines.**
* **The student who cannot afford the schooling fees getting benefited by this practice.**
* **This practice reforms the student teacher relationship.**

The student educators explore new talents from different corners of this area by this practice.

Best Practice: II

Title:Collaboration of Alumni in Student Development

Context:There is a need to make students sensitive towards new career trends in the job market. New skill-grounded courses that can produce better job openings for undergraduate students.

Practice: Regular meetings are arranged between the alumni and the staff council in successive intervals. Alumni are involved in the

planning for quality academic enhancement, sustainable knowledge sharing, finance generation etc..

File Description	Documents
Best practices in the Institutional website	http://www.rihsbhograi.org/img/Best%20Practices%202020-21.pdf
Any other relevant information	Nil

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

INSTITUTIONAL DISTINCTIVENESS

Workshops for the Pisciculture

Bhograi block is reputed for Dhaana (Rice), Paan (Betel leaf) and Mina (Fish) in the state of Odisha. About 99% of the people have pond in their native. They have meager knowledge and experience on the actual process of pisciculture. Hence they get less production from the pisciculture. Different species of fishes are abundant in the ponds like Perch, Freshwater Murrel, Catfish and Tengra etc. The workshop conducted in the institute in collaboration with the experts and the farmers helped them who are naive to the area of fish farming. In the workshop, different aspects of the fish farming starting from the pond construction up to the harvesting of fish are discussed. The experts in the field of pisciculture made the farmers aware about different approaches, new ideas for pisciculture like the proper area where the pond will be established, maintenance of pond with regular pH and Oxygen check, inlet release timing, proper water drainage, use of fertilizer etc. In this way, the practice of organizing workshops have been successful as because these helped many farmers to strengthen their economy which indirectly is making their future generation to come up front.

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 curricula in each course have been prepared by F.M University, taking into account the current progresses in the subject in the local, regional, national and international level. Each course offered by the institution is outlined by its objective and course outcome. The total course content is blended with basic knowledge and the skill enhancement through different pedagogical discourse. The course, have both basic and applied components that are reflected in the programme outcome as well as programme specific outcomes. The programs are designed for a holistic growth of the student and to enable the student to have adaptability to the current requirements. The Institution (Rural Institute of Higher Studies (RIHS), Bhograi) ensures effective curriculum delivery by following the academic calendar provided by Department of Higher education, Govt. of Odisha and F.M. University, Balasore , Odisha . The college follows the model UG syllabus for the Undergraduate students designed and developed by the Department of Higher Education and is following strictly in the academic session 2020-21. The curriculum of Post graduate students is designed by the FM University, Balasore. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. The students are being given practical insight into the curriculum.

File Description	Documents
Upload relevant supporting document	**No File Uploaded**
Link for Additional information	http://www.rihsbhograi.org/img/Academic%20Calendar%202020-21.jpg

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

The Institution (Rural Institute of Higher Studies (RIHS),

Bhograi) ensures effective curriculum delivery by following the academic calendar provided by Department of Higher education, Govt. of Odisha and F.M. University, Balasore , Odisha . The Institution follows the model UG syllabus for the Undergraduate students designed and developed by the Department of Higher Education and is following strictly in the academic session 2020-21. The curriculum of Post graduate students is designed by the FM University, Balasore. The head of every department submits a workload statement at the beginning of every semester, over which the general time-table is prepared. Accordingly, each department prepares its own teaching plan allotting term-wise topics to be taught within the stipulated time. Through a series of interactive activities like classroom teaching, group discussions, power point presentations, quiz, debates, academic tests, etc. the students are being given practical insight into the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The periodic tutorial, class room seminar, class test, MCQ examinations are conducted in order to assess the understanding of the students. The examination results are reviewed and the weaker students are taught again in remedial classes.

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

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	B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**No File Uploaded**
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	**No File Uploaded**
Institutional data in prescribed format (Data Template)	**No File Uploaded**

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	**No File Uploaded**

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

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

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the university decides the syllabus and college has to follow it. But in this limitations college do its best for above said issues.Numbers of programs are conducted for women and girl students such as organization of folk dance competition, Self -defence programme. N.S.S. promotes environmental protection through tree plantation and other sustainable development programs. Every year, N.S.S. unit undertakes a host of activities in the nearby villages during the special camps. A relief programme intending to provide urgent subsistence to the victims by long lockdown due to Covid 19 of Bhograi block under the district of Balasore hereinafter called as "Covid19 Relief Programme 2020" was organized by RIHS Rover / Ranger Units on dtd.09/05/2020 under the leadership of Dr. Dhirendra Kumar Jena RSL, RIHS ROVER CREW, RIHS, Bhograi, Balasore.

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.	**No File Uploaded**

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

17

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	[View File](#)

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

553

File Description	Documents
Any additional information	**No File Uploaded**
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	**D. Any 1 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	Nil

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 students admitted during the year

605

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

108

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

The college functions with heterogeneous groups of students. The college has students from different backgrounds with different abilities. Hence, the institution works for the improvement of all kinds of students beginning from poor to advanced learners.

Most of the students are from rural backgrounds and many are even first generation learners. So, the diversity is well visible in the classrooms. The college tries to identify different groups of students with different needs. Accordingly, various steps are taken for further improvement of both kinds of learners. The college conducts special remedial classes for slow learners and higher exposure for next level is given to advanced learners.

However, due to the outbreak of COVID-19, the regular classes were heavily hampered. It became very difficult to identify the diversified needs of students. Attempts have been made to provide extra online classes for students with lower proficiency. Advanced learners have been encouraged to use e-resources such as e-books, e-journals, educational apps, various web writings including blogs, YouTube, podcasting and so on.

File Description	Documents
Paste 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
1803	43

File Description	Documents
Any additional information	No File Uploaded

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

The teaching-learning process is of learner-centric. Teachers play the role of facilitators in the classrooms. Teachers encourage the students to take part in various classroom activities such as experiments, group works, pair works, and role play. The students are motivated to inculcate the problem solving approach. Teaching methods are always chosen to meet the different needs of learners and the different aims of lessons or courses. Factors in deciding how to teach include the level of learners, lesson and course objectives, expectations and

resources. Efforts are given to provide well structured learning experiences to maximise learner's individual attainment. Various training programs are also organized for teaching faculties to keep themselves up to date with the new age teaching methodologies.

However, the outbreak of COVID-19 disturbed the usual curricular practices of the session 2020-21. Online teaching and learning become a preferred method. Even in virtual classroom, students become the centre of teaching and learning process. Teachers used various online tools for making the content interesting and more engaging for students. Students were also encoraged to participate and provide feedback in the various webinars conducted by the institute.

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

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

The teachers of the college utilizesICT enabled tools as classroom resources for effective teaching-learning and classroom management. Most of the departments are furnished with projectors for classroom teaching. Many departments are also equipped with computers and printers for using them in study purpose. Special training programmes were also organized in the college for utilizing online resources as learning materials. The teachers use power point presentation, online quiz, video lecture etc as ICT tools. The college has a dedicated smart classroom with all modern equipments incorporated in it. The college is also equipped with "Skill Junction" where technology is used for developing communication skills of students. Thus, the college follows ICT enabled teaching in addition to the traditional classroom education.

During the session 2020-21, the college remained mostly closed for the students. So, they were unable to access the facilities such as Skill Junction and Computer Lab. However, the online teaching-learning was encouraged and ICT enabled tools were utilized at maximum level. Online tools and resources such as computer, laptop, PPTs, e-books, e-journals, online articles,

blogs, Google Meet, Zoom, YouTube, and Podcasting have been encouraged.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

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

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
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

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
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

4

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	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

991

File Description	Documents
Any additional information	**No File Uploaded**
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.

As an affiliated college of F.M. University, Balasore, the college abides to the regulations framed by the university. However, the college takes due care for maintaining transparency in every possible way for ensuring smooth and fair conduction of internal assessments. As per the course structure and patterns of examinations, mid-semester examinations are conducted once in every paper in every semester. The assessment is done in pen-paper in certain courses. In some other courses, practical examinations are also conducted. The students of final semester are also assigned project works. However, in all such assessments, the college follows the mechanism prescribed by University under Choice Based Credit System (CBCS). Additionally, various departments of the college also conduct unit tests to

check the periodical progress of students.

However, the existing mechanism was not completely followed as online teaching-learning and evaluation were preferred. Internal assessments were continuously conducted in online mode and efforts were given to maintain transparency.

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

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

The college, in general, has a "Grievance Redressal Cell" for ensuring equality, fairness, and impartiality in the campus. This cell receives all sorts of grievances including those of assessments and examinations. Additionally, we have a dedicated "Examination Section" which deals with all sorts of grievances related to examinations. This section provides all sorts of supports to students before, during, and after examinations. On receiving any examination related grievances, they promptly deal with such issues. They consult the Principal, and concerned department or F.M. University, as the case may be, for solving the problem. Any such grievances are dealt on a priority basis ensuring that the students will not be in trouble. Efforts are also given to avoid any such issues in future.

During the session 2020-21, the usual mechanism was adapted for redressing grievances related to internal assessment. Mobile numbers and WhatsApp numbers of examination in charge were shared with the students for dealing with exam related issues. Students were added to WhatsApp Groups department-wise for easy communication. All HoDs and mentors were accessible by students over phone and WhatsApp. They can send any examination related grievances to the examination section through them.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The courses of all programmes have been designed by Higher Education Department, Govt. of Odisha as part of "Model Syllabus". The same courses have been provided by F.M. University, Balasore to the college. However, based on courses of all programmes, the college in general has prepared the programme and course outcomes. The same has already been displayed in the college website for making them accessible to all stakeholders. The outcomes are also communicated to the students and teachers.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	http://www.rihsbhograi.org/coo.php
Upload COs for all Programmes (exemplars from Glossary)	**No File Uploaded**

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

The college evaluates the programme and course outcomes continuously considering various parameters including the performance of students inside as well outside classrooms. The assigned mentors played significant roles by observing behavioural changes of learners throughout the programme. The learning outcomes are assessed by measuring the performances of unit tests, internal assessments, semester examinations. Additionally, performances of students in various extra-curricular activities such as in literary and cultural competitions, sports, NCC, NSS, YRC, Scouts & Guides, other activities are also taken into consideration while evaluating the outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

the year

534

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	No File Uploaded
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)

http://www.rihsbhograi.org/img/SSS%202020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

RIHS, Bhograi has created an ecosystem of innovations. It organizes different seminars through its departments. Every department organizes seminars each yeari.e. three class room seminars for each UG class and two general class seminar taking all the students from three classes together. For that, the departments invite speakers from the respective topic area and try to inform and orient with new ideas, concepts, inventions and innovations in the world. In 2020-21 during the pandemic period the college organized 14 International webinars on different areas on behalf of the departments and IQAC of the institution. Speakers from 12 foreign countries attended and talked online in these webinars. Further, students through their project work assignment gain knowledge on social reality and problem in the locality. At the same time students share their knowledge among the people during their project work. Additionally, the student-alumni exchange through different programmes, the students of the institute gain huge knowledge/experience from the alumini. They

grab the technique, strategies and ways to get more and more jobs in government and non-government sector and seats in different higher education institution in state and national level. Again, the students also made mask during the corona period and distributed among the public in the locality along with relief materials. In this way, the college tries to ensure ecosystem with innovations and initiatives for creation and transfer of knowledge.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

0

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)	**No File Uploaded**

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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](#)

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

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

1

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

3.4 - Extension Activities

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

Students of RIHS, Bhograi are very sensitized to the local issues. They are connected to the local issues through different

welfare activity wings like NSS, Bharat Scouts and Guides (Rover/Ranger), NCC, YRC etc.. These wings of the college are very dynamic and active in organizing social extension activities. The wings organize blood donation camp, cleanliness programme, programme to provide free education to poor children, participation in rescue, relief and service during disaster period, organization of special camp etc.. The students provided relief materials to the poor people in different gram panchayats of Bhograi and Jaleswar blocks especially during Covid-19 pandemic situation, AMPHAN cyclone and flood situation. The students under the units of Rover/Ranger also organize a state level service camp at Chandaneswar ChadakaMella each year in association with Odisha State Bharat scouts and Guides, Bhubaneswar. The students organize awareness rally in several national and international day observation like World Human Rights Day, Communal Harmony Week, World Aids Day etc. to create awareness among the people in general. The college also organizes Sun stroke awareness-cum- Jalaseva Sibira at college gate during the hot summer. Having seen all these activities, local people take interest to extend their help to further these activities and sometimes helped also. In this way the institute has been able to create a bond with the local community.

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

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

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

0

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

3.4.3 - 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

3.4.3.1 - 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

5

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

5

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

0

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	No File Uploaded

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

0

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

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 institute campus spreads over 4.5Acres of land. There are four blocks of buildings out of which three are designated as teaching blocks and one is administrative block. One separate PG building is there for PG students. The campus is occupied by three ladies hostel with 190 capacity. Besides these, it has one ladies common room, one boy's common room, and reading room for study purpose.

Classroom: To carry out the curriculum, each department has a dedicated classroom. Classrooms include projection and wi-fi capabilities. Each department must have the minimum number of classrooms, offices, and workstations for students and teachers.

The college has 14 general classrooms, 14 departmental classrooms.

Laboratory: The equipment and facilities needed by undergraduate students are available in all science disciplines. The necessary equipment, such as the spectrophotometer, pH metre, colorimeter, potentiometer, conductivity metre, optical bench, centrifuge, microtome, and laminar air flow are in different laboratories.

Computers: Each department has itsown computer with printer facilities for itsuse. A central computer lab contains 35 computers for the use of students and faculties. The computer centre also has a smart board for teaching purposes.

File Description	Documents
Upload any additional information	View File
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 institute offers a 200-seated auditorium with air conditionand an open pendal for yoga and cultural events. Every year, the institute usesthese spaces for its different events. The institute features a 500 person capacity open yoga field where anyone can practiseyoga. Every year, the institute observes Yoga Day in this area. For better health and well being of theemployees and students, it also features a gym which is equipped with gymnasium equipments and apparatus. The campus of the institute is home to a variety of sporting facilities like cricket, volleyball, kho kho, chess, carrom, table tennis etc. Students have opportunities to participate in creative writing,painting, and other activities at the college. The institute has two play grounds to conduct annual sports.

File Description	Documents
Upload any additional information	View File
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.

16

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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)

Nil

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
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)

The library at RIHS is among the top ones of F.M. University. The library's upkeep is completely automated with the "Library Automation System" by e-granthalay version 3. In addition to that, the library purchasesjournals and newspapers for the benefit of faculties and students.

New library books, journals, magazines, and other materials are displayed at libraryin the new arrivals section. Membership in the library is available to all students, faculty members, and office personnel. One reading room for students and a second

reading area with computer and internet access are also available for staffs. Due to pandemic situation, new books were not possible to purchase.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	https://eg4.nic.in/govcollege/OPAC/DLibrary.aspx

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	A. Any 4 or more 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)	No File Uploaded

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)

Nil

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

0

File Description	Documents
Any additional information	[View File](#)
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 entire campus is Wi-Fi enabled and the college website is kept updated on a regular basis. The college has aComputer Lab with35 systems. Online admission takes place under the aegis of Student's Academic Management System (SAMS) of Govt. of Odisha. The college has also to its creditone Smart class room with projector, computer and internet connection and one Language Hubwith projector, five computers and internet connection. Each science department has a computer with printer and intenetfacility for advanced learning. The college campus is under CCTV surveillance. The addministative, accounts,exam, IQAC, NCC, Scouts andGuides sectionshave computer with 200 MBPS internetspeed. There are two xerox machines; one in exam section and other is in library.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	[View File](#)
List of Computers	[View File](#)

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

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

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)

14.44

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
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.

Procedure and Policies for Maintaining and Utilizing Physical, Academic, and Support facilities

The institution takes necessary steps for maintenance of support service facility. There are different committees constituted to monitor the smooth functioning of the institute.

Laboratory

The institute has both Physical Science and Bio-science laboratories which are maintained by respective departments. Time to time, the instruments are checked and repaired by experts and technicians if require. Some instruments are under the supervision of respective companies from which they are purchased. Proper uses of laboratories are ensured by respective departments. All the laboratory facilities are made accessible to

all the students of the departments.

Library

A library committee is formed by the Principal of the institute who monitors its smooth and effective functioning. Some peons are allocated to take care of the books. The library is accessible to all the students and staff of the institution. Every year the library committee finalizes the annual budget, purchase of books, journals, newspapers, article etc. Stock verification is done regularly. After arrival of the new books, their titles are displayed on new arrival section. There is a separate reading room available for students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.rihsbhograi.org/pp.php

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

80

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
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

0

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

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	**E. none 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

0

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

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students 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	**E. None of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**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

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	**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

80

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	**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.

0

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)

Students with academic, extra-curricular and leadership excellence are elected and nominated to Student Council/Student Union. Student Council/Student Union is consisted of students representatives as members, Principal (ex-officio), advisors, President, Vice President, General Secretary, Assistant General Secretary, class representatives, Dramatic secretary, Athlete secretary, SSG Secretary, DSA Secretary, women representative etc.. The Student members are represented to different key decision making and executive bodies of the College like IQAC, dramatic society, athletic society, science society etc for enhancement of quality academic, administrative, management activity of the college. Through college union, student leaders/representatives present the problems and grievances of the students before the principal as well as other decision making and executive bodies of the college. Through dramatic and athletic bodies; they give proposals for execution by which the students achieve more and more in cultural and sports competition inside and outside the campus. Further, college union through SSG committee, BCR, GCR anti sexual harassment, Anti-ragging committees makes welfare of the students and protects their rights. Class representatives work as bridge among principal, students and H.O.Ds effectively. They help in organizing seminars, discussion in the college. They also help to observe

all the observations and celebrations along with teachers, H.O.Ds and principal. In this way, student representatives are real escalators for development of the college.

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

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

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

0

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

5.4 - Alumni Engagement

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

The college has anactive Alumni Association taking ex-students. It has grown in strength since its inception. We hold meetings with the members of the Association at regular intervals and seek their opinion and suggestions on different issues of the college for the all round growth of the Institution.

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-Our Vision is to achieve the highest standards in education by empowering our students to be self-directed life-long learners who visualize problems and situations from a different perspective, be astounding decision-makers, and find novel solutions by thinking critically, working in collaboration with others and communicating with an impactful expression; overall leading to responsible, caring, compassionate and contributing citizens working towards the progress, prosperity, and peace of the society at large.

Mission- "Vision without action is a daydream. Action without vision is a nightmare." RIHS envisages all its students to realize their true potential and prepare them to face every aspect of life by

1. Building an educational community of individual achievement and collective excellence.

2. Continuously adding value to its curriculum in order to equip them with the required Knowledge, Skills & Values and enlighten their minds and souls.

3. Carving globally awakened citizens through inquiry-based pedagogy and collaborative learning.

4. Providing exposure to latest technology and harvesting their innate talent so as to make them proficient in not only problem solving and technology but to master the talent of making technology their slave.

5. Providing them a liberal and diverse environment that nurtures creativity.

6. Providing freedom and space for individual expression enabling them to become self-reliant, self-motivated and confident human beings.

7. Promoting global-mindedness, peace, and friendship through exchange programs and interaction with organizations and universities from around the world.

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

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

RIHS, Bhograi has been flourished by the witty and dynamic leadership of the Governing Body of the institution which has been constituted in accordance with the guidelines of the government of Odisha. As per the Odisha Education Act 1969, there is Chairman of the Governing Body who is highest decision making authority. Further, the principal-cum-Secretary as the chief executive of the governing body manages everything in the college in consultation with governing body. But, practically for convenience of smooth functioning of the college Principal manages everything. Principal through his deep insight constituted Staff Council which is formed taking HODs of all the 14 UG departments and 2 PG departments. Staff Council manages all the academic affairs by which quality academic atmosphere is guaranteed. Further, expecting rigorous academic exercises the principal assigned a faculty member as Academic Bursar who takes care of the academic activity. Further, the principal assigned a faculty member as Administrative Bursar expecting to have a strong and well managed administrative background of the college. Head clerk of the college works in consultation with Administrative Bursar. A faculty member is assigned as Account

Bursar to look after the financial affairs of the college in consultation with the principal.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Aligning itself with the objective of the state to ensure education for all, RIHS, Bhograistrives to integrate the objective into its culture and its decision-making processes. For this it has been popularised, well known and reputed educational institution in Odisha. Every yeararound 10000 applications are received for admission into the various programmers of RIHS. Therefore admissions at RIHS is a matter of the highest priority. To explore all options and possibilities for fulfilling student expectations, the admissions process, which is completely online, is coordinated by Admission Committeesupported by the Advisory Committee, the Prospectus Committee, the Technical team etc.. The Admission Committee lays out the action plan, on the advice of the Principal and organizes the workflow among the various units, ensures adequate staffing for timely execution of the plan, and acquires due budgetary support for the entire admission process, from the issuing of advertisements in the public domain to the assigning of subjects to the candidates based on merit.

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

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.

Academic and Administrative governance of RIHS, Bhograi is regulated under the provision of Odisha Education Act 1969, it amendments and The Odisha Education (Establishment, Recognition

and Management of Private Colleges) Amendment Rules, 2020. The finance management of the RIHS is governed by the Odisha Non-Govt. College Accounts Manual as amended from time to time. The appointment to the teaching post are done by Governing Body under the recommendation of government of Odisha, Also, State Selection Board of Government of Odisha recommends for the appointment of teachers in RIHS, Bhograi. The appointment to the non-teaching posts are done by the Management/Governing body and Government. The service procedures, service rules, terms and conditions of service and the benefits are governed by the concerned laws. . The Governing Body of the college plans for infrastructure development considering the proposal of IQAC and other keys committees for quality education in the campus. Even, in 2020-21 session, the college followed the Covid 19 guideline in executing every activity.

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 inter faces	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

Each teaching faculty of the RIHS College submits the annual performance report in the PBAS (Performance Based Appraisal System) format as recommended by the Govt. in its regulation on "Minimum qualification for Appointment of Teachers and other Academic Staff in Colleges and Measures for the Maintenance of Standards in Higher Education" as amended from time to time. All information on the academic, research, and administrative achievements of a faculty are mentioned in the report and the same are compiled for publication of the annual report. The RIHS College maintains the confidential record of each employee and the service books are updated as and when required. The RIHS College employees enjoy all the leave and service benefits as well as the welfare measures as reflected in the Odisha Non-Govt. College Act and Statute.

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

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	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

2

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)	View File

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

0

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

The institution follows the guidelines of the governemnt of Odisha so far performance appraisal of the teaching and non teaching staff. The teaching and non teaching staffs submittheir performance appraisal report(PAR) details on HRMS website. The

head of the institution also makes the Annual Confidential Report of each employee considering their exellenceis, experiences and contributions.

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

An internal audit committee with 3 mebers has been constituted by the principal -cum- secretary of the institution in order to exercise the internal control on day to day financial transation of the institution.Further, an accountant has been assined to record the day to day financial transaction of the college and afaculty member in the name of Account Bursar has been assigned to verify the financial transation to make the records error free.External audit is conducted as per the state government guideliines through Chartted Firm as selected by the Government ofOdisha in the financial year 2020-21. The comncerned charted firm gives the report to the district local fund audit for its approval.

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

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

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

0

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 principal of the institution has constituted different committees with certain faculties like construction committee, internal audit committee, purchase commiittee etc in order to make proper mobilisation and utilisation of resorces which is available from the stake holders of the institution. With the help of said committees different strategies are adopted as follows:

1. Organising different student welfare programme through NSS, YRC, Scouts and Guides, NCC etc..

2. Provision to help poor students through SSG.

3. Purchase of books(texbooks and refernce books), journals, magazines, newspapers,ILMS software (e-granthalaya) for the benefit of the students.

4. Utilization of funds for new construction, renovation of infrastructure, colouring etc..

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

TheInternal Quality Assurance Cell (IQAC) of the college has incessantly tried to contribute by chalking out innovative

stategies, plans and their execution in consultation with principal as below:

1. It chalks out plans for the academic development of the students and teachers.

2. It arranged different programme for enhancement of knowledge of the teachers. On dtd. 17.8.2020 it organised a programme on "Intellectual Property Rights" for the teachers.

3. It also organises the programmes in collaboration with Career Counselling Cell and other departments.

4. It organised quality enhancement programme for non teaching staffs. On 16.10.2020 it organised a programme on "Record Keeping" for non-teaching staffs.

5. It planned and organised numbers of International webinars during the year in collaboration with departments of the college in the month of september.

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

During the academic year 2020-21, in spite of Covid 19 pandemic, the college continued providing education through online. The IQAC organised many international webinar in assiciation with various departments. It has also made student satisfaction survey on behalf of the college. Further, it had collected, analysed and suggested for plans, stategies and course of action to improve the quality delivery of quality education to the students in the next academic session.

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)	D. Any 1 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

Rural Institute of Higher Studies, Bhograi is proactive in promoting gender equity in the college campus. Several gender equity issues like Self Defence Programme for girls, celebration of International Women's Day, Webinars on gender issues were under taken by this institution. This institution has shown zero tolerance while dealing with women centric issues. As a result, this college has witnessed the number of girl students are increasing in every session compared to the previous session. The ratio of boy and girl is 849:898 respectively in the current session. It shows that this college produces safest measures to

create awareness of gender equity among students, teachingand non-teaching staffs of this college. Sexual harassment Cell is active which acts to resolve issues whenever it arises and also organises awareness programmes on the issue of gender equity.

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

C. Any 2 of the above

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

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

The management of garbage in an environmentally sustainable manner is very important to this institution. It promotes resource preservation, particularly of natural resources, in order to produce the least amount of waste possible and to control it from creation through disposal. E-waste, liquid garbage, and solid waste are all separated out.

Management of solid waste

The institution has undertaken a number of significant waste management efforts. To lessen the negative effects of waste on health, the environment, or the aesthetics of specific areas adjacent to the college campus, daily waste is collected in

dustbins and then separated into different types of bio and non-biodegradable waste.

Liquid waste management:

The wasteliquidis collected through the water disposal line to the main disposal line and is finally disposed into soak pits.

The college adheres to a strict protocol of liquid waste disposal in its laboratories. Any glassware used in the laboratory is rinsed with minimum water and the effluent is placed in the liquid waste container.

e-Waste Management:

The old computers are upgraded to make them operational and are used for providing training to the employees. And the rest unusable e-waste is kept in a distant store room and finally delivered to concerned agency.

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

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:	A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	**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	**A. Any 4 or all of the above**

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

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

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

The college has dramatic society and it keeps on organizing several cultural activities to promote cultural harmony among the students who hail from different cultural, regional, linguistic, communal and socio-economicbackground. The dramatic societyhas undertaken activities related to music, dance, fine arts and literature. The college auditorium is the place where all the activities are conducted/displayed.

Despite having all such facilities, no such activitywas conducted in the session 2020-21 because of the outbreak of COVID-19. The college remained closed for students throughout the session as per the instructions given by Govt. of India as a whole and Govt. of Odisha in particular.

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

College raises awareness of Constitutional obligations through banners and posters among its students and staff. Additionally, it honours the swearing-in event fto abide to the constitution on November 26th, on the occasion ofConstitution Day. The institution also observes "Vigilance Awareness Week" every year from 27th October to 2nd November . Differents programmes are organised to create asense of responsibility towards constitutional values, rights, duties and responsibility. However, no such physical activities were conducted in the session 2020-21 because of the outbreak of COVID-19.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

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	A. All 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 celebrates national and international commemorative days, events, and festivals each year. An event like Teachers Day (5th September) is celebrated at the departmental level whereas some events are celebrated at the level of the college. NSS wings of this institution organises, 'International Women's Day which is celebrated each year on 8th March. Besides these days, the college celebrates the following days each year as per the scheduled calendar:

Republic Day (26th January)

Utkal Divas (01April)

International Labour Day (01 May)

International Yoga Day (21 June)

Independence Day (15th August)

International Literacy Day (08 September)

Gandhi Jayanti (02nd October)

National Unity Day (31st October)

Vigilance Awareness Week (27th October to 02 October)

National Education Day (11th November)

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 I:Providing Education to the Underprivileged Students in the locality.

Context:According to a report from international monetary fund, the extreme poverty in India getting reduced from 22.5% in 2011 to 10.2% in 2019. The main problem of the poverty is the education, i.e. the people living under poverty cannot afford proper education due to lack of money or lack of resource.

The Practice:II

- **This practice upgrades students in every aspects of education who comes under the poverty lines.**
- **The student who cannot afford the schooling fees getting benefited by this practice.**
- **This practice reforms the student teacher relationship.**

The student educators explore new talents from different corners of this area by this practice.

Best Practice: II

Title:Collaboration of Alumni in Student Development

Context:There is a need to make students sensitive towards new career trends in the job market. New skill-grounded courses that can produce better job openings for undergraduate students.

Practice: Regular meetings are arranged between the alumni and the staff council in successive intervals. Alumni are involved in the planning for quality academic enhancement, sustainable knowledge sharing, finance generation etc..

File Description	Documents
Best practices in the Institutional website	http://www.rihsbhograi.org/img/Best%20Practices%202020-21.pdf
Any other relevant information	**Nil**

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

INSTITUTIONAL DISTINCTIVENESS

Workshops for the Pisciculture

Bhograi block is reputed for Dhaana (Rice), Paan (Betel leaf) and Mina (Fish) in the state of Odisha. About 99% of the people have pond in their native. They have meager knowledge and experience on the actual process of pisciculture. Hence they get less production from the pisciculture. Different species of fishes are abundant in the ponds like Perch, Freshwater Murrel, Catfish and Tengra etc. The workshop conducted in the institute in collaboration with the experts and the farmers helped them who are naive to the area of fish farming. In the workshop, different aspects of the fish farming starting from the pond construction up to the harvesting of fish are discussed. The experts in the field of pisciculture made the farmers aware about different approaches, new ideas for pisciculture like the proper area where the pond will be established, maintenance of pond with regular pH and Oxygen check, inlet release timing, proper water drainage, use of fertilizer etc. In this way, the practice of organizing workshops have been successful as because these helped many farmers to strengthen their economy which indirectly is making their future generation to come up front.

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. The remaining departments will be provided with projectors.

2. Gymnasium of the institute will be equipped with more instruments.

3. Campus map and signboards at different places in the campus will be displayed.

4. Wi-fi connections in all the class rooms will be ensured.

5. Steps for installation of E-Granthalaya version 4.0 (Cloud web hoisting of library) will be taken.