



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	CHARAMPA MAHAVIDYALAYA
Name of the head of the Institution	SRI BRAJA KISHORE BAL
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06784230679
Mobile no.	8917683061
Registered Email	cmviqac20@gmail.com
Alternate Email	charampacollege@gmail.com
Address	ASURA
City/Town	CHARAMPA
State/UT	Orissa
Pincode	756101

2. Institutional Status

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	SRI HEMANTA KUMAR NAYAK
Phone no/Alternate Phone no.	06784230679
Mobile no.	7008872066
Registered Email	cmviqac20@gmail.com
Alternate Email	charampacollege@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://charampacollege.in/cms/documents/UNR636764_AQAR%202018-19%20Submitted.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	https://charampacollege.in/cms/documents/AR320978_2019-20C.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.60	2009	29-Jan-2009	28-Jan-2014

6. Date of Establishment of IQAC	21-Jun-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular Meeting of IQAC and implementation of the	13-Jul-2019 1	7

resolutions adopted		
Regular Meeting of IQAC and implementation of the resolutions adopted	26-Oct-2010 1	7
Regular Meeting of IQAC and implementation of the resolutions adopted	24-Jan-2020 1	6
Regular Meeting of IQAC and implementation of the resolutions adopted	04-Nov-2020 1	8
Feedbacks from stakeholders collected, analysed & used for improvement	28-Feb-2020 1	200
Academic Audit my IQAC Members	28-Feb-2020 1	6
Participation in AISHE	11-Jun-2020 1	1

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	Infrastructure	Higher Education Deptt.	2019 365	1000000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View Uploaded File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Celebration of Van Mahotsav Week and Awareness for Tree Plantation Observation of International Women's Day and peace rally. Beautification of the adopted village, awareness for cleanliness. Digital Literacy and online banking awareness programme for the community Observation of World Aids Day Blood Donation Camp Career Counseling Programme Winter Camp in the adopted village

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

Plan of Action	Achivements/Outcomes
Observation of all important days like National Festivals, Cultural Festivals, Constitution Day, International Women's Day, World Aids Day etc.	Celebrating days like cultural festivals, international days, and heritage events fosters cultural awareness and appreciation among students and staff. It provides a platform for showcasing and learning about diverse cultures.
Plastic Ban Awareness Programme	It led to reduced plastic usage and increased understanding of the environmental impact of plastic pollution among participants.
Extra mural talks and awareness programmes	Students and staff are made aware of the importance of different social issues and solutions.
Cleanliness Drive	Students' participations in the beautification of campus.
Active Citizenship programme	Students' awareness for electoral system
Digital Literacy and online banking Programme for communities	The villagers & Communities have knowledge of using different digital platforms and use of online banking apps
Awareness Programme on Odisha Rights to Public Service Act-2012	Participants got to know how then can get quick service from all public departments.
Blood Donation Camp by YRC	The blood donation camp successfully collected a significant amount of life saving blood units to support those in need.
NSS Special Winter Camp	The special NSS camp resulted in improvising the mind set of villagers and increased awareness of social issues among participants and local community.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <tr> <td>Name of Statutory Body</td> <td>Meeting Date</td> </tr> <tr> <td>Staff Council</td> <td>25-Sep-2023</td> </tr> </table>		Name of Statutory Body	Meeting Date	Staff Council	25-Sep-2023
Name of Statutory Body	Meeting Date				
Staff Council	25-Sep-2023				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	11-Jun-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has a manifold Management Information System of Higher Education Department like SAMS, HRMS, PIMS, IFMS for enhancing efficiency, data management, decisionmaking and overall academic, financial and administrative processes. Going to the details SAMS centralises student data including enrolment, category, Student ID other information making it easier to track and manage students' records. It streamlines the admission process allowing the institution to efficiently process applications, communicate with stakeholders and manage admission data, form fillup, issue of CLC etc. HRMS maintains records of staff members including personal details, employment history, payroll information, leave records performance evaluations. Personal Information Management System is meant for transfer process of employees. IFMS handles financial transactions, for smooth conduct of all financial issues like salary bills, arrear bills other staff payments.</p>				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution has qualified teachers who prepare their lesson plans according to the curriculum designed for students of different programmes by affiliating university. Lesson plans are verified by the Academic Bursar and after his approval teachers impart the lesson keeping in their mind students' interests, needs, and learning experiences. Lectures, group-discussions, monthly seminars, proctorial classes for slow learners, unit tests to assess students' progress are different strategies adopted by teachers for delivery of curriculum and all records are maintained and documented properly. Students are provided with study materials, hand-outs, for further assistance. Internal of Mid-term Exams are held for each semester.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Economics, English, History, Odia, Political Science, Psychology, Sociology, Urdu	18/06/2019
BSc	Botany, Chemistry, Mathematics', Physics, Zoology	18/06/2019
BCom	Commerce	18/06/2019

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

	Certificate	Diploma Course
Number of Students	387	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Sociology	18/06/2019	40
Communicative English (Skill Enhancement Course)	18/06/2019	200
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
Our institution regularly collects feedbacks from various stakeholders. Online feedback forms for different stakeholders are circulated through Google Forms among students, teachers and parents basing on quality of teaching, teachers' performance, curriculum delivery, infrastructure, and quality development inviting suggestions for overall development. In IQAC Meeting these feedbacks are analysed and steps are taken accordingly.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Economics, English, History, Odia, Political Science, Psychology, Sociology, Urdu	256	288	236
BSc	Botany, Chemistry, Mathematics', Physics, Zoology	128	159	102
BCom	Commerce	64	76	49
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution	Number of fulltime teachers available in the institution	Number of teachers teaching both UG and PG courses

			teaching only UG courses	teaching only PG courses	
2019	1146	0	25	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
29	10	10	10	0	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

1. Mentoring system is carried on through interaction between faculties and students during proctorial classes taken from time to time. 2. Personal motivation by the teachers is also provided when necessary. 3. Career counselling programme are held by various private organizations and necessary guidance is given to the students regarding career opportunities available for students of different streams.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1146	25	1:46

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
33	25	8	0	9

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BA	Economics, English, History, Odia, Political Science,	Final University Exam 2019	23/09/2020	21/10/2020

	Psychology, Sociology Urdu			
BSc	Physics, Chemistry, Mathematics, Botany, Zoology	Final University Exam 2019	23/09/2020	21/10/2020
BCom	Commerce	Final University Exam 2019	23/09/2020	21/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Monthly unit tests are conducted by teachers of each department for improvement of students' standard and preparing them for the semester examination. The area of weakness is found and remedial classes and proctorial classes are held to improve their quality of learning. Besides, the internal assessment exam is held before each semester. Preparation of the students for unit tests and internal exams help them in improving their inherent capacity to learn. Further on the spot quiz on their subjects taught are held to gear up the students for improving their learning experience. Monthly departmental seminars and webinars are conducted for better learning outcome. Online Classes taken during Covid-19 Pandemic lockdown period.

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

The academic calendar is prepared by one of the senior members/teachers of IQAC just before the beginning of the current academic session and placed before IQAC Meeting for discussion and approval. This calendar is prepared adhering to admission, examination, cultural programmes, seminars and sports events of the institutions aligned with the academic calendar of Higher Education Department of Odisha.

2.6 – Student Performance and Learning Outcomes

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

https://charampacollege.in/cms/documents/AR622988_Course%20Coutcum-2017-18.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
U.G.	BA	Economics, English, History, Odia, Political Science, Psychology, Sociology Urdu	173	141	81.50
UG	BSc	Physics, Chemistry, Mathematics,	100	73	73.00

		Botany, Zoology			
UG	BCom	Commerce	47	28	60.00
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2.7 – Student Satisfaction Survey

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

https://charampacollege.in/cms/documents/UNR905322_STUDENTSATISFACTIONSURVEYREPORT201718.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

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

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

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

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

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

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

Type	Department	Number of Publication	Average Impact Factor (if any)

No Data Entered/Not Applicable !!!

No file uploaded.

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

Department	Number of Publication
Books Odia	2
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	10	11	0
Presented papers	1	1	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation Camp	YRC Unit in collaboration Blood Bank, Bhadrak District Headquarters Hospital	10	70
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students
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			Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
International Yoga Day	NSS	Youth State Culture Department, Bhadrak	2	20
Van Mahotsav week	NSS	Tree Plantation	10	50
Debate Competition on the Eve of World Aids Day	YRC	Debate competition	10	16
World Aids Day	YRC	Aids awareness rally to nearby villages and programme at District Head Quarters Hospital	10	50
Blood Donation Awareness Programme	YRC and Rovers Rangers	Awareness and sensitisation Programme for Blood Donation Camp	10	100
Blood Donation Camp	YRC and Rovers and Rangers	Blood Donation	10	52
Gender Issue	NSS	Seminar organized and extra mural talk given	20	50
Celebration of Flag Week	NSS	Collecting funds for orphan children, victims of natural calamities sent to NFCHOC, New Delhi	30	100
Special Winter Camp	NSS	Sanitisation programme, beautification of village road, awareness	10	150

		programme among villagers for use of toilets, personality development and skill enhancement programme, tree plantation. School dropout students survey.		
Celebration of International Women's Day	NSS	Awareness seminar, rally. Volunteers participated in a discussion programme organised by District culture department	2	100
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Existing	39	14	1	1	0	13	12	50	0
Added	10	0	0	0	0	0	0	0	0
Total	49	14	1	1	0	13	12	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3076684	3002367	1162336	1201917

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

College has appropriate and sufficient infrastructure in the physical, academic and support facilities for the students the laboratories for science departments which are furnished and maintained by utilizing the college fund and funds received from state govt. There are sufficient computers to serve the purpose of the students. A guest faculty in IT helps the students in gaining computer knowledge. A register is maintained in this regard the college library has adequate number books which are issued to the students through their library cards. Each department has their own seminar library from where honours students borrow books. College has a large play ground with facilities for students to engage themselves in sports activities. In boys' and Girls' Common rooms there are indoor games facilities. There is PET to guide the students for games and sports. The college has gym for both students and staffs to improve their physical fitness. Staff members are assigned with responsibilities to maintain the assets in their charge.

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Post-Matric Scholarship	338	1465900
b) International	0	0	0

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

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Yoga	21/06/2019	100	Culture Department, Bhadrak District
Awareness Programme on SDP/FDP	10/12/2019	78	Bharatiya Bidya Bhavan

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Indian Air Force Recruitment Programme (Career Counselling)	0	0	0	0
2019	Career Counselling Programme by Centurion University	0	0	0	0

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

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

No Data Entered/Not Applicable !!!

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

Year	Number of	Programme	Depratment	Name of	Name of
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	students enrolling into higher education	graduated from	graduated from	institution joined	programme admitted to
2019	4	BA	Economics	Bhadrak Autonomous College, Fakir Mohan University, NIT Rourkela	M.A, Certificate Course in Development Studies
2019	2	B.A	Political Science	Fakir Mohan University, North Odisha University	M.A, B.Ed.
2019	7	B.A	Sociology	Ravenshaw University, Fakir Mohan University, Kamala Nehru Women's College	M.A
2019	1	B.SC	Chemistry	Utkal University, BBSR	M.SC
2019	1	B.SC	Botany	Mahatma Gandhi Central University, Bihar	M.SC
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Debate Competition (English/Odia)	Institutional	31
Annual Athletic Meet and Sports	Institutional	194
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5.3 – Student Participation and Activities

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

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

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

No Data Entered/Not Applicable !!!

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

110

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

02

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college administration has its decentralization of policy making, planning and development. The Governing Body takes the charge of infrastructure development and financial matters. Different developmental policies are decided in the GB meetings and then implemented in the college. Principal of the institution decentralizes responsibilities by dividing them among all faculty members and non-teaching staff according to their knowledge and expertise. Taking into consideration the availability of funds the principal carries out various activities which fulfill the vision and the mission of the institution. The institution tries its best to manage the developmental works with the feedbacks taken from all stakeholders.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum has been planned and designed by Fakir Mohan University for each department. Accordingly the faculty members prepare their lesson plans and impart teaching and learning. Progress of the students and the syllabus is recorded in the progress register. Group discussions, unit tests, Power point presentations and other teaching methods are adopted for delivery of curriculum.

Teaching and Learning	<p>The institution has highly qualified teachers who give the best of their knowledge and expertise for dissemination of teaching and learning process. Besides regular classes they take proctorial classes for slow learners, group discussions for better understanding and monthly and annual seminars to facilitate better learning experience to students.</p>
Examination and Evaluation	<p>There are two main types of examinations like mid-semester exams and end-semester exams for all U.G. students. Mid-semester exams are held in each paper for 20 marks whereas the end-semester exams for all theory papers are held in 80 marks. A student has to appear in 6 numbers of semesters till the completion of course. After each end semester exam central evaluation is conducted by the University. Practical exams are conducted at college level with external examiners assigned by University. Other than that at college level there are unit tests which are conducted by faculty members for their respective departments. Result of each end semester exam is published by University after 45 - 60 days of the last paper exam.</p>
Research and Development	<p>Project papers are submitted by students for DSE-II in the final University Exam.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>The institution has a central library for students and faculty members which is well maintained and there are more than 10000 books in the library. Each department has their own seminar library which comprises of both text and reference books. There is a Xerox and Scanning machine in the library for students to take printout or Xerox copies of teaching materials. There are some journals Magazines for students to read at leisure. Both English Odia newspapers are there in the library for students. The class rooms are under C.C.TV. surveillance. The college has an extensive campus area of 41.96acres which contains a large water body. There is a sprawling playground for the physical activities of students. There is also a Gym in the sports room for the students and staff. Each department is provided with the departmental room along with necessary furniture. Also</p>

	there is a computer HUB for students and faculty members. Each department is provided with a desktop for the departmental use. There are different practical laboratories for those departments which has a practical subject.
Human Resource Management	The institution manages its human resources in an amiable atmosphere with proper understanding, co-operation. For every institutional work a team is developed and responsibilities handed over which are carried properly and smoothly by the respective team. Students, teachers, parents, non-teaching staffs, and alumni are the human resources of the institutions. For every important work their suggestions and active cooperation are invited.
Admission of Students	Students admission process is conducted in online mode by Students Academic Management System (SAMS). The data base of students is preserved in the data base of SAMS portal. The admission process is fare and transparent.

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

E-governance area	Details
Planning and Development	In the beginning of each academic session proper planning is made by the principal and Governing Body for development of the institution.
Administration	The principal is the administrative head of the college who is supported by Administrative Bursar, Academic Bursar, Account Bursar other officers in charge of different sections and committees.
Finance and Accounts	The college accounts are connected to the IFMS HRMS. Salary and other bills of the employees are transferred to their respective bank accounts. Salary bills are submitted to District Treasury Office through IFMS.
Student Admission and Support	The admission process of the students is done through SAMS. It is a comprehensive procedure which continues in the beginning of each session. Merit list of students is also prepared by SAMS.
Examination	The conduct semester based exam pattern. There are six mid-semester and six end-semester exams within an academic year. The mid-semester exams

are conducted at college level whereas the University provides question papers for all end-semester exams.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Study leave for undergoing Ph.D. 2. Duty leave for attending seminar, conference, and refresher courses. 3. Maternity Leave. 4. Paternity Leave 5. Medical Leave 6. Teacher Welfare Fund	1. Maternity Leave. 2. Paternity Leave 3. Rehabilitation Assistance Scheme for group C D employee. 4. Non-teaching Welfare Fund	1. Social Service Guild 2. National Scholarship, 3. Post-Matric Scholarship

6.4 – Financial Management and Resource Mobilization

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

The institution conducts internal and external financial audits regularly. The internal audit is conducted by the account section of the college while the external audit is conducted by Local Fund Audit every year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	RDE, Balasore, District Level Consultant, Bhadrak	Yes	Internal Academic Audit Cell
Administrative	Yes	RDE, Balasore	Yes	Principal Accounts Bursar

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

1. Parent teachers meeting are held and suggestions received 2. The suggestions are used for improvement of teaching learning other developmental work. 3. Parents are given progress report of the students.

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

1. Basic computer training is given to support staff. 2. Yoga is taught to the staff members 3. Gym is there in the institution for the fitness of the staff members

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

1. Construction of new building 2. Renovation of old classrooms 3. More toilets are constructed. 4. More learning equipment purchased

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
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2019	Yoga	21/06/2019	21/06/2019	21/06/2019	100
2019	Career Counselling by Centurion University	26/11/2019	26/11/2019	26/11/2019	50
2019	Gender Issue	08/03/2019	08/03/2019	08/03/2021	50
2019	Indian Air Force recruitment Programme	19/09/2019	19/09/2019	19/09/2019	50
Nill	Digital Literacy Programme and online banking awareness	30/09/2019	30/09/2019	30/09/2019	100
2019	Plastic Ban Awareness Programme	18/09/2019	18/09/2019	18/09/2019	100
2019	Providing support to a student for Guinness World Record Official Attempt for smallest vacuum cleaner	24/10/2019	24/10/2019	24/10/2019	150
2019	Blood Donation Camp	11/12/2019	11/12/2019	11/12/2019	100
2019	Special Winter Camp in adopted village	24/12/2019	24/12/2019	24/12/2019	150
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Save Girl Child	09/08/2019	09/08/2019	30	20
International Women's Day	08/03/2019	08/03/2019	40	20

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

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

1. Use of LED Bulbs 2. Diesel Generator as alternative power supply

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	02/10/2019	01	Digital Literacy and online banking awareness programme	Digital empowerment to villagers	75
2019	1	1	04/12/2019	01	Special Winter Camp in the adopted village	Different types of awareness programme, faculty development programme organized for the benefit of community	260
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2019	21/06/2019	50
National Youth Day	12/01/2020	19/01/2020	100

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

1. Tree plantation
2. Waste management
3. Regular campus cleaning programme
4. Plastic ban awareness programme
5. putting out more dustbins for use

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Institutional Best Practice: 1. Charampa Mahavidyalaya is a rural based college dedicated to imparting quality education to rural students along with creating awareness in communities. Digital literacy and online banking are two most necessary modern facilities the rural community is unaware of. A Digital Literacy and Online Banking Awareness Programme is designed to educate individuals and communities about the use of digital technologies and online banking services. Such a programme can have several objectives, benefits for communities, and outcomes: Objectives: 1. Promote Digital Literacy: To enhance participants understanding of digital technologies, including computers, smartphones, and the internet, and improve their ability to use these tools effectively. 2. Increase Online Banking Awareness: To educate individuals about the benefits and risks of online banking and encourage them to use online banking services safely. 3. Improve Financial Literacy: To provide participants with the knowledge and skills needed to manage their finances effectively, including budgeting, saving, and investing. 4. Enhance Cybersecurity Awareness: To educate participants about online security best practices, such as strong password management, recognizing phishing attempts, and protecting personal information. 5. Bridge the Digital Divide: To reduce the digital divide by ensuring that underserved communities have access to digital resources and skills. 6. Empower Economic Inclusion: To enable individuals to access and benefit from the convenience and opportunities offered by online banking, particularly for those who may have limited access to traditional banking services. Benefits for Communities: 1. Financial Inclusion: The program can help individuals who may have limited access to physical banks or face mobility challenges to access financial services conveniently. 2. Empowerment: It empowers individuals with the skills and knowledge to manage their finances independently, promoting financial stability. 3. Reduced Fraud: Educating participants about online security can reduce the risk of online fraud and cybercrimes within the community. 4. Employability: Digital literacy skills can improve employment prospects as many jobs now require basic computer skills. 5. Community Development: Increased financial literacy and access to online banking can contribute to economic growth within the community. 6. Social Inclusion: Bridging the digital divide and providing digital literacy can help marginalized groups participate more fully in society. Outcomes: 1. Increased Digital Literacy: Participants will gain confidence in using digital devices and navigating the internet. 2. Online Banking Adoption: More community members will start using online banking services, leading to increased financial inclusion. 3. Improved Financial Management: Participants will develop better financial management skills, leading to reduced debt and increased savings. 4. Enhanced Cybersecurity: Participants will be better equipped to protect themselves from online threats, reducing the risk of financial loss. 5. Community Empowerment: The program can lead to a more informed and empowered community that can make better financial decisions. 6. Economic Growth: As more community members engage in online banking and financial activities, it can contribute to local economic development. 7. Reduced Reliance on Traditional Banking: As digital banking becomes more accessible, some individuals may reduce their reliance on costly traditional banking services, potentially saving money. 8. Job Opportunities: Participants with improved digital literacy may have better access to online job opportunities and remote work. In

conclusion, a Digital Literacy and Online Banking Awareness Program has the potential to empower individuals and communities by providing them with essential digital skills and financial knowledge. The outcomes can lead to increased financial inclusion, reduced fraud, and improved economic prospects for the community as a whole.

2. Community Service During Kalipuja Festival

Charampa, in Bhadrak district, is famous for Kalipuja festival. During this festival thousands of people come here to enjoy the festive occasion which continues for 7 days. Hundreds of stalls are installed with varieties of merchandise and there is rush and crowd. During this time NSS unit of our institution extends invaluable service in the following manner:

Health Camps: NSS volunteers set up health check-up camps, distribute hygiene kits, and provide basic medical assistance to fair attendees.

Environmental Initiatives: They promote eco-friendly agement: NSS volunteers assist in managing traffic and parking to ensure the safety and smooth flow of vehicles by creating human chain.

Educational Booths: They set up educational booths on topics like health awareness, environmental conservation,

Community Engagement: They engage with fairgoers to raise awareness about social issues, government schemes, and community development programmes.

First Aid: They provide first aid services in case of emergencies or accidents during the fair.

Cleanliness Drives: Organizing cleanliness drives to maintain the fairgrounds and surrounding areas.

Support for Special Needs: Ensuring accessibility and assistance for fair attendees with special needs.

Security and Crowd Control: Assisting in maintaining order and security during the event.

These are just a few examples of how NSS volunteers of the institution are contributing to the success and positive impact of this popular cultural fair.

practices by organizing waste management at the fair.

Traffic Man

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

https://charampacollege.in/cms/documents/AR861019_Best%20Practics.pdf

7.3 – Institutional Distinctiveness

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

The Institution has created its own distinctiveness through a unique way of educating the students by developing a coin collection drive. Creating a coin gallery is an engaging way to educate students about history, economics, and culture. There is a collection of variety of coins from different time periods and regions, providing opportunities for hands-on learning and discussions about monetary systems, historical events, and artistry. This interactive approach makes learning more enjoyable and memorable for students. It starts with collecting a diverse range of coins from different countries and time periods. The department of English has developed this unique, distinctive means of educating students by acquiring coins over the years, from various sources. Research has been made to gather information about each coin in the collection. This includes historical context, cultural significance, and any unique features. This will be essential for providing educational content. Presently the coins are kept in coin albums and shown to the students regularly to gain knowledge. A gallery will soon be created for display with security provisions. Students are made to know the details such as the coins history, the era it comes from, and its artistic or cultural significance. This unique move enhances the educational experience by offering interactive activities. For example, students are having coin puzzles, giving the feedback about their experience of knowing the development of coins which belong to pre-independence era. This coin collection activity is certainly a valuable educational resource for the institution.

Provide the weblink of the institution

<https://charampacollege.in/>

8.Future Plans of Actions for Next Academic Year

1. Career Counselling to be conducted. 2. Extra mural lesions to be given. 3. Library Automation to start. 4. Inter-disciplinary seminars to be conducted 5. Continuous Yoga Classes to be held. 6. Online seminars/ webinars to be conducted