YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution	Karanjia Autonomous College, Karanjia
• Name of the Head of the institution	Bhagirathi Prusty
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	06796220236
• Alternate phone No.	06796220270
• Mobile No. (Principal)	9437143649
• Registered e-mail ID (Principal)	karanjiacollege@gmail.com
• Address	At/Po- Karanjia, Dist-Mayurbhanj, Odisha
• City/Town	Karanjia
• State/UT	Odisha
• Pin Code	757037

2.Institutional status

• Autonomous Status (Provide the date of conferment of Autonomy)	03/11/2011
• Type of Institution	Co-education
• Location	Semi-Urban

- Financial Status   **Grants-in aid**

- Name of the IQAC Co-ordinator/Director   **Manoj Kumar Sahoo**

- Phone No.   **06796220236**

- Mobile No: **9438249491**

- IQAC e-mail ID   **karanjiacollege@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/AQAR-2019-20-21.02.2023.pdf

4.Was the Academic Calendar prepared for that year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/23122021/Common_Academic_Calendar_2020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.05**	**2009**	**15/06/2009**	**14/06/2014**
Cycle 2	**B**	**2.13**	**2016**	**19/01/2016**	**18/01/2021**

6.Date of Establishment of IQAC   **18/06/2009**

7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Karanjia Autonomous College, Karanjia, Dist-Mayurbhanj	**OHEPEE**	**World Bank**	**23/03/2018**	**59700000**

8.Provide details regarding the composition of the IQAC:

- Upload the latest notification regarding the composition of the IQAC by the HEI

[View File](#)

9.No. of IQAC meetings held during the year   03

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website?   **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report   No File Uploaded

10.Did IQAC receive funding from any 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)

1. Stress Management Training. 2. Blood Donation camp. 3. A Workshop on Professional Ethics. 4. A Training on Disaster Management.

12.Plan of action chalked out by IQAC at 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
Organising Career Counselling Programme.	02 Nos. Career Counselling Programme were organised to guide the students for their career journey.
Student-faculty satisfaction survey.	Student-faculty satisfaction survey was conducted through online and submitted before the Higher education dept. Govt. of Odisha for review and report.
Organising regular National & In house Seminars through hybrid mode i.e. physical and webinar mode .	03 Nos. of Webinars were conducted by the various depts. and large nos. of faculty members were participated in different National & International Webinars on Virtual mode.

13.Was the AQAR placed before the statutory body?   Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body, Karanjia Autonomous College, Karanjia.	30/03/2022

14.Was the institutional data submitted to AISHE ?   Yes

- Year

Part A

Data of the Institution

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• Type of Institution	Co-education
• Location	Semi-Urban
• Financial Status	Grants-in aid
• Name of the IQAC Co-ordinator/Director	Manoj Kumar Sahoo

• Phone No.	**06796220236**
• Mobile No:	**9438249491**
• IQAC e-mail ID	**karanjiacollege@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/AQAR-2019-20-21.02.2023.pdf**
4.Was the Academic Calendar prepared for that year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/23122021/Common_Academic_Calendar_2020-21.pdf**

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7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?

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10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
• If yes, mention the amount		

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- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Governing Body, Karanjia Autonomous College, Karanjia.	30/03/2022

14.Was the institutional data submitted to AISHE ?	Yes

- Year

Year	Date of Submission
31/12/2020	01/02/2022

15.Multidisciplinary / interdisciplinary

The college runs in multidisciplinary mode under CBCS curriculum. This includes core course (own discipline), generic elective (other discipline), EVS and literature. The multidisciplinary teaching method promotes understanding when students learn in heterogeneous ways. It assists students in developing a pragmatic approach by allowing them to choose which subjects they will study and what rewards they may receive. They understand how that discipline contributes to their newly learned knowledge of the subject. They will also begin to think holistically, and they will be able to deduce why it is important to learn a subject they would otherwise dislike. In this college, Holistic Education is an approach to teaching that focuses on the academics and social needs of students. The educators seek to fulfil the academics requirements of the students and teach them the right methods by which they can face the challenges of life. They try to engage all aspects of the learner that includes the mind, spirit, and body. They focus on a transformative approach of education. The students learn through different experimental ways. They work in groups and enhance their abilities and skills through various practical projects.The students are allowed to learn at their own pace. So, the teachers try to teach students in their best possible ways. Also, they help them to increase their self-confidence. And they plan lessons that are for

learning and not just academics.

The main objectives are:

Educating the whole student Viewing students as part of the whole Embracing a caring classroom culture Engaging in experiential learning Cognitive development Physical development Social development

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. It will enable students to open their accounts and give multiple options for entering and leaving colleges or universities. ABC can be considered as an authentic reference to check the credit record of any student at any given point in time. Thus, the concept of ABC is fuel to boost the efficiency of faculty and help students embrace a multi-disciplinary educational approach. The idea is to make students "skillful professionals" and help their overall growth. The college is registered in National Academic Depository (NAD). It helps faculties to manage and check the credits earned by the students.

17.Skill development:

Employability is a person's ability to be skillful in all the categories mentioned above. The career counselling cell of this college has designed and runs program with the vision of enhancing employability among fresh graduates and undergraduates. In the CBCS curriculum, there is a Skill Enhancement Course (SEC) on different skills for all undergraduate students. The college has also provided space to run vocational courses like Creche and Principle management and Office Management for students. The students are encouraged to study skill based courses available online in platforms like SWAYAM etc.

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

As communities worldwide become more interconnected, the ability to speak multiple languages takes on increased importance. Bilingualism is increasingly essential to surviving and succeeding in an integrated global economy. The value of an individual who can effectively communicate and collaborate across cultures is at an all-time high. This means the need for skilled teachers who can implement bilingual education in the college is

also steadily rising.

The cognitive benefits associated with bilingual education are nothing short of astounding. From higher test scores to surprising health benefits, the cognitive effects alone are enough to cement bilingualism as a permanent staple of the higher education system. The following are just a few of the cognitive advantages to bilingual education:

Increased ability to solve problems, think creatively and recognize patterns

Improved academic performance

Enhanced linguistic awareness and understanding of an individual's native language

Increased ability to apply concepts to novel situations

Improved focus and decision-making

Improved cultural and social skills

In this college the teachers use bi-language in classes to teach the students in a better way. In AECC course the students have the options of learning different languages.

Exposure to two languages encourages students to develop an appreciation for the differences in cultures. Bilingualism is more than just the ability to speak more than one language — it's a multicultural approach to interpersonal interactions that can dramatically improve an individual's social skills.

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

Outcome-Based Education (OBE) is a learning method focusing completely on student competency. While OBE primarily focuses on the learner and the learner's capability to achieve the outcomes, the teachers take on the greater role of becoming facilitators and mentors. A well-developed OBE-based learning should have alternate teaching-learning techniques and various activities to ensure success. Also, insightful feedback from the students also helps in reshaping the curriculum.

The OBE model measures the progress of graduates in three parameters, through:

Program Outcomes (PO) ·

Program Specific Outcomes (PSO) ·

Course Outcomes (CO)

The assessment methods are then defined to measure the achievement of these goals. Irrespective of the time required, or the method used, the only outcome aimed for is success for every student which is measured by the student's ability to meet the outcome criteria, established previously. There is continuous evaluation to help students reach their goals.

This college has adopted a number of methods to determine the OBE like:

Institution's Vision & Mission :

Institutions need to decide a short-term goal as well as longterm goal in terms of students' learning outcomes, their personal growth, skill development, and institution's overall performance. The vision & mission is divided as per the departments first, so that the higher aim of the entire institution could be achieved within a specified time. Departments formulate their vision and mission in aligned with Institute Vision and Mission.

20.Distance education/online education:

The college is presently not providing education in distance mode at any level. However, the college were taken in virtual/ online mode and blended mode during the current academic session keeping in view of the COVID-19 situation as and when required. The college has a established a study centre for Odisha State Open University which provides education in distance mode.

Extended Profile

1.Programme

1.1   **14**

Number of programmes offered during the year:

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

2.Student

2.1   **1456**

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	[View File](#)

2.2   **368**

Number of outgoing / final year students during the year:

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

2.3   **381**

Number of students who appeared for the examinations
conducted by the institution during the year:

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

3.Academic

3.1   **14**

Number of courses in all programmes during the year:

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

3.2   **48**

Number of full-time teachers during the year:

Extended Profile

1.Programme

1.1	**14**
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	**1456**
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	**368**
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	**381**
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic

3.1	**14**
Number of courses in all programmes during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 Number of full-time teachers during the year:	**48**

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

3.3 Number of sanctioned posts for the year:	**52**

4.Institution

4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	**659**
4.2 Total number of Classrooms and Seminar halls	**28**
4.3 Total number of computers on campus for academic purposes	**46**
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	**108.63**

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

BA UGBA Economics 01/08/2020 BA UGBA English 01/08/2020 BA UGBA History 01/08/2020 BA UGBA Odia 01/08/2020 BA UGBA Pol. Science 01/08/2020 BA UGBA Philosophy 01/08/2020 BA UGBA Sanskrit 01/08/2020 BA UGBA Sociology 01/08/2020 BCom UG BCom Accountancy 01/08/2020 Bsc UG BSc Botany 01/08/2020 Bsc UG BSc Chemistry 01/08/2020 Bsc UG BSc Physics 01/08/2020 Bsc UG BSc Mathematics 01/08/2020 BSc UGBSc Zoology 01/08/2020

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.karanjiacollege.com/aqar.aspx

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	**No File Uploaded**
Any additional information	**No File Uploaded**

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

09

File Description	Documents
Curriculum / Syllabus of such courses	[View File](#)
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	[View File](#)
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

01

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

14

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	[View File](#)
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Sl. No. Activity Duration From Duration To 1 Professional Ethics during Vigillance awraness Week 28.01.2021 28.01.2021 2 Gender Sensidisation Programme 14.11.2020 14.11.2020 3 Human values, Environment & Sustainbility 02.12.2020 02.12.2020

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	**No File Uploaded**
Any additional information	[View File](#)

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	**No File Uploaded**
Brochure or any other document relating to value-added courses	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

481

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<u>View File</u>
Any additional information	<u>View File</u>

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni   **A. All 4 of the above**

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	**No File Uploaded**
Any additional information	**No File Uploaded**

1.4.2 - The feedback system of the Institution comprises the following   **B. Feedback collected, analysed and action taken**

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Any additional information	**No File Uploaded**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

472

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

198

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution has different special programmes for advanced learners and slow learners. It has been implemented from time to time to meet the issues in students learning levels. Based on their performance in 1st mid semester examination .Extra Remedial classes are arranged for the slow learners along with regular classes special attention is given for their improvement like problem solving, simple way of teaching through Virtual mode due to COVID-19 situation. Slow learners are regularly taken care by counselling by their mentors through online (Google Meet).

Assignments, seminars/webinars are arranged for advanced learners by the faculty members. No other activities were physically done due to COVID-19 situation

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2021	**1456**	**47**

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential Learning Online learning through Zoom App Online learning through Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Participative Learning Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Problem Solving Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Enhance Learning Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Soft copies prior to classes. Providing links to different free online tutorials & e-books

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Number 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 49 49 Yes 08 02 E Pathsala 5.0 Sodhaganga Moocs LMS 2.0

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.karanjiacollege.com/ict.aspx
Upload any additional information	**No File Uploaded**

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	[View File](#)
Circulars with regard to assigning mentors to mentees	[View File](#)

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

1. Time Table for online classes for Final Year and Pre-final year students.

2. Daily activities report of teachers.

3. No physical classes.

4. All activities based on Govt. SOP due to COVID-19.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	[View File](#)

2.4 - Teacher Profile and Quality

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

47

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)
Any additional information	**No File Uploaded**

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

07

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

47

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

35

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

1. Online Examinations held as per Govt. guideline issued from time to time during Pandemic COVID-19 for the session 2020-21.

2. Alternative methods adopted for evaluation as per guidelines.

3. Online examination conducted basing on IT and college website with enabled ID/Password to stduents and mentors and mobile handsets.

4. Sharing of question papers to the students through the mentors, website, whatsapp.

5. Answers of online examinations uploded by students in the college website with enabled ID / Password.

6. Introduction of a newly developed software for smooth management of the online examinations.

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

2.6 - Student Performance and Learning Outcomes

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

Given in the link below.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	[View File](#)
Link for additional Information	https://www.karanjiacollege.com/iqac.aspx

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

1. The existing programme and course outcomes were duly examined by the Academic Council Meeting and after detailed discussion it was decided to modify the existing courses as per the instruction of the UGC as well as HE dept. of Govt. of Odisha.

2. Some vale added courses were introduced keeping in view of present situation of the society namely Ethics & Values, Disaster Management along with some skillbased courses in different subjects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.karanjiacollege.com/iqac.aspx

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

365

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	[View File]
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/Results-stastics-2020-21.pdf

2.7 - Student Satisfaction Survey

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

https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

This institution always encourages to the faculties for engagement ofresearch activities in different University presently Sri Kedarnath Buda, Lecturer in Mathematics is engaged with his Ph. D. work at IIT, Kanpur.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	**No File Uploaded**
Provide URL of policy document on promotion of research uploaded on the website	NIL
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	<u>View File</u>
List of teachers and details of their international fellowship(s)	<u>View File</u>
Any additional information	**No File Uploaded**

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	**No File Uploaded**
List of projects and grant details	**No File Uploaded**
Any additional information	**No File Uploaded**

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	NIL
List of research projects during the year	**No File Uploaded**

3.2.3 - Number of teachers recognised as research guides

00

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	**No File Uploaded**

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	**No File Uploaded**
Paste link to funding agencies' website	NIL
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

A National Webinar on : Magnetism: A story of peculiar material Physics 01.08.2020 01.08.2020 A Lecture series on Super conductivity and its application Physics 15.09.2020 18.09.2020 Standard Model: Elementary particles and its classification Physics 12.11.2020 12.11.2020 The World of Research Physics 17.12.2020 17.12.2020 A National Webinar on Energy storage application and UV protection. Chemistry 17.09.202 17.09.2020

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

02

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures

C. Any 2 of the above

implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File]()
Any additional information	No File Uploaded

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	No File Uploaded
Any additional information	No File Uploaded

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

01

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	No File Uploaded
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Sensitisation Programme carried out by the YRC in Village Ankura under Karanjia NAC area on Witch hunting 15.11.2020 15.11.2020 Sensitisation Programme carried out by the YRC on Forest rights of Tribal community 19.01.2021 19.01.2021

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	[View File](#)
e-copy of the award letters	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

03

File Description	Documents
Reports of the events organized	[View File](#)
Any additional information	**No File Uploaded**

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

365

File Description	Documents
Reports of the events	[View File](#)
Any additional information	**No File Uploaded**

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/

student exchange/ internship/ on-the-job training/ project work

02

File Description	Documents
Copies of documents highlighting collaboration	[View File](#)
Any additional information	**No File Uploaded**

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

01

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	[View File](#)
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	[View File](#)
Any additional information	**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 equipments, etc.

Instituion has adequate infrastructure and physical facilities for teaching learing activities. We have the infrastructure as follows-

1. Classrooms - 41 Nos.

2. Labotaries- 05 Nos.

3. Language Lab - 1 No.

4. Computer Lab - 1 No.

5. Indoor Sports facilities - 1No.

6. Library having with reading room facility- 1 No.

7. Canteen - 1 No.

8. Hostel (Boys)- 02 Nos.

9.Hostel (Girls)- 02Nos

10.Hostel (ST/SC Girls)- 01Nos

11. Staff Common Room - 1 No.

12.Boys' Common Room - 1 No.

13.Girls' Common Room - 1 No.

14. Examination Strong Room - 1 No.

15. NCC office - 1 no.

16. NSS office - 1 No.

17. YRC office - 1 No.

18. Student Union Office- 1 No.

(details mentioned in Addtional sheet attached)

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, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

1. Indoor Sports facilty.

2. Gymnasium

3. Yoga Centre

4. Badminton Court

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

06

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

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

36.43

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	**No File Uploaded**

4.2 - Library as a Learning Resource

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

Yes,

Name o fthe ILMS Software Nature of automation Version Year of Automation LIBMS Partially 2.0 2019 e-granthalaya Partially 2.0 2019

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

B. Any 3 of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	[View File](#)
Upload any additional information	**No File Uploaded**

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

377200

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

57

File Description	Documents
Upload details of library usage by teachers and students	[View File](#)
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Karanjia Autonomous College,Karanjia has an It policy covering WIFi,CCTV Surveillance& has allocated budgetary provisions for updating its IT facilities. An approximate towards Wifi automation Rs 100000/-:Telephone& Internet Rs 20000/-; Computer &CCTV maintenance Rs50000/- have been spent for these purposes.Due to Covid-19 Constraints& SOP advisory issued by the Government students are denied to physical classes & Examinations. Online classes& Examinations were held through different online platforms such as ZOOM App,Google Meet,,Webex along with e mails & Whatsapp sharing .The college supports to data Services & sharing to teachers for these purposed.Teachers are motivated to their mobile data & hotspot syncronisation making teaching learning condutive & for academic excellence.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1456	**50**

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

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. ?50 Mbps

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

4.3.4 - Institution has facilities for e-content development: **E. None of the above** Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

3643817

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

The college has a written mission set of objectives that respects the autonomy, identity and integrity of the stakeholders. The institution has its own policy and associated procedures for maintaining and utilizing the Physical, intellectual, digital infrastructure of the institution with a commitment to ensuring the quality in all respect. The management of the institution gives utmost priority to extension of physical infrastructure of the institution for providing adequate number of classrooms for teaching-learning activities. The laboratories are well equipped to cater to the needs of the science students as well as social science students having practical components from time to time in view of syllabic need. ? The language laboratory is fully utilised for conducting soft

skill programmes and spoken tutorial classes for better employability of the students. Emphasis is always given to keep the latest published books of all subjects for providing learning resources to the teachers and the students. Every year, books are purchased as per the need of the programmes. Automation of the college library is partially done by Easy Solution for acquisition, cataloguing, circulation, serial control, OPAC and administration. The study room provides various regional, national and international journals, magazines in addition to the local and national dailies for updating the knowledge of the stakeholders. Best Graduate and the toppers in Science, Arts Commerce streams are felicitated every year by the institution. The College website is regularly updated for providing information publicly.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.karanjiacollege.com/kjkphoto/pdffile/QualityMaintenancePolicy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

811

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

234

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology   **B. Any 3 of the above**

File Description	Documents
Link to Institutional website	**Nil**
Details of capability development and schemes	View File
Any additional information	**No File Uploaded**

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling 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)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances   **A. All of the above**

through appropriate committees

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	<u>View File</u>
Upload any additional information	<u>View File</u>

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

170

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	<u>View File</u>
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (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**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

NIL.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	**No File Uploaded**
List of sports and cultural events / competitions organised per year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Nil, (Due to COVID-19 situation).

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

5.4.2 - Alumni's financial contribution during the year   **E. <2 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

As per Government decision and due to Covid-19, the college adopted an alternative evaluation method in place of cancelled examinations. All the staff members participated in conducting online classes & online examinations. "Blended Learning" in the form of "Guided self-study" Covering 25% of the Syllabus was introduced. In order to facilitate easy access, guidance on quality e-Learning e-sources were provided for students' self-study. TheMission and Vision of the institution are as follows:

1. **providing the students with knowledge, skill and morale to make them humanely humans , creative and responsible citizens.**
2. **ensuring excellence and equity in higher education through exposure to new thoughts, knowledge and ideas for around development of human resources that would help creating new India.**
3. **bridging the gap between rural/ tribal and marginalised students with the urban / advanced students of the mainstream of the society.**
4. **equipping the students with the right kind of knowledge to face the contemporary as well as the emerging world.**

File Description	Documents
Upload any additional information	[View File]()
Paste link for additional Information	https://www.karanjiacollege.com/kjkphoto/ (I.D.P)/IDP-Vision-Mission.pdf

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

1. The Institution has a strong mechanism for delegation of power and operational autonomy to all the functionaries to work towards the decentralisation and participatory management. And it has been strictly adhered for the smooth functioning of the manegement and ensuring a democratic work culture within the institution.

2. As the college has been granted Autonomous status in the year of 2011 by UGC and confirmed by the State Govt in 2015, since 2015 we are working in democratic spiritby giving autonomy to different departments for making alternations and changes about 20% of syllabus keeping in view of the local needs and it is also unanimously decided by the meeting of theBoard of Studies.

3. The Administration in the college has been decentralised by the authority by assigning of several Bursars such as Administrative Bursar, Accounts Bursar, Academic Bursar andHead of the Depts. There are also various committees such as Finance Committee, Purchase Committee, Construction Committee, Beautification committee, Examinations Committee, Library Committee and Grievances Redressal Committee etc. to look after the various issues related with them.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File]()
Upload any additional information	[View File]()
Paste link for additional Information	https://karanjiacollege.com/kjkphoto/pdffile/cocuricular/Cocurricullar-2020-21.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Details in template sheet.

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

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Sl. No. Institutional Bodies Committee Function 1 Acedemic Committee Academic Bursar & two senior Teaching staff Academic related Metters 2 Adminstrative Committee Adminstrative Bursar & two Senior most teaching staff Adminstative activity of this College 3 Examination Committee Controller of Examination , Dy. Controller and other associate members Examination related matters including publication of results 4 Students' Union Advisor College union, 01 associate advisors & selected office bearers various activities of students; union including celebration of Annual Day Function. 5 Staff Council Princiapl & One senior most member as secretary of staff council Major decisions to academic & College development matter 6 Cultural committee Advisors of Cultural Committee & elected / Nominated students representative Students cultural development operative for one academic year only 7 Sports Committee Advisors of Sports Committee & elected / Nominated students representative Various activities related to sports 8 Finance Committee Accounts Bursar

& 01 senior faculty Budget & Expenditures 9 Governing President Goversning Body as declared by the Higher Education Dept. Govt. of Odisha GB is final decision authority.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	<u>View File</u>
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Details of implementation of e-governance in areas of operation	<u>View File</u>
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Not done (Due to COVID-19 situation).

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	<u>NIL</u>

6.3.2 - Number of teachers provided with financial support to attend conferences /

workshops and towards payment of membership fee of professional bodies during the year

02

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)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

01

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
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

The Institution conducts internal audit regularly. Internal audit is done by the Accounts Bursar and External audit is done by the Auditors from Department of Higher Education and auditors from Local Fund Audit regularly. Besides, the stock register and asset register are also verified by the auditors regularly. The authority takes action on receiving the audit objection in the event of any objection or irregularity fund by the audit party. After the audit reports are complied the same is sent to the audit superintendent for clearance. There are two types of stock registers like central stock register and departmental stock registers. Both the stock registers are verified relating to bill no. and date, the items purchased etc. They also verify the resolutions of purchase committee and process of purchase of items. For maintaining transparency in the financial matter.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Strategies IQAC shall evolve mechanisms and procedures for: Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks The relevance and quality of academic and research programmes Equitable access to and affordability of academic programmes for various sections of society Optimization and integration of modern methods of teaching and learning The credibility of evaluation procedures Ensuring the adequacy, maintenance and functioning of the

support structure and services

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- **Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution**
- **Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process**
- **Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes**
- **Dissemination of information on various quality parameters of higher education**
- **Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles**
- **Documentation of the various programmes/activities leading to quality improvement.**
- **Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.**
- **Development of Quality Culture in the institution.**
- **Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC**

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Yes, the institution reviews its teaching learning process, structures and methodologiesperodically for better outcomes.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	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

Title of the Programme Period From Period To Number of Participants Number of Participants Female Male Gender Sensidisation awareness Programme 29.11.2020 29.11.2020 18 12

Gender equality, also known as sexual equality or equality of the sexes, is the state of equal ease of access to resources and opportunities regardless of gender. Gender equality is one of the major concern exists in the society. The institute promotes genderequality by taking following necessary initiatives:

a. Safety and security: The institute insure safety and security to women's by providing separate Hostels equipped with CCTV Camera and well fenced boundary wall. There are securities personnel's have been appointed for safety purposes.

b.Counselling: Gender Sensidisation awareness Programme on 29.11.2020 was conducted on Gender Equality entitled as "Gender equality: A sharing responsibility among community" was delivered by Prof.(Dr.) Jugal Kishore Mishra, Retd. Proffesor and Head Dept. of Pol. Science, Berhampur Universirty, Berhampur The theme was to enlighten significance of gender equality.

c.Common Rooms: The institute has widely spaced and well ventilated separated common rooms for boys and girls to facilitate gender indiscrimination.

d.Medical Facilities- Medical facilities are available in college premises to provide first hand health care services to its staffs and students.

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

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

B. Any 3 of the above

power-efficient equipment

File Description	Documents
Geotagged Photographs	[View File]
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 a maximum of 200 words)

The Institution facilitates several mobilizations for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle thewaste. The College has different dustbins to segregate the different waste like solid, biomedical, etc. There are committees that deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure. In addition to this the College has organized many workshops on the implementation of these techniques effectively. Training programmes are conducted from time to time about the methodology of disposing the wastes. For solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source before handing them to local municipal body for recycling & disposals. For biomedical waste there is a classification of the waste in hazardous and non-hazardous or infectious and other hazardous. For the personal protection it has been advised to use masks while handling the waste& wearing head gears, eye covers, apron, gloves, and boots as they help in fighting the transmission of infection.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	[View File]
Geotagged photographs of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

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

B. Any 3 of the above

bodies and distribution system in the campus

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: C. Any 2 of the above

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

File Description	Documents
Geotagged photos / videos of the facilities	No File Uploaded
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following: C. Any 2 of the above

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

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

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

B. Any 3 of the above

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

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

The institution firmly believes in equal and recognition of all cultures and traditions as is evident from the fact that students belonging to different castes, religion, classes and regions study here without any discrimination. A good number of minority students study here. The sambalpuri dress code (Athnic)

of the students is promoted by the institution which is woven by myriad artisans of Odisha representation of the art, culture and heritage of Odisha. Unity In Diversity is advocated by the institution which plays a major role in creating a conducive environment. The institution commemorates days of national and international importance. The annual cultural week is organised to cater to the linguistic diversity and students participate in competitions like Jhuti, essay writingand dance and song competition reflects the rich odia culture.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

A sensidisation programme was jointly organised by the IQAC Cell of Karanjia Autonomous College to sensitizes the students and employees of the institution to for constitutional obligations: values, rights, duties and responsibilities of citizens.The Vision of the Institute focuses on three aspects essentially: technically skilled managers, innovative leaders and environmentally receptive citizens. The Institute has established its distinctive approach towards this comprehensive Vision, which is so unique and proprietary to the Institute that it is a part of the Institute's Intellectual Property in the form of a trademark. viz. (a) Excellence in Academics (b) Exploration of Knowledge through Research (c) Excitement of Innovation Entrepreneurship (d) Exponent for Development of all Rounded Personality with Global Vision and Social Responsibility.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The institution has a prescribed code of conduct for students, teachers,   A. All of the above

administrators and other staff and conducts periodic sensitization 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 Annual awareness programmes on the Code of Conduct are organized

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

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

Sl No Date Events No participants Mode of Participation 1 28.10.2020 observance of Vigilance Awareness week-2020 43 Online 2 21.06.2021 International Yoga Day 89 Online 3 31.10.2020 Observation of Rastriya Ekta Diwas (National Unity Day)-2020 104 Online

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

.

1. Digilocker system for preservation of old and rare documents and online availability of Degree Certificates of the students in the line of NAD.

3. To mentor and train the students on accessing ICT for smooth conduct of examinations and academic engagements in view COVID-19 situation and to face the challenges during the period of COVID-19 situation, the institution provided the facility to fill up the form, submission of fees and allotment of mentees under the mentor were done.

File Description	Documents
Best practices in the Institutional website	https://www.karanjiacollege.com/kjkphoto/ pdffile/course_outcome20-21/best_practice .pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The College is situated in a semi urban, tribal dominated area wherein the first generation unprivileged learners do persue higher education. To cater to the needs of higher education the institution is committed to prepare the youth for making them responsible and useful citizens of the nation. From among the total students most are women belonging to ST/SC community and the institution provides support and help to bring them into the mainstream of the society. To make the Institution a centre of excellence with special focus on innovative, skill based and result oriented teaching. To bridge the gap between Rural / Tribal and marginal students with the urban / advanced students with the mainstream of the society, to equip the students with the right kind of knowledge to face the contemporary as well as the emerging world with all boldness. The institution makes best efforts in the following areas:1. Curriculum Development- Choice Based Credit System (CBCS) have been implemented since 2015. The syllabus is finalised by the Board of Studies. Teaching learning

process: Classes are conducted regularly by adopting innovative approach such as ICT enabled classrooms. Career counseling programmes are conducted in this institution. Self Defense Training Programme: Self Defense training programme are organised in the institution for the girl students. Karanjia Autonomous College Karanjia is the only institution in the state promoting "Santali" Language and literature.

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

BA UGBA Economics 01/08/2020 BA UGBA English 01/08/2020 BA UGBA History 01/08/2020 BA UGBA Odia 01/08/2020 BA UGBA Pol. Science 01/08/2020 BA UGBA Philosophy 01/08/2020 BA UGBA Sanskrit 01/08/2020 BA UGBA Sociology 01/08/2020 BCom UG BCom Accountancy 01/08/2020 Bsc UG BSc Botany 01/08/2020 Bsc UG BSc Chemistry 01/08/2020 Bsc UG BSc Physics 01/08/2020 Bsc UG BSc Mathematics 01/08/2020 BSc UGBSc Zoology 01/08/2020

File Description	Documents
Upload additional information, if any	[View File](#)
Link for additional information	https://www.karanjiacollege.com/aqar.aspx

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	[View File](#)
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

09

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	**No File Uploaded**
Any additional information	**No File Uploaded**

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

01

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

14

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Sl. No. Activity Duration From Duration To 1 Professional Ethics during Vigillance awraness Week 28.01.2021 28.01.2021 2 Gender Sensidisation Programme 14.11.2020 14.11.2020 3 Human values, Environment & Sustainbility 02.12.2020 02.12.2020

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	**No File Uploaded**
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

0

File Description	Documents
List of value-added courses	**No File Uploaded**
Brochure or any other document relating to value-added courses	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	**No File Uploaded**
Any additional information	**No File Uploaded**

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

481

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	No File Uploaded
Any additional information	No File Uploaded

1.4.2 - The feedback system of the Institution comprises the following	B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Any additional information	No File Uploaded

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

472

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

198

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The institution has different special programmes for advanced learners and slow learners. It has been implemented from time to time to meet the issues in students learning levels. Based on their performance in 1st mid semester examination .Extra Remedial classes are arranged for the slow learners along with regular classes special attention is given for their improvement like problem solving, simple way of teaching through Virtual mode due to COVID-19 situation. Slow learners are regularly taken care by counselling by their mentors through online (Google Meet).

Assignments, seminars/webinars are arranged for advanced learners by the faculty members. No other activities were physically done due to COVID-19 situation

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/07/2021	1456	47

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

Experiential Learning Online learning through Zoom App Online learning through Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Participative Learning Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Problem Solving Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Mentoring online through Voice & sharing of Videos Enhance Learning Online learning through Zoom App Online learningthrough Google Meet Whatsapp sharing Soft copies prior to classes. Providing links to different free online tutorials & e-books

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

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Number 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 49 49 Yes 08 02 E Pathsala 5.0 Sodhaganga Moocs LMS 2.0

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.karanjiacollege.com/ict.aspx
Upload any additional information	**No File Uploaded**

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

45

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

1. Time Table for online classes for Final Year and Pre-final year students.

2. Daily activities report of teachers.

3. No physical classes.

4. All activities based on Govt. SOP due to COVID-19.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

47

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

07

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

47

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

35

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<u>View File</u>
Any additional information	<u>View File</u>

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

0

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

1. Online Examinations held as per Govt. guideline issued from time to time during Pandemic COVID-19 for the session 2020-21.

2. Alternative methods adopted for evaluation as per guidelines.

3. Online examination conducted basing on IT and college website with enabled ID/Password to stduents and mentors and mobile handsets.

4. Sharing of question papers to the students through the mentors, website, whatsapp.

5. Answers of online examinations uploded by students in the college website with enabled ID / Password.

6. Introduction of a newly developed software for smooth management of the online examinations.

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

2.6 - Student Performance and Learning Outcomes

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

Given in the link below.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	**No File Uploaded**
Upload any additional information	View File
Link for additional Information	https://www.karanjiacollege.com/iqac.aspx

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

1. The existing programme and course outcomes were duly examined by the Academic Council Meeting and after detailed discussion it was decided to modify the existing courses as per the instruction of the UGC as well as HE dept. of Govt. of Odisha.

2. Some vale added courses were introduced keeping in view of present situation of the society namely Ethics & Values, Disaster Management along with some skillbased courses in different subjects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional Information	https://www.karanjiacollege.com/iqac.aspx

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

365

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	https://www.karanjiacollege.com/kjkphoto/pdffile/aqar/Results-stastics-2020-21.pdf

2.7 - Student Satisfaction Survey

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

https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

This institution always encourages to the faculties for engagement ofresearch activities in different University presently Sri Kedarnath Buda, Lecturer in Mathematics is

engaged with his Ph. D. work at IIT, Kanpur.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	**No File Uploaded**
Provide URL of policy document on promotion of research uploaded on the website	NIL
Any additional information	**No File Uploaded**

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	**No File Uploaded**
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	**No File Uploaded**
List of teachers receiving grant and details of grant received	**No File Uploaded**
Any additional information	**No File Uploaded**

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

1

File Description	Documents
e-copies of the award letters of the teachers	View File
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	NIL
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

00

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	**No File Uploaded**
Institutional data in Prescribed format	**No File Uploaded**

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	**No File Uploaded**
Paste link to funding agencies' website	<u>NIL</u>
Any additional information	**No File Uploaded**

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

A National Webinar on : Magnetism: A story of peculiar material Physics 01.08.2020 01.08.2020 A Lecture series on Super conductivity and its application Physics 15.09.2020 18.09.2020 Standard Model: Elementary particles and its classification Physics 12.11.2020 12.11.2020 The World of Research Physics 17.12.2020 17.12.2020 A National Webinar on Energy storage application and UV protection. Chemistry 17.09.202 17.09.2020

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during

the year

02

File Description	Documents
Report of the events	[View File](#)
List of workshops/seminars conducted during the year	[View File](#)
Any additional information	[View File](#)

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software	**C. Any 2 of the above**

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	[View File](#)
Any additional information	**No File Uploaded**

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

01

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Bibliometrics of the publications during the year	**No File Uploaded**

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibiliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	**No File Uploaded**
List of consultants and revenue generated by them	**No File Uploaded**
Any additional information	**No File Uploaded**

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	**No File Uploaded**
List of training programmes, teachers and staff trained for undertaking consultancy	**No File Uploaded**
List of facilities and staff available for undertaking consultancy	**No File Uploaded**
Any additional information	**No File Uploaded**

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Sensitisation Programme carried out by the YRC in Village Ankura under Karanjia NAC area on Witch hunting 15.11.2020 15.11.2020 Sensitisation Programme carried out by the YRC on Forest rights of Tribal community 19.01.2021 19.01.2021

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

01

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	No File Uploaded
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

03

File Description	Documents
Reports of the events organized	View File
Any additional information	No File Uploaded

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

365

File Description	Documents
Reports of the events	View File
Any additional information	No File Uploaded

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

02

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	No File Uploaded

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only

functional MoUs with ongoing activities to be considered)

`01`

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	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 equipments, etc.

```
Instituion has adequate infrastructure and physical
facilities for teaching learing activities. We have the
infrastructure as follows-

1. Classrooms - 41 Nos.

2. Labotaries- 05 Nos.

3. Language Lab - 1 No.

4. Computer Lab - 1 No.

5. Indoor Sports facilities - 1No.

6. Library having with reading room facility- 1 No.

7. Canteen - 1 No.

8. Hostel (Boys)- 02 Nos.

9.Hostel (Girls)- 02Nos

10.Hostel (ST/SC Girls)- 01Nos
```

11. Staff Common Room - 1 No.

12.Boys' Common Room - 1 No.

13.Girls' Common Room - 1 No.

14. Examination Strong Room - 1 No.

15. NCC office - 1 no.

16. NSS office - 1 No.

17. YRC office - 1 No.

18. Student Union Office- 1 No.

(details mentioned in Addtional sheet attached)

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, yoga, sports and games (indoor and outdoor) including gymnasium, yoga centre, auditorium etc.)

1. Indoor Sports facilty.

2. Gymnasium

3. Yoga Centre

4. Badminton Court

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

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

06

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

4.1.4 - Expenditure for infrastructure augmentation, excluding salary, during the year (INR in Lakhs)

36.43

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

Yes,

Name o fthe ILMS Software Nature of automation Version Year of Automation LIBMS Partially 2.0 2019 e-granthalaya Partially 2.0 2019

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

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books	B. Any 3 of the above

Databases Remote access to e-resources

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	**No File Uploaded**

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

377200

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

57

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	**No File Uploaded**

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Karanjia Autonomous College,Karanjia has an It policy covering WIFi,CCTV Surveillance& has allocated budgetary

provisions for updating its IT facilities. An approximate towards Wifi automation Rs 100000/-:Telephone& Internet Rs 20000/-; Computer &CCTV maintenance Rs50000/- have been spent for these purposes.Due to Covid-19 Constraints& SOP advisory issued by the Government students are denied to physical classes & Examinations. Online classes& Examinations were held through different online platforms such as ZOOM App,Google Meet,,Webex along with e mails & Whatsapp sharing .The college supports to data Services & sharing to teachers for these purposed.Teachers are motivated to their mobile data & hotspot syncronisation making teaching learning condutive & for academic excellence.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1456	**50**

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

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus	**A. ?50 Mbps**

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

4.3.4 - Institution has facilities for e-content development: **Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS)**	**E. None of the above**

Mixing equipments and software for editing

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
List of facilities for e-content development (Data Template)	[View File](#)

4.4 - Maintenance of Campus Infrastructure

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

3643817

File Description	Documents
Audited statements of accounts	[View File](#)
Upload any additional information	**No File Uploaded**

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

The college has a written mission set of objectives that respects the autonomy, identity and integrity of the stakeholders. The institution has its own policy and associated procedures for maintaining and utilizing the Physical, intellectual, digital infrastructure of the institution with a commitment to ensuring the quality in all respect. The management of the institution gives utmost priority to extension of physical infrastructure of the institution for providing adequate number of classrooms for teaching-learning activities. The laboratories are well equipped to cater to the needs of the science students as well as social science students having practical components from time to time in view of syllabic need. ? The language laboratory is fully utilised for conducting soft skill programmes and spoken tutorial classes for better employability of the students. Emphasis is always given to keep the latest published books of all subjects for providing

learning resources to the teachers and the students. Every year, books are purchased as per the need of the programmes. Automation of the college library is partially done by Easy Solution for acquisition, cataloguing, circulation, serial control, OPAC and administration. The study room provides various regional, national and international journals, magazines in addition to the local and national dailies for updating the knowledge of the stakeholders. Best Graduate and the toppers in Science, Arts Commerce streams are felicitated every year by the institution. The College website is regularly updated for providing information publicly.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.karanjiacollege.com/kjkphoto/pdffile/QualityMaintenancePolicy.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

811

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	View File

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

234

File Description	Documents
Upload any additional information	View File
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology	B. Any 3 of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	No File Uploaded

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling 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)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of outgoing students progressing to higher education

170

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Details of students who went for higher education	View File
Any additional information	**No File Uploaded**

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

0

File Description	Documents
Upload supporting data for students/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (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**

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

NIL.

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

5.3.3 - Number of sports and cultural events / competitions organised by the institution

0

File Description	Documents
Report of the event	**No File Uploaded**
List of sports and cultural events / competitions organised per year	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Nil, (Due to COVID-19 situation).

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

5.4.2 - Alumni's financial contribution during the year	**E. <2 Lakhs**

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

As per Government decision and due to Covid-19, the college adopted an alternative evaluation method in place of cancelled examinations. All the staff members participated in conducting online classes & online examinations. "Blended Learning" in the form of "Guided self-study" Covering 25% of the Syllabus was introduced. In order to facilitate easy access, guidance on quality e-Learning e-sources were provided for students' self-study. TheMission and Vision of the institution are as follows:

1. **providing the students with knowledge, skill and morale to make them humanely humans , creative and responsible citizens.**
2. **ensuring excellence and equity in higher education through exposure to new thoughts, knowledge and ideas for around development of human resources that would help creating new India.**
3. **bridging the gap between rural/ tribal and marginalised students with the urban / advanced students of the mainstream of the society.**

4. **equipping the students with the right kind of knowledge to face the contemporary as well as the emerging world.**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional Information	https://www.karanjiacollege.com/kjkphoto/(I.D.P)/IDP-Vision-Mission.pdf

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

1. The Institution has a strong mechanism for delegation of power and operational autonomy to all the functionaries to work towards the decentralisation and participatory management. And it has been strictly adhered for the smooth functioning of the manegement and ensuring a democratic work culture within the institution.

2. As the college has been granted Autonomous status in the year of 2011 by UGC and confirmed by the State Govt in 2015, since 2015 we are working in democratic spiritby giving autonomy to different departments for making alternations and changes about 20% of syllabus keeping in view of the local needs and it is also unanimously decided by the meeting of theBoard of Studies.

3. The Administration in the college has been decentralised by the authority by assigning of several Bursars such as Administrative Bursar, Accounts Bursar, Academic Bursar andHead of the Depts. There are also various committees such as Finance Committee, Purchase Committee, Construction Committee, Beautification committee, Examinations Committee, Library Committee and Grievances Redressal Committee etc. to look after the various issues related with them.

File Description	Documents
Upload strategic plan and deployment documents on the website	[View File](#)
Upload any additional information	[View File](#)
Paste link for additional Information	https://karanjiacollege.com/kjkphoto/pdffile/cocuricular/Cocuricullar-2020-21.pdf

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

Details in template sheet.

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

6.2.2 - The functioning of the various institutional bodies is effective and efficient as visible from the policies, administrative set-up, appointment and service rules, procedures, etc.

Sl. No. Institutional Bodies Committee Function 1 Acedemic Committee Academic Bursar & two senior Teaching staff Academic related Metters 2 Adminstrative Committee Adminstrative Bursar & two Senior most teaching staff Adminstative activity of this College 3 Examination Committee Controller of Examination , Dy. Controller and other associate members Examination related matters including publication of results 4 Students' Union Advisor College union, 01 associate advisors & selected office bearers various activities of students; union including celebration of Annual Day Function. 5 Staff Council Princiapl & One senior most member as secretary of staff council Major decisions to academic & College development matter 6 Cultural committee Advisors of Cultural Committee & elected /

Nominated students representative Students cultural development operative for one academic year only 7 Sports Committee Advisors of Sports Committee & elected / Nominated students representative Various activities related to sports 8 Finance Committee Accounts Bursar & 01 senior faculty Budget & Expenditures 9 Governing President Goversning Body as declared by the Higher Education Dept. Govt. of Odisha GB is final decision authority.

File Description	Documents
Paste link to Organogram on the institution webpage	**Nil**
Upload any additional information	<u>View File</u>
Paste link for additional Information	**Nil**

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) Documen	**No File Uploaded**
Screen shots of user interfaces	<u>View File</u>
Details of implementation of e-governance in areas of operation	<u>View File</u>
Any additional information	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

Not done (Due to COVID-19 situation).

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

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

02

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)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

01

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	**No File Uploaded**

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

01

File Description	Documents
Summary of the IQAC report	**No File Uploaded**
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<u>View File</u>
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

The Institution conducts internal audit regularly. Internal audit is done by the Accounts Bursar and External audit is done by the Auditors from Department of Higher Education and auditors from Local Fund Audit regularly. Besides, the stock register and asset register are also verified by the auditors regularly. The authority takes action on receiving the audit objection in the event of any objection or irregularity fund by the audit party. After the audit reports are complied the same is sent to the audit superintendent for clearance. There are two types of stock registers like central stock register and departmental stock registers. Both the stock registers are verified relating to bill no. and date, the items purchased etc. They also verify the resolutions of purchase committee and process of purchase of items. For maintaining transparency in the financial matter.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	**No File Uploaded**
Any additional information	**No File Uploaded**

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Strategies IQAC shall evolve mechanisms and procedures for: Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks The relevance and quality of academic and research programmes Equitable access to and affordability of academic programmes for various sections of society Optimization and integration of modern methods of teaching and learning The credibility of evaluation procedures Ensuring the adequacy, maintenance and functioning of the support structure and services

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

- **Development and application of quality benchmarks/parameters for various academic and administrative activities of the institution**
- **Facilitating the creation of a learner-centric environment conducive to quality education and faculty maturation to adopt the required knowledge and technology for participatory teaching and learning process**

- - Arrangement for feedback response from students, parents and other stakeholders on quality-related institutional processes
  - Dissemination of information on various quality parameters of higher education
  - Organization of inter and intra institutional workshops, seminars on quality related themes and promotion of quality circles
  - Documentation of the various programmes/activities leading to quality improvement.
  - Acting as a nodal agency of the Institution for coordinating quality-related activities, including adoption and dissemination of best practices.
  - Development of Quality Culture in the institution.
  - Preparation of the Annual Quality Assurance Report (AQAR) as per guidelines and parameters of NAAC, to be submitted to NAAC

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Yes, the institution reviews its teaching learning process, structures and methodologiesperodically for better outcomes.

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

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies	A. Any 4 or all of the above

(such as ISO Certification)

File Description	Documents
Paste the web link of annual reports of the Institution	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Student-Satisfaction-Survey-Report-2020-21.pdf
Upload e-copies of accreditations and certification	**No File Uploaded**
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	**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

Title of the Programme Period From Period To Number of Participants Number of Participants Female Male Gender Sensidisation awareness Programme 29.11.2020 29.11.2020 18 12

Gender equality, also known as sexual equality or equality of the sexes, is the state of equal ease of access to resources and opportunities regardless of gender. Gender equality is one of the major concern exists in the society. The institute promotes genderequality by taking following necessary initiatives:

a. Safety and security: The institute insure safety and security to women's by providing separate Hostels equipped with CCTV Camera and well fenced boundary wall. There are securities personnel's have been appointed for safety purposes.

b.Counselling: Gender Sensidisation awareness Programme on 29.11.2020 was conducted on Gender Equality entitled as "Gender equality: A sharing responsibility among community" was delivered by Prof.(Dr.) Jugal Kishore Mishra, Retd.

Proffesor and Head Dept. of Pol. Science, Berhampur Universirty, Berhampur The theme was to enlighten significance of gender equality.

c.Common Rooms: The institute has widely spaced and well ventilated separated common rooms for boys and girls to facilitate gender indiscrimination.

d.Medical Facilities- Medical facilities are available in college premises to provide first hand health care services to its staffs and students.

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	B. Any 3 of the above

File Description	Documents
Geotagged Photographs	[View File](#)
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 a maximum of 200 words)

The Institution facilitates several mobilizations for the management of degradable and non-degradable waste. The primary focus is to reduce, reuse and recycle thewaste. The College has different dustbins to segregate the different waste like solid, biomedical, etc. There are committees that deal with the minimization of waste. Every day the waste is collected in bins and disposed to a place where it can be converted into manure. In addition to this the College has organized many workshops on the implementation of these techniques effectively. Training programmes are conducted from time to time about the methodology of disposing the

wastes. For solid waste management different bins have been placed at different departments. This ensures that solid waste segregated at the source before handing them to local municipal body for recycling & disposals. For biomedical waste there is a classification of the waste in hazardous and non-hazardous or infectious and other hazardous. For the personal protection it has been advised to use masks while handling the waste& wearing head gears, eye covers, apron, gloves, and boots as they help in fighting the transmission of infection.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

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

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways**	C. Any 2 of the above

4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	**No File Uploaded**
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy undertaken by the institution

7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy 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**	**C. Any 2 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive	**B. Any 3 of the above**

technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.

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

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

The institution firmly believes in equal and recognition of all cultures and traditions as is evident from the fact that students belonging to different castes, religion, classes and regions study here without any discrimination. A good number of minority students study here. The sambalpuri dress code (Athnic) of the students is promoted by the institution which is woven by myriad artisans of Odisha representation of the art, culture and heritage of Odisha. Unity In Diversity is advocated by the institution which plays a major role in creating a conducive environment. The institution commemorates days of national and international importance. The annual cultural week is organised to cater to the linguistic diversity and students participate in competitions like Jhuti, essay writingand dance and song competition reflects the rich odia culture.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)

7.1.9 - Sensitization of students and employees of the institution to constitutional obligations: values, rights, duties and responsibilities of citizens:

A sensidisation programme was jointly organised by the IQAC Cell of Karanjia Autonomous College to sensitizes the students and employees of the institution to for constitutional obligations: values, rights, duties and responsibilities of citizens.The Vision of the Institute focuses on three aspects essentially: technically skilled managers, innovative leaders and environmentally receptive citizens. The Institute has established its distinctive approach towards this comprehensive Vision, which is so unique and proprietary to the Institute that it is a part of the Institute's Intellectual Property in the form of a trademark. viz. (a) Excellence in Academics (b) Exploration of Knowledge through Research (c) Excitement of Innovation Entrepreneurship (d) Exponent for Development of all Rounded Personality with Global Vision and Social Responsibility.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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 Annual awareness	**A. All of the above**

programmes on the Code of Conduct are organized

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

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

Sl No Date Events No participants Mode of Participation 1
28.10.2020 observance of Vigilance Awareness week-2020 43
Online 2 21.06.2021 International Yoga Day 89 Online 3
31.10.2020 Observation of Rastriya Ekta Diwas (National Unity
Day)-2020 104 Online

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

.

1. Digilocker system for preservation of old and rare
documents and online availability of Degree Certificates of

the students in the line of NAD.

3. To mentor and train the students on accessing ICT for smooth conduct of examinations and academic engagements in view COVID-19 situation and to face the challenges during the period of COVID-19 situation, the institution provided the facility to fill up the form, submission of fees and allotment of mentees under the mentor were done.

File Description	Documents
Best practices in the Institutional website	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/best_practice.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The College is situated in a semi urban, tribal dominated area wherein the first generation unprivileged learners do persue higher education. To cater to the needs of higher education the institution is committed to prepare the youth for making them responsible and useful citizens of the nation. From among the total students most are women belonging to ST/SC community and the institution provides support and help to bring them into the mainstream of the society. To make the Institution a centre of excellence with special focus on innovative, skill based and result oriented teaching. To bridge the gap between Rural / Tribal and marginal students with the urban / advanced students with the mainstream of the society, to equip the students with the right kind of knowledge to face the contemporary as well as the emerging world with all boldness. The institution makes best efforts in the following areas:1. Curriculum Development- Choice Based Credit System (CBCS) have been implemented since 2015. The syllabus is finalised by the Board of Studies. Teaching learning process: Classes are conducted regularly by adopting innovative approach such as ICT enabled classrooms. Career counseling programmes are

conducted in this institution. Self Defense Training Programme: Self Defense training programme are organised in the institution for the girl students. Karanjia Autonomous College Karanjia is the only institution in the state promoting "Santali" Language and literature.

File Description	Documents
Appropriate link in the institutional website	https://www.karanjiacollege.com/kjkphoto/pdffile/course_outcome20-21/Highlights2020-21.pdf
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The plan of action for next academic year includes :-

1. Preparing the College for Cycle 3 NAAC Assessment.

2. Strengthening the proctorial /mentoring system in the next academic year.

3. Opening of PG in different subjects like Economics, Odia, Pol. Science, History and commerce.

4. Ensuring the quality education through the introduction of new teaching learning methods for enhancement of employability skills.

5. Establishment of Eco-club to create a clean and green consciousness amongst students through various innovative methods.

6. Skill development and job oriented training for employability of the students.

7. Introduction of market oriented courses.

8. To organize more National and International Seminars / Conference and faculty development programmes.

9. Completion of automation of college library.

10. More ICT facilities for better teaching learning

activities.

11. Introduction of add-on courses to inculcate the entrepreneurial spirit and improving the skills of the students.