



SELF STUDY REPORT

FOR

2nd CYCLE OF ACCREDITATION

MAHATMA GANDHI DEGREE COLLEGE

AT/PO- BHUKTA DIST- BARGARH, PIN- 768045
768045

<https://www.mgdcbhukta.com>

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Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mahatma Gandhi Degree, Bhukta, At/Po.- Bhukta, Dist.- Bargarh, Odisha is the one and only Degree College in Ambabhona Block, a remote, drought-prone, rural area situated close to Odisha- Chhatisgarh border. The College was established in 1987 to provide opportunities of quality higher education to aspiring students of this locality at their doorstep. The College is the ultimate hope of obtaining higher education for the meritorious poor students, especially the girl-students of the locality, who can not afford to avail quality higher education at far off places. Presently, the college offers only humanities (Arts) stream for students with subjects like Odia, Hindi, Education, History, Political Science and English. The medium of instruction are English and Odia.

The College is certified by UGC with 2f and 12B in 2007 and 2013 respectively. It got permanent affiliation from Sambalpur University in 2003-04 for all subjects taught here. It has already been accredited NAAC 'B' grade in the 1st cycle of accreditation. The dedicated and sincere effort of the staff and the Managing Committee members of the College has put it into limelight in the Western belt of Odisha.

Vision

- Bringing educationally and economically backward, tribal and rural students into the mainstream of higher education of global standard.
- Inculcating confidence of competence among students through comprehensive higher education.
- Providing opportunities in its various capacities to develop the all round personalities of the students.
- Transforming the students into enlightened citizens who realize their self and eager to contribute their bit in nation building.
- Instilling the value of mutual trust, team work and promotion of social capital, easy sharing of knowledge, skills and resources to create a vibrant society.
- Promoting the perspective , right and dignity of each individual.
- Envisioning an advanced and progressive society without any prejudice or bias against any caste ,colour, creed or religion with optimum gender equality, with ample knowledge and skills .

Mission

- Upgrading the quality of the students to face the modern challenges for better employability, through the adopting of updated practice of teaching learning process.
- Developing skilled human resource to contemporary challenges.
- Facilitating young adult learners with opportunities to hone their ethics and leadership qualities.
- Sensitizing learners towards inclusive social concerns, human rights, gender and environmental issues.
- Reinforcing the values of love, compassion, equality and justice .
- Producing academically oriented, sensitive and responsible citizens who will contribute towards making the world a better place to live in.
- Contributing to national development keeping in view the philosophy of having professional ethics and

a sound uniform ethical conduct.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Better infrastructure facility.
- Highly experienced, qualified and dedicated staff.
- Safe, secure, serene, peaceful eco-system.
- Supportive management.
- ICT based teaching.
- Upgradation of faculty through participation of external seminars, workshops, paper presentation in national, international conferences and attending orientation/ refresher courses.
- Community orientation through NSS and YRC units.
- Acquainting SC/ST students to computer application at no extra cost.
- Surveillance under CC camera.
- Excellent performance of students in the university exam.
- Availability of active units of NSS and YRC for boys and girls.
- Student centric functioning.
- Large no. of student enrolment.

Institutional Weakness

- Financial constrain for well round development.
- Lack of state-of-the-art infrastructure.
- Lack of research culture.
- Lack of IT related courses.
- Lack of English communication skills.
- Lack of better placement opportunities for the students.
- Poor economic background of the students.
- Lack of automation culture.
- Lack of hostel for both boys and girls.
- Lack of staff quarters.
- Lack of awareness for higher education among local people.

Institutional Opportunity

- Perusal of financial assistances from different government funding agencies for over all development of the college.
- Organisation of frequent national/state level conferences, seminars and workshops for the students.
- Provision for the major and minor projects.
- Up-gradation of Computer Lab. and Library.

Institutional Challenge

- Institutional Accreditation by NAAC (2nd Cycle).
- Attraction of more and more funds from UGC and RUSA for more infrastructural and Academic development.
- Increase of the communication skill in English.
- Inculcation of research tempo among students through organizing frequent in house seminars /workshop and to collaborate with Higher Research institutes.
- Creation of bucket funding for backward students.
- Provision for adequate infrastructure to cope up with the demand of growing needs.
- Admission of students from poor socio-economic back ground.
- Provision for new graduate level courses like BBA/BCA.
- Encouragement of students to contribute towards social development.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Mahatma Gandhi Degree College offers a wide range of programmes for award of the degrees in Humanities. These programmes are designed to open avenues to careers such as teaching, civil, defence and other services as these degrees confer eligibility for appearing of various recruitment examinations. The Academic Programme of the college has rational degree of flexibility having elective options and non-core options. The syllabi of different subjects are revised and based on UGC models and reviewed periodically. The BOS for different subjects finalize the curricular content keeping in view the pan-country standard and local needs. The remedial coaching center provides the students ample scope to acquire expertise in career selection and in preparing for various competitive examinations. In order to make education and teaching participatory and communicative, seminar, field study and project work have been made part of the curricula. Equal weightage and emphasis has been given to dissemination of knowledge through extension services organized in collaboration with Govt. and Non -Govt. agencies, NSS and Red Cross units of the college. The college has a student Information Bureau which provides information on Job opportunities by arranging classes and symposium on career counselling, and personality development etc. Extramural Lectures, Yoga Classes are organized regularly to inculcate the ethical and moral values in young minds of our students. Environmental studies has been introduced in the curricula to sensitize the students about the preservation of the eco system along with sustainable bio diversity.

The mission and goals of the college are incorporated in the college Prospectus and Calendar published annually. Different programmes have been designed to promote socio cultural awareness, national integration, environmental consciousness, scientific temper and quality human values.

Teaching-learning and Evaluation

The college adopts a transparent admission policy under SAMS formulated by the Higher Education Department, Govt. of Odisha facilitating E-admission. The college has full proof evaluation method Semester examinations and one Internal Assessment per Semester. The Board of Studies in every subject prepares the sets of list of a Questions setters and Examiners. The final list is decided by the Controller of Examination. All

answer scripts are coded before evaluation to maintain fairness, secrecy and transparency . The examiners are selected from a pool of experienced teachers of recognized Govt/ Non-Govt institutions and universities. The schedules of examination and publications of results are strictly adhered to .The institution has taken steps for redesigning of college website from time to time. It has taken steps to bring about reforms in examination system. The following reforms have been made during the academic session 2017-18.

Online form fill up for End-Sem exam.

Online generation and downloading of Admit Cards (Hall Tickets).

Online Result Publication

Online downloading of semester mark sheet.

Online students grievance facilities in examination related issues.

The college certificate has a unique QR Code with all the students informations in digital capsule.

The members of Teaching Faculties are encouraged to attend refresher courses , seminars and orientation programmes keep themselves abreast of recent developments in their respective subjects. The college has computer lab with Wi-Fi facility, a fully developed library and institutionalized computer networking to help the members keep in touch with the latest trends through Internet browsing. Steps are being taken to train the faculties with basic computer skills to enhance the quality of teaching and to update the curricula. The teachers are advised to go through the student's feedbacks and to go for self evaluation.

From time to time the college receives the necessary motivation and financial assistance from the state govt. for infrastructural development and from time to time the management of the college provides the necessary motivation and financial assistance for its infrastructural development. Adoption of CBCS pattern in 2016 widens the scope of learning new subjects of interest. Departmental seminars, workshop, project works are conducted to supplement students learning.

Research, Innovations and Extension

There are 02 full-time teachers with Ph. D. in the college. The management, the administrators alongwith the full time teachers with Ph.D. of the college encouraged research aptitude among the student community. The efforts of this committee along with IQAC have shown fruitful results. The Institute promotes faculty and students' participation in research by providing infrastructure, manpower, well equipped library, admissible leave for participation and paper presentation in conferences, workshops and seminars. Students are motivated and assisted by teachers to do research projects based on the curriculum. Some of the permanent teachers have served as resource persons in national/international seminars. The college has a sound research atmosphere. The projects submitted by the degree students, with the help of teachers with research orientation leads to the enhancement of research aptitude among the students.

The institution has created an ecosystem for variations and transfer of knowledge conducting workshops, seminars, guest lectures and conferences. The Institution has been taking note of Research carried out by its faculty by mentioning it in its annual magazine. Our faculty members have not only contributed research papers to the notified journals, but also have reviewed and authored books. Initiatives have been taken up by all the

developments to carry out extension activities like sensitizing students against like gender-inequality, social disparity, religious intolerance in order to inculcate values for the establishment of a value based society.

Infrastructure and Learning Resources

Academic building of the college has with an area of 06.48 acre and the built of area of 10078Square meter for the class room, laboratories and library . The time table is suitably framed for optimal utilization of the existing space. The Development Committee looks after the maintance and construction of new infrastructure. The college strives to make optimum use of available infrastructure with introduction of new subjects, enhancement of seats in different classes opening of Self Finance courses.

The college has a well stocked library with 10907 No. of books, well-furnished reading room and reprography facilities.News Papers and Journals are procured for the reading room on daily/weekly/monthly basis.The Library Committee of the college supervises the functioning of the library and ensures the students get the maximum benefit. Library automation has held the students to find out the books easily.

The college has a playground of its own and has well-developed sport section with modern equipments to promote sporting and atheletic activities. The college organizes a number of inter-college tournaments in various sports/events every year. It's a matter of pride that our students have been participating in different state level and national competitions bringing laurels to the college.

The college has a beautiful garden with lavish lawns maintained by the college administration. The college has its own canteen for refreshment and gym to take care of the health and fitness of the staff and students of the college. The Grievance Redressal Cell and Sexual Harassment cell of the college are very active to look into the grievances of the students. In collaboration with the state govt., the College has taken care of providing self defense training to the girl students.

Student Support and Progression

Our Institute functions in a democratic manner ensuring participation of all the stake holders in its governance. Plans are checked out and implemented keeping in view the benefit of students community. Almost 85% students get benefitted by scholarships given by the Govt. as well as Non-Govt. & corporate. organization. Financial assistance is also provided to Sport students, physically-challenged students and economically and socially back-ward students. A selected College Students' Union is constituted every year.

The College provides canteen facility to the students at minimal rates. Career Counselling programmes are arranged from time to time to enable the students to appear competitive exams and to avail job opportunities keeping in view the safety of the students for the smooth functioning of the college.

Our College has Anti-Ragging CXell, Sexual Harassment Cell and Grievence Redressal Cell. Apart from the institution gives stress for inculcating basic values like honesty, discipline, work ethics, punctuality, Eco-friendliness, by arranging different seminars workshops, group discussions and series of lectures. Students feed-back is collected in regular intervals to fulfill the demands of the students.

Governance, Leadership and Management

Community stakeholders form another pillar of strength for the college. A Govt approved G.B. (Managing Committee) looks after the administrative needs of the college. At the commencement of each academic year, the G.B., the Principal and the staff members sit together to frame the policy and action plan for the session. The plans and policies are implemented by forming different committees and conveyed to stakeholders through meeting, circulars and publications like prospectus and calendar. E –Governance has been made by making online effective in U. G. admission, scholarship disbursement, salary payment of staff and publication of the result on- line. All the financial affairs of the college is verified by the finance committee approved by Governing Body followed by regular audit of Govt. auditor and auditors of C.A.G. Office. The Financial Committee strictly adheres to the rules and regulations of the financial matter of the institution. The IQAC monitors all the curricular and internal activities. The IQAC Co-ordinator and members review the functioning of all the committees and other important key-bodies in a constructive way.

Institutional Values and Best Practices

The College is committed to women empowerment for effective elimination of gender discrimination. Different programs are conducted to create awareness amongst students about the obsessed internet addiction, stress management. Pitfalls looming the adolescence and positive role of the students, community in nation building. Steps are taken for the safety and security of the students in general and girls in particular. Specific measures are taken for differently-abled persons. The Grievance Redressal Cell and Anti Ragging Cell are proactive in curbing any incident of ragging and addressing the genuine demands of the students as and when required. The college has initiated a number of programs such as campus clearing, plantation, setting up of eco-club for making the campus eco-friendly. Programs are being arranged to sensitive the students of the menace of environmental pollution and innovative mechanism of waste management of conservation of water and electricity. Functions are organized in collaboration with the local people to promote the local culture, healthy habits breeding a sense of belongingness. Blood donation camps, health check up programs, Eye camps and blood donation camps are organized regularly to make the students aware of their social responsibilities. Time to time mega-health camp are being organised for the peoples health benefit. Seminars are arranged for the students to encourage them for moving up in the ladder of Education.

The College functions with the slogans like “Sky is the limit of knowledge“ and "Enter here to learn and go forth to serve" envisioning a broad, compassionate, rational and ever ready pool of student volunteers to make the state, the country No-1, in days is come.

Mahatma Gandhi Degree College Bhukta has started its educational journey inn 1987 with the object of providing higher education in humanities through regular mode. Till date it has produced large numbers of graduates. M.G. Degree College is an institution of higher education in the Boarder of Odisha-Chhatisgarh and it has been strictly hard to promote the motions of merit and excellence its initiatives such as Feedback system for all the students, Teacher Evaluation, Alumni Registration, Student Satisfactory Survey, display and discussion of the answer scripts of internal examinations with the students after evaluation, introduction of biometric attendance for the teaching and non teaching staff and the students of the college etc are a testimony to its honoring of quality commitments. The introductions of SAMS (Students Academic Management System) by the Department of Higher Education, Govt. of Odisha and updating the courses in line with the CBCS scheme of UGC by Sambalpur University with which M.G.D.C. has been affiliated are also a testimony to the college’s honoring of quality commitments.

\ M.G.D.C. aims to introduce new courses and programmes like BBA, BCA etc. in near future for increasing employment opportunities of its students.

The administration of MGDC has been very transparent. The College notifies on its policies and meetings through its websites. It publishes the minutes of the meetings of its Governing Body, Academic Council, Administrative Council and the IQAC. These Bodies are all composed of teachers, parents, Educators and Students' Representatives.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHATMA GANDHI DEGREE COLLEGE
Address	At/Po- Bhukta Dist- Bargarh, Pin- 768045
City	Bargarh
State	Orissa
Pin	768045
Website	https://www.mgdcbhukta.com

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Kalpana Mishra	06646-268045	9937988205	-	mgdc.bhukta@gmail.com
IQAC / CIQA coordinator	Dayanidhi Sa	06646-268846	9178281452	-	sa.dayanidhi2011@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Orissa	Sambalpur University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	20-04-2007	View Document
12B of UGC	11-01-2013	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	At/Po- Bhukta Dist- Bargarh, Pin- 768045	Rural	6.5	8832

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Odia,	36	Higher Secondary School	Oriya	40	36
UG	BA,Hindi,	36	Higher Secondary School	Hindi	40	39
UG	BA,History,	36	Higher Secondary School	English	40	35
UG	BA,Education,	36	Higher Secondary School	English	40	19
UG	BA,Political Science,	36	Higher Secondary School	English	40	25

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				6			
Recruited	0	0	0	0	0	0	0	0	5	1	0	6
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				10			
Recruited	0	0	0	0	0	0	0	0	6	4	0	10
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				5
Recruited	5	0	0	5
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	6	2	0	8
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	0	0	2
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	4	2	0	6
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	3	3	0	6
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
		0	0	0	

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	212	0	0	0	212
	Female	298	0	0	0	298
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	32	50	50	50
	Female	47	53	55	53
	Others	0	0	0	0
ST	Male	45	49	52	49
	Female	50	47	49	47
	Others	0	0	0	0
OBC	Male	128	142	129	142
	Female	196	243	225	243
	Others	0	0	0	0
General	Male	9	12	10	12
	Female	8	16	12	16
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		515	612	582	612

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>The institute endeavors team-taught courses in which students are asked to understand a single subject as it is seen by two or more traditional disciplines. It opens students' eyes to different views of a subject. At different levels of functioning, as a teacher and mentor, guidance is provided to make students aware of the pressing issues and challenges so that they can engage themselves in a multidisciplinary field if an opportunity comes. The college includes projects, industrial visits, and a curriculum on subject areas like consumer protection, human rights, pollution control, climate change, sustainable development, soil conservation, etc.</p>
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2. Academic bank of credits (ABC):	Entrusted with responsibilities such as opening, closing, and verifying the individual academic accounts of students, the college takes steps to create the ABC of the students, integrating it with schemes such as NPTEL, SWAYAM etc. The credits stored in the individual account of the students will give them a much larger scope of freedom interim of their academic career choices. It will also be responsible for gathering the academic credits earned by the students from their respective higher education institutions, verifying them, and promoting them. Since NEP 2020 is implemented, ABC is the top most necessary part of a student for free choice in higher education.
3. Skill development:	The college concerns more with the empowerment of students' professional skills, soft skills, ethics, morality, and values. The students gain an arsenal of skills like problem-solving, critical thinking, time management communication, analysis and research methodologies, and teamwork. It is designed to create high-quality human resources. The enhanced skill may help them to meet the professional challenges of completing of higher study.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Indian knowledge system includes integration of the knowledge from ancient India to modern India which envisages aspirations with regard to education, health, environment, technology, etc. These elements will be incorporated in an accurate and scientific manner. Learning of ancient classical literature, Artha Shashtra, community feelings in folk culture, Vedic culture, traditions, etc helps to churn out future courses. Mathematics, philosophy, Yoga, and literature of today are an integral part of Indian ancient culture and learning. Thus integration of the past with the present learning is also included in our curriculum.
5. Focus on Outcome based education (OBE):	The college will focus on research and innovation, through focus on industry academic linkage and interdisciplinary researches through internship with local industries and business establishments. Students will actively engage themselves with practical aspect of their learning and thus they can improve their employability. Research will be conducted in the areas like infectious diseases, instrumentation, conservation of natural resources, to develop entrepreneurship among students in the field of

	agriculture and industry. Hand holding mechanisms will be developed among students to promote innovations in collaboration with local industries and business establishments.
6. Distance education/online education:	To introduce online certificate courses or add on courses which the students can opt along with their regular courses for skill development and enhancement of employability like communicative English, life skill development, public health, mental health counselling, small business, fashion designing, IT enabled learning etc.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral Literacy Club (ELC) has been setup in the College in 07.07.2023 and is functioning along with National Service Scheme (NSS). The principal is the Chair Person of the ELC with NSS Program Officer as the faculty coordinator. Two students are also appointed as Student Coordinators. 125 students are members in the club. The primary objective of the club is sensitizing the student community about democratic rights which includes casting votes in elections.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, The students' coordinator and coordinating faculty members were appointed by the College: Sl. No. Name Designation Roll 1 Mrs. Kalpana Mishra Principal Chairperson 2 Mr. Sarat Chandra Deheri, NSS Program Officer Coordinator 3. Omkar Padhan Student, Student Coordinator 4. Mrs. Leena Dash Lecturer, Faculty Member 5. Subham Sarangi Student, Student Member The ELC is functioning with the following objectives: 1. To create awareness and interest among faculties and students through awareness activities and camps. 2. To educate the targeted populations about voter registration, electoral process and related matters. 3. To familiarize the targeted populations with EVM and to educate them about robustness of EVM and integrity of the electoral process using EVMs. 4. To help the targeted unaware people understand the value of their vote to ensure that they exercise their suffrage right in a confident, comfortable and ethical manner. 5. To facilitate voter registration for its eligible members

	<p>who are not yet registered. 6. To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every Vote Counts' and 'No Voter to be Left Behind'. 7. To motivate the students to participate in the ELC activities.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The following are the Initiatives undertaken by the ELC of the MGDC Right to Vote -- Pledge Right to Vote -- Awareness in the Institution and in nearby villages. Right to Vote -- Poster Competition to College Students Right to Vote -- Participation in Assembly Election duty Right to Vote -- Promotion on ethical voting Right to Vote -- Promotion of voting among senior citizens Right to Vote -- Special camp for Training and integrity of the Electoral process.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The MGDC has arranged facilities in the premises to conduct training programs to the school teachers by the District Election Officer. Students of the MGDC actively participate the Govt. programs in electoral process.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The students above 18 years age are cultured to be the registered voter by way of awareness camps and pledge. The MGDC – ELC conducts year-wise camps for the same</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
516	515	536	582	612
File Description		Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 16

File Description	Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	16	16	16	16

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
568012	301157	364394	613137	793265
File Description		Document		
Upload Supporting Document		View Document		

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Depending upon the academic calendar and the prescribed syllabus, senior faculty members and the principal sit together to chalk out time-table and time-table is reflected to cover the syllabus prescribed. Any change or introduction of new curriculum by the Sambalpur University is circulated among staff members and the principal convenes the meeting of the concerned HoDs and teachers and discuss how to implement such change effectively. The college arranges extra class, doubt clearing class for the interest of the students. Bridge course is adopted for the slow learners to get fit for the learning, to cope with study as per syllabus. The performance in various exams like midterm, Unit test is reviewed time to time to access the curricular achievement of students.

The problems and short comings are traced and measures taken accordingly. Some special classes are held to boost the competitive temper of the students. For effective outcome, teachers use various methods like group discussions, project based methods, study tour, home assignment etc. The college implements staff skill programme, ICT programmes, remedial teaching, moral teaching and extensive activities along with the curricular aspects. The college endeavours to integrate cross cutting issues such as gender equity, climate change, Human Rights, consumer protection etc. into curricular.

File Description	Document
Upload Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 15

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 60.59

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
424	419	000	418	412

File Description	Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Mahatma Gandhi Degree College, Bhukta integrates cross-cutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum alone. behaviour, discipline, participatory zeals of student's are looked into while following the curriculum. Spiritual moral religious discourses are arranged to boost the ethical temper of students. National service scheme (NSS) camps for

boys' and girls' units are arranged as per university norms for public welfare. Youth Red Cross arranges awareness programme on gender issue, social superstitions and on ethics and values of life. Persons with spiritual and religious temper are often invited to deliver speeches for the students' and staff members mental wellbeings. Community oriented activities such as bringing awareness on various social issues like AIDS, illiteracy and other health related matters, pollution and environment issues are taken up. Ethics and values, Environmental Studies are the subjects introduced by Sambalpur University to instill awareness issues on gender sensitization, cross cutting issues and environmental hazards. Seminars on Women Empowerment are organised where in female foeticide, dowry related cases and other related problems are discussed.

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 34.5

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 178

File Description	Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 95.42

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
185	149	181	206	195

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
192	192	192	192	192

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 98.28

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
56	57	58	58	56

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
58	58	58	58	58

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 32.25

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

In our College the entire academic process of planning, delivery of curriculum and assessment is designed to be student centric. Various efforts are made to make learning more student centric by focusing on specific learning outcome for all courses and making its participatory and interactive. In our college teaching leaning method adopted by the faculty members include lecture method, interactive method, project based learning, PPT mode learning, computer assisted learning, experimental learning etc. Teaching Learning activities are made effective through illustration and special lectures. To acquire firsthand knowledge on the subject and current practices students are engaged in field study. Lessons are taught through PPT to make learning interesting besides oral presenting methods.

Lecture method is commonly adopted by all the teachers of all departments. This method facilitates the teacher to interpret, explain and revise the content of text only for better understanding of the subject by the learners. The faculty members make learning interactive with students by motivating them for their participation in group discussion, subject quiz, news analysis, discussion and questions answer on current affairs. ICT enabled teaching include wifi enabled classroom with LCD, language lab and smart classrooms. Virtual classrooms link the guest lecturers of eminent persons to develop core knowledge in the particular subject. The College adopts modern pedagogy in line with emergency trend enhanced teaching learning process. The institution has essential equipments to support the faculty members and the students.

Use of LCD projector for seminar and workshops, productive use of educational video accessibility of non print material for students of computer studies. Communication skill training is provided to students during language lab session. Software is effectively used to trained students acquire proficiency in listening, speaking, reading and writing. Online reference, lecture talks, motivational talks, educational videos and web reference support the teaching learning process. The college has installed wifi on the campus to support educational activities of the inmates. All the departments provide instructional materials to the students for easy understanding of the concept of the college website.

Group learning method- Group learning allows the slow learners to develop problem solving, interpersonal, presentational and communication skills to confirm quality in learning with peer group. Slow learners are provided with remedial coaching to develop their standard in academic. Group discussion, group projects or assignments are conducted by the commerce, science and arts final year students.

Project based Learning- Finally year students of all departments learn practically by doing certain projects. The teachers are the guide to the students in process of preparation of projects.

Experimental Learning- Our faculty member's foster learning environment by engaging in rich experimental content of teaching through experience. Teaching through demonstration, visual aids, periodical visits, organizing exhibitions, presenting papers, participating and conducting quiz on theory topic.

Student Seminar- The students weekly seminars are organized regularly by all departments wherein the papers are presented by students on contemporary topic to enrich their learning experiences.

File Description	Document
Upload Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 100

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
16	16	16	16	16

File Description

Document

Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)

[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 12.5

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2	2	2	2	2

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

MGDC, Bhukta being a constituent college of Sambalpur University, is bound by the University rules regarding Internal Assessment. Teachers ensure that the students are aware of the Internal Assessment Evaluation Criteria. It is discussed with them in detail to enhance transparency and rigor with a view to focus on individual and original work. The criterion is objective and transparent devoid of any bias on the part of the teacher. Students are informed in advance that independent learning, original thinking and new ideas will be given additional points. Assignments and tests are regularly conducted and students are given multiple opportunities to improve their performance.

A variety of techniques and methods such as MCQs, Analytical tests, Case studies, Book Reports, Classroom presentations, individual and group projects are employed. The College encourages the teachers to adopt innovative methods such as Open Book Tests, MCQs and Analytical Tests, etc. on a continuous basis before semester-end examinations held by the University. Teachers also bridge the knowledge gap of the students through innovative pedagogical practices employed in tutorials. According to individual needs of the students, sometimes personalized and individual evaluation methods are evolved, especially for foreign students and students with disabilities. Remedial classes are also offered in various subjects to provide additional help.

Students are given the opportunity to improve upon their performance through re-tests and one to one discussion in tutorials. Teachers are given free hand to design their own evaluation methods in this category, whereby students are encouraged to participate in interactive sessions, group discussions, PowerPoint presentations, projects and assignments. Students are also encouraged to apply the theoretical concepts taught in class to real life situations/problems through these projects, assignments etc. Curriculum of some courses allow skill enhancement through Practical Sessions and continuous evaluation is done through testing of skills developed. Disciplines such as Commerce, Computer Applications, Economics and Mathematics have Practical Components as part of their Curriculum which focuses on problem solving skills using ICT techniques and Software.

The institution has a well-defined system in place to deal with examination related grievances. The College has adopted an online system where each student can view her total assessment marks at the end of each semester and can report discrepancies. The College follows a completely web-enabled (online) internal assessment and attendance management system. Assignment and test / project marks are uploaded on the College website. The students can check their marks and approach the concerned teacher directly in case of any clarification or discrepancy. The faculty addresses the rightful grievances of the students pertaining to the marks obtained in the internal assessment.

The evaluated papers related to internal examination consisting of class tests, assignments, projects, etc. are returned to students with detailed remarks and suggestions for improvement. Any query of students regarding the feedback and evaluation is thoroughly addressed by the respective teachers. The marks are sent to the university only after each student has been given ample opportunity and time to review and register her complaint. The final Internal Assessment marks are reviewed by the Departments.

File Description	Document
Upload Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The Program Outcomes (PO) and Course Outcomes (CO) are adopted for all programs offered by the institution in accordance with “Sambalpur University” guidelines. The Learning Outcomes-based Curriculum Framework (LOCF) is intended to suit the present day needs of the student in terms of securing their path towards higher studies or a terminal degree guiding students towards career choices. Learning outcomes form an integral part of college vision, mission and objectives. The learning objectives are communicated through various means such as college prospectus, Principal’s address to students and parents, Alumni meets and dissemination in classroom by concerned staff. These are also prominently featured on college boards, college magazine and other publications brought during conferences and seminars.

Informing the stakeholders, especially the parents, persuade students towards skill oriented and value based courses. Students are made aware of the course specific outcomes through orientation programme, classroom discussion, expert lectures and practicals. Teachers are also well communicated about the outcomes. The college deputed teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes. Teachers actively participate in

workshops on revision of syllabus organized by the university. Many teachers are also the members of syllabus sub committees, thus the process of perception and outcomes takes place in exact manner and excel the quality of teaching learning.

Successful alumni students are also invited to interact with both students and teachers at specific events and meetings where they share how their individual course shaped their career thus helping existing students align better with the specified course outcomes.

File Description	Document
Upload Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The Institution regularly evaluates the performance of students through various methods for measuring the attainment of each of the Program Outcomes, Program Specific Outcomes and Course Outcomes.

Evaluation Process: The programme outcomes and Programme Specific Outcomes are assessed with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, terminal exams, internal and home assignments, unit tests, surprise tests, open book tests, etc. Throughout the year the faculty records the performance of each student on each programme outcome. At the same time remedial coaching is also provided to slow learners to make pace with the desired progression. Average attainment in Evaluation Process: Students under university examination are evaluated for 80% of total marks and institution for 20% marks as internal assessment. Students enrolled for Add On/Certificate Courses offered by the institution are evaluated by the institution itself. At the same time, observations of student knowledge and skills against measurable course outcomes are evaluated throughout the year.

The Methods of measuring attainment:

1. Annual and End Semester University Examination: The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.
2. Internal and External Assessment: Internal assignments are given to the students which are mostly aligned with Programme Outcomes of the respective subject. External Assessment is evaluated by external experts for the Practical examinations, appointed by the University through Viva-Voce and practical files.

3. Institutional Examination and Tests: Students are assessed and evaluated throughout the year at institutional level through unit test, surprise test, terminal examination and the performance of the student is analyzed for assessing the attainment level of programme outcomes and programme specific outcomes.

4. Feedback Evaluation: The Institution collects feedback from students, Alumni, Employers and Parents which is an important method of measuring attainment with objectives of identifying the attainment level of students in terms of programme, subject, course and syllabus outcomes and to understand the impact of teaching learning process.

5. Internships: Students are encouraged to take up internships, projects, fieldwork, etc. This helps them to obtain necessary skills and practical experience in their chosen discipline.

6. Placements: One of the most important Programme Outcomes of Undergraduate Degree is the employability of students upon successful completion of their degree programme. The college has a vibrant Placement Cell, which caters to the demands of companies from different sectors.

7. Higher Studies: Another parameter to measure attainment of Programing Outcomes and Course Outcomes is through progression of students towards higher studies in educational institutions in India such as universities in the odisha and outside odisha.

File Description	Document
Upload Additional information	View Document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 92.5

2.6.3.1 Number of final year students who passed the university examination year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
143	173	159	139	175

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
153	175	162	174	189

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our College provides conducive atmosphere for enhancement of the capacity and competence of students and faculty in research and innovative activities. These activities are student oriented. They help students to understand various problems in society. Departmental societies and associations provide a good platform to both students & the faculty in gaining knowledge. No provision of direct research work is available in the college. But the faculty members give proper guidance to the students & motivate them to take up research work in future. Research methodology is taught as a part of the syllabus.

The Wi-Fi facility is available in the College campus. It encourages students search necessary and relevant data related to their study. Guests specializing on various fields are invited from time to time to address the faculty members and students. Such type of interactions help the students gain knowledge beyond their prescribed syllabus.

The IQAC works for monitoring research activities. The College encourages faculty members to carry out research work. According to UGC guideline and Govt. instruction, notices are served for the faculty

members to submit research proposals within the stipulated time. Faculty members are also encouraged to publish their research work in reputed journals of National and International fame.

The Institution takes special care to make the entire activities student centric. Maintenance of an eco- friendly atmosphere waste management make them conscious of their social responsibilities, departmental societies are good platforms to engage the students and faculty in acquiring knowledge. The faculties of this institution are also invited as resource persons to seminars and workshops. They act as evaluators of answer-scripts from time to time; they are also invited to deliver speech as deliver guest lectures. The College library possesses more than books including collections of more ones. The College has provided a well-equipped laboratory in Education Department to its Education students. to all its students. The Research Committee of the College works in co-ordination with the IQAC for monitoring research activities.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description

Document

Institutional data in the prescribed format

[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 1.5

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
4	4	4	10	2

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.5

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1	3	0	3	1

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Undertaking extension activities in neighborhood communities has been an essential part of the extracurricular activities of this institution to sensitize students about socio-economic issues that afflict society. The students are motivated and inspired to be aware of social and health issues through various activities to lead a healthy and cooperative life. YRC, and NSS wings of this College with the active involvement of volunteers carry out the said activities. The NSS wing of the college organized such activities as cleaning of campus, plantation program, and social awareness drive in nearby local villages and markets,

simultaneously our student volunteers are also exposed to socioeconomic issues like energy conservation awareness programs

like Energy Conservation Awareness campaigns in nearby communities on 24th Dec 2022 and social awareness campaigns like Swachh Bharat Abhiyan in nearby localities for Azadi Ka Amrit Mahotsav and cleaning of Bateswar Mahadev Temple campus on 18th April 2023 by observing World Heritage Day. Similarly, NSS wing collaboratively observed Communal Harmony Week and Flag Day from 19th Nov to 25th Nov 2022. The volunteers of the NSS wing also organized social campaigns like the observation of Women's Day on 8th Mar 2023 and No Tobacco Day on 31st May 2023. Vigilance Awareness Day was organized on 03-11-2022. The National Voters Awareness Day Celebrated on 25-01-2023.

1. Blood Donation Camp
2. Eye Camp
3. Active Citizenship Programme
4. Mega Health Camp
5. Disaster Management Awareness Programme
6. AIDS Awareness Programme
7. Swachhha Bharat Abhiyan
8. Awareness Programme on Adopted Villages
9. Fire Awareness Programme
10. Relief Camp on Chikhili Ghat near Mahandi by NSS and YRC
11. Plantation Programme
12. Yoga Camp
13. Road Safety Awareness Programme
14. Self Defence Programme for Girls Students
15. Computer Literacy Programme

File Description	Document
Upload Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Following awards awarded to our faculty members for their extension activities.

1. Dr. Bikash Chandra Pradhan
2. Dr. Dayanidhi Sa
3. Mr. Rajesh Kumar Patel

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 30

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
10	9	0	7	4

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 20

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The Institution provides Education in Arts, having adequate infrastructure for teaching learning. It has a large campus spread area more than 05 Acer of Land, consists of 09 Class Room, 02 Laboratories. The College has 05 Department at UG level.

This College has 09 Class Room of adequate size, sufficiently furnished and fully functional. The Library has two reading Rooms. One for the faculty and the other one for the students and a part from the main library..

The teachers use a combination of traditional and digital modes of teaching. Two smart classrooms are there to make the teaching more effective through PowerPoint Presentation, Guest Lectures, Workshops and other skill-based programmes. On the digital fronts students are also provided with primitive facilities like Personal Computers (30 in members) LED Projectors Screening and Wi-Fi Connectivity. Some developments have created What Sapp Groups for sharing of academic information, hyperlinks and online study material.

Co-curricular activities form the integral part of the teaching learning process and a good number of students participate and perform on such called platforms. The Institution has its own microphones, digital speakers and camera for the execution of co-curricular events.

File Description

Document

Upload Additional information

[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 100

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise

during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
568012	301157	364394	613137	793265

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource**4.2.1**

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Library is a prime importance in aiding the mechanism of an effective teaching learning process in the college. It also provides educational, computer facilities, Wi-Fi campus, Internet and e-resources and recreational reading to all its members. The Library has more than 10,000 books, besides, the print research journals, magazines and newspapers are also made available to the students. The Library has an advisory committee that deals with the purchases, verification, cataloguing and display of new arrivals to the overall management for the overall management of the library, a librarian and a library attendant have been recruited. One of the highlights of the institution's library in the photo gallery reflecting upon the eminent alumni base of the college.

Magazine committee:

The College has constituted a magazine committee for publication of magazine every year. The literary skill of the students gets sparked through this magazine. An editorial board is formed by the Principal at the beginning of each academic year. The board scrutinizes the articles submitted by the students and staff members. Publication of magazines solely lies in charge of the editorial board and it is also their look out to get the magazine distributed among all the students. Photograph of best student in the academic, in sport and other curricular activities get place in the pages of the magazine.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

This Institution use to subscribe the latest software required at different steps keeping pace with the constant up-gradation in the world of technology. This step contributes a lot not only to the students but also to the faculty.

Internet Facility

Wi-Fi and Lane system have been provided to the students and all the IT facilities are connected through these two Internet connections. All the Computers both in office and the computer lab are connected with Internet facilities. This facility, available to all the teaching and non –teaching staff s and students of the college has helped to keep them updated from time to time.

Our College is well equipped with advanced technology. IT by subscribing with latest software required at different steps of administration and academic. In most of the department are provided with more upgraded system with multifunctional facilities.

File Description	Document
Upload Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 19.11

4.3.2.1 Number of computers available for students usage during the latest completed academic

year:

Response: 27

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 100

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

2022-23	2021-22	2020-21	2019-20	2018-19
568012	301157	364394	613137	793265

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 39.3

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
239	202	233	205	206

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 11.99

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
83	74	52	65	57

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 12.56

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
22	24	23	27	29

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
178	198	205	206	208

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 3

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at

national/international level (award for a team event should be counted as one) year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
02	01	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 32.4

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
40	35	30	37	20

File Description	Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

The Alumni association of Mahatma Gandhi Degree College is registered in the year 2017-18. The present member of Alumni association is 842 and executive body of the association consists of seven members. This association contributes a major role on the celebration of Silver Jubilee celebration in 2016. The logo was inaugurated by Honable minister of Higher Education, Govt. of Odisha. The total

expenditure under this head was borne by the Alumni Association. They have contributed 25 Thousand towards the celebration of Golden Jubilee. The registration has taken a step ahead in strengthening the relationship between the college and alumni. The members of the association are representatives of diverse alumni and are from different streams. Some of the former faculties of college are alumni of the college who have contributed significantly to the development of the College. Therefore, the institute has maintained a close and intimate bond with the former faculties. Every year on various occasions they are invited as guests of honour to the institute. The College website and other social media are the best means to have a fruitful communication with the alumni and former faculties scattered all over the world.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision and mission of the institution are in accordance with the goals set by the Higher Education Policies of the country. It upholds and adheres to the objectives determined by NAAC. The institute operates through a well-coordinated network of various committees. Such multifunctional leadership is important in the light of creating social awareness among the students. This helps in moulding their perspectives, understanding different cultures and backgrounds and adapt to societal and ethical concepts of living.

The college ensures that the fulfillment of its objectives encompasses wholesome participation from its faculty members in important decision-making events at the institutional level. The administration formulates developmental plans and policies and executes the same in full cooperation with the faculty members and the working committees. They help in regulating and maintaining an academic environment with healthy competition and awareness.

The Principal oversees the formation of various committees and bodies comprising individual faculty members. The list of committees and the enlisted members are published in a periodical notice to the faculty.

Staff council meetings are held from time to time, i.e., at the beginning and end of each academic session to provide the faculty and administration a common platform for formal interaction. Such meeting enables devising of suitable policies and reviewing the implementation of academic and non-academic plans. The meetings are held in the direction of attaining the vision and mission of the institution through a rather holistic approach towards academics and extra-curricular activities.

The operative management of the institution is financially aided by State Govt, UGC. The funds so received are utilized for the betterment of infrastructure and enhancing the teaching-learning resources.

Conclusively, the mechanism of the institution is in complete synchronization with its vision and mission and reflective of effective leadership through its efficient implementation of detailed action plans and strategies.

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The College follows the practice of decentralization of power and participative management system. The Principal of the college acts as the Head of the Institute. Being highest authority s/he looks after the overall administration of the college which includes the administrative, academic, financial and other issues related to teaching, non teaching staff and students. He acts as a link between the college, state government and the Governing Body. An educational institute's primary duty is related to academic activities. So in the beginning of each academic session the principal holds staff council meeting and advises faculty members to discharge their duty sincerely and efficiently. Resolution to that effect is passed in the meeting. The Principal in consultation with some faculty members forms different committees to make them participate in the administration of the college.

The Principal appoints Administrative Bursars to help him in matters related to college administration. Mostly senior faculty members get that task. These bursars not only help the Principal, they also look after the problems of other staff members and students. They play a major role in college management. S/He appoints some Academic Bursars to look after the academic activities of the college. The college has only one stream. The Academic Bursar is given the task of keeping an eye over holding regular classes and ensure students attendance. Faculty members maintain their lesson plan and progress registers. The academic bursar checks them from time to time. He physically verifies whether classes are taken or not. If he finds any lacuna, he takes the matter to the Principal, being the highest authority to takes the necessary action.

Similarly the Principal appoints the Account Bursars to look after the financial management of the college. One of the senior faculty members leads the team with two deputy and two support staffs to assist him. From the preparing the salary bill of the employees of the college they maintain all the cash related records. They cooperate with the Audit team that visits college every year. All financial related issues are handled by them efficiently. They work in coordination with college administration.

Besides the above mentioned activities the Principal has to look after other issues as well. If any student unrest takes place in the campus, s/he tries to solve that in cooperation with other faculty members. S/He also gathers feedback from students about the performance of faculty members. If required, necessary suggestions are given to faculty members for rectification of their manner of duty. Students enjoy free access to the Principal to discuss about any problem related to their academics.

In this manner, the institution practices decentralization of power and participative management.

File Description	Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2***Institution implements e-governance in its operations***

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document

6.3 Faculty Empowerment Strategies**6.3.1****The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression****Response:**

The need of a congenial and healthy working environment for the staff members is well-recognized by the administration and all necessary steps are taken in this regard. The institution provides for a spatial staff room for resting and recreational purposes of the faculty. Use of plastic has been prohibited in the college campus and cleanliness is maintained at all times in the premises. The teachers are encouraged to take up refresher courses and duty leaves are granted to them as and when required. The teachers are also felicitated on the event of superannuation for their services. All facilities are provided to faculty members for induction of digital teaching methods in classroom teaching.

Systematic leaves are allowed to employees as and when required for various reasons. The leaves include Casual leaves, Medical leave/ Half pay leave and Maternity leave. Such leave entitlement is calculated on the calendar basis, i.e., starting from 1st January till 31st December every year. Duty leaves can also be availed by the staff members either on account of requirement for absence from duty due to responsibilities assigned by the Government, or for attending conferences, seminars, refreshers, etc. in other institutes and colleges.

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 13.75

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

2022-23	2021-22	2020-21	2019-20	2018-19
03	03	0	02	03

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshops and towards membership fee for professional bodies	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 10

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	01	06	01

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document

6.4 Financial Management and Resource Mobilization**6.4.1**

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Mahatma Gandhi Degree College comes under the direct control of State Government through Higher Education Department so the college accounts is purely covered under OGFR Rule of the Government and cross check of AG and verification of CAG as such the State government Local fund audit conducted audit programme regularly. In fact the account of the college was covered under audit up to the year 2023-24 by the audit party of the Local Fund.

The Governing Body is the proper authority to approve the audit report and the compliance to the audit report was regularly made with the approval of the Governing Body.

Internal Audit

Prior to commencement of the government Audit programmes the internal audit of the accounts was also conducted by the finance committee and subcommittee constituted by the Governing Body from time to time. We have also adopted the PFMS system and CAPA.

As per the guidelines of the UGC, the UGC accounts is audited by Chartered Accountants and

utilization certificates against the fund of UGC is submitted to UGC duly signed by the authorized auditors CA.

6.5 Internal Quality Assurance System

6.5.1

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The function of IQAC of this college is mainly to monitor the quality of teaching-learning process, our college has Internal Quality Assessment Cell that works towards planning and initiating strategies for the improvements and up gradation of the institution. IQAC of this institution aims at promoting quality and research culture through monitoring regular classes maintain discipline. It gives importance to maintaining an academic atmosphere in the college. Holding of regular classes and completion of syllabus within a stipulated time given priority. Laboratory works, regular assessment, students' attendance evaluation of academic performance etc. comes under the sphere of IQAC organization of seminars, guest lectures, training programs and arrangement of extracurricular activities by the faculty and students are the lookout of IQAC.

By the continuous efforts of the IQAC, the college has reached at a new height of success. The IQAC has been successful in maintaining its quality by continuous pursuance of its functions. Members of the committee along with the coordinator regularly meet to discuss about the progress of its plan. At the beginning of each academic session members of IQAC meet to chalk out the plan for that particular session with a definite mission in hand. All its programmes are primarily student centric. It takes care of the students attendance by ensuring regular classes. An academic committee is formed to monitor regular holding of classes and maintenance of progress Registers. Holding of Remedial Classes for the students who are weak in academic has been taken up by IQAC a serious note. Faculty members are asked to point out the weak students through their teaching-learning process. Not only academic, but to maintain a balance relationship between the teachers and the students, making the campus peaceful disciplined and harmonious are some of the tasks taken up by IQAC.

Arrangement of seminars in each and every department is strictly conducted under the supervision of IQAC, in order to make students go beyond their own subjects. IQAC is successful in organizing Inter-disciplinary seminars. Success of the same effort is marked with a large number of students attending seminars and taking part in the question-answer session. IQAC undertakes the task of holding paper evaluation in the Mid-Sem and semester examination. Coding of Mid-Sem examination answer-scripts is undertaken by the cell in order to avoid any chance of partiality in marking. Answer scripts of semester examination is evaluated by a set of examiners selected by the department members in the Board of Studies meeting. Questions are also invited from a group of question setters from outside, Complete secrecy is maintained in the preparation of questions and evaluation of answer-scripts.

Quality improvement is the motto of the IQAC. It encourages teaching staff for participation and paper presentation in state and national level seminars, workshops and Regional conference. Thus IQAC is working towards institutional progress and planning strategies to achieve the goal.

File Description	Document
Upload Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: B. Any 3 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

The College takes extra-care for the security of girl students. A team comprised of some senior members is formed every year who roam around the campus to prevent any untoward incident. As the number of female students are usually higher than the number of male. So the Institution gives priority to their security. Sexual Harassment Cell is formed to take care of such issues. The members of the cell normally meets thrice a year to review the situation. The cell members meet girl students outside the class- room and in their mess to make a survey of the campus situation besides arranging meetings to make the students aware of the legal consequences of such activities. Girls are informed about the role of the cell and need of their support in the functioning of the cell .Anti ragging cell works to prevent ragging of new- comers by the senior students. The cell members arrange meetings to appraise the senior students of the consequence of their involvement in ragging and encourage the new-comers to complain immediately before the cell if any such case arises.

Whenever a mob is seen, members of discipline committee reach there to find out the reason and to escalate them. Apart from all these committees, security personnel are employed to look after the safety and security of the institution. Above all the college is under CCTV surveillance to monitor all activities in the campus to avoid any unforeseen incident. First-Aid-Box is made available to all as and when required by the students. Gender sensitization programs like awareness programs and seminars are arranged from time to time to sensitize the staff members as well as the students in gender related issues.

Counselling:

An induction meeting of new- comers is held every year just after the admission process is over to inculcate among them the rules and regulations they have to follow while in the college campus. This meeting is addressed by the needs of the departments where students are informed about their courses, examinations and evaluation pattern and the rules they have to follow to make it a secured, peaceful and eco-friendly campus. Career counseling programs are arranged every year in collaboration with different organizations to help the students out in making their careers. Subject counselling is done by the teachers at their time of allotment of honours subjects. Students are briefed about the future perspective of the subjects they want to take as their honours papers. Individual counselling to the students is made at that time when the faculty members realize some lapses in the students.

Common Room:

This Institution provides common-rooms to both girl and boy students, toilets are adjuscent to these

common rooms. The students are provided with Carrom Boards and Chess to relax them. As our campus is Wi-Fi and Internet connected they are allowed to make the best use of it. Hence the students are encouraged to make their leisure recreational through the common-rooms.

Self Defence Programme:

Self Defence Programme for girl students is organized each and every year, large numbers of girl students participate in this programme. District Level trainer gives training to our students.

File Description	Document
Upload Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

1. ECHO (Environment Conservation Heroes) workshops organized by the NSS Unit of College on 14.10.2023 and on 15/10/2023
2. Cleanliness drive under Swatch Bharat Abhiyan by NSS Unit of College on 04-10-2023.
3. Celebration of World Environmental Day by College on 05-06-2023.
4. Adoption of resolution in the IQAC Core Committee meeting for making the college campus plastic free.
5. Proper disposal of garbage (garbage from canteen taken away) on a daily basis.
6. Organization of plantation programmes in the college campus
7. Filling up of lowlying areas in one part of the campus and conversion into a playground
8. Provision of dustbins at various vantage points of the campus
9. Water harvesting management system is practised in our college campus.
10. Organisation of different motivational programme regarding environment pollution.

7.2 Best Practices

7.2.1

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual

Response:

Best –Practice-I

1. **Title of the Practice: Inculcating Social Responsibility**
2. **Objectives of the Practice:**

Objective of monitoring institutional values and best practices is to achieve the vision of the institution i.e. to create an advanced and progressive society without any prejudice with optimum gender equality, inculcation of human values as its core, perpetual quest for knowledge, promotion of scientific

temper to boost global stewardship and for making education relevant for creating an environment conducive for sustained inclusive growth. Best practices support main sense of the institution and helps in making institution work in a more responsible way. Thus our college has undertaken different steps of best practices conducive to our environment. Innovative the students in many socio economic, political and cultural activities would bring about innovations in the contemporary education system.

3. The Context:

This College is a rural based institution where students from socio-economically poor background are getting admission. The institution, taking surroundings in to consideration, has taken certain initiative to make the environment more conducive for learning. Not only progress in academics but establishment of developed society is the ultimate goal. Keeping this in view, the college works towards achieving the objective. Students are found to have been inspired towards building a progressive society in cooperating with the college authority.

4. The Practice

The Institution has been working towards achieving a society of young mass with healthy mind and body. Holding of regular yoga classes, exercise the gym and participation in different sports activities help the students in keeping their body healthy. The students are getting moral feedback from the stakeholders as well as from faculty to inculcate a culture of critical thinking at times advise are invited from he alumni to inspire the students in academic, cultural and sports activities. Students are advised to take care of the environment by keeping it clean and maintaining an eco friendly atmosphere. Some enthusiastic students have taken up the drive to some villagers even. Humanitarian values are kept at pace by the students when they take initiative to help the children of slum dwellers with pens and books.

5. Evidence of Success

It's a matter of great pride the students of Mahatma Gandhi Degree College not only have qualified themselves for Universities but also have brought recognition to the institution for by getting selected in National Team in Volley ball. In body building one of our students has brought honour to this college by being the champion. Endeavour of our students in making the campus eco friendly has been acclaimed by the public. Adoption of Villages by our College is a bright example of such practice. Technical assistance to social economically backward students has helped them a lot in pursuance of their higher studies. Hence the dropout rate has fallen to a considerable rate.

6. Problems Encountered and Resources Required:

The main problem of this institution is its short area of land. As there is no hostels available for boys and girls students are opting for communication. They have to reach at the bus stop at fixed time to ride their bus because number of bus is also limited. This is a major problem that the students are facing. The communication facility to this place is very poor. Thus it is impossible for them to dedicate much time in other works beyond academics.

7. Notes:

The motto of this Institution is to nurture the potential of students, enabling them and empowering them to carve their unique path like self growth and self-worth. This Institution utilizes

experiential learning by using the method of power point presentations that helps the students organize their thinking process.

Best-Practice-II

1. Title of the Practice: “The Gift of Green”: Towards Building a Sustainable and Clean College Campus”

2. Objectives of the Practice

At MGDC, we strive to create a model of education that is based on compassion and mindful living. The Green Campus initiative began with an objective of fostering a culture of eco-friendly practices and making the campus environmentally sustainable. We aim to build a campus that is plastic free, produces minimal waste, conserves energy, protects biodiversity and practises self-sustainability in areas of power, water and cleanliness. This is a collective endeavor of our students, staff and neighboring community in an effort to recognize our place and responsibility on this planet.

3. The Context

The relationship between MGDC and nature is a long and enduring one, something that students and staff of the college are aware of. The buildings of this educational institution stand on the cultivated land. The rest of the campus can be categorized as playgrounds, lawns and gardens. The variety of species of grasses, herbs, shrubs and trees also help in recharging of groundwater. MGDC has been consistently working towards creating and maintaining an eco-friendly and clean campus.

4. The Practice

Infrastructural Practice

While cutting trees on campus is strictly prohibited, MGDC plants new trees each year and maintains a Kitchen Garden. Bird-Watching and Tree Identification walks are often carried out. The campus is single-use plastic free and environment-friendly. Energy-saving electrical appliances that reduce wasteful inefficiencies have been installed in the College.

Green Campus Initiatives

To engage the larger community of students, industry experts, policy makers, and academicians, We organized programmes on ‘Resources Management for Sustainable Development’ and ‘Innovative Approaches for Plastic Free India’. Green initiatives in college are student driven. The Green Society boasts of over 300 active studentmembers. Single-use plastic ban by college was accompanied by the Anti-Plastic Collection and Recycling Campaign led by institution.

5. Evidence of Success

The MGDC campus uses Solar street-lights from 7 PM to 5 AM. Tree plantation drives are carried out annually. There are approximately 250 trees, 250 shrubs and 20 Decimal of grass cover. 56 species of

trees have been identified and tagged.

6. Problems Encountered and Resources Required

We faced problems in efficient maintenance of solar power generation. There were technical faults including failure of one of the inverters. This reduced the efficiency of in-house solar panels. An inadequate supply of plastic alternatives increases their cost which makes them less popular in society. The pandemic has adversely affected our ongoing green initiatives.

7. Notes

Some suggestions for future green initiatives are deliberated upon in the IQAC. The aim is to encourage students to become genuine agents of change, committed to treasuring the campus environment and the neighborhood.

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The Primary objective of this Institution is to impart value based quality education, to create a pool of responsible citizens who will work in a constructive way for the benefit of the society. This Institution envisions a society advanced and progressive without any prejudice. In order to bring about nationalistic feelings among our students, several national days are observed on the specified days. Before the commencement of the observation days, debate, essay, education and quiz competition are arranged. Active participation of maximum number of students in the mentioned competitions signifies their interest in nation building. The departments take special care to inculcate social responsibilities among the students regarding gender equality, environmental pollution and other matters of social importance by arranging group discussions, competitions and workshops.

Our aim is to make students responsible and conscious not only theoretically but also on a practical foot. To achieve our objective students are encouraged to participate in extra-curricular activities like music, dance, debate, education, quiz essay and fine arts. The writing skills of the students are acknowledged through the publication of magazine and wall-magazines. Regional writing (Odia Literature) has a prominent place in both the college and departmental wall magazines. Some of the students of the institution have participated in music and dance competitions of regional T.V. channels and have brought laurels. The faculties take extra care to ensure discipline inside the college premises. A disciplinary committee comprised of senior faculty members has been formed to look after the maintenance of an atmosphere of ambience inside the campus. Welcome and Farewell ceremonies are arranged by the students of all departments at the beginning and ending of every academic year to maintain a relationship of love and care between the senior and junior students .successful students get felicitated at the Annual Day Function. Mahatma Gandhi Degree College Website reflects the name and

photographs of students securing highest marks in their subjects and this has been done to inspire the future group of students.

Craze for sports and games are always common with the students of this area. They have a special interest in Volley Ball, Cricket, Kabaddi, Kho-Kho, Basket Ball, Bad-Minton, Chess and Carrom. Tournaments are organized every year to develop interest among the enthusiastic students to participate. Hence the college takes all the initiative to discover and develop the intellectual and physical skills of the students. To improve communication competency and cultural conscience that would help the students in developing a positive approach, confidence and an all-round development in body and mind, this institute serves as a training base. Here academic and cultural activities go together. College Union for students organizes different competitions. Not only competitions but students, in large number do participate in the cultural events in the Annual Functions. Fine Art are the especially of our students. Some of our students are working as choreographer, Modeling, and Cinematographer in Odia, Sambalpuri and Chhattisgarhi movies. As this college is surrounded by archeological monuments, some students along with one of our faculty of History departments are working in this field. The college invites Sahitya Academy Award winners, Poets, Bureaucrats, Academicians, Politicians and Resource Persons to interact with the students. There is no doubt that student-centric functioning of the college will add new feathers of success to this institution every year.

5. CONCLUSION

Additional Information :

Mahatma Gandhi Degree College, Bhukta is the only degree college in Ambabona Block of Bargarh District having a student strength of above 600. The students of this college have got appointments in Govt. Offices, Private sectors, different companies and defense services. This institution aims at fulfilling the motto “Sky is the limit”.

Concluding Remarks :

This Premier Institution of Bargarh District, Odisha aims at incorporating life-skills and value based educations in the minds of its students. Apart from education, all-round growth of the students are also taken care of by arranging different competitions, sports activities, conducting workshops that teach skills leading towards financial self-sufficiency. Life-skill development of the students are also taken care of by arranging inter-disciplinary seminars, Lecture-series, talk an important current issues, group discussions and workshops and contemporary burning issues. Endeavors of the teachers, contribution of the local people, interest of the teachers, contribution of the local people, interest of the alumni and performance by the students will definitely take this college to a higher level of success.