



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	SWARNACHUD COLLEGE, MITRAPUR, BALASORE
Name of the head of the Institution	Dr.Gajendra Prasad Parida
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06782275760
Mobile no.	9861343301
Registered Email	swarnachudc@gmail.com
Alternate Email	swarnachud@rediffmail.com
Address	AT/PO:MITRAPUR, DIST-BALASORE, ODISHA. PIN- 756020
City/Town	BALASORE
State/UT	Orissa
Pincode	756020
2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education

Location	Rural
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. Manoranjan Dash
Phone no/Alternate Phone no.	06782275760
Mobile no.	7978210287
Registered Email	swarnachudc@gmail.com
Alternate Email	swarnachud@rediffmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.swarnachudcollege.com/images/AQAR%202017-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.swarnachudcollege.com/images/Calendar-converted.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	68.25	2006	21-May-2006	21-May-2011

6. Date of Establishment of IQAC	04-Jul-2012
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7. Internal Quality Assurance System

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

	Duration	beneficiaries
Capacity Building Programme for Non-teaching Staff	25-Oct-2018 1	15
Introduction of Dress Code & I-Card for Staff	01-Oct-2018 1	35
Organisation of Departmental Seminar in Philosophy	24-Sep-2018 1	12
Organisation of Departmental Seminar in Political Science	18-Sep-2018 1	24
Organisation of Departmental Seminar in History	11-Sep-2018 1	23
Organisation of Departmental Seminar in Chemistry	05-Aug-2018 1	25
Organisation Departmental Seminar in Physics	28-Aug-2018 1	26
Organisation of Departmental Seminar in Odia	23-Aug-2018 1	25
OrgaDepartmental Seminar in English	21-Aug-2018 1	28
IQAC 1st Meeting	11-Jul-2018 1	20

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Swarnachud College, Mitrapur	OHEPEE, World Bank assisted	Government of Odisha	2018 365	1800000

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9. Whether

Yes

composition of IQAC as per latest NAAC guidelines:	
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
12. Significant contributions made by IQAC during the current year(maximum five bullets)	
• Introduction of Dress Code Identity Card for Staff.	
• On Campus Recruitment & Placement drive.	
• Launching of Audio-Visual Club.	
• Introduction of Morning Music & Mantras.	
• Organisation of Departmental Seminars & Administrative, Library, Laboratory Audit.	
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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year	

Plan of Action	Achivements/Outcomes
Introduction of morning Music and Mantra	Peaceful ambience conducive to Teaching-Learning
Launching of Audio Visual	Addition of quality
On Campus recruitment	Exposure of students to the pattern of competitive examination
Introduction of Dress code and Identity card for staff	Enhancement of quality
Organisation of Departmental Seminar	Increase of knowledge and Exposure

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Governing Body	23-Sep-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission

07-Dec-2018

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently

The Management Information system is in practice partially with regards to admission of students, award of scholarships and information about various

operational
(maximum 500
words)

examinations. The Students Academic management System (SAMS) is meant for submission of online application for admission into various UG courses. The selection procedure, admission particulars and application for award of scholarships are intimated to the students on their registered mobile. SMS are also sent to communicate admission schedules.

Part B

CRITERION I - CURRICULAR ASPECTS

1.1 - Curriculum Planning and Implementation

1.1.1 - Institution has the mechanism for well planned curriculum delivery and documentation. Exp words

1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words : Swarnachud College, Mitrapur district of Balasore in Odisha is an affiliated Institution under Fakir Mohan University. Situated in the ITDA Block of Nilgiri, it imparts UG education in Arts Hons and Science Hons stream. Curricular aspects of the courses at this College are guided by university regulations and Acts. With a view to disseminating knowledge and to invigorate future human resources, Institution continues to inculcate social and human values in the minds of younger students through academic curriculum and socially meaningful activities. The Vision, Mission and Objectives are communicated to stakeholders at the beginning of each academic session. On the very first day of the academic session, the Staff Council meets under the Chairmanship of the Principal to chalk out plans for academic, cultural and other programmes. After analysis of inputs provided by different departments, the Staff Council prepares the guidelines for smooth functioning of the college in an effective way. The teaching plan is prepared by respective departmental faculties as per the principles of the Staff Council guidelines and university regulations formulated by Fakir Mohan University. The college has qualified, dedicated and experienced Faculties for timely completion of course curriculum through different course delivery methods like lecture, class presentations, tutorials, practicals, proctorial and remedial classes. Weak students are given special importance in order to bridge the gap between the advanced and slow learners. Provisions for scholarship & rewards and felicitations increases the learning zeal of the students. The management of the classes are supervised by the Academic Bursar and the Principal on a daily basis. The Plan and Progress of the academic work are maintained by individual lecturers, supervised by the HODs weekly and reviewed by the Principal on monthly basis. The authority of the higher education department Govt. of Odisha as well as the authorities of the FM University inspect the Institution to review the academic progress and management. The college has a well-equipped Library with reading room facilities. The students are provided with question banks, reference books, journals and newspapers. The college has developed internal assessment system like monthly unit test, half year test and presentation of papers in seminars. The students appear at the end examination as per university guidelines. The college rewards

graduate in Science and Arts on the Foundation Day Ceremony of the College. All Students-centric programmes are undertaken by the Institution for the development of students. Besides class teaching, regular annual athletic meet, cultural competitions, community awareness programmes through YRC, annual day celebration and observance of various important days, central and state govt declarations. The college publishes its annual magazine THE MAITREE where the students and the staff express their creativity. The editorial board of the college plays a dominant role in publishing the magazine. The literary creativity of the students are well ventilated on the college wall magazine SWARNADHARA.

1.1.2 - Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Dev
Nil	NA	07/09/2018	1	NA	

1.2 - Academic Flexibility

1.2.1 - New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Nil	06/08/2018
BSc	Nil	08/08/2018

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective System
BA	Economics	01/06/2018
BA	English	01/06/2018
BA	History	01/06/2018
BA	Odia	01/06/2018
BA	Philosophy	01/06/2018
BA	Pol. Science	01/06/2018
BA	Sanskrit	01/06/2018
BSc	Physics	01/06/2018
BSc	Chemistry	01/06/2018
BSc	Mathematics	01/06/2018
BSc	Botany	01/06/2018
BSc	Zoology	01/06/2018

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 - Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Yoga Education	21/06/2018	68
Communicative English training for Students	27/09/2018	50

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1.3.2 - Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Visit to Industrial Expo Fair	35

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1.4 - Feedback System

1.4.1 - Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained

Feedback system is the evaluative mechanism to measure the progress in respect of academic, infrastructure, development and overall performance of the institution in its related activities. This year Feedback was collected from Students and Faculties as per OHEPEE. 47 undergraduates responded to a variety of questions on Infrastructure, Teaching-Learning Process, College Culture, Classroom Teaching, Extra-Curricular activities, Language learning and Logistics. 57 of the students were satisfied with Infrastructure facilities and 71 with Lab Infrastructure. Similarly on questions regarding Teaching-Learning Processes, the highest rating was given to up to date knowledge of the subject teacher. On an average, 76% of the students reported satisfaction with the Teaching-Learning Activities/ Processes. On Classroom teaching 72% of the students felt that teachers explained the concepts satisfactorily. 83% of the students felt that the Internal Evaluation Process is always fair. Similarly 68% felt that the college provides Technical Learning Opportunities and an equal percentage of students opined that the college provides Learning and growth opportunities to Improve Soft Skills. It was heartening to find out that 87% expressed their preference for the college.

be taught in English. A cent percentage students reported that classes at 10 AM. In the Faculty Satisfaction Survey, 8 faculty responded from college out of which, 38 was female. 53 of the faculties were satisfied with general Infrastructure. 50 of the Science faculty were satisfied with services. While 91 were satisfied with general administration, 58 of the faculty were satisfied with Pedagogy and Research Activity. All of the agreed that the workplace environment which they found congenial and friendly. Similarly 70 were satisfied with financial and managerial and an equal percentage were satisfied with the academic autonomy. There was percentage agreement while voicing their overall satisfaction rate with College.

CRITERION II - TEACHING- LEARNING AND EVALUATION

2.1 - Student Enrolment and Profile

2.1.1 - Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received
BSc	Physics, Chemistry, Mathematics, Zoology, Botany	128	744
BA	English, Odia, Political Science, Economics, Sanskrit, Philosophy	128	1082

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2.2 - Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of fulltime teachers available in the institution teaching UG and PG courses
2018	668	Nil	31	Nil	

2.3 - Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources
32	10	5	Nil	Nil	

[View File of ICT Tools and resources](#)

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

The Proctoral system in operation corresponds to the mentoring practices adopted in many institutes of higher education in India. The mentoring system of the college pertains to the relationship between mentor and mentee. The ratio of mentor to mentee is 1:24. One mentor guides 24 mentees. The problems of the students in regard to the academic and other related pursuits are many, and their redressal is the top priority need of the time. The mentor's role is indeed an important one with respect to the problems faced by students in the process of acquisition of knowledge and also as guidance to their prospective career opportunities in the future. The mentor's role symbolises the role of a friend, philosopher and guide in contemporary society; the mentor has become a vital role-model for shaping the destiny of the students. The college has the practice of organising P.T.A. (parent teachers Association) every year where the students in the college, and their matters relating to academic curriculum are informed to parents. Parents are advised to inculcate a sense of positive approach to the growth of the child and help them overcome the ills that germinate in regular intervals. Parental guidance along with efforts of mentors of the department are the best practices adopted by the college in mentors-mentee relationships.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee
668	31	1 : 24

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty posts
29	32	3	Nil	32

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship received from Government or recognized bodies
2018	Nil	Lecturer	NA
2019	Nil	Lecturer	NA

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2.5 - Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results after semester-end/ year-end examination
BA	17	Semester	24/03/2019	18/06/2019
BA	14	Semester	24/03/2019	18/06/2019
BA	13	Semester	24/03/2019	18/06/2019
BA	11	Semester	24/03/2019	18/06/2019
BA	08	Semester	24/03/2019	18/06/2019

BA	05	Semester	24/03/2019	18/06/2019
BA	03	semester	24/03/2019	18/06/2019
BSc	53	Semester	24/03/2019	18/06/2019
BSc	56	Semester	24/03/2019	18/06/2019
BSc	52	Semester	24/03/2019	18/06/2019

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2.5.2 - Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (25

Swarnachud college a constituent college of the FM University is guided by the regulations. At the institutional level also the college maintains evaluation system in academic, administrative, accounts at the library. The Principal and the Head of Institution controls all academic activities with help of Administrative Bursar. Classes are monitored, plan and progress register of teacher are verified, remedial and tutorial classes are arranged, monthly unit tests are held and half yearly tests are conducted in time. Similarly, the Principal with the help of Administrative Bursar maintains uniformity in administrative accounts. Internal verification of library books as well as accession register Issue Register are done at regular intervals.

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

Academic calendar is prepared by consulting the schedule and list of examinations of the Fakir Mohan University and the Govt. of Odisha. Classes and schedule of Examinations are conducted accordingly. While half-yearly and mid-term examinations are regulated by the Institution, it follows the schedule of FM University with regards to the conduct of Annual Examinations. The Calendar also stipulates the organization of curricular and extra-curricular activities around the year which is followed to the spirit.

2.6 - Student Performance and Learning Outcomes

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

<http://www.swarnachudcollege.com/images/Programme%20outcome.pdf>

2.6.2 - Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination
01	BA	Pass	7	6
03	BA	Economics	12	9
05	BA	English	8	7
08	BA	History	12	12
11	BA	Odia	16	16
14	BA	Pol.Science	9	9
17	BA	Sanskrit	11	9

13	BA	Phillosophy	4	4
52	BSc	Botany	15	15
53	BSc	Chemistry	18	15

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2.7 - Student Satisfaction Survey

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

<http://www.swarnachudcollege.com/images/SSR.pdf>

CRITERION III - RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received the year
Major Projects	00	NA	0	0
Minor Projects	00	NA	0	0
Interdisciplinary Projects	00	NA	0	0
Industry sponsored Projects	00	NA	0	0

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3.2 - Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	NA	16/08/2018

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award
Nil	NA	00	20/08/2018

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	NA	NA	NA	NA	Nil

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3.3 - Research Publications and Awards

3.3.1 - Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor
National	Nil	Nil	00
International	Nil	Nil	00

No file uploaded.

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

Department	Number of Publication
NA	Nil

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of excluding se
Nil	NA	NA	2019	0	00	Nil
Nil	NA	NA	2018	0	00	Nil

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation mentioned in the p
Nil	NA	NA	2019	Nil	Nil	00
Nil	NA	NA	2018	Nil	Nil	00

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

Number of Faculty	International	National	State
Attended/Seminars/Workshops	Nil	3	1

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3.4 - Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of participat activ
Legal Rights for Women	In collaboration with the National Commission for Women	6	6
Voters' day	NSS YRC	12	7
World AIDS day	NSS YRC Unit of the College	8	8
Awareness of Health Sanitation in the adopted villages	NSS YRC Wings of the College in association with the SSG	5	8
GYANALOK- an Educational programme for school drop-outs	NSS YRC Wing	6	3
Road Safety Awareness Programme	NSS YRC with Girls' HS, Mitrapur Chachaji HS, Mitrapur.	4	4

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3.4.2 - Awards and recognition received for extension activities from Government and other recogn during the year

Name of the activity	Award/Recognition	Awarding Bodies	Nur stu Bel
Swachhata Abhiyan in the Local areas	Recognition of efficiency in awakening consciousness.	LIONS CLUB, Mitrapur	

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Nu st parti such
Legal Rights for Women	Woman Commission of India	Awareness on Gender Issues	8	

National Voters Day	NSS YRC Unit of the College	Awareness Camp	13	
Swachha Bharat Abhiyan	NSS Unit of the College in association with the Lions Club, Mitrapur	Campus Cleaning, cleaning of the locality adopted villages	10	
World AIDS day	NSS wing with Lions Club, Mitrapur	Students' Rally, Road show Meeting	9	

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3.5 - Collaborations

3.5.1 - Number of Collaborative activities for research, faculty exchange, student exchange during

Nature of activity	Participant	Source of financial support	
Nil	NA	00	

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To
Project work	Winter internship	Micro solution computer academy, Balasore	12/11/2018	21/11/2018

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/participants per MoU
Balasore Chemicals, BIs	11/09/2018	Industry institution linkage development of scientific Industrial skill	4
Lions Club, Mitrapur	16/09/2018	To promote social activities develop leadership qualities among Students.	5
Micro solution Computer Academy, Balasore	13/10/2018	Internship	10

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CRITERION IV - INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure deve
2000000	1953983

4.1.2 - Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Ac
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 - Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of au
Nil	Partially	NA	20
NA	Partially	Nil	20

4.2.2 - Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6609	1131895	530	110176	7139	1:
Reference Books	2669	579422	106	33257	2775	6
Journals	163	4837	224	7445	387	

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launchir content
Nil	NA	NA	18/09/2018

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4.3 - IT Infrastructure

4.3.1 - Technology Upgradation (overall)

Type	Total	Computer	Internet	Browsing	Computer	Office	Departments	Availabl
------	-------	----------	----------	----------	----------	--------	-------------	----------

	Computers	Lab		centers	Centers			Bandwid (MBPS/GB)
Existing	14	0	3	1	0	4	6	0
Added	0	0	3	0	0	0	0	0
Total	14	0	6	1	0	4	6	0

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

0 MBPS/ GBPS

4.3.3 - Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and facility
Nil	Nil

4.4 - Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1000000	1000000	1000000	953983

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

The institution believes in the maximum utilization of its physical, academic and support facilities at its disposal for the realization of its mission and vision. The physical infrastructure comprising 22 classrooms, 06 laboratories, the Library, the Establishment, Examination and Accounts section, the Gym stand on an area of 5.8 acres are maintained by the Government body. A committee of Teachers headed by the Principal regularly monitor the use and necessity of additional facilities and take steps accordingly. Principal assigns responsibility to different members for the upkeep of the roads, garden, corridors and buildings at its disposal. There are well equipped Laboratories for teaching subjects like Physics Chemistry. A group of 16 students constitute a Practical group. Practical classes are conducted according to the syllabus of the University. The Lab Assistants aided by departmental Heads manage the classes and maintain the records and equipments. The management and the maintenance of the College Library is handled by the Librarian with the help of the support staff. A Teacher is delegated with the job of supervising the activity by the Principal. No extra as requisitioned by different teaching departments are procured by a Finance Committee as per the guidelines of the UGC and the State Financial Commission.

<http://www.swarnachudcollege.com/images/Policy.pdf>

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount
Financial Support from institution	PRERANA	145	8.00
Financial Support from Other Sources			
a) National	Nil	Nil	
b) International	Nil	Nil	

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Amount
Nil	07/08/2018	Nil	

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam
2018	Career Counselling	12	12	Nil

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 - Student Progression

5.2.1 - Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	NA	Nil	

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined
2018	14	Swarnachud College	Physics : 03 Chemistry : 02 English : 06 History : 01 Economics : 02	Ravenshaw University, Utkal University, North Odisha University, Fakir Mohan University, Berhampur University.

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

Items	Number of students selected/ qualifying
GATE	Nil
CAT	Nil
Civil Services	Nil
Any Other	3

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

Activity	Level
Cultural Events (Debate/Essay in Odia and English, Song, Art, Quiz, Recitation, Sloka Recitation, Drama) 3	Institutional
Track field Events (Race, Jump, Throw) 3	Institutional

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5.3 - Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	No
2018	University Champion	National	3	Nil	BA- 16-120 1313B16001	Ar

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

The students admitted into the different Courses are given representation on the academic as well as administrative bodies of the Institution. While organizing departmental seminars, study tours, conduct of Annual sports meet, organizing functions and observance of Annual day celebrations, the students get maximum liberty in making those events successful. The Students Union election which election is held according to norms set by the Govt. of Odisha and the department of higher education, usually takes place in the month of October. The students get a suitable platform to present their views, vision and leadership qualities. Students representatives are elected to various committees which work under the guidance of Teachers and organize different co-curricular and extra-curricular activities round the year. All the honours teachers in all departments have student representatives as secretaries to help organize seminars, discussions, study tours and other cultural events of the department. Inter-disciplinary competitions are arranged by the students and participants are encouraged by the faculties to show their latent talents. IQAC includes students' representatives to give them an opportunity to express their preferences in the quality cell. Besides the students express their views by publishing their independent views and opinions in the college magazine as well as wall magazines. The NSS YRC hones their social skills and acumen and helps them represent themselves as good and active citizens in future. The Career Counselling Cell takes into consideration their need and consults them before organizing tailor-made programmes for their benefit.

5.4 - Alumni Engagement

5.4.1 - Whether the institution has registered Alumni Association?

No

5.4.2 - No. of enrolled Alumni:

62

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

0

5.4.4 - Meetings/activities organized by Alumni Association :

A Meeting was held on 12 Dec 2018 in the presence of the Principal, Administrative Bursar and lecturers in the Vigyan Bhaban. The following resolutions were undertaken. 1. Efforts to increase the membership strengthen it. 2. To create funds to carryout activities of the association. 3. To launch the Association in the social media and create a WhatsApp named Swarnachud College Alumni Association.

CRITERION VI - GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College adopts decentralized governance and participatory management. From the beginning of each academic year, the principal distributes portfolios among the teaching and non-teaching staff and gives them autonomy to function independently. This helps in the smooth working of the administrative machinery. Two Teachers and one from non-teaching staff are nominated to the governing body of the college. The principal appoints a senior member of the college to the IQAC as Co-ordinator for a period of two years to guide the quality developmental aspect. The Academic and Administrative Bursar are appointed for streamlining the smooth operation of academics. For matters relating to day to day administration the principal appoints a senior member as Administrative Bursar. The heads of the various departments are given autonomy to organize departmental events like seminars, discussions, tours as well as Proctorial system. The NSS and YRC wing of the college headed by teachers appointed by the Principal propose and formulate their plan of action with regards to the social welfare agenda of the college. The teachers are also delegated with the responsibility of organizing the cultural competitions and Annual sports as per the schedule of the academic calendar. The Public Information officer, chosen by the Principal from among senior staff members, handles and responds to queries under the RTI Act on behalf of the college. The Examinations are conducted under the guidance of the OIC, carry out all examination related functions starting from the beginning to the end of each examinations. Delegated responsibilities and decentralization are properly adhered to in the administration of the college.

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

Yes

6.2 - Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum Development is an important aspect of the college administration. From the beginning of the establishment of the institution, the curriculum of the college has been designed in a way to develop the academic ability of the students. However the college follows the syllabi designed by the Mohan University. UG course in Arts stream was introduced in 1983, Honours in History and Political Science in 1988, Science Stream in 1992 Honours in Physics Chemistry and Mathematics opened in 2009. Subsequently, Honours teaching facility in other subjects were introduced. The Principal with the assistance of the Academic Bursar some Senior members of the college design the plan of action for course coverage and its completion. In order to make the students aware of the career options Career Counselling Cell organizes different programmes for the benefit of the students. The Route Map is prepared so as to highlight the students about the career options and programmes.
Teaching and Learning	The college gives much importance to teaching learning process.

<p>Learning</p>	<p>process. At the beginning of the academic session faculties prepare their plan of study. Lesson Plan Pr register are properly maintained verified by the Aca Bursar the Principal regularly. Though the college has developed any new technology to improve the teaching l process ,the students are encouraged to participate Seminars, Study Tours, Industrial visit Class roo interactions. They are made aware of various opportuni scope for future prospects in the course of learning students actively participate in proctorial doubt cle classes. Teaching Learning process in the college is cordial and student-centric.</p>
<p>Examination and Evaluation</p>	<p>The College follows the Examination and Evaluation pro the Fakir Mohon University. From the beginning of the session, the students are made aware of various rule regulations for appearing examinations. Departmental tests are conducted and the performance of the studen monitored by the respective faculty of each departm Students appear two Internal examinations in a year 6 : examinations in Toto in three years. In other words, student has to appear at 6 Internal and 6 semesters to for a Bachelor degree. The Evaluation of answer scrip carried out both in the online and offline mode. Resul usually declared within 45 days of the examination Students who do not fare well in the exams, are usu supplemented with notes and extra classes to quali</p>
<p>Research and Development</p>	<p>The College imparts education specially to UG student there is less scope for the faculty to be involved in activities. However faculties are encouraged to car research activities under various Universities. The fa have undertaken Minor Research projects 7under UGC fro to time. They presented Research Papers in various Se and also acted as Resourse Persons in different Semina of the members have been awarded Ph.d and M.Phil Degre different Universities. In departmental Seminars, stud helped and encouraged to prepare papers on assigned top present it before an audience to help them overcome tl and develop a research bent of mind.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The College has a Library having more than 10000 boo journals. The Library is a boon for the poor stakehold are heavily dependant on its services for procuring ne text books and references for their education. The L: card is issued forthwith after the admission. Students year are all9ocated two days in a week to take advant the lending Library. The books are renewed periodical Reading room attached to the Library helps the student books on a daily basis. The Reading room remains open am to 5 pm every working day. Newspapers and journals : readily available to the students. New books and journ</p>

	displayed in a special rack for the information of students.
Human Resource Management	Teaching Non-teaching employees constitute the human resource of the institution. While the faculties impart education to the students, the Ministerial staff perform all office activities related to the Institution. Besides teaching, the faculties are assigned with various curricular and extra-curricular activities allotted to them from the beginning of the session.
Admission of Students	The admission to the UG classes are conducted through the HRMS Portal managed by the college as per directives of the Education Dept of the Govt. of Odisha and the rules formulated by the Fakir Mohon University to which the college is affiliated to. The students opting for UG courses apply through Common Admission Form in the online mode. After a central selection, the SAMS centre of the college is provided with a list of selected students for admission. The Admission Committee of the College verifies the documents and finally admits the selected candidates.

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

E-governance area	Details
Planning and Development	Planning and Developmental activities of the College are broadly governed by the Directorate of Higher Education and the rules of the Fakir Mohon University. At the beginning of the academic session, the College Calendar is prepared after consultation with the FMU and the holiday list prepared by the Govt. The Calendar is uploaded in the website for information. Admission of students are electronically managed and an students' database is created. The Students apply for various scholarships through the electronic portal. Employees withdraw their GPF, Account Slip and manage their leave through the HRMS Portal managed by the Government of Odisha.
Administration	The Admission to various UG courses of the College are managed online through the Students Admission and Management Portal operated in the College. The individual data of the employees are managed through the HRMS Portal. They can withdraw GPF, Account Slip, apply for loans and submit their Periodic Appraisal Report annually through this e-portal.
Finance and Accounts	The e-governance is in operation in a very limited form, especially in the sphere of disbursement of payment to employees through the IFMS Portal.
Student Admission and Support	The admission to the UG classes are conducted through the HRMS Portal managed by the college as per directives of the Education Dept of the Govt. of Odisha and the rules formulated by the Fakir Mohon University to which the college is affiliated to. The students receive help and support from the Institution in applying for and obtaining various scholarships offered by Central and State government.

Examination

All information relating to Examination and Evaluation notified in the college website for the information of students. Much importance is given to continuous evaluation of the students progression. So the unit tests are conducted month by month by all Honours departments. Valued answer scripts are shown to students in the classroom. Faculties are directed to the staff Council meetings to clarify doubts of the students by taking extra-classes. Before filling up of forms for examinations, test examinations are conducted. The deficiencies of the students found in the examinations are rectified by doubt clearing classes.

6.3 - Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided
2018	Nil	NA	NA

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Non-teaching staff
2018	Computer Literacy programme	Computer Literacy programme	21/11/2018	22/11/2018	22	

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

Title of the professional development programme	Number of teachers who attended	From Date	To date
Faculty Induction programme, CUPunjab	1	11/02/2019	12/03/2019
SEC Programme,	1	21/01/2019	24/01/2019
5 Days CBCS Practical Based Training Programme	3	06/03/2019	10/03/2019

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 - Welfare schemes for

Teaching	Non-teaching	Students
Bank Loan, GIS, GPF, CAS	GIS, GPF, Bank Loan, MACP	Merit Scholarship, Institutional Award Scholarship for ST/SC/OBC Students

6.4 - Financial Management and Resource Mobilization

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

The Financial records of the Institution have been managed manually since its inception. However, the Accounts of the College are audited annually each year by local fund audit of the Govt. Before such audit Internal audit committee of the college verifies the document relating to income and expenditure and submit their report. For this purpose, at the beginning of each financial year, the principal appoints the accounts officer to look into the collections and spending and thus monitors the expenditure. The college accounts and expenditure statement for the year 2014-15 has been audited and ratified by appropriate authorities.

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

Name of the non government funding agencies /individuals	Funds/ Grants received in Rs.	Purpose
Santilata Devi	50000	To Award the Best Student of the Year.

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6.4.3 - Total corpus fund generated

00

6.5 - Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	College authority
Administrative	No	No	Yes	College authority

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

No activities has been conducted by the PTA

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

Capacity Building, Computer Literacy Programme, Work Shop for La Demonstrator Attendants.

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

01. Steps to obtain World Bank Assistance 02. Steps Undertaken for Accreditation 03. Steps taken to develop Civil Infrastructure.

6.5.5 - Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	
b) Participation in NIRF	
c) ISO certification	
d) NBA or any other quality audit	

6.5.6 - Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Imp
2018	IQAC 1st Meeting	11/07/2018	11/07/2018	11/07/2018	
2018	Organisation of Departmental Seminar in English	21/08/2018	21/08/2019	21/08/2019	
2018	Organisation of Departmental Seminar in Odia	23/08/2018	23/08/2018	23/08/2018	
2018	Organisation of Departmental Seminar in Physics	28/08/2018	28/08/2018	28/08/2018	
2018	Organisation of Departmental Seminar in Chemistry	05/09/2018	05/09/2018	05/09/2018	
2018	Organisation of Departmental Seminar in History	11/09/2018	11/09/2018	11/09/2018	
2018	Organisation of Departmental Seminar in Political Science	18/09/2018	18/09/2018	18/09/2018	
2018	Organisation of Departmental Seminar in Philosophy	24/09/2018	24/09/2019	24/09/2019	
2018	Introduction of Dress Code I-Card for Staff	01/10/2018	01/10/2018	01/10/2018	

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CRITERION VII - INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Gender Equity (Number of gender equity promotion programmes organized by the institutor year)

Title of the programme	Period from	Period To	Number of Parti
			Female
Self Defence for Girls	14/12/2018	29/12/2018	120

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

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

: No alternate energy initiative has been undertaken. Only non-renewable energy sources exist. (General electric supply and DG)

7.1.3 - Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	2
Scribes for examination	Yes	3

7.1.4 - Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participants
2018	1	1	06/09/2018	02	Gyanaloka Programme	Motivational Programme dropout	

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

Title	Date of publication	Follow up(max 100 words)
A Handbook of Ethics For Students	19/07/2018	Students are the backbone of a nation. The manner in which they imbibe during their formative years, the foundation of their ethical outlook in the future. Therefore a student should be regular and punctual, and sincere, devoted and dedicated to be success of life. The students ought to be motivated towards service and develop a zeal for social work through NSS and YRC wing of the institution. Thus, a handbook "Code of Conduct for students" will go a long way in fulfilling such an ideal.

7.1.6 - Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
01. International Yoga Day	21/06/2018	21/06/2018	23
02. Plantation Programme	22/08/2018	23/08/2018	19
03. Campus Cleaning	14/08/2018	15/08/2018	32
04. World Aids Day	01/12/2018	03/12/2018	45
05. National Youth Day	12/01/2019	12/01/2019	28

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

- The College has taken up the preservation of the forest nearby its campus as one of its best practices.
- NSS and YRC Wing of the College have undertaken massive plantation in the adopted villages.
- The College garden is filled with both medicinal plants.
- Awareness programmes are regularly conducted by the NSS and YRC wing to sensitize the students on the importance of a green and eco-friendly environment.

7.2 - Best Practices

7.2.1 - Describe at least two institutional best practices

INSTITUTIONAL IDENTITY CARD DRESS CODE FOR FACULTIES Institutional Identity Card Dress Code for Faculty is not only an essential component of faculty workplace safety but also it implies Discipline, Punctuality, Togetherness and Uniformity in an Educational Institution. Guided by this motto, the institution the College adopted it as a best Practice from the Year 2018-19. In a Staff Meeting, this Best Practice was deliberated upon and adopted unanimously. However, in the absence of any directives from the State Government in this regard, the IQAC decided to implement the Dress Code on special occasions such as days of observations, cultural events, Sports, during Admissions week in a week. The Institutional Identity Card Dress Code concept has helped in developing a sense of Fraternity among the Staff and also give distinction and as such, has been eulogized by one and all. It has inspired the Staff not to violate theirs. It is just a stepping stone for a new atmosphere for the Institution.

MORNING MUSIC MANTRA Music, as defined by Mahatma Gandhi, is a sacred powerful ancient Art which has capacity to change control and regulate emotions. Inspired by this concept, the IQAC of Swarnachud College, Mysore decided to introduce MORNING MUSIC MANTRA as one of its Best Practices during the session 2018-19. The efficacy of Music, the sanctity of GAYATRI Mantra, the Peace tranquility it evokes, is unquestionable. Keeping this in mind, the introduction of Morning Music mantra was accepted unanimously with a great enthusiasm. Its experimental implementation has had a remarkable impact on Students' discipline in out of the Classrooms, in the field elsewhere. It has been rightly said that Music does not proceed from the throat alone. It is Music of mind, of the senses of the heart. Low decibel funnels were strategically placed to make the Music Mantra audible without being disturbing. Every day when the College reopens for Classes, Students walk into the Campus filled with the serenity of Music and sacred Mantra filling the atmosphere as well as the hearts of the inmates - an experience such as this, evokes a sense of spirituality discipline for which the educational Institutions have adopted introduced this Practice in their respective places.

Upload details of two best practices successfully implemented by the institution as per NAAC criteria. If you have a link to your institution website, provide the link

<http://www.swarnachudcollege.com/images/BEST%20PRACTICES.pdf>

7.3 - Institutional Distinctiveness

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

The Institution Swarnachud College endeavours to educate , empower p intellect through holistic learning for individual growth, self-rel social progress. As it operates in Integrated Tribal Agency Area with underprivileged, predominantly tribal stakeholders, thus it persist strives to promote objectives such as the following • To promote need quality Higher Education to Students hailing from rural background. impart Knowledge and Skill for the development of the self through v based Education. • To reach out to the diverse varied needs of the soc To strive for Excellence with the state-of-the-art facilities. • To o such Extension Extra-curricular Activities to make them good human l responsible citizens of future India. Undoubtedly, with the help of Bank assistance, the Institution is gearing up to be a Model Institut Higher Education in the State. The IQAC of the College has taken up challenge of its present transition and consistently making effort maintain high degree of Excellence any Quality in every sphere. Top p is given to the sphere of Teaching, Learning and Evaluation. Introduc Lesson Plan at the beginning of the academic session and the progress closely monitored by the Academic team headed by the Principal. Int Examinations, Extra-classes for slow learners, Seminars, Discussions Field visits to industries and Exhibitions are integral to the Teach Learning practices of the Institutions. The college Library refresh stock of books and references each year keeping in view the requireme the Staff and the Students. The College has helped the students in ob various National and State scholarships like Senior Merit scholars Students' Merit Award and other aid from local industries to support aspiration for higher education. Through the NSS and YRC Wings of Institution, a number of programmes have been launched this year aim the social, physical and moral development of the students throu participation. The GYANALOK programme, the "Each One, Teach Two", We Poor ST/SC/Wage Earners Back to College Education, Swachha Campus-(Campus, Service to Local Community Empowering Students through Swarn Groups, introduction of Institutional Identity Card Dress Code concep Morning Music Mantras are ventures, to name a few, are directed to achieving development through participation without compromising in q The Institution takes the assistance of Lions Club, Mitrapur the Sway groups of local villages as well as the participation of local Indust carry out social welfare programmes from time to time. The Institutio was established 38 years ago, has remained steady fast in the path realizing its ideal of providing quality education at an affordable c well as working out a holistic development in the students.

Provide the weblink of the institution

<http://www.swarnachudcollege.com/images/DISTINCTIVENESS.pdf>

8.Future Plans of Actions for Next Academic Year

1. Strengthening Student Mentoring system. 2. Organisation of Workshop Project writing For Faculty members Students. 3. Conduct Meet the Industry Expert Programme. 4. To raise Green Brigade, a team of committed student volunteers for better upkeep of environment in and around the campus. 5. Organize Seminars for Career Counselling Placement Guidance. 6. Organisation of Departmental Seminar. 7. Conduct of Environmental Audit Energy Audit. 8. Collection of Feedback from Stakeholders like Students, Parents, Alumni, Faculties. 9. Increase Social activities Programmes under NSS YRC wing. 10. Enlarge the Cycle Stands to meet growing need of students. 11. Felicitation for Distinct Activity.