



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

SHISHU ANANTA MAHAVIDYALAYA

- Name of the Head of the institution

DR BAIKUNTHA NARAYAN DASH

- Designation

PRINCIPAL (IN-CHARGE)

- Does the institution function from its own campus?

Yes

- Phone no./Alternate phone no.

06742462230

- Mobile No:

9437357372

- Registered e-mail

shishuananta.mahavidyalaya@gmail.com

- Alternate e-mail

akt1231@gmail.com

- Address

AT/PO- BALIPATNA; PS- BALIPATNA

- City/Town

BALIPATNA

- State/UT

ODISHA

- Pin Code

752102

2.Institutional status

- Affiliated / Constitution Colleges

Affiliated

- Type of Institution

Co-education

- Location

Rural

- Financial Status **UGC 2f and 12(B)**
- Name of the Affiliating University **UTKAL UNIVERSITY, VANI VIHAR**
- Name of the IQAC Coordinator **DR HEMANTA KUMAR MISHRA**
- Phone No. **06742462230**
- Alternate phone No. **06742462240**
- Mobile **9437168168**
- IQAC e-mail address **shishuananta.mahavidyalaya@gmail.com**
- Alternate e-mail address **akt1231@gmail.com**

3. Website address (Web link of the AQAR (Previous Academic Year))

<http://www.samvbalipatna.in/assets/gallery-Image/0b078fb9648b63a621ee0580d0a9d1a3.pdf>

4. Whether Academic Calendar prepared during the year?

Yes

- if yes, whether it is uploaded in the Institutional website Web link:

<http://www.samvbalipatna.in/assets/gallery-Image/8a586169ce050c3d92c5d554a2536a02.pdf>

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	66.5	2007	31/03/2007	30/03/2012
Cycle 2	B+	2.62	2017	23/01/2017	22/01/2022

6. Date of Establishment of IQAC

13/08/2014

7. Provide the list of funds by Central / State Government

UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutional	Infrastructure Development	Higher Education Department, Govt. of Odisha	2021; one year	1500000

8. Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC [View File](#)

9. No. of IQAC meetings held during the year **3**

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**
- If No, please upload the minutes of the meeting(s) and Action Taken Report [View File](#)

10. Whether IQAC received funding from any of the funding agency to support its activities during the year? **No**

- If yes, mention the amount

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

Introduction of Value Added Course (VAC)

Organizing National Webinars

Organizing Programmes and Webinars on awareness and vaccination of COVID-19 pandemic

Conducting extra-mural talk

Adopting a nearby village - "Athantar" of Balipatna Block and organizing different awareness and development programmes in that village

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

Plan of Action	Achievements/Outcomes
Online Feedback system to be introduced	Introduced partially
Online transaction for admission and re-admission process to be introduced	Introduced
Introduction of CAPA	Initial process undertaken
Extension of reading room in newly constructed library	Continuing
Renovation of ground floor & first floor of Administrative Block	Work in progress
Renovation of Office Block to be completed	Continuing
Utilization of RUSA 2.0 fund	Partially utilized
Utilization of Fani Assistance fund	More than 50% has been utilized
Construction of 1st floor of new library building	Continuing
Renovation of flooring work of damaged cycle stand which has been affected by the cyclone Fani	Completed
Installation of alternate energy source(solar cells/panels) in newly constructed building(s)	Not taken up yet
Construction of boundary wall on the northern side of the campus	Completed
Construction of boundary wall from cycle stand to Administrative Block	Almost completed
Construction of deep bore-well for supply of potable water near UGC ladies hostel to all Science	Completed

Departments, UGC Ladies hostel & College Canteen	
Renovation of Blocks of Departments of Physics, Botany, Zoology & Old rooms Nos 21,22,23 with drainage system and construction of College Main gate by proposed outsourcing funds	Renovation of Blocks of Departments of Botany, Zoology & Old rooms Nos. 21,22 & 23 completed. Drainage system, Construction of College Main Gate & Renovation of Block of Dept. of Physics couldn't be started.
Renovation along with soil filling of low land areas in and around the Administrative Block	Not started
Renovation of College Playground	Not started
Procuring furniture for newly constructed Boys; Common Room	Procured
To organise online classes, webinars and extra-mural talks	Online classes and webinars have been organised by various Departments as well as by IQAC
Intellectual Property Rights (IPR) and Industry-Academia innovative practices are to be taken up.	Couldn't be taken up.
Faculty exchange and student exchange programmes to be done	Not done
e-contents to be developed by the teachers	e-contents have been developed by the teachers for online classes during Covid 19 pandemic
Hand Book on Human Values and Professional Ethics Code of Conduct for various stakeholders	Hand Books couldn't be prepared
Activities to be taken up for promotion of universal values and ethics	Promotion of universal values and ethics is done through different seminar/webinars, NSS & YRC programmes and value added course

13. Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
Governing Body (G.B)	31/12/2021

14. Whether institutional data submitted to AISHE

Part A

Data of the Institution

1.Name of the Institution	SHISHU ANANTA MAHAVIDYALAYA
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Name	Date of meeting(s)
Governing Body (G.B)	31/12/2021

14. Whether institutional data submitted to AISHE	
Year	Date of Submission
Yes	01/02/2022
15. Multidisciplinary / interdisciplinary	
Due to Covid pandemic no interdisciplinary activities has been done.	
16. Academic bank of credits (ABC):	
No academic bank of credits has been opened	
17. Skill development:	
No skill development activities has been organised due to Covid-19	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Indian Knowledge System (teaching in Indian Language, culture, using online course) has not been integrated	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
- Teaching Learning Process is adopted for a better outcome based education which is basing on student centered approach. - Various teaching methods like class room teaching, doubt clearing classes, extra classes for revision of course are being taken over by the faculty members in virtual mode. - For better understanding of the specific topic the teachers are organising group discussions in the virtual class. - The mentor and mentee system has been adopted to bridge the gaps between students and teachers. In this process a teacher became able to find out & short out the individual academic problems of the students. - The departmental seminars with student participation and presentation of papers are conducted in virtual mode - In this process parents/guardians are involved in the academic process for better academic outcome - The activities have been conducted through online mode due to Covid 19	
20. Distance education/online education:	
The institution is providing only regular mode education by	

conducting physical class room teaching.

- There is no provision of distance education/online education
- However due to Covid-19 pandemic classes were taken in virtual mode

Extended Profile

1.Programme

1.1

168

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

File Description	Documents
Data Template	View File

2.Student

2.1

1109

Number of students during the year

File Description	Documents
Data Template	View File

2.2

230

Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year

File Description	Documents
Data Template	View File

2.3

288

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

38

Number of full time teachers during the year		
File Description	Documents	
Data Template	View File	
3.2		43
Number of Sanctioned posts during the year		
File Description	Documents	
Data Template	View File	
4.Institution		
4.1		19
Total number of Classrooms and Seminar halls		
4.2		2.61
Total expenditure excluding salary during the year (INR in lakhs)		
4.3		14
Total number of computers on campus for academic purposes		

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is ensured to provide value based quality education to the students and is intended to promote human values, work ethics, professionalism and viridescence in the young minds of boys and girls, with a well planned mechanism for curriculum delivery with proper documentation technique. The college is affiliated to Utkal University, Bhubaneswar and adopted the CBCS pattern of semester system since 2016-17. Surprise tests are conducted on regular basis in various departments. In coordination with the Student Academic Management System (SAMS), various examinations are conducted by the cell and the records are kept in examination cell. For academic development of the students and teachers, the college organises departmental seminars and extramural lectures by inviting resource persons.

Departmental seminars are also organised with paper presentations. The papers presented and the other records are kept in the respective departments for future reference. Teachers are encouraged, for their career development, to participate in the orientation/refresher courses and act as question-setters, examiners and guest speakers etc. for other organisations and institutions. Teachers are also allowed to attend seminars/symposia/conferences/workshops. Members of the staff are assigned with various academic and administrative responsibilities. Administrative Bursars, Accounts Bursars and Academic Bursars head the responsibility of curricular aspects which are guided and governed by the head of the institution. Emphasis is given on teaching and learning curriculum. For effective implementation of this, the academic calendar of Govt. of Odisha and the internal academic calendar of the institution are followed strictly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/37cc21cbb0cd833b20adf8e5ce76b97d.xlsx

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

Academic calendar has been prepared as per the Common Minimum Standard (CMS) of Dept. of Higher Education, Govt. of Odisha and adhered to for the academic development and conduct of different college and university examinations. The institution provides academic calendar to all students and teachers at the beginning of the session. The calendar contains probable schedule time, the rules and regulations of different internal and university examinations. The college is affiliated to Utkal University. Hence, the guidelines provided by the university are strictly followed. Teachers also conduct class tests and surprise tests besides university examinations, question papers of previous years are also discussed by the teachers extensively after the completion of the syllabus. The institution has continuous assessment practice to make students familiar with the course and the pattern of examinations. The students are regularly updated to the curriculum and the course pattern.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/20365fb843d8f0eb27cff3b9e70b3302.docx

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- **Environmental Science (EVS)** is being taught in Arts, Science & Commerce in the curriculum regarding environment and its sustainability. Students and teachers actively participate in different awareness and plantation programmes organised by the institution as well as by the university.
- **Value Added Course (VAC)** was being introduced from the session 2020-21. Thirty(30) students were awarded certificates of completion of the said course

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

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

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.samvbalipatna.in/assets/gallery-Image/9e2845a91a7e81083f097d7e76f64b7e.xlsx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

512

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

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC,

Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

82

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

No such programme could be organised physically due to covid pandemic. Only online special programmes for advanced learners and slow could be organised by the concerned teachers along with their regular classes.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1109	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- Student centric methods such as participative learning through different seminars/ workshops/poster presentations etc. had been organised by the institution and also by various departments during the session.**

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/995e9205ad7901d9293f8422254be50e.xlsx

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

- Some teachers use ICT enabled tools for effective teaching learning process. This is done through LCD projectors with demonstration through computers and videograph links.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.samvbalipatna.in/assets/gallery-Image/0dbf371214081c3139c6776f35db63a6.jpg

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

600/38=15.78

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- Internal assessment of students had been done half yearly for each programme both in online and offline mode. During covid-19 pandemic period, due to stricture of the Govt. & University, internal assessments had been strictly performed in online mode obeying all prescribed guidelines. Students and parents were well informed regarding the process and mechanism of the internal assessments before each and every test.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/ce74b62e0ceeeae1a2826df8697a1540.pdf

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

- No internal examination related grievances had been arised during the session 2020-21. However the team of experts comprising of members of examination section and Heads of different departments had been assigned to take up any grievance from students' end and solve the issues transparently, efficiently and within a stipulated period of time.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

- The programme outcomes, Programme specific outcomes and course outcomes of the programmes offered in different departments by the institution had been uploaded in the college website for on the awareness among the teachers and students.
- Students of the concerned programmes could be highly benefited by the proper insight of the knowledge on the outcomes of their respective courses and programmes.
- This could create interest and enthusiasm among the students

for choosing their future career in their respective fields.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/db44f6c279b877b36df1581cc2c10353.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

- From the programme outcomes and course outcomes students could be able to arrive at a concrete decision related to their career development.
- Teachers have sensitised the students about the various aspects of learning of courses offered in different programmes.
- Students were advised to opt for higher education after the completion of their graduation course.

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

2.6.3 - Pass percentage of Students during the year

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

289

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.samvbalipatna.in/assets/gallery-Image/01cae7428908d2e9fea8131a44f3d1d6.pdf

2.7 - Student Satisfaction Survey

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

<http://www.samvbalipatna.in/assets/gallery-Image/14c9de84d8da64f3adbbe4d31fb770c2.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

0

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Extension activities such as Road Safety Awareness Programme, Corona virus awareness programme along with meetings and rallies, mega cleaning ventures, health camps and cluster camp with neighbouring colleges have been done during the session 2020-21.

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

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

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry,

community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1076

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- The college its own campus spreading over an area of 9600 square metre.
- The institution has infrastructure and physical facilities for teaching and learning. Presently there are nineteen (19) class rooms, four(04) laboratories, one(01) IT lab having eight(08)computers, two(02) projectors, ten(10) printers, five(5) scanners and three(03) photocopier machines are used for teaching - learning process.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- **This institution has initiated facilities for cultural activities like music, dance, debate, jhoti, one act play, acting, quize, muruja, essay competition etc.**
- **Indoor facilities: carom, chess**
- **Outdoor facilities: Volley & Bad Minton**

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR

in lakhs)

21.40330

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

- The library is partially automated. Measures have been taken for its fully automation in near future.**

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources **E. None of the above**

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.16496

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****16**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

- Due to Covid -19 pandemic updates relating to IT facilities had not been done**

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

4.3.2 - Number of Computers**19**

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

21.40

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- Annual Budget is prepared by the Budget Committee and is approved by the Governing Body. The Budget has financial provisions for augmentation of physical and academic infrastructure with support facilities.
- Different committees have been formed by the Principal to look after the utilization of the allotted funds earmarked for physical, academic and support facilities.
- On the basis of the policies framed by the committees administrative approval is sought from the principal. Odisha Govt. financial rules are strictly followed for utilization of college/Govt. fund. Annual Audit is made by the Director, Local Fund Audit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/0df37aa0cef4b27b6691f464ecbc25eb.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

140

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	http://www.samvbalipatna.in/assets/gallery-Image/1cfd82455bc32b7f46da82e35e8ac879.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent

A. All of the above

mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

15

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities like:

- IQAC
- Student Union
- Students' Association (Athletic) and Society(Dramatic)
- The college have one literary fund named as "Shishu Ananta Mahavidyalaya Odia Sahitya Samaj"
- Science Society
- Commerce Society
- Student Representatives in different Departmental Seminars as Secretary and Associate Secretary
- NSS
- YRC
- Class Representative

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

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

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

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

- **There is no registered Alumni Association in the institution**

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

5.4.2 - Alumni contribution during the year **E. <1Lakhs (INR in Lakhs)**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: The institution has provided easy, accessible and affordable higher education to the students mostly coming from poor and marginalised families. It has also promoted human values, work, ethics, leadership, professionalism and secular outlook in the students. It also imprint among the students a genuine sense of equality, social justice, rationalism, secularism and national

integration. To spread the light of knowledge through academic skills, co-curricular activities and aesthetic sense in the students. It uplift spiritual, ethical and moral values coupled with excellence and competence in the respective field.

Mission: The institution is also committed to provide value based effective qualitative education to the students majority of whom come from rural and very poor families. It has also enabled the educational environments for the youth at the grass root level and empowered to realise their innate potentialities. To inculcate love for learning among the students. To stimulate academic environment of the institution with a free and fair examination system.

File Description	Documents
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/ff6738dcf746b06763a7c8f578a188ce.pdf
Upload any additional information	View File

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

In the era of good governance the institution has adopted decentralisation of mechanism for smooth operation of academic and non-academic affairs of the college providing more primacy to strengthen the sub-units in the system. In order to fulfill the mission and vision of the institution, functional powers are distributed and divided among the Accounts Bursar, Administrative Bursar, Academic Bursar, Development Bursar, Bursar on Legal Affairs, OIC Examination Cell, Bursar on Cultural matter and other aspects to maintain transparency.

The college follows the policy on decentralization. It has a mechanism for delegating authority and providing operational autonomy to various functionaries to work towards decentralize governance system. The Governing Body delegates all the academic and operational decision based on the policy to the various monitoring committees headed by the principal. Faculty members are given responsibilities of conducting various programmes related to education, culture, sports and others. Students are empowered to play an active role in co-curricular activities and social services.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institution has adopted e-admission through SAMS selection process which is purely on the basis of merit and due weightage.
- The examination process is conducted with a transparent manner following the guidelines issued by Dept. of Higher Education and Utkal University.
- Teachers are encouraged to go for M.Phil & Ph.D programmes. They are asked to attend National/ International/ Seminar, Conference/ Symposium/ Workshop etc.
- They are also allowed to visit various research institutes for impregnation of research attitude in their young mind, but due to COVID-19 pandemic these activities were not done. Value added programmes delivered through seminars, workshops beyond syllabi such as extra-mural lecturers. For better teaching and learning process library facilities and reading room are strengthened. Inter-disciplinary interactions are being organised. Extra classes are also taken for relatively weaker students.
- Awareness camps are organised through NSS
- The faculty members are assigned with various academic and administrative responsibilities in addition to their normal duties.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/454e2d0ca1fbc9361965ad4309e8f091.pdf
Upload any additional information	View File

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

- There is a Governing Body headed by President to regulate and mobilise different mechanisms of this institutions. The Governing Body delegates all the academic & operational decisions based on the policy to the various monitoring committees headed by the Principal.
- The Principal delegates his duties as Principal cum Secretary.
- To make the administration easy and transparent, decentralisation of duties has been made by forming various committees such as Construction cum building committee, Maintenance Committee, Development cum advisory body, Finance committee, Central purchase committee, Library committee, Discipline committee & Cultural Committee.
- Besides that, in the matter of administration, accounts and academic, the Administrative Bursar, Accounts Bursar, Academic Bursar, & Secretary Staff Council are always vigilant to come through.
- The key role of various committees is to extend their visibility and support to make the system an effective and efficient one.

File Description	Documents
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/d3196bf7c4a0947740ae21e2b111ea34.pdf
Link to Organogram of the Institution webpage	http://www.samvbalipatna.in/assets/gallery-Image/d3196bf7c4a0947740ae21e2b111ea34.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Financial help is given to both teaching & non-teaching staff in case of urgency in the form of advance salary or volunteer help in illness.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes

organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

0

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

- The performance of employees especially teaching faculties**

are assessed annually after completion of one year of service. The objective is not only to evaluate the performance but also to identify potential aspect for improvement which lead to further progress and growth of employee.

- Group-B cadre non-teaching employees also submit their performance appraisal report through HRMS
- Each employee submit his/her Performance Appraisal Report (e-PAR) online to Higher authorities(Reporting, Reviewing & Accepting) through Human Resource Management System(HRMS), Odisha.
- There is also provision to submit Performance Appraisal Report of Group-C employees by the concerned DDOs to the next level higher authorities.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Accounts are audited regularly. When there are additional expenses over and above the budget provision, special sanction is to be taken from the finance committee. Internal audit is carried out periodically. External audit is done once in a year by authorised external Auditors assigned by Govt. of Odisha, who verify all bills and vouchers of the respective financial year.

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

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The institute maintains follows a well planned process for the mobilisation of funds and resource. The process involves various committees of the institute as well as department heads and accounts section.
- For fund management and resource utilization the institute make some provisions through the committee decision.
- The tuition fee, College Development Fund are basically the major source of collection of funds.
- The development committee, finance and budget committee monitor the optimum utilization of fund for various recurring and non-recurring expenses.
- For purchase of equipments relating to academic and other developmental purposes, the purchase committee purchases through quotations.

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

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

- The Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes.
- The Cell frequently reviews the teaching- learning process, structures and methodologies of operations and learning outcomes at periodic intervals.

- The IQAC mainly focus on the mission and vision of the institution.
- It also promote for institutional functioning towards quality of education
- Student feedback system on teachers and infrastructural facilities through online are collected and assessed preferably action taken.
- IQAC also conducts Parent- Teachers Meet at periodic intervals and collect feedbacks from the Parents

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- The institution reviews the teaching & learning process at periodic intervals through IQAC and Academic Bursar of the college.
- The Lesson Plan, Progress Register & Daily Work Report (DWR) maintained by the faculty members also verified by IQAC and Academic Bursar.
- However, as pandemic Covid-19 was continuing and classes were taken in online platforms such reviews and verification were made only google/zoom platforms.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international

E. None of the above

agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	http://www.samvbalipatna.in/assets/gallery-Image/87ef96635f0771ff0f8282875219214a.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities****7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

- **Unity Day Meeting & Pledge:** To mark the birth anniversary of Sardar Vallabhbhai Patel, the iron man of India National Unity Day or Rastriya Ekta Divas is observed on 31.10.2020. Both boys and girls about 400 students were participated and had pledge on the same day.
- **Constitution Day(26.11.2020):** Marked 71st anniversary of the adoption of the Indian constitution, but due to the covid pandemic it was not observed in the educational institutions.
- **National Voter's Day:** was observed on 25.01.2021 to aware the youth "MY VOTE MY FUTURE- POWER OF ONE VOTE". Around 450 students (both boys & girls) were participated and had a pledge.
- **Automatic sanitary napkin vending and disposal machine(incinerator)** was installed on 01.04.2018 in the girl's common room for the solution of the problem of girls which is functioning till date.
- **Fitness equipment (Treadmill)** was installed on 21.01.2019 in the girl's common room to keep the girls physically fit which is functioning till date.

File Description	Documents
Annual gender sensitization action plan	http://www.samvbalipatna.in/assets/gallery-Image/0fcc851ef5a81fc795bbd0615fad16e1.docx
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.samvbalipatna.in/assets/gallery-Image/0564e8ca62d291184b8158474592c578.docx

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste management

- The institution has taken steps to convert the solid waste(waste papers, dry leaves, wastage materials from campus cleaning especially needless herbs and plants) into compost in a recycle process which is used in the college garden for growth of plants.
- To college administration has veiwed seriously to minimize the use of plastic materials inside the college campus. The awareness programme are also being taken on regular basis to make the campus "a plastic free zone"
- To incinerate the used napkins an incinerator is being installed at girls common room

Liquid waste management:

- There are number of toilet septic tanks for temporary collection and storage of liquid waste materials, which are further timely disposed off through sewage tank vehicles.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.samvbalipatna.in/assets/gallery-Image/016d10912c1f46bee37ea33058e80174.docx
Any other relevant information	View File

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

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

D. Any 1 of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e.,

tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

- **The English Dept. of this institution has organised the State Hood Day celebration (Utkal Diwas) on 01.04.2021**
- **The NSS Unit of this institution has celebrated National Friendship Day online through webinar.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- **The NSS unit of S.A. Mahavidyalaya has celebrated the 74th Independence Day (on 15.08.2020) and has organised a rally, cleaned Balipatna Bazar followed by a parade & meeting.**
- **Celebrated National Voters Day on 25.01.2021 followed by rally, meeting and pledge.**
- **Celebrated The Republic Day on 26.01.2021 followed by a meeting, rally & slogans**

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff

C. Any 2 of the above

4. Annual awareness programmes on Code of Conduct are

organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

- **Celebration of Prayer Day for Covid-19 Warriors as per the call of Hon.ble Chief Minister Sjnabin Pattnaik, Odisha**
- **Celebration of National Youth Day in Cuttack & Bhubaneswar at Barabati Stadium**
- **On 21.06.2021 International Yoga Day was celebrated by the staff members & NSS Volunteers. Different Asanas, Paranayams were practised/ illustrated.**
- **Celebration of Martyrs Day and cleaning University campus in Utkal University Vani Vihar Bhubaneswar and our participation**
- **Celebration of Human Rights Day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

The two best practices have been uploaded in the institutional website. The details of which is provided in the file description part.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- The Higher Education always play an important role for the enrichment of the individual, family as well as society. Students also play the vital role for foundation of a strong nation.
- Students are key to the academic arch of teaching and learning process of a society. In higher education domain they are the inseparable part of academics and administrative ambience.
- Top most priority is given to build up Student-Teacher Relation. Teachers play a vital role in shaping and building the inherent potential of the students. Through Mentor-Mentee System the teachers maintain a friendly and cordial relation with them to enable a strong academic atmosphere.
- In addition of maintaining a good teaching atmosphere they also try to study their attitude and behaviour.
- The Students are privileged to present their open views and critics in front of their teachers.
- They are also advised to be disciplined and loyal to the institution as well as to the society.
- During any programme or function or meeting, students maintain discipline which is always praised by the external visitors and speakers. Thus, the student-teacher relation is the main source of success of the institution.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution is ensured to provide value based quality education to the students and is intended to promote human values, work ethics, professionalism and viridescence in the young minds of boys and girls, with a well planned mechanism for curriculum delivery with proper documentation technique. The college is affiliated to Utkal University, Bhubaneswar and adopted the CBCS pattern of semester system since 2016-17. Surprise tests are conducted on regular basis in various departments. In coordination with the Student Academic Management System (SAMS), various examinations are conducted by the cell and the records are kept in examination cell. For academic development of the students and teachers, the college organises departmental seminars and extramural lectures by inviting resource persons. Departmental seminars are also organised with paper presentations. The papers presented and the other records are kept in the respective departments for future reference. Teachers are encouraged, for their career development, to participate in the orientation/refresher courses and act as question-setters, examiners and guest speakers etc. for other organisations and institutions. Teachers are also allowed to attend seminars/symposia/conferences/workshops. Members of the staff are assigned with various academic and administrative responsibilities. Administrative Bursars, Accounts Bursars and Academic Bursars head the responsibility of curricular aspects which are guided and governed by the head of the institution. Emphasis is given on teaching and learning curriculum. For effective implementation of this, the academic calendar of Govt. Of Odisha and the internal academic calendar of the institution are followed strictly.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/37cc21cbb0cd833b20adf8e5ce76b97d.xlsx

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

Academic calendar has been prepared as per the Common Minimum Standard (CMS) of Dept. of Higher Education, Govt. of Odisha and adhered for the academic development and conduct of different college and university examinations. The institution provides academic calendar to all students and teachers at the beginning of the session. The calendar contains probable schedule time, the rules and regulations of different internal and university examinations. The college is affiliated to Utkal University. Hence, the guidelines provided by the university is strictly followed. Teachers also conduct class tests and surprise tests besides university examinations, question papers of previous years are also discussed by the teachers extensively after the completion of the syllabus. The institution has continuous assessment practice to make students familiar with the course and the pattern of examinations. The students are regularly updated to the curriculum and the course pattern.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/20365fb843d8f0eb27cff3b9e70b3302.docx

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

14

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

- **Environmental Science (EVS)** is being taught in Arts, Science & Commerce in the curriculum regarding environment and its sustainability. Students and teachers actively participate in different awareness and plantation programmes organised by the institution as well as by the university.
- **Value Added Course (VAC)** was being introduced from the session 2020-21. Thirty(30) students were awarded certificates of completion of the said course

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

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

0

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

0

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

D. Any 1 of the above

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

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

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://www.samvbalipatna.in/assets/gallery-Image/9e2845a91a7e81083f097d7e76f64b7e.xlsx

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

512

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

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

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

82

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

No such programme could be organised physically due to covid pandemic. Only online special programmes for advanced learners and slow could be organised by the concerned teachers along with their regular classes.

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

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1109	38

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

- Student centric methods such as participative learning through different seminars/ workshops/poster presentations etc. had been organised by the institution and also by various departments during the session.**

File Description	Documents
Upload any additional information	View File
Link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/995e9205ad7901d9293f8422254be50e.xlsx

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

- Some teachers use ICT enabled tools for effective teaching learning process. This is done through LCD projectors with demonstration through computers and videograph links.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.samvbalipatna.in/assets/gallery-Image/0dbf371214081c3139c6776f35db63a6.jpeg

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

38

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

38

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

12

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

600/38=15.78

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

- Internal assessment of students had been done half yearly for each programme both in online and offline mode. During covid-19 pandemic period, due to stricture of the Govt. & University, internal assessments had been strictly performed in online mode obeying all prescribed guidelines. Students and parents were well informed regarding the process and mechanism of the internal assessments before each and every test.

File Description	Documents
Any additional information	View File
Link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/ce74b62e0ceeeae1a2826df8697a1540.pdf

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

- No internal examination related grievances had been arised during the session 2020-21. However the team of experts comprising of members of examination section and Heads of different departments had been assigned to take up any grievance from students' end and solve the issues transparently, efficiently and within a stipulated period of time.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

- The programme outcomes, Programme specific outcomes and course outcomes of the programmes offered in different departments by the institution had been uploaded in the college website for on the awareness among the teachers and students.
- Students of the concerned programmes could be highly benefited by the proper insight of the knowledge on the outcomes of their respective courses and programmes.

- This could create interest and enthusiasm among the students for choosing their future career in their respective fields.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.samvbalipatna.in/assets/gallery-Image/db44f6c279b877b36df1581cc2c10353.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

- From the programme outcomes and course outcomes students could be able to arrive at a concrete decision related to their career development.
- Teachers have sensitised the students about the various aspects of learning of courses offered in different programmes.
- Students were advised to opt for higher education after the completion of their graduation course.

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

2.6.3 - Pass percentage of Students during the year

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

289

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.samvbalipatna.in/assets/gallery-Image/01cae7428908d2e9fea8131a44f3d1d6.pdf

2.7 - Student Satisfaction Survey

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

<http://www.samvbalipatna.in/assets/gallery-Image/14c9de84d8da64f3adbbe4d31fb770c2.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

File Description	Documents
Any additional information	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

13

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

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

0

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

Extension activities such as Road Safety Awareness Programme, Corona virus awareness programme along with meetings and rallies, mega cleaning ventures, health camps and cluster camp with neighbouring colleges have been done during the session 2020-21.

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

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

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

0

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	View File

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

6

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1076

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

- The college its own campusspreading over an area of 9600 square metre.
- The institution has infrastructure and physical facilities for teaching and learning. Presently there are nineteen (19) class rooms, four(04) laboratories, one(01) IT lab having eight(08)computers, two(02) projectors, ten(10) printers, five(5) scanners and three(03) photocopiermachines are used for teaching - learning process.

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

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

- This institution has initiated facilities for cultural activities like music, dance, debate, jhoti, one act play, acting, quize, muruja, essay competition etc.
- Indoor facilities: carom, chess
- Outdoor facilities: Volley &Bad Minton

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

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

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

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

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year

(INR in lakhs)	
21.40330	
File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File
4.2 - Library as a Learning Resource	
4.2.1 - Library is automated using Integrated Library Management System (ILMS)	
The library is partially automated. Measures have been taken for its fully automation in near future.	
File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above
File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)	
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-	

journals during the year (INR in Lakhs)**1.16496**

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****16**

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

- Due to Covid -19 pandemic updates relating to IT facilities had not been done**

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

4.3.2 - Number of Computers**19**

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

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

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

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****21.40**

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

- **Annual Budget is prepared by the Budget Committee and is approved by the Governing Body. The Budget has financial provisions for augmentation of physical and academic infrastructure with support facilities.**
- **Different committees have been formed by the Principal to**

look after the utilization of the allotted funds earmarked for physical, academic and support facilities.

- On the basis of the policies framed by the committees administrative approval is sought from the principal. Odisha Govt. financial rules are strictly followed for utilization of college/Govt. fund. Annual Audit is made by the Director, Local Fund Audit.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/0df37aa0cef4b27b6691f464ecbc25eb.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

140

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	http://www.samvbalipatna.in/assets/gallery-Image/1cfd82455bc32b7f46da82e35e8ac879.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year**5.2.2.1 - Number of outgoing student progression to higher education****15**

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)**5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year****0**

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.****0**

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities like:

- IQAC
- Student Union
- Students' Association (Athletic) and Society(Dramatic)
- The college have one literary fund named as "Shishu Ananta Mahavidyalaya Odia Sahitya Samaj"
- Science Society
- Commerce Society
- Student Representatives in different Departmental Seminars as Secretary and Associate Secretary
- NSS
- YRC
- Class Representative

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

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

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

0

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

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

- **There is no registered Alumni Association in the institution**

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

5.4.2 - Alumni contribution during the year (INR in Lakhs) **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision: The institution has provided easy, accessible and affordable higher education to the students mostly coming from poor and marginalised families. It has also promoted human values, work, ethics, leadership, professionalism and secular outlook in the students. It also imprint among the students a

genuine sense of equality, social justice, rationalism, secularism and national integration. To spread the light of knowledge through academic skills, co-curricular activities and aesthetic sense in the students. It uplift spiritual, ethical and moral values coupled with excellence and competence in the respective field.

Mission: The institution is also committed to provide value based effective qualitative education to the students majority of whom come from rural and very poor families. It has also enabled the educational environments for the youth at the grass root level and empowered to realise their innate potentialities. To inculcate love for learning among the students. To stimulate academic environment of the institution with a free and fair examination system.

File Description	Documents
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/ff6738dcf746b06763a7c8f578a188ce.pdf
Upload any additional information	View File

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

In the era of good governance the institution has adopted decentralisation of mechanism for smooth operation of academic and non-academic affairs of the college providing more primacy to strengthen the sub-units in the system. In order to fulfill the mission and vision of the institution, functional powers are distributed and divided among the Accounts Bursar, Administrative Bursar, Academic Bursar, Development Bursar, Bursar on Legal Affairs, OIC Examination Cell, Bursar on Cultural matter and other aspects to maintain transparency.

The college follows the policy on decentralization. It has a mechanism for delegating authority and providing operational autonomy to various functionaries to work towards decentralize governance system. The Governing Body delegates all the academic and operational decision based on the policy to the various monitoring committees headed by the principal. Faculty members are given responsibilities of conducting various programmes related to education, culture, sports and others. Students are

empowered to play an active role in co-curricular activities and social services.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- The institution has adopted e-admission through SAMS selection process which is purely on the basis of merit and due weightage.
- The examination process is conducted with a transparent manner following the guidelines issued by Dept. of Higher Education and Utkal University.
- Teachers are encouraged to go for M.Phil & Ph.D programmes. They are asked to attend National/ International/ Seminar, Conference/ Symposium/ Workshop etc.
- They are also allowed to visit various research institutes for impregnation of research attitude in their young mind, but due to COVID-19 pandemic these activities were not done. Value added programmes delivered through seminars, workshops beyond syllabi such as extra-mural lecturers. For better teaching and learning process library facilities and reading room are strengthened. Inter-disciplinary interactions are being organised. Extra classes are also taken for relatively weaker students.
- Awareness camps are organised through NSS
- The faculty members are assigned with various academic and administrative responsibilities in addition to their normal duties.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/454e2d0ca1fbc9361965ad4309e8f091.pdf
Upload any additional information	View File

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

- **There is a Governing Body headed by President to regulate and mobilise different mechanisms of this institutions. The Governing Body delegates all the academic & operational decisions based on the policy to the various monitoring committees headed by the Principal.**
- **The Principal delegates his duties as Principal cum Secretary.**
- **To make the administration easy and transparent, decentralisation of duties has been made by forming various committees such as Construction cum building committee, Maintenance Committee, Development cum advisory body, Finance committee, Central purchase committee, Library committee, Discipline committee & Cultural Committee.**
- **Besides that, in the matter of administration, accounts and academic, the Administrative Bursar, Accounts Bursar, Academic Bursar, & Secretary Staff Council are always vigilant to come through.**
- **The key role of various committees is to extend their visibility and support to make the system an effective and efficient one.**

File Description	Documents
Paste link for additional information	http://www.samvbalipatna.in/assets/gallery-Image/d3196bf7c4a0947740ae21e2b111ea34.pdf
Link to Organogram of the Institution webpage	http://www.samvbalipatna.in/assets/gallery-Image/d3196bf7c4a0947740ae21e2b111ea34.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Financial help is given to both teaching & non-teaching staff in case of urgency in the form of advance salary or volunteer help in illness.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year**6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	View File
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)**6.3.4.1 - Total number of teachers attending professional development Programmes viz.,**

Orientation / Induction Programme, Refresher Course, Short Term Course during the year**0**

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

- The performance of employees especially teaching faculties are assessed annually after completion of one year of service. The objective is not only to evaluate the performance but also to identify potential aspect for improvement which lead to further progress and growth of employee.
- Group-B cadre non-teaching employees also submit their performance appraisal report through HRMS
- Each employee submit his/her Performance Appraisal Report (e-PAR) online to Higher authorities(Reporting, Reviewing & Accepting) through Human Resource Management System(HRMS), Odisha.
- There is also provision to submit Performance Appraisal Report of Group-C employees by the concerned DDOs to the next level higher authorities.

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

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the

various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Accounts are audited regularly. When there are additional expenses over and above the budget provision, special sanction is to be taken from the finance committee. Internal audit is carried out periodically. External audit is done once in a year by authorised external Auditors assigned by Govt. of Odisha, who verify all bills and vouchers of the respective financial year.

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

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

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

0

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The institute maintains follows a well planned process for the mobilisation of funds and resource. The process involves various committees of the institute as well as department heads and accounts section.**
- For fund management and resource utilization the institute make some provisions through the committee decision.**
- The tuition fee, College Development Fund are basically**

the major source of collection of funds.

- The development committee, finance and budget committee monitor the optimum utilization of fund for various recurring and non-recurring expenses.
- For purchase of equipments relating to academic and other developmental purposes, the purchase committee purchases through quotations.

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

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

- The Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes.
- The Cell frequently reviews the teaching- learning process, structures and methodologies of operations and learning outcomes at periodic intervals.
- The IQAC mainly focus on the mission and vision of the institution.
- It also promote for institutional functioning towards quality of education
- Student feedback system on teachers and infrastructural facilities through online are collected and assessed preferably action taken.
- IQAC also conducts Parent- Teachers Meet at periodic intervals and collect feedbacks from the Parents

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

- The institution reviews the teaching & learning process at periodic intervals through IQAC and Academic Bursar of the college.
- The Lesson Plan, Progress Register & Daily Work Report(DWR) maintained by the faculty members also verified by IQAC and Academic Bursar.
- However, as pandemic Covid-19 was continuing and classes were taken in online platforms such reviews and verification were made only google/zoom platforms.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

E. None of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://www.samvbalipatna.in/assets/gallery-Image/87ef96635f0771ff0f8282875219214a.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

- **Unity Day Meeting & Pledge:** To mark the birth anniversary of Sardar Vallabhbhai Patel, the iron man of India National Unity Day or Rastriya Ekta Divas is observed on 31.10.2020. Both boys and girls about 400 students were participated and had pledge on the same day.
- **Constitution Day(26.11.2020):** Marked 71st anniversary of the adoption of the Indian constitution, but due to the covid pandemic it was not observed in the educational institutions.
- **National Voter's Day:** was observed on 25.01.2021 to aware the youth "MY VOTE MY FUTURE- POWER OF ONE VOTE". Around 450 students (both boys & girls) were participated and had a pledge.
- **Automatic sanitary napkin vending and disposal machine(incinerator)** was installed on 01.04.2018 in the girl's common room for the solution of the problem of girls which is functioning till date.
- **Fitness equipment (Treadmill)** was installed on 21.01.2019 in the girl's common room to keep the girls physically fit which is functioning till date.

File Description	Documents
Annual gender sensitization action plan	http://www.samvbalipatna.in/assets/gallery-Image/0fcc851ef5a81fc795bbd0615fad16e1.docx
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.samvbalipatna.in/assets/gallery-Image/0564e8ca62d291184b8158474592c578.docx

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

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid waste management

- The institution has taken steps to convert the solid waste(waste papers, dry leaves, wastage materials from campus cleaning especially needless herbs and plants) into compost in a recycle process which is used in the college garden for growth of plants.
- To college administration has veiwed seriously to minimize the use of plastic materials inside the college campus. The awareness programme are also being taken on regular basis to make the campus "a plastic free zone"
- To incinerate the used napkins an incinerator is being installed at girls common room

Liquid waste management:

- There are number of toilet septic tanks for temporary collection and storage of liquid waste materials, which are further timely disposed off through sewage tank vehicles.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://www.samvbalipatna.in/assets/gallery-Image/016d10912c1f46bee37ea33058e80174.docx
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge

C. Any 2 of the above

Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	
File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File
7.1.5 - Green campus initiatives include	
7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	D. Any 1 of the above
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	D. Any 1 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

- **The English Dept. of this institution has organised the State Hood Day celebration (Utkal Diwas) on 01.04.2021**
- **The NSS Unit of this institution has celebrated National Friendship Day online through webinar.**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

- The NSS unit of S.A. Mahavidyalaya has celebrated the 74th Independence Day (on 15.08.2020) and has organised a rally, cleaned Balipatna Bazar followed by a parade & meeting.
- Celebrated National Voters Day on 25.01.2021 followed by rally, meeting and pledge.
- Celebrated The Republic Day on 26.01.2021 followed by a meeting, rally & slogans

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff
4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

- **Celebration of Prayer Day for Covid-19 Warriors as per the call of Hon.ble Chief Minister Sjnabin Pattnaik, Odisha**
- **Celebration of National Youth Day in Cuttack & Bhubaneswar at Barabati Stadium**
- **On 21.06.2021 International Yoga Day was celebrated by the staff members & NSS Volunteers. Different Asanas, Paranayams were practised/ illustrated.**
- **Celebration of Martyrs Day and cleaning University campus in Utkal University Vani Vihar Bhubaneswar and our participation**
- **Celebration of Human Rights Day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

The two best practices have been uploaded in the institutional website. The details of which is provided in the file description part.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- The Higher Education always play an important role for the enrichment of the individual, family as well as society. Students also play the vital role for foundation of a strong nation.
- Students are key to the academic arch of teaching and learning process of a society. In higher education domain they are the inseparable part of academics and administrative ambience.
- Top most priority is given to build up Student-Teacher Relation. Teachers play a vital role in shaping and building the inherent potential of the students. Through Mentor-Mentee System the teachers maintain a friendly and cordial relation with them to enable a strong academic atmosphere.
- In addition of maintaining a good teaching atmosphere they also try to study their attitude and behaviour.
- The Students are privileged to present their open views and critics in front of their teachers.
- They are also advised to be disciplined and loyal to the institution as well as to the society.
- During any programme or function or meeting, students maintain discipline which is always praised by the external visitors and speakers. Thus, the student-teacher relation is the main source of success of the institution.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- Online feedback system introduced in the previous year to be continued

- Introduction of CAPA
- Complete furnishedof renovation of ground floor and first floor of Administrative Block
- Renovation work of Office Block to be completed
- Utilization of RUSA 2.0 fund
- Completion of construction work of 1st floorof new library building
- Installation of alternate energy source (Solar cells/Panels) in newly constructedbuilding(s)
- Renovation of blocks of departments of physics, botany, zoology and old room nos.21, 22 23 with drainage system
- Construction of college main gate by proposedoutsourcing funds
- Renovation of college playground
- Intellectual Property Rights (IPR)and Industry-Academia innovative practices are to be taken up
- Faculty exchange and student exchange programmes to be done
- E-contents to bedeveloped by the teachers
- Human values and professional ethics code ofconduct (Handbooks) for various stakeholders
- Activities to be taken up forpromotion of universal values and ethics