



Yearly Status Report - 2018-2019

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	TENTULIA SASAN DEBASTHAN COLLEGE
Name of the head of the Institution	Mr. Prabhakara Satapathy
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06818267327
Mobile no.	9439399479
Registered Email	tsdcollege@gmail.com
Alternate Email	tsdcollegeiqac@gmail.com
Address	At/Po- Bijaya Dhanurjaya Pur Sasan, Via- Baragam, Ps- J.N.Prasad, Dist- Ganjam, Odisha, 761120
City/Town	Bijaya Dhanurjaya Pur Sasan
State/UT	Orissa
Pincode	761120

2. Institutional Status					
Affiliated / Constituent		Affiliated			
Type of Institution		Co-education			
Location		Rural			
Financial Status		state			
Name of the IQAC co-ordinator/Director		Mr. Tapan Kumar Misra			
Phone no/Alternate Phone no.		06818267327			
Mobile no.		9437594267			
Registered Email		tsdcollegeiqac@gmail.com			
Alternate Email		tsdcollege@gmail.com			
3. Website Address					
Web-link of the AQAR: (Previous Academic Year)		http://www.tsdcollege.in/IOAC/AQAR			
4. Whether Academic Calendar prepared during the year		Yes			
if yes, whether it is uploaded in the institutional website: Weblink :		http://www.tsdcollege.in/viewall			
5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.11	2015	14-Sep-2015	13-Sep-2020
6. Date of Establishment of IQAC			17-Dec-2010		
7. Internal Quality Assurance System					
Quality initiatives by IQAC during the year for promoting quality culture					
Item /Title of the quality initiative by IQAC	Date & Duration		Number of participants/ beneficiaries		
NAAC sponsored National Seminar Regular meeting of IQAC is arranged.	18-Jan-2019 2		108		

Timely submission of AQAR to NAAC Feedback from students Regular Review meeting of Academic council

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

Yes

If yes, mention the amount

100000

Year

2019

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

Making arrangement for sending important notifications through SMS to all the stakeholders of the college regularly. Organised 2days National Seminar on "Work Culture in Higher Education: Issues and Challenges" on 18th and 19th January 2019. Organization of departmental seminar. Construction of Conference Hall. Participation of faculty members in the International Seminar

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

Plan of Action	Achievements/Outcomes
<p>1. Continuance of Infrastructure development like Construction of Conference Hall, more class rooms, etc under OHEPEE. 2. Constitution of different committees for smooth conduct of the activities Strengthening system of Central Documentation. 3. Purchase a separate big Electric Transformer/ Generator/ Inverter for the college. 4. Renovation of girls Common Room 5. To encourage the students to participate in different sports events and cultural events (College/University/State level). 6. Organize 'Cleanliness Drive' in collaboration with the NSS and YRC Units and other stake holders in the college and adopted villages to make the environment clean and ecofriendly. 7. Preparation of Departmental Action Plan. 8. To conduct National / State / Departmental level seminars in different departments. 9. Visitors and readers records should be maintained in the library. 10. Provide more Computers and UPS for various subunits of the College. 11. Implementation of the recommendation of Peer Team of NAAC. 12. To encourage students to participate in the Extension activities like NSS/NCC/YRC etc. 13. To organize regular PTA meetings. 14. Supervise the functioning of various committees to ensure transparency in all activities. 15. Organize staff gettogether on important occasions.</p>	<p>1. Construction of Conference Hall has been completed and Class Rooms under OHEPEE is in progress. 2. Different Committee have been formed under the guidance of IQAC for smooth central documentation. 3. The work for installation of three phase line is in progress under the OHEPEE scheme. Work order has been issued to South Co for its execution. 4. The renovation and construction of new girls common is in progress. 5. The students of this college are regulating participation in different intercollege sports and games. 6. Every department prepares it's Action plan in the beginning of each academic session. 7. Every department prepares the Action plan in the beginning of the academic session. 8. A two days NAAC sponsored National Seminar was organised on 18th and 19th January 2019. Departments are regularly organising Departmental seminars. 9. Visitors and Readers Register have been maintained properly 10. Computers and UPS have been supplied to different subunits and each department of Science stream. 11. The recommendations of the NAAC Peer Team have been executed. 12. The NSS and NCC cadets have participated in different Inter College camps and programmes and received awards 13. The college is regularly organising PTA meetings. 14. The Principal, IQAC and Academic Committee are supervising the functioning of different committees to ensure transparency of activities. 15. It is a regular activity of the College. The staff members are collective working on different academic activities.</p>

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14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
Staff Council	13-Dec-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2018
Date of Submission	18-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	The College adopts the MIS system prescribed by OHEPEE , of Govt. of Odisha. SMS gateway to send important notifications to different stakeholders of the college.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

? At the beginning of an academic session, departmental meetings are and topics in the syllabus are distributed to the teachers after discussion with them . ? College administration provides a well constructed weekly Routine/time table for each year /semester. ? Teachers prepare their lectures according to the syllabus allotted and classes available. ? Classes are held according to the schedule under the supervision of college administration. ? We have a very rich central library with open access system for the benefit of the students. ? Mid semester examinations, regular assessment in practical classes, are conducted to keep track on the improvement of the students. ? Departments maintain the detailed record of the classes, assessments, project reports etc. ? College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

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

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
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1.3.2 – Field Projects / Internships under taken during the year

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

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	
Employers	
Alumni	
Parents	Yes

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

Feedback Obtained
<ul style="list-style-type: none">• Students' feedback is filled by students on their last examination day in the college Attendance of each student is mentioned in the feedback form.• Feedback is received on varied aspects of the college including location, office, canteen, laboratory, library, administration and academics• Feedback is also collected from the parents during Parent Teacher Meetings (PTMs) that are organised every year.• Suggestions and comments given by the guardians are also taken into account for future development. The different areas where improvements are required are discussed and steps have been taken.• Strengths of the college are also taken into consideration for further upgradation.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
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BSc	Hons	128	286	103
BA	Hons	256	789	194
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	772	0	30	0	0

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
No Data Entered/Not Applicable !!!					
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Each student of this college is attached to faculty mentors for personal guidance, career advancement and development. Faculty members continue to be the mentors with the students allocated to them for their entire stay at the college. A mentor is expected to maintain professional standards, improve mentoring skills and exercise good judgment when engaged in every activity involving her/his mentee and work with mentee to establish mutual respect, friendship, motivation, and measurable goals. Every faculty member is expected to create a rapport with the student mentee, encourage him/her to ask questions, attempt to clarify doubts and facilitate counselling on different issues (if/when required). The essence of mentorship is a sustained human relationship a one to one developmental relationship that ensures a student that he is a valued person. A mentor is expected to focus on the mentee's holistic development by guiding his/her in areas like academics, comprehensive projects/dissertation, career choices, final placements etc. Mentors are also required to focus on developing the following Employability Skills of their mentees and record/document academic progression:

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
772	30	1 : 25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
36	30	6	1	5

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

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

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The internal evaluation system of various courses and programmes is being done under the guidelines prescribed by the affiliating university, it is not possible to undertake massive reforms in the CIE system. The college examination committee is responsible for preparing as subject wise examination routine for the various academic departments. The University Syllabus, scheme of courses, question paper pattern along with marks distribution, pattern of theory examination and scheme of assessment for practical examination are informed to all the students well in advance. Subject seminars and assignment are the part of internal evaluation

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

An academic calendar is prepared by the college as per the decision of the Deptt. of Higher Education Govt. of Odisha. The calendar is uploaded in the institutional website The academic calendar is distributed among all teaching nonteaching staff and students of the college. The academic calendar contains the yearly schedule of the college examinations, Sports, Holidays, Students' Union election and other forms of evaluation etc.. This is not applicable in the context of term end examinations, as these examination schedules are decided by the university authorities.

2.6 – Student Performance and Learning Outcomes

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

<http://www.tsdcollege.in/downloads.aspx>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
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2.7 – Student Satisfaction Survey

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

[1 Student Satisfaction Survey \(SSS\) on overall institutional performance \(Institution may design the questionnaire\) \(results and details be provided as weblink\) Not Done](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

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

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

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

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

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

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

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
00	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
iqac	1

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
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No Data Entered/Not Applicable !!!

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
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No Data Entered/Not Applicable !!!

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	8	3	4

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
1. Army Attachment Camp, Gopalpur	Gold Medal	DG, NCC	4
2. RDC 2019, New Delhi	Raj Path Parada	DG, NCC	1
3. All India Shooting Camp, Jeypore	1st in 22 Rifle Shooting	DG, NCC	2
4. All India Mounteering Camp, (J K)	Gold Medal	DG, NCC	1
5. SNIC, Rourkela	Gold Medal (Group Dance)	DDG, NCC	5

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
00	00	00	0	0
No file uploaded.				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
00	00	00	00
No file uploaded.			

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

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

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

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
15.1	4.87

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Seminar Halls	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing

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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
00	Partially	00	2020

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	5784	482739	120	24500	5904	507239
Reference Books	2716	254020	32	3500	2748	257520
Journals	572	11395	84	1780	656	13175

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	12	3	0	1	0	3	2	0	2
Added	19	5	0	4	0	3	3	0	3
Total	31	8	0	5	0	6	5	0	5

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

0 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
00	00

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
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1.3

10.38

8

7.73

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

The procedures and policies for utilizing various facilities vary in different extents. ? The college canteen is monitored by a Canteen Committee, which looks into the qualitative aspects. The canteen functions on a lease basis with private partners. ? Laboratories in various departments functions under the strict control of the respective departmental heads and the laboratory Demonstrators are responsible for maintaining the laboratory facilities, under instruction from the departmental heads. ? The College ensures the optimal allocation and utilization of the funds for maintenance of infrastructure and purchase of new equipment. The proposal for the same is submitted to the College. The Purchase Committee of the College reviews the proposal, which is further approved by the Principal. The record of the equipment is maintained in the stock register. Physical verification of the laboratory equipment is done every year to ensure the maintenance of laboratories. ? The various functions of the College are carried out by the committees constituted by the Staff Council. ? A number of CCTV cameras have been installed to monitor the infrastructure. ? The Computer Desktops, Generator, Water Tanks, Motors and R.O System are maintained with the respective companies. ? Fire extinguishers are installed and are checked every year. ? The college receives grant from the Higher Education Department Directorate of Higher Education, Government of Odisha under Plan Head and Non-Plan Head. While purchasing an equipment from any fund, it is always ensured that the installation charges and maintenance charges (within warranty period) are provided by the company, which delivers the equipment. Such clause is inserted in the work order of the equipment. ? Portion of the fund received under OHEPEE Scheme has been utilized for upgradation of the existing laboratories and other existing infrastructure.

http://tsdcollege.in/Documents/ESTB_R_Y2020_M4_D22-H8_M15_S33.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
No Data Entered/Not Applicable !!!			
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
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No Data Entered/Not Applicable !!!

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	00	0	0
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

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

Activity	Level	Number of Participants
0	0	0
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Students' Union of the college is an elected body and always joins hands with faculty members and college administration to ensure overall development of the

college. Students' Union of the college works for the benefit of the students throughout the year and pursues several activities within and outside the college campus. It plays a key role in conducting the Annual College Week. Prevention of ragging in the campus, participation in various activities through NCC, NSS and Red Ribbon Club and offering suggestions to the administrative machinery of the college for improving the amenities of the students through the involvement in different in-house committees of the college. The Students' Union has become a vital organ of the college. The President of College Students' Union is an active member of the IQAC. Student Advisory Committee of the college organises Students Union elections as per Govt. guidelines every year and a duly elected Students' Union is constituted. The Students Union takes an active role to organize Fresher's welcome party of each department. Students are also actively involved in various societies of the college like NCC, NSS, Cultural Society, and many others. Each society has a Student Committee of its own. Participation of students in the Students' Committee helps in the development of their organizational skills. Problems faced by students are sometimes communicated to the college authority through General Secretary of the Students' Union.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

38

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

2

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Faculty and students of the institute. The head of the institute and faculty members are allowed to participate in national /international conferences and workshops for knowledge upgradation. Principal holds regular meeting with the Heads of the Departments of the institute to discuss and plan strategies about various programmes conducted by the institute. Collective planning is done for implementing policies. Initiatives are taken by the principal for development of liaison with academic research institutes, scientists, industry and professionals. Principal provides information and guidance regarding education scenario and starting of new courses. The results of internal and university exams, attendance of students in classes, ,project assignment of students, progress of PDP sessions, requirements of individual departments and outcome of IQAC initiatives are closely monitored by the principal. He is also assisted and supported by the HODs, other faculty and student representatives in effective planning and implementation of activities and policies. He participates in various meetings and discussions forums with management, university, teaching, non-teaching staff and student representatives, relating to curricular, co-curricular and extracurricular activities. Department Faculty: The Head of departments are the intermediates between the departmental

staff and the Head of the institute. Departmental meetings are conducted every month and the Head of the department provides the feedback on departmental meeting to the principal. Faculty members of various committee implement policy and plans defined by the management for improving the functioning of the institute. Mentoring students, adopt ICT enabled, interactive and student centric teaching and learning strategies, inculcate research culture among the students, evaluate the performance of students, provide practical exposure, serve as conveners and members of various committees. Various different committees at institutional levels and departmental levels are responsible for planning and executing many operational procedures in the institution.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Development of curriculum is outside the purview of the institution, the college being an affiliated college under Berhampur University. Complementing traditional written examination with Project work and seminar presentation based evaluation Regular Faculty Meeting on Academic issues,
Teaching and Learning	Enhancement of learning skills of the Students through participation in different seminars The average students are taken care by extra coaching classes Teaching learning activities are carried out as per academic calendar and the syllabus is completed in the stipulated time period. Teaching methodology involves lectures, tutorials, seminars, practical, projects, industrial training and report writing
Examination and Evaluation	The College has nothing to do with the examination system. It adopts the examination system prescribed by the Berhampur University. The answer papers are evaluated by the university. Periodical assignment and seminar by students are being taken to assess the performance of the students. Mid semester examinations are held as per directions of the Berhampur university. Examination and evaluation works were completed within the framework of guidelines stipulated by the affiliating university and as prescheduled dates outlined in the academic calendar.
Research and Development	Motivates faculty members for research

publications in peer reviewed journals with high impact factor Encourages them to present papers in International/National/State Level Seminars, workshops and to act as resource persons. College explores various funding agencies for sponsoring major / minor projects. Motivates the faculty members and the students to organise various seminars workshops at Institutional / State / National levels.

Library, ICT and Physical Infrastructure / Instrumentation

Procurement of more equipment, teaching aids and books under OHEPEE fund. The Librarian take efforts all the question paper of the University of Examination of previous year and compile them orderly for the easy access by the staff and students. Library is updated every year by allocating budget to each department for purchasing new books and periodicals. Infrastructure and instrumentation budget is also allocated for purchasing new instruments for the laboratory and to build and renovate the existing infrafacility.

Human Resource Management

Motivating and facilitating the faculty members to participate in Refresher Orientation courses. Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Sexual Harassment Committee The Management motivates the teaching staff for attending workshops/International, National and State level conferences. Faculties were appraised and motivated for further enrichment with research aptitude.

Industry Interaction / Collaboration

Motivating and facilitating the faculty members to participate in Refresher Orientation courses. Maintenance of Grievance Redressal Cell, Anti-Ragging Committee, Sexual Harassment Committee The Management motivates the teaching staff for attending workshops/International, National and State level conferences. Faculties were appraised and motivated for further enrichment with research aptitude.

Admission of Students

Online Admission facility for the students . Online admission is made strictly on the basis of merit. Strict observance of Govt. Rules for Reserved Categories. The Institution follows the norms of the University of Berhampur for admitting the students in various

UG programmes All the norms of UGC/Government related to quota and admission procedures are followed.

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

E-governance area	Details
Planning and Development	Implemented SMS system for dissemination of information including regular notice to all stakeholders.
Administration	Notice display system for students and other stakeholder. Simple moral accountable responsive and transparent governance is applied in administration The administrative activities involve maintenance of infrastructure, upkeep of the flora and fauna of the estate and administrative issues.
Finance and Accounts	The Institute has already taken various steps for implementation of E-Governance in Finance Accounts:- Fully computerised office and accounts section . Maintenance the college accounts through CAPA.. Reception of salary fund from Govt. through HRMS portal. On line salary payment. On line deposit of PF/EPF -On line deposit of TDS
Student Admission and Support	Online admission Implemented online CBCS semester information system
Examination	The College has the separate Examination committee with well equipped ITC Tools, Separate Desktop for CBCS and College examinations. university exam system starting from filling of exam forms to results all exams related activities are online.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

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

Year	Title of the professional development programme organised for	Title of the administrative training programme organised for	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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	teaching staff	non-teaching staff				
2019	Work Culture in Higher Education: Issues and Challenges	00	18/01/2019	19/01/2019	108	0
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
refresher	1	08/01/2019	28/01/2019	21
Refresher	1	18/12/2018	07/01/2019	21
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
0000	00	00

6.4 – Financial Management and Resource Mobilization

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

1 Institution conducts external financial audits regularly as per the instructions of the Deptt. of Higher Education, Govt. of Odisha. The external financial audit is conducted in accordance with auditing standards accepted in India. The Audit for the Session 2017 - 2018 is completed. The Audit for the session 2018 - 2019 is in progress.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
000	0	00
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority

Academic	No		No	
Administrative	No		No	

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

1. Providing valuable suggestion for development of the institution 2. Pointing out the weaknesses of the college related Departments and suggesting rectification. 3. Communicating views which the students feel shy to communicate directly to the teachers about the college and the department

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

1. All supporting staff members are computer literate. 2. Supporting staff members are encouraged to go for different training. 3. HRMS systems of Odisha and PFMS of the Government of India.

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

1. All vacant positions of teachers should be filled up. All Vacant posts of teachers have been filled up. 2. Teaching of Home Science may be introduced. A new subject - Home Science has been opened for girls. 3. A gymnasium of high standard may be set up. Sports facilities for Boys and Girls may be provided. A gymnasium is established and adequate sports equipments have been provided to both boys and girls

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	National Seminar	18/01/2019	18/01/2019	19/01/2019	102
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

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

Installation of ample number of Power Saving LED lights in both Campus Planatation programme in the adopted villages and in the College Campus. Awareness programme on Afforation programme is being made by the NSS and YRC units.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							

[View File](#)

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

[View File](#)

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

- Planting of plants trees (both perennial seasonal) inside the campus.
- The campus has been declared "Polythene free" zone.
- College is a vehicle and smoke free campus.
- Separate parking areas are there for both two and four wheelers and cycle stand for students is constructed. and maintained by the college.
- Tobacco smoking, chewing of pan-masalas and gutka is prohibited in the college campus.
- The college has an active Eco Club for organising such programs and activities.
- Provision of dustbins is there at various vantage points of the campus.
- Regular cleaning of the campus is being made.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

?: NSS Activities • The College has four Active NSS Units, namely Unit 1,2,3Girls Unit4 under the able leadership of four ProgrammeOfficers. • All Units are actively engaged in several activities within and outside the college. Some of theseare: - Celebration of NSS Day on 24. 09. 2018 - Swachhta Bharat Abhiyan 20. 10. 2018 - Observation ofWorld AIDS Day on 01. 12. 2018 - Observation of Voters Dayon25. 01. 2019 - Observation of National Youth Week from 12. 01. 2019 to 18. 01. 2019 To maintain transparency in the admission process we adopt summarily the e -admission procedure of Government of Odisha. No capitation fee, no donations, neither of any sort of extra money is being collected from the students. The admission subcommittee monitors the entire process very effectively. ? The institution strives for the holistic development of students and caters to their needs for progression in academic as well as in curricular and extracurricular activities such as sports, debate, quiz contests, cultural activities and others. ? Transparency in Internal Assessment Evaluation Process ? The campuses are tobacco and plastic free zones ? Departmental seminars are being organized regularly.

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

http://tsdcollege.in/Documents/ESTB_R_Y2020_M4_D22-H8_M14_S50.pdf

7.3 – Institutional Distinctiveness

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

• Implementation of suggestions of Peer Team. The college has introduced Home Science at the Under Graduate level as per the suggestion of the NAAC Peer Team. • This college is committed for quality education and the college has got absolutely better results in the Semester examinations. • The NCC cadets of this College have been rewarded and honoured in different National Camps. • It is only NAAC Accredited College of this Block who has received permanent affiliation in both Arts and Science stream. • As girls are over numbered in this college, special emphasis is given for women empowerment by organising different programmes.

Provide the weblink of the institution

http://tsdcollege.in/Documents/ESTB_R_Y2020_M4_D22-H8_M13_S41.pdf

8.Future Plans of Actions for Next Academic Year

1. Strengthen the career guidance and placement cell to facilitate the students for various job opportunities.
2. Renovation of Class rooms under OHEPEE scheme.
3. The college should uphold the concept of cleanliness within the campus areas and the motto of the college be clean campus and green campus.
4. To arrange seminars/workshops on various topics and eminent academicians may be invited and have their interactive sessions with the students and the faculty.
5. PAT (Parents-Alumni-Teachers) meet should be organized once in a year.
6. Apply for more major/minor research projects to various funding agencies.
7. Motivate the staff and students to take part in Seminars and Conferences regularly.
8. Ensure the involvement of students, staff and other stakeholders in keeping the campus clean and eco-friendly.
9. Provide more reference books to the library.
10. Procurement of more Lab. Equipments as per CBCS course.
11. Provide more drinking water facility to the students and staff members.
12. Installation of three phase power supply in the college campus for uninterrupted power supply.
13. To encourage students to participate intercollegiate quiz/debates/sports/games and other events
14. To encourage students to participate in the activities of NSS/NCC/ other forums etc.
15. Adoption of formalities for the reaccreditation of NAAC.
16. To conduct extension activities through NSS / NCC.
17. To arrange more extra-mural talks on different current issues. Planning of study tours, industrial visits and field trips.
18. Installation of online feedback software on the website