



Internal Quality Assurance Cell (IQAC)
and
Submission of Annual Quality Assurance Report
(AQAR)

2012-2013

Submitted To:
NATIONAL ASSESSMENT & ACCREDITATION COUNCIL

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year (*for example 2013-14*)

2012-2013

I. Details of the Institution

1.1 Name of the Institution

DAV Autonomous College, Titilagarh

1.2 Address Line 1

At & PO- Bhatipara

Address Line 2

Dist-Bolangir

City/Town

Titilagarh

State

Odisha

Pin Code

767042

Institution e-mail address

Principal.davcollege@gmail.com

Contact Nos.

9439276773

Name of the Head of the Institution:

Sri Subhendra Kumar Tripathy

Tel. No. with STD Code:

6655220523

Mobile:

9439276773

Name of the IQAC Co-ordinator:

Sri Achyutananda Bohidar

9437554151

Mobile:

IQAC e-mail address:

iqacdavautocollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/41/12 dated 10-02-2007

1.5 Website address:

www.davcollegetitilagarh.org

Web-link of the AQAR:

www.davcollegetitilagarh.org/NAAC/ACAR

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	71.50	2007	2012
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC:

DD/MM/YYYY

06.07.2009

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011))

- i. AQAR __2012-13 submitted to NAAC on 17.05.2016 __ (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Sambalpur University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University

University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="Three"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="Three"/>		
2.3 No. of students	<input type="text" value="Two"/>		
2.4 No. of Management representatives	<input type="text"/>		
2.5 No. of Alumni	<input type="text" value="Two"/>		
2.6 No. of any other stakeholder and community representatives	<input type="text"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="One"/>		
2.8 No. of other External Experts	<input type="text"/>		
2.9 Total No. of members	<input type="text" value="Eleven"/>		
2.10 No. of IQAC meetings held	<input type="text" value="Three"/>		
2.11 No. of meetings with various stakeholders:	No.	<input type="text" value="2"/>	Faculty <input type="text" value="1"/>
Non-Teaching Staff	<input type="text" value="1"/>	Alumni <input checked="" type="checkbox"/>	Others <input type="text"/>
Students			

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1- Development of Quality culture in the institutions

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Annexure - I	Action plan carried out properly

* Attach the Academic Calendar of the year as Annexure-I

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

As per the suggestions of the management , the following actions were taken :

- i) Frequent meeting of parent-teachers association
- ii) Expediation of redressal of students' grievances.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	3	0	0	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	3	0	0	0
Interdisciplinary	0			
Innovative				

- 1.2 (i) Flexibility of the Curriculum: CBCS/Core/**Elective option** / Open options : Elective option
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
Trimester	
Annual	

- 1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)
Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure-II*

- 1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Most of the departments change a little bit of their syllabi to update it as per present need.

- 1.5 Any new Department/Centre introduced during the year. If yes, give details.

No.

Criterion – II**2. Teaching, Learning and Evaluation**

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	35	23	9	0	3

2.2 No. of permanent faculty with Ph.D.

7

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
10	2	0	0	0	0			12	

2.4 No. of Guest and Visiting faculty and Temporary faculty

0

0

0

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	0	0
Presented papers	0	0	0
Resource Persons	0	0	0

2.6 Innovative processes adopted by the institution in Teaching and Learning:

There is proposal to set up a net parlour and to introduce smart classes

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

photocopy

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

35

35

35

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BA	179	32	13	20	54	60
B Com	40	68	50	23	65	100
B Sc	57	63	46	21	40	95

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC suggested introduction of e-teaching experimentally in the department of Physics and was found successful. Though the process of evaluation is traditional one, IQAC is mulling over e-evaluation.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	3
UGC – Faculty Improvement Programme	2
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	1
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	9	15	0	12
Technical Staff	2	1	0	1

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Teachers are always encouraged to be involved in research activities through attending seminars, workshops, conferences and use of library

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	3	1	4	3
Outlay in Rs. Lakhs	290500	0.71	361500	Yes

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	9	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0	0	0	0
Minor Projects	2012-13	UGC	7,12,000	7,12,000
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)				
Total	1	1	7,12,000	7,12,000

3.7 No. of books published

i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/ recognitions received by faculty and research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
1	0	0	0	1	0	0

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum		College forum		
NCC	1	NSS	1	Any other
				0

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Atrocities on women
- Female infanticide

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	38 Acres	0	0	38Acres
Class rooms	14	0	0	14
Laboratories	10	0	0	10
Seminar Halls	1	0	0	1
No. of important equipments purchased (1-0 lakh) during the current year.	As were	65	UGC	+65
Value of the equipment purchased during the year (Rs. in Lakhs)	0	16,53,368	UGC	16,53,368
Others	0	0		0

4.2 Computerization of administration and library

Though the entire system of college administration has not been computerised, the process of automation in library, accounts and examination is in force.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value(Rs)	No.	Value(Rs)	No.	Value(Rs)
Text Books	13016	1173214	342	125736	13358	1298950
Reference Books	16970	1416447	762	214659	17732	1631106
e-Books	0	0	0	0	0	0
Journals	18	6002	0	0	18	6002
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	46	2	2	0	1	0	2	0
Added	1	1	10	0	0	0	0	0
Total	47	3	12	0	0	0	2	0

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

All the members of the teaching staff completed computer literary course through IGNOU.

4.6 Amount spent on maintenance in lakhs :

i) ICT	82,000
ii) Campus Infrastructure and facilities	0
iii) Equipments	4,52,689
iv) Others	0
Total :	5,34,689

Criterion – V**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Services meant for the students are uploaded in the college website so as to facilitate them to get all information easily regarding courses of studies, admission procedures, fee structure and other facilities available in the college.

5.2 Efforts made by the institution for tracking the progression

The institution reviews periodically the progress of students through questionnaires and staff student interactions.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
397	0	0	0

(b) No. of students outside the state

2

(c) No. of international students

0

Men	No	%	Women	No	%
	295	74		102	26

No	%
102	26

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
315	59	15	0	0	389	263	93	41	0	0	397

Demand ratio 0.0185

Dropout % 2%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

1- Remedial coaching classes and coaching classes for entry into services are organised for SC,ST,OBC and Minority students to enable them to face competitive examinations.

No. of students beneficiaries

178

5.5 No. of students qualified in these examinations

NET	N.A.	SET/SLET	24	GATE	n.a.	CAT	12
IAS/IPS etc	0	State PSC	3	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

1. There is a student counselling and career guidance cell in the college to guide the students about various study and job opportunities available after passing out from the college.

No. of students benefited

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
2	30	5	12

5.8 Details of gender sensitization programmes

Self-defence programmes are organised in the college for girl students to enable them to defend themselves independently.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	49	5292
Financial support from government	206	6,17,400
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level Exhibition: State/ University level National level International level 5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

Catering to the needs of the students as per their grievances, two cycle stands were constructed, one water cooler was installed and more reference books were purchased for the library.

Criterion – VI**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

The vision and mission of the college are to develop entrepreneurial skills, positive attitude, leadership qualities, academic excellence, human and moral values and feeling of brotherhood among the students.

6.2 Does the Institution has a management Information System

Yes, the college promotes the culture of participative management in which all the members of the staff are involved.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Before the beginning of the academic session the prevalent curriculum is reviewed and edited to meet the need of the time.

6.3.2 Teaching and Learning

Teaching is supplemented with active participation in group discussion, extra-curricular and co-curricular activities for the holistic development of the students.

6.3.3 Examination and Evaluation

Internal assessment, Term-end examinations , Presentation of seminar papers, writing projects on different issues etc. have been introduced under semester system.

6.3.4 Research and Development

Staff members are encouraged to attend seminars, conferences, workshops, Refreshers courses etc. to develop research attitude.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is well equipped with all kinds of latest books and journals along with internet facilities.

6.3.6 Human Resource Management

Keeping in view the requirement of the institution, the college authority optimally uses its existing staff members, both teaching and non-teaching for the smooth functioning of the college

6.3.7 Faculty and Staff recruitment

Temporary and contractual faculty and staff are engaged every year keeping in view the funds of the college.

6.3.8 Industry Interaction / Collaboration

The college invites industrial experts from different industrial undertakings to apprise the students regarding job opportunities through meetings and interactions.

6.3.9 Admission of Students

Admission of students is done online by the Govt. of Odisha on merit basis through Students Academic Management System(SAMS).

6.4 Welfare schemes for

Teaching	Group insurance
Non teaching	Group insurance
Students	Individual Insuranc

6.5 Total corpus fund generated

2,25,000

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Director	Yes	Principal
Administrative	Yes	Govt.	Yes	GB

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Continuous evaluation of students is done through Internal Assessments, seminars and group discussions.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not applicable

6.11 Activities and support from the Alumni Association

The Alumni association is the watch dog of the day to day course of activities of the college. They support the administration with their valuable suggestions.

6.12 Activities and support from the Parent – Teacher Association

The Parent-Teacher association finds out the lacunae left in teaching and learning process and suggests measures to be taken in this regard.

6.13 Development programmes for support staff

Computer training and accounts training are imparted to them to develop their technical skills.

6.14 Initiatives taken by the institution to make the campus eco-friendly

Massive plantation programs were undertaken, dustbins were provided and use of polythene was banned.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- 1- Eco-friendly campus: Massive plantation was done with a view to preventing hazardous consequences of environmental degradation .
- 2- Energy conservation : Efforts were made to create awareness among staff and students to use energy economically

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- 1- Declaring the college as a polythene free zone.
- 2- Upkeeping the saplings to have a green environment.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

- 1- Green Environment.
- 2- Ethical teaching.

****Provide the details in annexure-III)***

7.4 Contribution to environmental awareness / protection

The college organised various rallies with placards to create awareness among the students and society to protect environment.

7.5 Whether environmental audit was conducted? Yes No

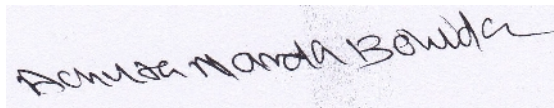
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. The college organises extra classes and remedial classes for academically weak students.
2. The College desires to have a Wifi campus to provide ICT based knowledge and information.

8. **Plans of institution for next year**

The institution plans to introduce self-financing courses like BBA, BCA and other Diploma and Certificate programmes.

Name- Sri Achyutananda Bohidar



Signature of the Coordinator, IQAC

Name: Sri Subhendra kumar Tripathy



Signature of the Chairperson, IQAC

Academic Calender – 2012-13**DAV AUTONOMOUS COLLEGE, TITILAGARH (Odisha)****Academic Calendar - 2012-13**

<i>S. no.</i>	<i>Subject</i>	<i>Time Line</i>
1	Reopening of the college after summer vacation of 2011-12	19.06.2012
2	Admission to Semester-I classes	22.06.2012
3	Commencement of classes Semester-III and Semester-V	19.06.2012
4	Parents-Teachers Meet Sem-III & V	01.07.2012
	Parents-Teachers Meet Sem-I	16.08.2012
5	Rakshya Bandhan/Meher Jayanti holiday	02.08.2012
6	Commencement of classes Semester-I	03.08.2012
7	Janmastami holiday	09.08.2012
8	Independence Day celebration	15.08.2012
9	Id-UI-Fitre holiday	20.08.2012
10	Internal Assessment-I for Sem-III & V	22.08.2012 - 28.08.2012
11	Celebration of college foundation day	09.09.2012
12	Ganesh Puja & Nuakhai	19.09.2012 - 21.09.2012
13	Gandhi Jayanti	02.10.2012
14	Internal Assessment-I for Sem-I	07.10.2012 - 14.10.2012
15	Mahalaya	15.10.2012
16	Nomination of students to their Union and other societies	20.10.2012
17	Oath taking of nominated members	21.10.2012
18	Puja Vacation	22.10.2012 - 30.10.2012
19	Kalipuja and Deepavali	13.11.2012
20	Internal Assessment-II for Sem-III & V	20.11.2012 - 27.11.2012
21	Rasapurnima	28.11.2012
22	Term-end Exam for Sem- III & V	01.12.2012 - 06.12.2012
23	Prathamastami	07.12.2012
24	Semester break for Sem-III & V	08.12.2012 - 12.12.2012
25	X-mas holiday	25.12.2012
26	Internal Assessment-II for Sem-I	26.12.2012 - 30.12.2012
27	Sambalpur University foundation day	01.01.2013
28	Term-end Exam for Sem- I	02.01.2013 - 07.01.2013
29	Semester break for Sem-I	08-01-2013 - 13.01.2013
30	Makar Sankranti/Pongal	14.01.2013
31	Annual Sports/Cultural week	15.01.2013 - 20.01.2013
32	Netaji/Veer Surendra Sai Jayanti	23.01.2013
33	Pausa purnima	16.01.2013
34	Republic Day	26.01.2013

35	Saraswati Puja	15.02.2013
36	Maha Shivaratri	11.03.2013
37	Panchayati Raj Divas	05.03.2013
38	Holi	28.03.2013
39	Utkal Divas	01.04.2013
40	SriRam Navami	19.04.2013
41	Mahavisuba Sankranti	14.04.2013
42	Good Friday	29.03.2013
43	Internal Assessment-I for Sem-II,IV & VI	28.01.2013 - 31.01.2013
44	Internal Assessment-II for Sem-II,IV & VI	28.02.130 - 04.03.2013
45	Term-end Exam for Semester-VI	30.03.2013 - 05.04.2013
46	Term-end Exam for Semester-II,IV	01.05.2013 - 07.05.2013
47	Publicationm of results	within 45 to 60 days of completion of theory exam
48	Summer Vacation	09.05.2013 - 15.06.2013

Sd/-
Principal
DAV Autonomous College
Titilagarh

Annexure - II

Analysis of feedbacks

1. Class teaching of most of the teaching members is excellent.
 2. The library facility is sufficient enough to meet the need of the students.
 3. The academic atmosphere of the college is nice.
 4. Most of the problems of students are solved in time.
 5. Up gradation of the official work with e-mode is needed.
 6. More teaching staff need to be appointed.
 7. Laboratories of different science departments should be upgraded.
 8. e-financial transactions should be introduced.
-

Annexure - III

Two Best Practices

1- There are several good practices being followed by the college. But best two practices are given below:

(A)

1. Title of the practice: Green Environment

2. Goal: To create awareness among the members of the staff and students on environmental protection in the era of rapid industrialisation and environmental degradation.

3-The context: Plantation has become a challenge in the context of hot climate and reckless deforestation

4- The practice ; Regular upkeeping of the saplings both by teachers and students.

5- Evidence of success: As a result of this practice, the campus of the college has turned green.

6- Problems encountered and Resources required: The scorching heat in summer causes the water level to go down. The college badly needs water resources to keep up the plantation.

(B)

1. Title of the practice: **Ethical Teaching**

2.Goal: To imbibe ethical spirit and moral sense among the students.

3. The context: In the age of growing materialism and corruption, people are devoid of moral and ethical values and human considerations. Hence ethical teaching has become the need of the hour.

4. The Practice: Eminent religious teachers, irrespective of religion and sect, are invited to the institution to deliver talks on the importance of moral and ethical values in human life. Yoga classes are held in the morning to motivate the students to adopt the best practices in their life.

5. Evidence of success: As a result of this practice, a large number of students are attracted to listen to moral lectures. This practice has brought about a remarkable transformation among the students in their attitude of life.

6. Problems encountered and Resources required: No problem has been encountered in this regard so far. However, books on various religions of the world are required to instill an ethical spirit among the students.

Annexure - IV

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
