

# Annual Quality Assurance Report (AQAR)

(Revised in October 2013)



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

## **NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India

Note:

The NAAC Accredited institutions need to submit only the soft copy as word file (.doc/.docx) through e-mail ([capuaqar@gmail.com](mailto:capuaqar@gmail.com)). The file name needs to be submitted with Track ID of the institution and College Name. For example MHCOGN16601-Samudra Arts and Science College, Taliamegu-Maharashtra.doc or EC\_32\_A&A\_143 dated 3-5-2004-Samudra Arts and Science College, Taliamegu-Maharashtra.doc. The Higher Education Institutions need not submit the printed/hard copy to NAAC. The acknowledgements would be sent to the institutions through e-mail.

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

2016-17

#### I. Details of the Institution

1.1 Name of the Institution

DALMIA COLLEGE, RAJGANGPUR

1.2 Address Line 1

AT/PO-JHARBEDA CAMPUS

Address Line 2

DIST-SUNDARGARH

City/Town

RAJGANGPUR

State

ODISHA

Pin Code

770070

Institution e-mail address

dalmiacollege.rgp@gmail.com

Contact Nos.

91-8763714880

Name of the Head of the Institution:

DR PRADIP KUMAR MOHANTY

Tel. No. with STD Code:

0664-249003

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

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)

1.5 Website address:

Web-link of the AQAR:

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 <sup>st</sup> Cycle	B	72.50	2005	2010
2	2 <sup>nd</sup> Cycle	B	2.28	2016	05.11.2016 TO 04.11.2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

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 Latest Assessment & Accreditation of NAAC on 05.11.2016 (DD/MM/YYYY)4
- 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 with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (*Specify*)

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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

Significant Activities	Contribution
1. Counselling Programme for students as CBCS introduced.	1. Counselling Programme organised. Students Understood the CBCS and mentally prepared.
2. SBI Collect system for payment of fees by the students.	2.SBI Collect system introduced.Counselling Programme organised to advise students to avail this mode of payment.
3. Organisation of games and sports events at college and university level.	3.Games and sports event organised at college at University level.
4. Organisation health check-up camp	4.Health check up camp organised.
5. Organisation of departmental Study Tour/Industrial Tour.	5.Study tour/Industrial tour organised.
6. Organisation of National/State/College Level Seminar.	6.Organised.
7. Extramural Talk	7.Extramural Talk organised.
8. Organisation of Science Exhibition.	8. Science exhibition organised.
9. Conduct of career counselling	9.Career counselling conducted, students got the opportunity to know about the future career option available to them.

## 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
1. Motivation to attend refresher courses. 2. Organisation of study tour. 3. Organisation of science Exhibition. 4. Conduct of unit test. 5. Special classes for weak students 6. Extramural talk 7. Organisation of National and departmental seminar. 8. Participation of students in communities' service. 9. Completion of courses in time. 10. Organisation of self defence training for girls students. 11. Filling up vacancies cause by retirement and transfer of faculty. 12. Organisation of counselling programme for students (CBCS) 13. Financial Aids to poor students Under SSG.	1. Faculty attended refresher course. 2. Study tour organised. 3. Science exhibition organised. 4. Unit test conducted. 5. Special classes for week student conducted 6. Organised 7. Departmental seminars organised. 8. Students participated in different programmes like Swatch Bharat Abhiyan respectively, Road Safety Awareness programme. 09. Courses completed in time. 10. Organised 11. Contractual Faculty appointed. 12. Organised. 13. Financial given Aid to poor student under SSG.

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

AQAR Plans were discussed in the Management Committee and approved. Advised to implement plans for benefit of students and institute.

## 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	03			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	03			

Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	+3 1 <sup>ST</sup> YEAR (BA, BSc, BCom)
Trimester	-----
Annual	+3 2 <sup>ND</sup> YEAR & +3 3 <sup>rd</sup> YEAR (BA,BSc, BCom)

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*

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

New syllabi introduced by the University for +3 1<sup>st</sup> Year Classes under CBCS

##### 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
29	23	06		

2.2 No. of permanent faculty with Ph.D.

05

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
			12						

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		03	
Presented papers		02	
Resource Persons		01	

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

Visual Aid Teaching, Seminar, Doubt clearing classes, VST, Group Discussion, Extra Mural Talk, Student feedback etc.

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

238

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

N.A

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

2.10 Average percentage of attendance of students

76%

### 2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	120	3.61	-	20.48	-	28.33
BSc	117	13.67	28.35	13.43	-	40.17
B.Com	110	10.90	16.12	61.29	-	47.27

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

Proper arrangement was made for the use of visual Aids in teaching. Regular meeting with HOD to discuss about the progress of courses according to lesson plan and Progress prepared by them. Unit test/VST are conducted to evaluate their performance. Feedback from student are taken at the end of the session.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	01
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	01
Others	

### 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	36	01		
Technical Staff	01			

## Criterion – III

### 3. Research, Consultancy and Extension

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

Faculty members are encouraged to carry on research under different projects offered by various agencies like UGC/DST/CSIR.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals			
e-Journals	01		
Conference proceedings			

#### 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				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

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					01
Sponsoring agencies					College

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	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year **NIL**

Total	International	National	State	University	Dist	College

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  NSS  Any other (YRC)

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

- A Blood donation camp was organised in the college on 22.09.2016 with the assistance of Sundargarh Blood bank unit.50 units of blood were collected.
- Swach Bharat Abhiyan by NCC wing of the college on 21.04.2017 at Bus stand and Police station area of Rajgangpur .
- NSS wings of the college organised a road safety programme in front of the college.
- Special NSS (Winter special) camp from dt-12.12.2016 to 18.12.2016 at Khadiadhipa (Adopted Village)

## 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	29.62			29.62
Class rooms	20			20
Laboratories	08	05	RUSA & Govt. Of Odisha	13
Seminar Halls	01		Govt. Of Odisha (HE)	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

#### 4.2 Computerization of administration and library

Fully Computerised with Wi-fi Connection

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15227	1341930	-	-	15227	1341930
Reference Books	7070	495800	251	83373	7321	579173
e-Books	58		-	-	58	-
Journals	19	19000	-	-	19	19000
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	12	Wi-fi	-	-	5	9	9
Added								
Total	35	12	-	-	-	5	9	9

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

Regular Computer education and training programmes are conducted by IT department.
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#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	1,10,000
ii) Campus Infrastructure and facilities	1,20,000
iii) Equipments	20,000
iv) Others	
<b>Total:</b>	<b>2,50,000/-</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Career counselling organised for students by inviting resource persons from different organisations and institution.

#### 5.2 Efforts made by the institution for tracking the progression

Regular meeting with HODs to discuss about progress of courses. Preparation of lesson plan and progress by the faculty. Student's feedback are regularly maintain for evaluation of teachings.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1206			

#### (b) No. of students outside the state

NIL

#### (c) No. of international students

NIL

Men	No	%	Women	No	%
	566	46.93		640	53.06

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
536	119	495	-	-	1150	402	140	540	124	-	1206

Demand ratio 1:4.2

Dropout % 10%

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

No. of students beneficiaries

#### 5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT



IAS/IPS etc  State PSC  UPSC  Others

#### 5.6 Details of student counselling and career guidance

The following institution visited the college and counselling and careers guidance programmes for students organised

1. Rourkela Institution of Management studies (RIMS) on 25.11.16.
2. Indian Institution of Production Management (IIPM) Kansbahal on dt-2611.2016

No. of students benefitted

#### 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
01	27	05	01

#### 5.8 Details of gender sensitization programmes

Self-Defence Training Programmes organised by self-defence cell of the college for women students.

#### 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 (SSG)	01	2000
Financial support from government	629	3472800
Financial support from other sources		
Number of students who received International/ National recognitions		

### 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: NIL

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

All round personality development of individual learners. Promoting human values and assisting the preservation of culture and tradition.  
Total awakening of the Tribal Community and integrating them into main Stream.  
Promoting scientific temperament among the tribal's while keeping their roots intact.  
Tapping the hidden potential of tribal talents in particular and rural talents in general.

#### 6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

The board of studies constituted by the University develop curriculum.

6.3.2 Teaching and Learning

Regular classes/Doubt clearing classes, Audio Visual teaching, Departmental Seminars.

6.3.3 Examination and Evaluation

Examination and Evaluation work is done by the University.

6.3.4 Research and Development

The faculty members are encouraged to take up research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

On Library/off Library facilities available.

6.3.6 Human Resource Management

Human Resource Management system has been activated for the members of staff under Govt. Scheme.

6.3.7 Faculty and Staff recruitment

Faculty and staff are recruited by following proper procedures & norms of Govt. of Odisha(HE).

6.3.8 Industry Interaction / Collaboration

Frequent visit of students to nearby industries.

6.3.9 Admission of Students

Online admission system has been adopted under the project SAMs, Govt. of Odisha.

6.4 Welfare schemes for

Teaching	EPF/GPF
Non teaching	EPF/GPF/Medical Advance
Students	SSG

6.5 Total corpus fund generated

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	Govt.	Yes	Principal
Administrative	Yes	Govt.	Yes	Principal

6.8 Does the University/ Autonomous College declare 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?

CBCS System has been introduced by the University.

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

N.A

6.11 Activities and support from the Alumni Association

Participated in the development process of the college.

6.12 Activities and support from the Parent – Teacher Association

PTA suggests improvement in Academic/Non-Academic affairs of the college.

#### 6.13 Development programmes for support staff

Programmes on file management, Computer education & documentation were organised by the college.

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

1. Smokeless and fuel efficient kitchens are made in Boys hostel & College canteen.
2. Plantation of Trees.

### 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.

SBI Collect system introduced during the academic session for collection of fees from students, which is beneficial for students as well as the college.

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

1. Faculty member attend the refresher course,
2. Study tours were organised by staff & students.
3. Science exhibition was conducted.
4. Unit test conducted.
5. Doubt clearing classes were held.
6. Out side guest were invited for extra mural talks.
7. Departmental seminar were organise regular basis.

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

1. Parent & Teachers/Alumni Meeting.
2. Audio Visual Teaching.

*\*Provide the details in annexure (annexure need to be numbered as i, ii, iii)*

7.4 Contribution to environmental awareness / protection

1. Ban of polythene Bags
2. Plastic free zone inside the campus.
3. Plantation of trees.
4. Use of smokeless chulah in hostel and canteen.
5. Preservation of rain water.

7.5 Whether environmental audit was conducted? Yes  No

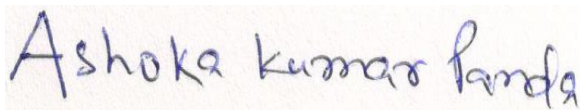
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

1. Swot Analysis.
2. Cashless transaction.
3. Safe drinking water.
4. Provision of fire extinguisher.

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

1. Office automation.
2. Sharing of scientific knowledge.
3. Introduction of self financing course.
4. Provision safe drinking water & Health check-up.
5. Provision for e-library.

Name:-**Prof. Ashoka Kumar Panda**



\_\_\_\_\_  
Signature of the Coordinator, IQAC

Name :- **Dr Pradip Kumar Mohanty**



\_\_\_\_\_  
Signature of the Chairperson, IQAC

\_\_\_\_\_\*\*\*\_\_\_\_\_

**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

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**ACADEMIC CALENDAR-2016-17**

**Annexure-II**

SL NO	EVENTS	1ST YR	2ND YR	3RD YR
1	Re-Opening of the College after Summer Vacation	XX	20/06/2016	20/06/2016
2	Re-admission to next higher class	XX	1 st week of August	1st week of August
3	Admission - on line	15/07/2016 to 06/08/2016	xx	xx
4	Commencement of class	08/08/2016	20/06/2016	20/06/2016
5	VST /Montly Test	2nd week of every month	2nd week of every month	2nd week of every month
6	Students' Union Election	As per Govt. Notification	As per Govt. Notification	As per Govt. Notification
7	Departmental Seminars	One in a Month	One in a Month	One in a Month
8	Reporting of Shortage of Attendance	1st week of every succeeding month	1st week of every succeeding month	1st week of every succeeding month
9	Parent - Teacher Meet	xx	11/08/2016 to 13/08/2016	11/08/2016 to 13/08/2016
		14/09/2016 to 16/09/2016	14/09/2016 to 16/09/2016	14/09/2016 to 16/09/2016
10	Test Examination (For traditional )/Int. Ass for Odd Sem( CBCS)	1st week of December	1st week of December	1st week of December
11	ODD Sem end /Even Sem end	As per University Notification	As per University Notification	As per University Notification
12	Filling up of forms for University Exam	As per University Notification	As per University Notification	As per University Notification
13	Annual Sport/Cultural week/ Literary Competitions & function	04/01/2017 to 18/01/2017	04/01/2017 to 18/01/2017	04/01/2017 to 18/01/2017
14	Annual Society Seminar Arts Society / Sc. Society/ Com. Society	In the Month of January	In the Month of January	In the Month of January
15	University Examination	As per University Notification	As per University Notification	As per University Notification
16	Int. Ass. for even sem	1st week of May	xx	xx
17	Last working Day	8th May , 2017	8th May , 2017	8th May , 2017



**Feedback from the stake holders**

**A. ALUMNI**

The members of the Alumni Association had conducted a meeting in the college campus. They expressed their happiness because college authorities have accepted their suggestion for audio visual classes for pass students. They requested Principal to arrange sufficient text and reference books under CBCS pattern and to introduce vocational courses.

**B. PARENTS**

Parents in large numbers have attended two meetings organized by PTA. They satisfied with the internal cum Unit tests introduced by the college. They suggested providing more reference books and journals to the students in the Library. Parents requested Principal to start SMS service to inform them about their wards.

**C. EMPLOYER**

The members of the managing committee expressed their pleasure with the infrastructural developments of the college like modification of library reading room and library. They suggested Principal to provide e-books to students.

**D. STUDENTS**

Students are satisfied with the provision for safe drinking water in the college campus. They actively participated in different academic activities of their respective departmental. They requested for books as well as e-books under CBCS system.

**ITEM 7.3**

**DETAILS OF TWO BEST PRACTICES FOLLOWED BY INSTITUTION.**

College authority gives importance on parent Teacher meeting.PTA arranges such meetings at regular intervals. Parents appreciated different academic measures taken by college authorities like unit tests, departmental seminars, audio visual classes and reading room facility at the library. Parents suggested Principal to provide more numbers of reference books and journals in the library.

Since the introduction of audio visual classes, Students are appreciating the classes. It helps them to easily understand the subject and have a broad idea on it. Students themselves are also using the audio-visual equipments in seminars and workshops.