



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

Part A	
<b>Data of the Institution</b>	
<b>1. Name of the Institution</b>	GOPALPUR COLLEGE
Name of the head of the Institution	SJ NARESH KUMAR PARHI
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06788237734
Mobile no.	8847858705
Registered Email	gcb1s1978@gmail.com
Alternate Email	gdcb1s1987@gmail.com
Address	AT/PO GOPALPUR DIST BALASORE PIN 756044 (ODISHA)
City/Town	BALASORE
State/UT	Orissa
Pincode	756044

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	MR PRAVAKAR MAHAJAN
Phone no/Alternate Phone no.	06788237734
Mobile no.	9437727309
Registered Email	iqacgc2012@gmail.com
Alternate Email	gdcbls1987@gmail.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.gopalpurcollege.in/UGC/AQAR-2017-18.doc">http://www.gopalpurcollege.in/UGC/AQAR-2017-18.doc</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.gopalpurcollege.in/report/2018-19.pdf">http://www.gopalpurcollege.in/report/2018-19.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	C++	66	2007	31-Mar-2007	31-Mar-2012

<b>6. Date of Establishment of IQAC</b>	15-Jul-2012
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<b>7. Internal Quality Assurance System</b>
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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

IQAC Meeting	24-Aug-2018 1	12
IQAC Meeting	27-Dec-2018 1	13
Internal Accounts Audit	08-Apr-2019 6	3
Green Audit	05-May-2019 4	7
Feed Back from Stake Holders	12-Nov-2018 39	230
Library Audit	24-Apr-2019 5	3
Administrative Audit	07-Jan-2019 4	2
Academic Audit	06-Feb-2019 6	3
<a href="#">View File</a>		

**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
Gopalpur College Gopalpur Balasore	Improvement of Science Lab. Grant	State Government	2019 415	1000000
<a href="#">View File</a>				

**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 :**

2

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

• Two innovative ideas of Best Practices initiated by IQAC introduced to execute. • IQAC proposed and participated in conducting workshop and Awareness programme with other support services. • IQAC took initiative to lunch three more addon courses. • IQAC sensitized the system to collect feedback from students and teachers and analysed the same for improvement in academic and administrative work. • IQAC proposed to construct new canteen for students and staffs.

[View File](#)

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

Plan of Action	Achivements/Outcomes
Introduction of Smart class room	One smart class room furnished
Automation of library	Step taken to complete the Library Automation
Staff Training Programme	Training Programme conducted
Some orientation Programme on Library planned.	One workshop on orientation programme on library and information held.
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
Governing Body	18-Jul-2018

**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

2019

Date of Submission

02-Feb-2019

**17. Does the Institution have Management Information System ?**

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Mass information is the basis of success in different programmes of institutions, Companies and Corporate Houses. Due to information gap the scheduled works cannot be materialized

or taken up properly. Gopalpur College, a premier higher educational institutional has realized its importance. So it has initiated its effort to manage information system to communicate the affairs of the college such as notification, examination schedules, result, special events, syllabus, library information, with the help of edevices. The college website includes a notice board in which all important notices are pasted for information for students and staff. Software for common SMS system has been uploaded to send information to students/ parents on their mobile phone. Students Academic Management System (SAMS) also support the college for sending information regarding admission, scholarship and registration etc. Whatapps of the college groups, NSS, YRC Unit, Educationist Bahanaga managed by the faculty member also give information of important matters to discriminate information. The Director of Higher Education NonGovernment College Groups is a channel of information from Government to College and viceversa under "Mo Sarkar System". HRMS portal maintained information regarding staff salary and career advancement.

## 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

Gopalpur College is an affiliated College to F.M. University for the syllabus prescribed by the University is being adopted by the college. The CBCS pattern of education has been followed by the college since 2016. Therefore the college has no task to design any syllabi. The academic Council of the college distributes the prescribed syllabus of the University among the Departments. The college has three streams i.e. Arts/Science/Commerce. At present, the college has facilities to teach 15 Honours Subjects apart from this AECC, SEC and G.E. subjects. As per the Regulation of the University a student of Honours subject shall be taught 2400 marks which include mid-term internal test and end-term theory and practical test. Every Hons. student of Arts, Science and Commerce stream has to prepare a project record. The mark distribution of the project paper has three components- record, Presentation and viva voice test. In order to cover of the syllabus various methods are adopted such as Lesson Projection Method, Lecturer Method, Interaction Method and Storytelling Method. In order to make class more viable and effective ICT tool are used such as smart class. Class supervision is made by the Principal and Academic Bursar from time to time to make the teaching work more effective, Remedial classes

are arranged after the normal classes to clear up the doubt of the students and information to the absentees. Departmental Seminars are organised by all Departments in the academic session 2018-19. About 30 seminars were organised departmentally in the session. The maximum number of students have participated and presented the papers in the respective topics. In order to judge the standard of student's Unit Tests are conducted by each Department. Internal tests are also conducted twice in a year and its result is communicated to the University for record. The faculties make the Lesson Plan and maintain lesson Progress Register. In every week HOD of the Departments verify the Progress Register and the Principal verifies the records at the end of every month. The college had organised study tour, Industry visit to gain practical experience for external expose. The College had conducted several extension activities by NSS and YRC both inside and outside of the campus.

#### 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
Yoga Therapy and Human Health	NIL	22/07/2018	180	Yoga Teaching Ability	Yogic Skill
Spoken English and Interview Facing Technique	NIL	10/08/2018	365	Skill Development in English Interview Facing	Skill in Communicative English
NIL	Diploma in Agricultural Earning	01/08/2018	1093	Self employment in agriculturer	Agricultural Skill
NIL	Diploma in Old Indian Value	01/08/2019	1093	Self employed in Indian Traditonal Practices and worship	Astrological and Architecture Skill
NIL	Diploma in Computer Application, Accounting Income Tax	01/08/2019	1093	Computer Literacy Programme	Computer Application Skill

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

##### 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
BA	HISTORY (HONS)	01/06/2018

BA	POL SC (HONS)	01/06/2018
BA	ECONOMICS (HONS)	01/06/2018
BA	EDUCATION(HONS)	01/06/2018
BA	ENGLISH(HONS)	01/06/2018
BA	HINDI(HONS)	01/06/2018
BA	HOME SCIENCE(HONS)	01/06/2018
BA	SOCIOLOGY	01/06/2018
BA	ODIA (HONS)	01/06/2018
BA	SANSKRIT(HONS)	01/06/2018
BSc	PHYSICS(HONS)	01/06/2018
BSc	CHEMISTRY(HONS)	01/06/2018
BSc	BOTANY(HONS)	01/06/2018
BSc	ZOOLOGY(HONS)	01/06/2018
BCom	COMMERCE(HONS)	01/06/2018

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

	Certificate	Diploma Course
Number of Students	50	32

## 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
Teaching of Bhagabat Gita for Noble Life and Personality Enrichment	01/07/2018	19
<a href="#">View File</a>		

### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Industry visit to Hari Plast	16
BSc	Fishery farm visit to Hari Marine	32
<a href="#">View File</a>		

## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
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

The feedback has been obtained from the students and analysed. It is useful for meeting the needs of life. Students have expressed their satisfaction on coverage of courses and its usefulness, Internal test, evaluation system and teaching skills. It is learnt that teachers mentoring system is working well Proctorial and remedial classes are done properly. The teachers' attitude towards extra-curricular activities is congenial. In view of student the teachers are co-operative, helpful and encouraging to students. They adopt interactive method in lesson work. They provide feedback on students performance after internal assessment. They sometimes follow e-content for reference of the subject. They also guide the students in project work, career guidance, note making and often guide for extra-curricular activities. The student's feedback on library service is satisfactory except the number of books issued to them. But they are not comfortable network centre. In the matter of visiting hour of library, attitude of the library staff and Xerox facilities to students feel satisfied. As regard cataloguing and arrangement of books, student feedbacks received is in sine way negative. The teachers view on students is analysed that the learning capacity of the students is satisfactory but their communication skill is stated to be poor. They have inquisitiveness for clarification of their doubt. They participate in extension and outreach activities. They sometimes used key books and internet. The students complete project work properly. The teachers face difficulties like insufficient accommodation, electricity and e- facilities for teaching learning process. The teachers follow both lecturer cum discuss method and ICT at need. The teacher mention five weaknesses of the institution they are (1) insufficient classroom (2) having no boundary. (3) Less number of faculty member (4) insufficient smart class In regards to contribution towards research and innovation activities a few teachers continue their sesearch in their subjects. Departmental seminars are organised by different faculty members. So far as feedback of Employers is concerned out of 12 feedback on five responses are given in 1.Toilets are not properly cleaned 2. Food served in the canteen is not happier. 3. Placement cell is not functions well 4. Laboratory conditions is not satisfactory. Feedback of the Parents: The parents feedback viewed for implementation of ICT devises in class room teaching. Secondly, they proposed to issue more library books to their wards. Feedback of Alumni The feedback of Alumni shows that there must better function of Employment Information Cell and coaching for competitive examination. More ICT devices need to be used in the class room teaching. The students are to impress to take part in sports and extension activities. The feedback report was submitted to the Principal for taking action in this regard after due approval of the Governing Body As resolved number of library books increased after new purchase of the academic year. The five new computers have been purchased for class room teaching.

## 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
BA	All Hons Hist Pol Sc Economics English Hindi Home Sc Sociology Odia Sanskrit	128	370	131



BSc	All Hons Physics Chemistry Botany Zoology	64	165	64
BCom	Commerce Hons	64	110	48
<a href="#">View File</a>				

## 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	779	0	22	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
22	15	7	5	2	7

[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)

In education mentor and mentee relationship is very important for which this institution has adopted mentorship through its learned teachers. Their proficiency is proved at good percentage of students performance. Regarding academic improvement the mentors suggest the students for using e-sources, internet and other available tools. They guide the students in preparation of notes in different papers. They also make correction of notes prepared by the students. Beside the mentors provide counselling for solution of personal difficulties. In regards to cultural flourishment the mentors inspire the students to participate in different competitions like debate, speech, dance, essay writing quiz etc. When students face difficulties the mentors guide them in proper way to succeed in competition. They are given ideas and guided in writing composition referring different books, notes, paper cuts and journals etc. In order to make the students efficient in different cultural activities like anchoring, debating, group discussion and facing interview the teachers play their significant role of mentor. In order to develop sports culture among the students mentorship is provided to the students regularly. Before the students go for practice race, track events, cricket, football, volley ball, basket ball, rugby ball etc. teachers guide them to play as rule. At the time of playing mentors advise them the rule and regulation of events they practice different sports and athletic activities. Students are inspired and guided by the mentors to win over the competitions. They are also promoted to take part in different sports competition organised of inter college standard. In regards to outreach and extension activities like NSS, YRC, Swachha Bharat Mission several camps are being organised at college level/local level. The mentors promote the students (mentees) to participate in different occasion. They are guided to project their highest calibre to prove their efficiency, sacrificing attitude and paying regards to national allegiance. Employment and Career Counselling Cell has been working in this college since 2006 guiding the students for improving employability. Library is maintained for reading and reference of job information to the students. The cell opens for students counselling at 1.00 P.M. and closes at 4.00 P.M. on Thursday and it works under the direct supervision of a senior faculty members to works as its officer in-charge. Two other Assistant assist to them in career counselling.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
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**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
29	22	7	1	4

**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, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	MR BISWANATH SAHOO	Associate Professor	Best Teacher Award by Governance Gopalpur College, Balasore
<a href="#">View File</a>			

**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
BA	SOCIOLOGY 18	Semester	12/03/2019	27/04/2019
BA	SANSKRIT 17	Semester	12/03/2019	27/04/2019
BA	POL SC 14	Semester	12/03/2019	27/04/2019
BA	ODIA 11	Semester	12/03/2019	27/04/2019
BA	HOME SC 09	Semester	12/04/2019	27/04/2019
BA	HISTORY 08	Semester	12/03/2019	27/04/2019
BA	HINDI 07	Semester	12/03/2019	27/04/2019
BA	ENGLISH 05	Semester	12/03/2019	27/04/2019
BA	EDUCATION 04	Semester	12/03/2019	27/04/2019
BA	ECONOMICS 03	Semester	12/03/2019	27/04/2019
<a href="#">View File</a>				

**2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)**

At the institutional level, the college initiates internal evaluation by way of different audits and review and Principal being the Head of the institution constantly remain watchful to the academic development . Classes are monitored in the Time Table and the progress of lesson work is verified by the Principal and Academic Bursar. Lecture- Cum-Discussion method is the practice of the college. Students are given privileges for clarification of their doubts and focussing on unintelligible areas. Student's interaction, Unit Test, Internal Assessment, and proctorial classes are arranged to access the difficulties of students and their performance Unit wise teaching method is adopted to facilitate friendly projection of the courses. After the completion of a unit,

a unit test is done regularly. The weaker students are given due care to uplift through remedial and special classes. The teachers work as mentor in their departments trying to convince the students about sample answer to come out successful in the examination and forging communication between teachers and students, Governing Body and so on Principal, HODs' and Academic Bursar, all expose a high form synergy in strengthening the progress of lesson plan, record of lesson delivery in an attempt to higher punctuality and academic seriousness. Academic Audit, Library Audit, Green Audit, Laboratory Audit and Accounts Audit are done to keeps college in the process of continuous evaluation and progression.

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

Academic calendar of the college is prepared to reflect the planning of Academic activities, co-curricular, extracurricular and examination scheme in tune with University Examination Schedules being prepared at the university level. At the college level the date of Unit Tests are shown. Departments imparting teaching- learning process are segregated to Academic calendar. Departmental works are scheduled as per to the dates shown in the calendar. In Academic calendar the working hour of the staff members both teaching and non-teaching are shown. Routine is prepared as per the working hour and availability of rooms of the college. The calendar retains Academic schedule including holidays, summer and Puja vacations and Sundays. Unit Tests are performed at the Departmental level, and the students find opportunity to exhibit the range of learning. Mark secured by the students is recorded and weak areas are touched with face to face contact with the student. Unit Test and Test Examination are the main means to allow the students to fill up their forms for final examination. The conduct of Annual Examination and its related matter with issuance of Admit cards, Registration receipt, valuation schemes and the college responsibility an conducting valuing the marks. Academic calendar carries matters as shown in the Common Minimum Standard issued by the Government.

## 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.gopalpurcollege.in/report/Programme-Outcome.docx>

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
18	BA	SOCIOLOGY (HONS)	8	7	88%
17	BA	SANSKRIT (HONS)	18	17	94%
14	BA	POL SC (HONS)	18	16	89%
11	BA	ODIA (HONS)	18	15	83%
09	BA	HOME SC (HONS)	8	7	88%
08	BA	HISTORY (HONS)	18	15	83%

		)			
07	BA	HINDI (HONS)	8	7	88%
05	BA	ENGLISH (HONS)	4	4	100%
04	BA	EDUCATION (HONS)	18	16	89%
03	BA	ECONOMICS (HONS)	18	17	94%
<a href="#">View File</a>					

## 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)

<http://www.gopalpurcollege.in/report/Student%20Satisfaction%20Survey-2018-19.pdf>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	0	NIL	0	0
International Projects	0	NIL	0	0
Students Research Projects (Other than compulsory by the University)	0	NIL	0	0
Projects sponsored by the University	0	NIL	0	0
Industry sponsored Projects	0	NIL	0	0
Interdisciplinary Projects	0	NIL	0	0
Minor Projects	0	NIL	0	0
Major Projects	0	NIL	0	0
<a href="#">View File</a>				

### 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
Intellectual Property Rights and Intellectual	IQAC Economics	15/11/2018

Discussion

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
Best students Award	Sri Sujaya Prasana Das	Academic Council Gopalpur College	02/02/2018	STUDENT
Best Teacher Award	Mr Biswanath Sahoo	Governance Gopalpur College	02/02/2018	TEACHER

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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
Gopalpur College Student Incubation Centre	Water Lifting system from flow of stream	SROSTI, Bahanaga, Balasore	Lifting water from runing source	Watering Garden	25/08/2018
Gopalpur College Student Incubation Centre	Evaporative Freeze	SROSTI, Bahanaga, Balasore	Preservation of fruit in Dept. of Home Science	Storage of Vegetables Fruits	05/11/2018

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	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)
National	NIL	0	0
International	NIL	0	0

[View File](#)

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
ECONOMICS	3

[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
NIL	NIL	NIL	2019	0	NIL	0
NIL	NIL	NIL	2018	0	NIL	0
<a href="#">View File</a>						

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
NIL	NIL	NIL	2019	0	0	NIL
NIL	NIL	NIL	2018	0	0	NIL
<a href="#">View File</a>						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	2	0	22
Presented papers	0	1	0	22
Resource persons	0	0	0	1
<a href="#">View File</a>				

**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
National adventure camp Monali Atal Bhiari Vajpayee Institute of Mountainering and Allied Sports	N.S.S Bureau. F.M. University, Balasore	1	2
District Level Study cum training camp	Y.R.C. Unit Gopalpur College, Balasore	2	184
Campus Cleaning Programme	N.S.S. Unit Gopalpur College, Balasore	3	30
Pre-Republic Day parade Selecton	N.S.S Bureau. F.M. University, Balasore	1	2

Swachha Bharat Abhiyan	Swachha Bharat Abhiyan, Gopalpur Agency, Balaosre	5	25
Mu Hero Mu Odisha Programme	State Government Of Odisha	4	100
N.S.S. Day	N.S.S Bureau. F.M. University, Balasore	4	100
Campus Cleaning Programme	N.S.S Bureau. F.M. University, Balasore	4	100
Orientation Camp	N.S.S Bureau. F.M. University, Balasore	4	100
International Yoga Divas	N.S.S Bureau. F.M. University, Balasore	3	100
<a href="#">View File</a>			

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
Group Dance	FIRST	Ministry of Youth Affair and Sports	1
Debate	SECOND	Ministry of Youth Affair and Sport	1
Song	FIRST	Grama Panchayat, Gopalpur	1
Song	SECOND	U.N. College Golden Jubli celebration	1
Song	SECOND	Ministry of Youth Affair and Sports Govt. of India	1
<a href="#">View File</a>			

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
Gandhi Jayanti	NSS Unit, Gopalpur College, Balasore	Idea of Gandhi on NSS	3	60
Worlds AIDS Day	YRC Unit, Gopalpur College, Balasore	Traning to students about AID awarness	4	100
Observation of NSS Day	NSS Unit, Gopalpur	Training to students about	4	50

	College, Balasore	Aims and Objectives of NSS		
Swachh Bharat	Swachha Bharat, Bahanaga, Balasore	Training to students about Swachh Bharat	6	100
Orientation Camp	NSS Bureau, F.M. University, Balasore	Training to students about N.S.S	3	50
<a href="#">View File</a>				

### 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
Departmental Seminar (Dept. of English)	51	COLLEGE FUND	3
Departmental Seminar (Dept. of Odia)	74	COLLEGE FUND	2
Departmental Seminar (Dept. of Economic)	84	COLLEGE FUND	2
Departmental Seminar (Dept. of History)	38	COLLEGE FUND	1
Departmental Seminar (Dept. of Pol. Science)	37	COLLEGE FUND	1
Departmental Seminar (Dept. of Education)	52	COLLEGE FUND	2
Departmental Seminar (Dept. of Sanskrit)	74	COLLEGE FUND	2
Departmental Seminar (Dept. of Home Sc.)	28	COLLEGE FUND	1
Departmental Seminar (Dept. of Physics)	48	COLLEGE FUND	2
Departmental Seminar (Dept. of Chemistry)	58	COLLEGE FUND	2
<a href="#">View File</a>			

#### 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	Duration From	Duration To	Participant
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		institution/ industry /research lab with contact details			
Industrial Scientific Skill Sharing	On spot visit	Hari Meraine Balasore MOB: 9437000660	10/12/2018	13/12/2018	32
Industrial Scientific Skill sharing	On spot visit	Hariplast Balasore MOB: 9437000660	08/12/2018	21/12/2018	16
<a href="#">View File</a>					

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
Swachha Bharat Abhiyan Gopalpur, Balasore	22/02/2018	Gandhian Idea of cleanliness, Co- operation and friendliness	120
<a href="#">View File</a>			

## 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
1615000	4865127

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Classrooms with Wi-Fi OR LAN	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Newly Added
Campus Area	Existing
<a href="#">View File</a>	

## 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
EDMIN Library Software	Partially	2	2016

### 4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	8660	1439310	546	110355	9206	1549665
Reference Books	3840	681763	36	14640	3876	696403
e-Books	230	0	180	0	410	0
Journals	11	1360	0	0	11	1360
e-Journals	0	0	25	0	25	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Library Automation	1	33000	1	40000	2	73000
Weeding (hard & soft)	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

[View File](#)

### 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
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

## 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	33	1	6	1	1	4	4	5	0
Added	5	0	2	0	0	1	3	0	0
Total	38	1	8	1	1	5	7	5	0

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

## 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
NIL	<a href="#">NIL</a>

## 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
5300044	4999892	1615000	4865127

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)

Academic System: As per Government instruction, the college working hour extends from 10.00A.M. to 5.00 P.M. The sectional offices remain opened during the working hours. The class rooms are opened at 9.50 A.M. to facilities lesson works. The lesson works are conducted as per Departmental Time Table that includes both practical and theory classes as well as proctorial and seminar classes. The academic calendar is prepared to stream- line teaching days, observation days and holidays. The faculty members make lesson plans, lesson notes and maintain a progress register to record lessons delivery which are verified by Academic bursar and the Principal in every week. An Academic audit has been made at the year end of each academic session. The proctorial system has been vogue to keep personal touch with the students to redress their academic and personal difficulties. Physical Facilities: The college 13.6 acres campus has free land 24 no. of class rooms, 6 lecture hall, one central library, six nos. of Laboratory, two Student Academic Management (SAMS) laboratories, Examination Section, Account Section, Establishment Section, Students welfare Section, one Subhadra Ladies Hostel, GCR, BCR, gymnasium, one staff common room, one conference hall, Network Resource Centre- cum- Language Laboratory, Students Reading Room, one Dark Room, Students Canteen, one Strong Room for Question paper, IQAC Conference Room, Guest Room, Students Employment and Information Centre, Medical Check up Centre, Sports Complex, N.S.S., Y.R.C are working in the campus, One Botanical garden, one medical plant garden, one front elevation garden, one fruit orchard and one kitchen garden adjacent to ladies hostel are also there in the campus. One play ground of 110X55 meters size and one tank 110X100 meters size are also in the campus. Laboratory: There are Seven laboratories each one for Physics, Chemistry, Botany, Zoology, Home Science Education. The practical classes are conducted according to the syllabus and practical group of 16 students. One practical class covers two hours. Every practical class are jointly taken by one demonstrator and a Lecturer. The student are issued their requirement instrument from the general stock of the department. They refund the non-consumable articles when the experiment is over. In case of any breakage, loss and damage of laboratory equipment, the concerned students are levied breakage charges as per record maintained. Library: The Central library has 9206 nos. of text books and 3876 nos. of reference books. The library opened at 9.30 A.M and closed at 5.30 A.M. The books are issued to students as per day schedule. A student can three books for fifteen days. Students are also issued question bank to refer question models of the previous examinations. One staff and local publication display board and one new arrival section are also put for view of students. In case of

loss, damage of library books the students are levied the charges of three times of the cost of the books.

<http://www.gopalpurcollege.in/report/Infrastructure-Maintenance-Procedure-and-Policies-2018-19.docx>

## 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
Financial Support from institution	Merit Award Half Free Studentsship	75	14280
Financial Support from Other Sources			
a) National	Merit Scholarship	307	1993482
b) International	00	0	0
<a href="#">View File</a>			

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
Summer Bridge Course Programme Science	15/05/2018	20	Department of Zoology Botany
<a href="#">View File</a>			

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 passed in the comp. exam	Number of students placed
2018	Subordinate Service Coaching	30	30	11	11
<a href="#">View File</a>					

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
8	8	2

### 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

Shopper stop	50	3	Indian Army, Odisha Police, CRPF, Zilla Parisada educataion wing	30	11
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	15	F.M.Universi ty	History, Pol. Sc. Odia, Sans. Economics	F.M. University, IGNOU, NOU Baripada, SJSV Puri, Bhadrak College	PG, MBA, MCA, B Ed.

[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
NET	0
SET	0
SLET	0
GATE	0
GMAT	0
CAT	0
GRE	0
TOFEL	0
Civil Services	0
Any Other	11

[View File](#)

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

Activity	Level	Number of Participants
1000 Meter Race (Boys)	Institutional	35
800 Meter Race (Boys)	INSTITUTIONAL	34
400 Meter Race (Boys)	INSTITUTIONAL	41
400 Meter Race (Girls)	INSTITUTIONAL	10
200 Meter Race (Boys)	INSTITUTIONAL	32
200 Meter Race (Girls)	INSTITUTIONAL	8
100 Meter Race (Girls)	INSTITUTIONAL	7

Long Jump (Boys)	INSTITUTIONAL	24
Long Jump (Girls)	INSTITUTIONAL	12
High Jump (Boys)	INSTITUTIONAL	20
<a href="#">View File</a>		

### 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
2018	NIL	National	0	0	0	NIL
2019	NIL	International	0	0	0	NIL
<a href="#">View File</a>						

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

Students are considered to be asset for both academic and development programmes of the college. They are allowed to take part in various bodies of the college administration. The students are selected for departmental leadership to organize seminar and other activities. The students of final year are nominated to work as leaders of the support teams. As provision made in the bye-law of students representation, Students leaders are nominated to various posts of office bearers in student bodies like Students' Union, Cultural Association, Athletic Club, Student Common Room. Women representative is specially elected to the students' Union. One students' representative is taken to the membership of Internal Quality Assurance Cell. The senior volunteers are promoted as team leader of NSS, YRC, Eco-Club. Activities and Swachhata camps.

The student views are taken into consideration in Departments' academic and cultural function as well as Dramatic function, Annual day celebration, cultural and sports activities, project work, rally and out rich activities. Student groups are created to take up project work both academic and non-academic. The senior one is selected as the group leader. The student having secured highest marks in the proceeding semester examination has been nominated as student representative to the Internal Quality Assurance Cell. College election was not held in the session 2018-19 due to some unavoidable reasons. But, the students' representatives were chosen from each stream Arts, Science, Commerce. Apart from this, the departmental secretaries were chosen by the students. Each department perform the departmental activities and seminar The names of the representatives are mentioned below of different streams. 1.

Science : Pradeep Shial 2. Arts : Pradeep Kumar Behera 3. Commerce-: Kamalakanta Behera Similarly the names of departmental Secretaries are English : Pradeep Kumar Behera Odia : Kiran Kumar Muduli Hindi : Rupali Senapati History : Sashikanta Sahu Political Sc. : Laxmidhar Sahu Economics : Gopal krushna Barik Sanskrit : Soudamini Sahu Commerce : Kamalakanta Behera Physics : Pradeep Shial Chemistry : Binod Nayak Botany : Pajnaprava Panda Mathematics: Jyotsna rani Mohalik Zoology : Sujay Prasanna Dash Sociology : Ankita Khandelwal Home Sc. : Kiran Priyadarshini Mohapatra The above representatives look after their department activities and inform their problems to departmental heads. The Head of the Department by considering their demand to sort out there problem. Apart from this, they give the suggestion how to improve their departments. But student representatives are selected from three streams to assist and advise the Principal as and when Principle needs their

help. They organize Annual sports, Annual College function, Annual drama, Inter College competitions of the college.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

As per F.M. University letter No. 3063 (60) Dt. 24.09.2003 and 3627 (66) Dt. 11.11.2003 the Alumni Association of Gopalpur College, Gopalpur, Balasore was constituted after General Body meeting of the Ex-students of the college on 15.10.2006. The meeting was presided by Prof. B.K. Das, Principal of the College about 80 members were present including staff and ex-student remained and took part in discussion. It was decided that the college Alumni Association will be formed immediately. The draft proposal for formulating bye-law of the association was invited from the ex-student and discussed as per the Alumni Association of other senior adjacent colleges. The same was voted and passed the draft bylaw put to discussion. Necessary amendments were made and finally passed for function and operation from the date of General Body meeting. The next setting of the Alumni Association was held 26.01.2007 and the Executive Council was formed by election. The Alumni Association of Gopalpur College, Gopalpur, Balasore was registered in the office of Additional Registrar of Societies, Balasore, Odisha under Society Registration Act XXI of 1860 with its Registration No - Balasore , 8399-120 /2006-7 dated 23.3.2007. The Alumni Association has also registered its coat of Arms with the Vegic Version "Tamasoma Jatirgamaya" borrowed from its mother institution Gopalpur College, Gopalpur, Balasore. The symbolic picture of "Natraj" stands for all branches of knowledge, art and craft . The symbol of lift represents the association will try for the upliftment of its mother institution. The picture of open eye stands for wide vision and keeping eye on the development of students, institution overall spread of knowledge through its mother institution.

5.4.2 – No. of enrolled Alumni:

287

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

101900

5.4.4 – Meetings/activities organized by Alumni Association :

6

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

The administration of Gopalpur Degree College is properly decentralized and the day to day function of the Governance is being done in a system of participatory network. All the files are initiated by the office assistants of the concerned section. The note is examined by the Head Clerk who endorses the memorandum with personal views on the matter. Then the concerned file is put to officer in-charge for suggestion /cross examination. The same note is remarked by the Administrative Bursar who suggests the Principal his right observation on the proposed matter. The file is submitted to the Principal, the head of the institution and the executive authority to pass or reject the move. After getting the approval of the Principal the file returns through proper channel to the concern section to execute the order. Accordingly, the steps are taken in form of direction, compliance, payment, and engagement etc. to carry on day



to day function of the college. Any case relating to policy decision is also sent to the president of the Governing Body for final approval. Thus all concerns are made aware of official proceeding, in maintaining transparency. The steps are being taken in filing matter for official step on the proper channel is thoroughly democratic decentralized and participatory. 2. The college runs according to the policy and decision taken by the Government and the Governing Body which is constituted by the Government executes its decision. Moreover, the plan and proposal coming from the various sectional bodies, committee such as IQAC, Grievance Cell, Academic Council, Staff Council, College Development Committee, Purchase Committee, Library Committee, Examination Committee, Administration Committee, Construction Committee, Advisory Body of Students Union, Executive Council of Alumni association, Student Welfare committee, Discipline Committee are discussed in the establishment section and they prepare agenda of the matter for the discussion and decision in the Governing body. The matters are discussed and steps resolved in their meeting. The confirmed programmes for execution is initiated by concerned section of the office. The communication in this regard is initiated and compliance is prepared. The correspondence is made accordingly to execute the plan and proposal for the development of the college.

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

Partial

## 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
Admission of Students	The students are admitted according to the process of Students Academic Management System (SAMS) under the active supervision of Higher Education Department. A Higher Secondary pass out or any equivalent qualification can fill up Common Application Form (CAF) online in order twenty choices preferring stream of study and institution. The Govt. considers the application according to choice and the mark secured in Higher Secondary Examination. Reservation and weightage are allowed according to quota and weight age of mark.
Industry Interaction / Collaboration	Industry-academia relationship has been a healthy collaboration for the sake of theory and practice in delivery of knowledge. The college has made certain memorandum of understanding (MOU) with firms and industries. The college has signed a mutual agreement with Hari Plast, Balasore since 2014-15 academic year. The batch of the students are sponsored to visit the plasto chemical factory for practical experience. In the academic year 2018-19, sixteen (16) students of Chemistry department have visited the factory on 08.12.2018 and thirty two (32) students of Zoology and



	<p>Botany Departments have visited Hari Marine on 10.12.2018.</p>
<p>Human Resource Management</p>	<p>The Human resource employed in the college are assigned their academic / sectional work from 10.00 A.M. to 5.00 P.M. They are assigned various curricular, co-curricular, extracurricular , extension activities and mentoring proctorials. Besides their normal teaching works, they are also given task for event management, guidance of projects work, resources orientation organisation, of seminar workshop, training programmes, self defence drive for girls students.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The Central library of the college has been working in providing the library facilities including reading room service. Library is fully computerized. The library is moderated with Bar Code of books. The ICT application in academic and financial matters is given importance. All the financial transaction are done on ICT devices. One network resource centre has been functioning in the college and sixty percent of faculty members use ICT device in smart classes. The Department use personal computer. The campus of 13.6 acres land is used for academic official, boarding laboratories, gardens, IQAC, sports, plantation and student welfare purposes.</p>
<p>Research and Development</p>	<p>As it is UG College there is less facilities for research work. Still the faculties take up research work of their personal effort and registered at the University. They are to appear a test of subject research committee and submit guide certificate to register their names. They are allowed two years time for data collection and writing the thesis paper. They make a presentation before the research committee and modify their thesis paper as per their suggestion. The faculties also take up minor and major research project under UGC. The faculties guide of project works of students under CBCS pattern</p>
<p>Examination and Evaluation</p>	<p>The students of Arts, Science and Commerce following the syllabus of F.M. University take admission in the month of July / August. The courses are covered up-to November for odd semester and November to May for even semester.</p>

	<p>The Unit tests are conducted before the mid-term examination held in September and in March. The end-term examinations are done in the month of December and May. The students can appear the back examination in the subsequent year in three chances within six years for award of Degree. Generally the results are published within 45 days of last sitting of examinations</p>
Teaching and Learning	<p>Teachers plan their lesson work into various units and prepare into lesson notes, graphics, slides, power point projections etc. to interest the students in lesson progression, assigned a part thereof to each faculty of the department. They also use e-teaching devices to deliver their lessons. Lesson plan, notes, progress register are properly maintained. The students are encouraged to take up various project works. Moreover, study tour, internship, industrial visit, employment discussion etc are arranged as well as life skill and soft skill value educational programme are included in the syllabus. The proctorial, remedial, doubt clearing classes are also arranged.</p>
Curriculum Development	<p>Keeping view of the present scenario and fostering employability of pass outs, the college has planned to introduce certain profession/vocational add-on courses to facilitate the students to go for learning certain additional courses for self employment. One certificate course in Yoga Therapy and Human Health has been carried on from the academic year 2017-18 and Spoken English and Interview Facing Technique is carried on from the Academic year 2018-19. Diploma in Agricultural Earning was introduced on self financing mode. Diploma in Old Indian Values that is astrology, worship procedure, Vastushastra, Gems Science and Ayurveda is introduced in the year 2018-19.</p>

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

E-governance area	Details
Planning and Development	<p>The college has Planning and Development Committee. The committee is constituted of some senior most teaching faculties, two members from college management one Govt. approved architect. The committee is headed by</p>

the Principal of the college. The committee sits every two months to finalise the construction, renovation, repairing, installation, edification etc. Their report is placed before Governing Body with planning specification and proposed expenditure for approval. The demand for such new construction work renovation, modelling etc. are also proposed by the Internal Quality Assurance Cell of the college and their report has been submitted to the college authority through Principal.

Administration

The administration is planned democratic and decentralized form. The college office has admission, examination, establishment, diary despatch account and UGC/NAAC Section. The files initiated by Dealing Assistant are processed to Head Clerk and the Administrative Bursar for views. The Principal is final authority to approve the proposals for order. In case of policy decision matter has been referred to Planning and Development Committee, Discipline Committee, Purchase Committee, Students Welfare Section for decision. IQAC also remains watchful and submit proposal for action. If necessary the Principal, can refer the matter to Governing Body. All compliances are submitted to Government.

Finance and Accounts

The finance as public fund has been determined through students collection, Government Grants, sell of used and unused articles and donation from philanthropic persons. All the money received by the Principal are acknowledged with proper receipt. Daily collection Register is maintained head-wise for writing cash book and preparing budget. The expenditure such as purchasing library books, salary payment, and infrastructure development are approved by the Governing Body. In order to maintain transparency Internal Audit and District Local Fund Audit has been done at the end of the financial year. Examination, NSS, UGC section maintain cash books separately.

Student Admission and Support

The college has allotment of 256 of students in Arts /Science/Commerce discipline. The students are admitted subject wise at Honour level diploma courses. The proctorial groups are

headed by one proctor to mentor students for the institutional growth. The student volunteers are employed in NSS, YRC, Swachha Bharat Abhiyan, event management etc. They also represent in Internal Quality Assurance Cell, Students Union, Cultural Association, Athletic Club and provide their feedback rating quality and necessity.

**Examination**

The continuous evaluation is a stepping stone to student performance. So, the students are guided to appear Mid-term and end-term examination. The mid-term examination is conducted of 20 marks. The same examination is done two month before the end term of examination. This system keeps the students continue their study. The department also conduct monthly unit test examination to assess the standard of the students. By a making a review of the performance the students are divided into two groups: Quick learner and Slow Learner that special attention is given to weaker students through remedial classes.

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	0
2018	NIL	NIL	NIL	0

[View File](#)

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Library and Information Orientation Programme	Library and Information Orientation Programme	03/11/2018	04/11/2018	31	7
2018	Intellectual Property	Intellectual Property	15/11/2018	15/11/2018	30	25

	Right Workshop	Right Workshop			
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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
Faculty Development Programm1	1	09/04/2019	13/04/2019	5
Faculty Development Programme	1	06/03/2019	10/03/2019	5

[View File](#)

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Best teacher Award, personal loan promotion and career advancement, Provident Fund, Group Insurance, Best Teacher Award	MACP, personal loan promotion and career advancement, Provident Fund, Group Insurance	Best Student Award, Scholarship, Student Educational Spiration Support, prize and sponsorship

## 6.4 – Financial Management and Resource Mobilization

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

Resource is the base and backbone of institutional development. Accounts software has been uploaded for transaction both for receipt and payment through online. In order to determine proper management of the public money, internal audit committee has been constituted from among the senior most faculties to go through all the records and vouchers relating to income and expenditure of the college. Whenever any inconvenience in money management is detected the account section is directed to comply with proper documents. The external audit is done through a government approved Chartered firm and final check in Local Fund Audit, Balasore.

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
Governing Body (Misc. Collection)	521680	College Development and Student Award

[View File](#)

6.4.3 – Total corpus fund generated

**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	Yes	R.D.E, Balasore	Yes	Academic Council
Administrative	Yes	R.D.E, Balasore	Yes	Governing Body

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

To improve Library Facilities with Question Bank Use of Computer in Reading Room More Smart Class in College

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

Secretarial Works orientation made Proposed to construct New Canteen for students and staff Best Teacher Award incepted

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

Best Practice started named Local Heritage and Monument Survey Exploring the secrets of locality in Pragana of Vishal Khanda and Dasamalanga and its Adjacent Area and Weekly Healthy Food Service Programme started. Annual Session IQAC Meeting 2 Stake holders feedback collected and analysed

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
2018	Meeting of IQAC -1	24/08/2018	24/08/2018	24/08/2018	12
2018	Meeting of IQAC -2	27/12/2018	27/12/2018	27/12/2018	14
2018	Programme on Library Information Science	03/11/2018	03/11/2018	04/11/2018	38

[View File](#)

**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
Self Defence Training Programme for Girls	19/11/2018	19/12/2018	240	0
Seminar on Legal Assistance to Distressed Persons	27/12/2018	27/12/2018	40	13
Adolescence Behavior and Social Crime	23/10/2018	23/10/2018	43	24
Digital India For Women	12/11/2018	12/11/2018	39	4

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
Solar Energy 2 Power Generator 8

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Provision for lift	No	0
Ramp/Rails	Yes	2
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	Yes	2
Special skill development for differently abled students	No	0
Any other similar facility	No	0

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
2019	1	1	09/11/2018	1	Health Check up Camp	Old Age Support Programme	15
2018	1	1	17/03/2019	1	Health Check up Camp	Old Age Support Programme	16

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

Title	Date of publication	Follow up(max 100 words)
A hand book of human values for Alumni Association:	01/06/2018	Human values and ethics that are practised today are transmitted to future. The Alumni the predecessors to learners at present require performing the following roles. 1. To cherish institutional progress with an eye to present, past and future. 2. Eagerness to powder over the academic matters of the college. 3. To share and give timely suggestion for infrastructure and capacity building. 4. To promote green environment / study atmosphere in the college premises. 5. To take up volunteer steps of Swachha Bharat Abhiyan.
A Hand Book of Human Values and Professional Ethics for Students	01/06/2018	Values pertaining to students heads the following : 1. A student needs to be value oriented and ethically sound in the light of Indianness and western precepts 2. To be regular and punctual and honest. 3. To be time bound and opt for sincerity and efficiency 4. To be educated and let the rest of the society be educated. 5. To have faith liberty, equality and fraternity 6. Love for learning and its wilful dissemination 7. To be educated and generous. 8. To take care of public asset.
A Hand Book of Human Values and Professional Ethics for Teachers	01/06/2018	Teachers are the architect of nation building and man making. The essential values that a teacher pursues sharpen the society and social phenomena. The



primary values that deserve special mention are: 1. To be archpriest of nation building and man making 2. To be devoted and dedicated to the cause of the students and self learning 3. To love and extend fellow feeling to all. 4. To imbibe right and correct approach to teacher - student relationship 5. To maintain regular assessment of student improvement. 6. To work as a mentor to guide the students for all round development.

A Hand Book of Human Values and Professional Ethics for Parents

01/06/2018

Family being institution of consciousness and sound understanding and their kids learns the socialization process. The points that credits most are the following. 1. Need parental values be broad-based and holistic. 2. To distinguish between right and wrong. 3. To free from the coils of attachments and blind love. 4. To enable the kids to cast off home sickness and encourage to study. 5. To develop sound vision on society and social institution. 6. To give sectional interests and its impact on institutional progress. 7. To develop a crave for participation in instructional matter.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga Awareness Camp	21/06/2018	21/06/2018	103
NSS Day	24/09/2018	24/09/2018	104
Swachha Bharat Divas	01/10/2018	01/10/2018	30
Aids Awareness Camp	01/12/2018	01/12/2018	102
Bana Mahautsav Divas	01/07/2018	01/07/2018	28

[View File](#)

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

Plantation Programme Swachha Bharat Programme Azolapit Na fed Compost Medicinal Garden

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Project: LOCAL HERITAGE AND MONUMENT SURVEY EXPLORING THE SECRETS OF LOCALITY IN PARGANA OF VISHALKHANDA AND DASAMALANGA AND ITS ADJACENT AREA  
Title of the Project: WEEKLY HEALTHY FOOD SERVICE PROGRAMME

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

<http://www.gopalpurcollege.in/report/BEST%20PRACTICE-7-2-1-2018-19.docx>

## 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

Gopalpur College was established in an area of historical importance, that the freedom fighters of the area contributed a lot towards Civil Disobedience Movement. The memories of such patriots who had become martyr for the nation was erected in form of Saheed Smruti Stambha at Srijung and Inchudi at a distance of 5 kilometres from the college campus. The college has been built on the famous Salt Road which witnessed the movement of Mahatma Gandhi with his follower to prepare Salt from the sea water at Incudi and the very road has been presently declared as State High-ways running from Dhamara Sea-port to Balasore Town. Though the freedom fighters of the area contributed a lot sacrificed their life for the Nation the education of this locality situated in Pragana of Vishalkhand and Dasamalanga during the Mugal rule had been long neglected. This higher educational institution situated about 7 K.M. away from the Bay of Bengal to the East is a densely populated area of the Schedule Caste people belonging specially to the fishermen group and backward OBC Category. The founding members of the college thought of to provide higher education to the aspirants while the foundation stone of the college was laid in the year 1978. The college has brought a revolution in the field of Higher Secondary and Under Graduate courses constantly for 4 decades and it has brought a transformation social, economical and political set up in the mind of the youth. The college maintains its academic thrust till today and its pass outs have been posted in higher positions and responsible posts. A good numbers of students have established themselves with their profession as teachers, doctors, professors, engineers, administrative officers, business executive, and social workers founder of NGOs, reporters, artists, government employees, bank officers, police personnel and defence crops. The college is presently affiliated to F.M. University and adopts its syllabus. The academic council of the college schedules the academic calendar as to run the college. The teaching facilities of ten departments in Arts, four departments in Science and one department in Commerce have been unitized and each faculty has been allotted his/her portion of the course to teach in every semester of CBCS pattern. Faculty members plan their studies and prepare note to deliver lectures with partial help of e-devices and records their lessons delivery. They divide the students into two category quick learners and slow learners. They design lesson for teaching accordingly. The progressive learners are advised to follow prescribed reference books and the slow learners are helped with taking personal notes. To provide employability the care has been taken to introduced add on courses like Diploma in Agriculture Earning, Diploma in Old Indian

Values, Certificate Course in Yoga Therapy, Diploma in Computer Application, Accounting and Income Tax, with a view to learn and earn scheme. It is hopes that the college will stick to its vision and mission as that its crest signifies the Vedic words "Tamasoma Jyotirgamaya"

Provide the weblink of the institution

<http://www.gopalpurcollege.in/report/InstitutionalDistinctiveness-2018-19.docx>

### **8.Future Plans of Actions for Next Academic Year**

Future Plan: The planning and visions are stimuli for progress. The college has already prepared a master plan with help of its Planning and Development Committee in assistance with Internal Quality Assurance Cell, Academic Council and Governing Body of the college. The future plan of action for next academic year 2019-20 is stated under. Academic Plan: The college plans to increase seat strength from 128 to 256 in UG Arts and 64 to 128 seats increase in UG Science stream. The college plans to get permanent recognition of Honours subjects' i.e. English, Home Science, Hindi and Sociology in Arts, Physics, Chemistry, Botany and Zoology and Commerce. The college plans to introduce more certificate and Diploma courses under the provision of add-on course and computer science courses . Improvement of learning sources: The college proposes to open a digital library. It plans for providing more space in library for reading. The college plans to update library devices for cataloguing circulation of books. It plans to upgrade the laboratory equipments. The college plans to upgrade the classrooms to smart classes. The college plans to improve its language laboratory and network resource centre. The college plans to appoint more faculties and adopt field work, social work, leadership quality, medical training, empowerment, self-employment courses. Infrastructure Development plan: The college plans to impress upon the Government to sanction funds to start a Boy's Hostel for boarding of the male students. The college plans to improve play-field and to construct of new canteen and Boundary wall for its campus. The college plans to construct road linking to all support services centres, initiate faculty development programme and college garden up gradation. Staff Training Programme. The college proposes for orientation programme regarding use of smart class room ICT devices and website management at the college level. The training programme of computer operation for office work for the staff is proposed to be organised. The college proposed to sponsor some faculty members for orientation programme of new syllabus. Moreover it is proposed that the faculty members will be sponsored to attend refresher and orientation courses organised by academic staff college of different Universities. Promotion of Departmental seminar and workshop will be focused for students and public awareness. Cultural Talent: The college proposes to make necessary arrangement for cultural talents among the students. So various cultural competition on Quiz, debate, Dance, acting and drawing etc. will be organise the Inter College cultural competition as usual will be continued. The students will be encourages for participating the District Level State level and national level competition. Health Practice and extension Practice The college proposes to sponsor the students to take part in University games organize indoor and outdoor game competitions. The Yoga exercise camp will be organized the student participation in health camp, eye camp and blood donation camp will be scheduled through NSS and YRC units of the college. The students volunteer will be engaged in plantation, Swachha Bharat Abhiyan / adventurous sports and healthy practices etc.