



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

Part A	
Data of the Institution	
1.Name of the Institution	Karanjia Autonomous College, Karanjia
• Name of the Head of the institution	Jogeswar Mohanta
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	06796 296033
• Alternate phone No.	06796 220236
• Mobile No. (Principal)	8249095408
• Registered e-mail ID (Principal)	karanjiacollege@gmail.com
• Address	At-Karanjia, Po- Karanjia, Dist- Mayurbhanj
• City/Town	Karanjia
• State/UT	Odisha
• Pin Code	757037
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	03/11/2011
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	Grants-in aid				
• Name of the IQAC Co-ordinator/Director	Subash Chandra Jena				
• Phone No.	06766256600				
• Mobile No:	9437045045				
• IQAC e-mail ID	karanjiacollege@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://karanjiacollege.com/Default.aspx				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.karanjiacollege.com/kjkphoto/pdf/file/aqar/Academic%20Calendar%202023-24.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.05	2009	15/06/2009	14/06/2014
Cycle 2	B	2.13	2016	19/01/2016	18/01/2021
Cycle 3	B	2.42	2024	08/11/2024	07/11/2029
6.Date of Establishment of IQAC	18/06/2009				
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					

Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount
Karanjia Autonomous College, Karanjia, Dist Mayurbhanj	OHEPEE	World Bank	23/03/2018	59700000
Karanjia Autonomous College, Karanjia, Dist Mayurbhanj	Distance Education	OSOU	Nil	90000
Karanjia Autonomous College, Karanjia, Dist Mayurbhanj	Infrastructure Development	State Government	Nil	60627128
Karanjia Autonomous College, Karanjia, Dist Mayurbhanj	Conducted of Examinations	MSCB University, Baripada	Nil	150000

8. Provide details regarding the composition of the IQAC:

<ul style="list-style-type: none"> Upload the latest notification regarding the composition of the IQAC by the HEI 	View File	
9.No. of IQAC meetings held during the year	04	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any	No	

funding agency to support its activities during the year?	
• If yes, mention the amount	
11. Significant contributions made by IQAC during the current year (maximum five bullets)	
1. Mega Plantation Programme with the help of NSS & YRC wing. 2. Mega Health-Check-up-Cum-Eye Cataract Surgery Camp. 3. Mega Blood Donation Camp. 4. Workshop on Profession Ethics. 5. Disaster Management. 6. Campus Placement 7. Establishment of e-Library. 8. Addition of 05 Nos. more Smart classrooms. 9. Functional of Conference Hall 10. Submission of all the AQARs, IIQA & SSR for 3rd Cycle NAAC Peer Team visit. 11. Preparedness of Re-Conferment of Autonomy Status after completion of 3rd Cycle NAAC Peer Team visit.	
12. Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:	
Plan of Action	Achievements/Outcomes
Preparation for 3rd Cycle NAAC Peer Team visit by the end of December-2024.	We have already submitted our AQARs upto 2022-23, IIQA & SSR.
Preparation for Re-Conferment of Autonomy.	After obtaining the NAAC Accreditation & Certificate and report we will proceed for Re-Conferment of Autonomy.
Opening of P.G. in Political Science, Economics, Botany, Chemistry & Physics from next academic session.	It is already inspected by the Higher education Dept. Govt. of Odisha through its representative Regional Director of Education, Balasore has been done & Govt. permission is awaited.
13. Was the AQAR placed before the statutory body?	Yes
• Name of the statutory body	
Name of the statutory body	Date of meeting(s)
Governing Body, Karanjia Autonomous College, Karanjia	19/06/2024

14. Was the institutional data submitted to AISHE ?	Yes				
<ul style="list-style-type: none"> • Year 					
<table border="1"> <thead> <tr> <th data-bbox="84 432 770 495">Year</th> <th data-bbox="778 432 1474 495">Date of Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="84 499 770 562">2024</td> <td data-bbox="778 499 1474 562">09/01/2025</td> </tr> </tbody> </table>	Year	Date of Submission	2024	09/01/2025	
Year	Date of Submission				
2024	09/01/2025				
15. Multidisciplinary / interdisciplinary					
<p>The college runs in multidisciplinary mode under modern CBCS curriculum since academic year 2019-20. This includes core course (own discipline), generic elective (other discipline), EVS and literature. The multidisciplinary teaching method promotes understanding when students learn in heterogeneous ways. It assists students in developing a pragmatic approach by allowing them to choose their subjects they want to study. They understand how that discipline contributes to improve their knowledge of the subject. They will also begin to think holistically, and be able to deduce why it is important to learn a subject or why they would dislike. In this college, Holistic Education is an approach to teaching that focuses on the academics and social needs of students. The educators seek to fulfill the academic requirements of the students and teach them the appropriate methods by which they can face the challenges of life. They try to engage all aspects of the learner that includes the mind, spirit, and body. They focus on a transformative approach of education. The students learn through different experimental ways. They work in groups and enhance their abilities and skills through various practical projects. The students are allowed to learn at their own pace. So, the teachers try to teach students in their best possible ways. Also, they help them to increase their self-confidence. And they plan lessons that are for learning and not just academics. The main objectives are: Educating the whole student viewing students as part of the whole Embracing a caring classroom culture engaging in experiential learning, Cognitive development Physical development and Social development.</p>					
16. Academic bank of credits (ABC):					
<p>Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their academic journey. It will enable the students to open their accounts and give multiple options for entering and leaving colleges or universities. ABC can be considered</p>					

as an authentic reference to check the credit record of any student at any given point of time. Thus, the concept of ABC is a fuel to boost the efficiency of faculty and help students embrace a multi-disciplinary educational approach. The idea is to make students "Skillful Professionals" and help their overall growth.

17.Skill development:

Employability is a person's ability to be skillful in all the categories mentioned above. The career counselling cell of this college designed and runs program with the vision of enhancing employability among fresh graduates and undergraduates. In the CBCS curriculum, there is a Skill Enhancement Course (SEC) on different skills for all undergraduate students. The college has also provided space to run vocational courses like Creche and Principle management and Office Management for students. The students are encouraged to study skill based courses available online in platforms like SWAYAM etc.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

As communities, worldwideweb becomes more interconnected, the ability to speak multiple languages takes on increased importance. Bilingualism is increasingly gaining demand for surviving and succeeding in an integrated global economy. The value of an individual who can effectively communicate and collaborate across cultures is all-time high. This means the need for skilled teachers who can implement bilingual education in the college is also steadily rising. The cognitive benefits associated with bilingual education are nothing sort of astonishment. From higher test scores to surprising health benefits, the cognitive effects alone are enough to cement bilingualism as a permanent staple of the higher education system. The following are just a few of the cognitive advantages to bilingual education: Increased ability to solve problems, think creatively and recognize patterns, Improved academic performance, Enhanced linguistic awareness and understanding of an individual's native language, Increased ability to apply concepts to novel situations Improved focus and decision-making, Improved cultural and social skills In this college the teachers use bilanguage in classes to teach the students in a better way. In AECC course the students have the options of learning different languages. Exposure to two languages encourages students to develop an appreciation for the differences in cultures. Bilingualism is more than just the ability to speak more than one language – it's a multicultural approach for interpersonal interactions that can dramatically improve an individual's social

skills.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

Outcome-Based Education (OBE) is a learning method focuses completely on student's competency. While OBE primarily focuses on the learner and the learner's capability to achieve the outcomes, the teachers take on the greater role of becoming facilitators and mentors. A well-developed OBE-based learning should have alternate teaching-learning techniques and various activities to ensure success. Also, insightful feedback from the students helps in reshaping the curriculum. The OBE model measures the progress of graduates in three parameters, through: Program Outcomes (PO) · Program Specific Outcomes (PSO) · Course Outcomes (CO) The assessment methods are then defined to measure the achievement of these goals. Irrespective of the time required, or the method used, the only outcome aimed for, is success for every student which is measured by the student's ability to meet the outcome criteria, established previously. There is continuous evaluation to help students reach their goals. This college has adopted a number of methods to determine the OBE like: Institution's Vision & Mission : Institutions need to decide a short-term goal as well as longterm goal in terms of students' learning outcomes, their personal growth, skill development, and institution's overall performance. The vision & mission is divided among the departments first, so that the higher aim of the entire institution could be achieved within a specified time. Departments formulate their vision and mission aligning with Institute's Vision and Mission.

20.Distance education/online education:

The college is presently providing education in distance mode through Odisha State Open University (OSOU) in different UG and PG subjects. However, the classes were taken in virtual/ online mode and blended mode during the current academic session.

Extended Profile

1.Programme

1.1

20

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student2.1 1518

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	View File

2.2 475

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3 398

Number of students who appeared for the examinations conducted by the institution during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.Academic3.1 396

Number of courses in all programmes during the year:

File Description	Documents
Institutional Data in Prescribed Format	View File

3.2 70

Number of full-time teachers during the year:

Extended Profile	
1.Programme	
1.1 Number of programmes offered during the year:	20
File Description	Documents
Institutional Data in Prescribed Format	View File
2.Student	
2.1 Total number of students during the year:	1518
File Description	Documents
Institutional data in Prescribed format	View File
2.2 Number of outgoing / final year students during the year:	475
File Description	Documents
Institutional Data in Prescribed Format	View File
2.3 Number of students who appeared for the examinations conducted by the institution during the year:	398
File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	396
File Description	Documents
Institutional Data in Prescribed Format	View File

3.2	70
Number of full-time teachers during the year:	
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3	52
Number of sanctioned posts for the year:	
4.Institution	
4.1	727
Number of seats earmarked for reserved categories as per GOI/State Government during the year:	
4.2	75
Total number of Classrooms and Seminar halls	
4.3	77
Total number of computers on campus for academic purposes	
4.4	246.6
Total expenditure, excluding salary, during the year (INR in Lakhs):	

Part B

CURRICULAR ASPECTS

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The CBCS syllabus prescribed by the parent University i.e. MSCB University, Baripada is followed by this institution with some changes by the board of studies with the final approval of the Academic Council in conformity with the UGC guidelines for Autonomous Colleges. Quality education for students remains the target of the institution in this competitive and academic environment at present. Course Curriculum with relevance to the

local, national and global needs is being implemented in the institution in different programs like Environmental Biology, Business Administration and Ethics & Value Education. During each academic year different departments conducts technical seminars, workshops, project writing and industrial visits with the active participation of students. Regular alumni meet, seminars and talks by eminent scholars and interaction with research organizations help adding value to the curriculum. These activities not only help implementing the curriculum but also providing hands on experience to the students. Through different national and international journals, reports, books as well as e-resources to the students, our college library provides access to the repertoire of knowledge, helping the learners for their internship and research projects and also assisting the teaching learning processes. The mentor-mentee system followed by this institution compliments the pursuit of effective curriculum transaction.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.karanjiacollege.com/iqac.aspx

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	No File Uploaded
Details of syllabus revision during the year	No File Uploaded
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

14

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

114

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

20

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

Karanjia Autonomous College stands for values likes compassion and

commitment to development of self and society. The College has several courses which integrate various cross cutting issues as part of their curriculum. These courses familiarize students towards socio-cultural issues and encourage them to find plausible solutions for building a better society and environment. Academically, Generic Electives, Skill Enhancement Courses and Ability Enhancement Compulsory Courses are offered in all the departments, to help the students critically examine issues related to gender, environment and ethics. Environmental Studies, a compulsory course for all programs aims to sensitize students about various threats to the environment and guide them for building self-sustainable environment. Various seminars on Gender, Human Values, Environment and Sustainability are conducted by the various departments of the College regularly. Strengthening its commitment to the community, the college signed an MOU with KIIT University to exchange resources for Research activities and faculty exchange programme. Karanjia Autonomous College has carefully planned its infrastructure so as to prioritize conservation of the environment. There has been a conscious effort to preserve flora and fauna of the campus. The building is well provisioned for students with disability. Celebration of Independence Day, Republic Day, International Yoga Day etc. bring home the message of truth, peace, right conduct and non-violence.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	No File Uploaded

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

4

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	View File
Any additional information	No File Uploaded

1.3.3 - Number of students enrolled in the courses under 1.3.2 above	
2117	
File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded
1.3.4 - Number of students undertaking field work/projects/ internships / student projects	
398	
File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	View File
1.4 - Feedback System	
1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni	A. All 4 of the above
File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdf/Student-Satisfaction-Survey-2023-24.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File
1.4.2 - The feedback system of the Institution comprises the following	A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.karanjiacollege.com/kjkphoto/pdf/Student-Satisfaction-Survey-2023-24.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

549

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

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

455

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

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

The proctorial system is a powerful and effective mechanism to departmental teachers to gain feedback from the students regarding their academic performance. In the proctorial sessions by means of personal interviews students are encouraged to overcome their inhibitions to reveal any difficulties they might be encountering in coping with the requirements of the curriculum. Often, students share the difficulties faced by them and succeed in overcoming the same from the lectures and in the practical classes. classes. This

information is informally shared with other teachers of the departments during academic discussions so that all the teachers focus liberally to improve comprehension and perception of under performers. However, performance in examination remains the significant criterion in identifying the slow- and advanced learners. Prior to the publishing of Semester examination results by the institution. The Board of conducting Examiners in each programme analyse the result statistics and get the opportunity to deliberate on the performance of the students. This knowledge helps the teachers in formulating a corrective and remedial strategy to be employed in the following semester for the underperforming students. In pursuance of this strategy, the teachers take special care in the classes to ensure that slow learners achieve a sound understanding of the topics.

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

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
01/10/2024	1518	70

File Description	Documents
Upload any additional information	View File

2.3 - Teaching- Learning Process

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

The institution along with traditional lecture method uses various student centric pedagogical techniques for an effective teaching learning experience to improve learning outcomes for students such as Experiential Learning Techniques; Research Projects: Final year students from across the departments are made to complete research-based projects on topics related to their syllabi and the related areas, such projects help to develop their research aptitude. Field Visits/Industrial Visits: Industrial visits are undertaken to understand the working of plants and organizations.

Field trips to biodiversity parks i.e. Similipal National Park and Bhitarkanika National Park, various heritage sites i.e. Konark Sun Temple, Sri Jagannath Temple, Puri, Khandragri & (Udaygiri Buddhist sites) etc. are organized by various departments to promote grass root understanding of concepts. Slum visits are organised by the department of Economics & Sociology respectively to gain an understanding of the geographical, socio-political and economic factors of the lives of the people living in slum areas. Participative learning Techniques: Group Discussions, Students' seminars, Debates, (Project works) Student Seminars, Group discussions debates and Problem- Solving Techniques: Extensive use of Case Studies to improve the problem-solving ability of the students. Faculties make use of models, graphs, power point presentation through ICT tools, Zoom App, Google Meet App to present the content of the syllabus. Tutorial classes are also undertaken regularly to solve the difficulties for slow learners. The Mentor-Mentee system also provides immense help to the students.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.karanjiacollege.com/Student-Satisfaction-Survey-2023-24.aspx

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Apart from the traditional method of teaching the faculty members use ICT enable learning tools and resources available with us. 70 numberof teachers use ICT (LMS, e- Resources) ICT Tools and Resources available along with 15Nos. ICT enabled classrooms and smart classrooms. The library provides accessibility to e-resources vide INFLIBNET Soul 3.0 to the teachers and the students. The digital library also helps in accessing information from across in the world, easy search and retrieval of information, etc. Teachers have also started taking lectures online on Google Meet, Zoom, Microsoft Teams, etc .They share reading materials, short notes, YouTube Content, e-books over different media like Google Classroom, E-Mail, WhatsApp, etc.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.karanjiacollege.com/ict.aspx
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

68

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

The College strictly adheres to the systematic pattern of functioning every academic year based on Academic Calendar which is prepared by the Controller of examinations and the Academic Bursarat the beginning of every year well in advance. The IQAC, the heads of the Departments are requested to prepare Plans of Action for the coming academic year for designing the Academic Calendar keeping in view of number of working days required, national, State, weekly and other local holidays. The Academic Calendar exhibits a positive balance between nonacademic activities, teaching and examination schedule. Course wise Curricular Plans and Teaching Plans are prepared keeping alignment with the objectives of Outcome Based Education. The individual departments prepare individual lesson plans adhering to the institutional academic and teaching plans. The timetable for the session is prepared and distributed accordingly. and each individual teacher maintains his/her hour based Teaching Diary . Departmental evaluation and internal academic audit as well as the academic and administrative committee are constituted by the college authority for the above said purpose. The Principal of the institution also visits different departments every now and then to ensure that academic calendar and teaching learning activities are followed in

letter and spirit. The Faculty wise Curricular and Teaching Plans are authenticated by the Head of the Department periodically.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

70

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	No File Uploaded

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

11

File Description	Documents
List of number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

412

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

33

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

10

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	No File Uploaded

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

The College has been continuously carrying out of reforms in its examination procedure through integration of IT in all the procedures and processes of the examination system. The reforms have also been implemented in the continuous internal assessments modes and components. Internal assessment is done through Mid Semester, Special Mid semester and Practical examinations in between End Semester examinations. Project work, Seminars, assignments, Viva-Voce etc are also conducted . The internal

assessment marks of the student are uploaded in database with EMS software. IT Integration and Reforms: Adopting semester patterns of examination with continuous evaluation system for all Regular(UG),Self-Financing(UG) programmes. The Back Paper Examination is done for the benefit of the students. One time Examination Card generation through SAMS for Regular UGprograms. Online form fill up for the examinations from the academic session 2020-21. Online Result publication through College website. Receipt of online application from the students for Re-addition/ Re- Checking of marks. Encoding and decoding of answer booklets Declaration of results within 45 days from the last date of examination Entry of Mark sheets in NAD portal and Digi locker are done for students and employment agencies for quick and secure access of mark sheets anywhere in the world. Credit and Grade Point system havebeen introduced since 2015-16. Quick Grievance Redressal Mechanism has been developed.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.karanjiacollege.com/examination.aspx

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Outcome Based Education is a student-centric learning approach which is made mandatory to Higher Educational institution by all the regulatory bodies like UGC, NAAC etc. It helps the students to accomplish predetermined set of expected knowledge, skills, values or attributes that a student should acquire at the completion of his/her program. A total of 14 courses from all programmes in UG that includes both theory and practical have been adopted by the institution as recommended by the higher education department, Government of Odisha. The course structure includes Core, generic, discipline specific, Skill enhancement, value based and AECC. The syllabus of each programme provides clear information about core courses, generic elective courses, fundamental courses, discipline specific courses and also the learning outcomes of different programmes. The syllabus also provides information about scheme of instruction and evaluation. The POs and COs primarily aim at

imparting knowledge and skills for building students' competence and personality. There is also an emphasis on holistic development of the students as the learning outcomes focus on imparting values and ethics and improving their interpersonal and communication skills. The POs/PSOs/COs of all the programmes are communicated to all the stakeholders of the programme through faculty meetings, Student orientation programmes, Parents meetings and BoS meetings. The details of syllabi, POs/PSOs/COs are published in the college website.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	No File Uploaded
Link for additional Information	https://www.karanjiacollege.com/

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

The attainment of Programme Outcomes and Course Outcomes are calculated through programme and course related assessments. The assessment methods used are: Examination results Board of Conducting Examiners, before the publication of all semester results meet to analyse the performance of the students. Discussions are held regarding the course outcomes as envisaged at the beginning of the session and whether performance of the students reflects the desired objective embodied in the course outcome.

- The students' progression to higher education
- Placement of students
- Seminars Viva-Voce for project papers and field works.
- The course outcomes are also scrutinised during the regular proctorial meetings. This is a forum in which teachers have an opportunity to analyse the performance of individual student and to assess whether the Programme Outcomes and Course Outcomes are adequately attained.
- Extracurricular competitions like Essay, Debate, Quiz competitions are also conducted and valuable measure for assessment of Programme Outcomes and Course Outcomes are taken.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.karanjiacollege.com/igac.aspx

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

358

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://www.karanjiacollege.com/kjkphoto/pdf/file/Student-Satisfaction-Survey-2023-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and

A research committee has been formed in the college constituting the following members. 1. Sri Jogeswar Mohanta, Principal-Cum-Chairman 2. Dr. Abani Kanta Dash, Convenor 3. Dr. Nusrat Salim, Member 4. Sri Subash Chandra Jena, Member 5. Dr. Priyajeet Sinha,

Member They are entrusted to formulate research policy from time to time and update the same as per the need of the hour. 1. To create and promote a culture of research among the faculty and staff of Karanjia (Autonomous) College, Karanjia. 2. To identify research areas and specify research topics of academic, practical and socially relevant issues. 3. To organize seminars/conferences on research topics and training programmes in research methodology. 4. To ensure quality, integrity and ethics in research. 6. To facilitate the publication of research papers. 7. To establish a suitable Research Culture through various research initiatives and programmes. 8. To encourage faculty members to publish research papers and undertake various research projects of social and economic importance. 12. To depute faculties to various workshops Symposium, seminars and conferences in their respective fields as well as in the areas of contemporary importance. 13. To develop suitable infrastructure in the college that will help to undertake different research projects. Page

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.karanjiacollege.com/kjkphoto/pdf/Research-Policy-of-HED.pdf
Any additional information	View File

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0.3

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	View File
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	View File
Any additional information	View File

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	No File Uploaded
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

0

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	No File Uploaded
List of projects and grant details	No File Uploaded
Any additional information	No File Uploaded

3.2.2 - Number of teachers having research projects during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	Nil
List of research projects during the year	No File Uploaded

3.2.3 - Number of teachers recognised as research guides

2

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

0

File Description	Documents
Supporting document from Funding Agencies	No File Uploaded
Paste link to funding agencies' website	Nil
Any additional information	No File Uploaded

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution encourages the faculty members of various departments to come up with innovative ideas for the welfare of the students. The students are given opportunity for project works and field works. In the social science subjects, field work activities enable the students and faculties to engage with the community. Development of entrepreneurial attitude is integral to

the curricular content of some departments. 1. A well-defined Research Policy was introduced by the institution along with the policy framed by the UGC has been followed up. And all the faculty members are encouraged to engage themselves in research activities. 2. A National Seminar was held on : State of Indian Democracy: Issues and challenges on 03.03.2023 and 04.04.2023 organised by the Department of Political Science, Karanjia Autonomous College, Karanjia, Dist- Mayurbhanj in collaboration with M.P.C. Autonomous College, Baripada, Dist- Mayurbhanj. 3. A student friendly mobile app for the benefit of the students. 4. A student friendly online examinations system has been introduced since 2020-21. 5. Online examination related grievance redressal system was introduced in the academic year 2022-23 for change of subjects, re-addition and re-checking of marks.

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

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

03

File Description	Documents
Report of the events	View File
List of workshops/seminars conducted during the year	View File
Any additional information	View File

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

2

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

0

File Description	Documents
List of research papers by title, author, department, and year of publication	No File Uploaded
Any additional information	No File Uploaded

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

1

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

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed

3.4.5.1 - Total number of Citations in Scopus during the year

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

0.24

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	View File
Any additional information	View File

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

25000

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	No File Uploaded
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	View File

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

Sensitisation Programme are carried out by the NSS & YRC units of the college in adopted Village Ankura under Karanjia NAC area. Here Dengu Malaria Awareness programme has been conducted during the month of August and September 2023. The NSS units of our college organised mega free eye checkup and cataract surgery camp to facilitate the deceased patients in and around Karanjia NAC. The plantation programme of about five thousands saplings has been conducted by the NSS unit in 05.07.2023 in the village of Sukruli with the collaboration of Forest Department Karanjia, Dist- Mayurbhanj under the Govt. of Odisha. A number of other awareness programme including women empowerment, career counseling workshops

etc. are also conducted.

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

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year

3

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)

47

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year

7401

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration

3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work

10

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

11

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college spreads over a pollution free green campus of about 13.95 Acres of land having with 84255 Sq. fts. / 7827.54 Sq. mtrs. built up area comprising of Administrative and Academic blocks , separate buildings for Library, Laboratories, Science Block, Commerce Block, RUSA Building, Language Lab, Smart Class Room, Principal's Residence, Staff Quarters, Guest House, NCC office, NSS Office, YRC office, office space for Yoga, Canteen, Hostels for Boys and Girls students , Staff Common Rooms, Indoor GYM, Health Centre, Conference Halls, Computer Lab, Boys/Girls Common Room, Odisha State Open University study Centre, Language lab, Cycle & Two wheeler stand, Tennis Court, a playground, Indoor Stadium. Physical Facilities for Teaching-Learning: The College has adequate number of classrooms, seminar halls and laboratories. There is round 54 numbers of classrooms, seminar hall for each department and 07 well-furnished laboratories for physical

science, Biological science, mathematical sciences and subjects available in the college.

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

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

Indoor Sports facility. 2. Gymnasium 3. Yoga Centre 4.Badminton Court 5. Open Gym 6. Football Field 7.Cricket Field 8.Tennis Court 9. Table Tennis

10. Running track

File Description	Documents
Geotagged pictures	View File
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

15

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

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

246.6

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	No File Uploaded

4.2 - Library as a Learning Resource

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

- Name of the ILMS software: INFLIBNET SOUL 3.0
- Nature of automation (full or partial) :Partially, to be fully automated by the end of March-2025.
- Version: Soul 3.0
- Year of automation: 2015-16 & upgraded in the year of 2022-23.

Library is partially automated using Integrated Library Management System (ILMS). Karanjia (Autonomous) College, Karanjia has a standard library having an accession of nearly about 36,161 books, 1350 No. of journals etc. In the year 2016 partial Automation of the library was taken up. Library Automation was earlier carried out by M/S Easy Technologies Pvt. Ltd., Bhubaneswar and at present it has been assigned to , M/S INFLIBNET Centre Infocity, Gandhinagar-382007.Gujarat by using IFLIBNET Soul 3.0 version.

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

**4.2.2 - Institution has access to the following:
e-journals e-ShodhSindhu Shodhganga
Membership e-books Databases Remote
access to e-resources**

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

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

6.99

File Description	Documents
Audited statements of accounts	View File
Any additional information	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

105

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

Karanjia Autonomous College, Karanjia follows the IT policy as per the guidelines of E & IT Department, Govt. of Odisha and it has a policy covering WiFi, CCTV Surveillance & has allocated budgetary provisions for updating its IT facilities. Approximately Rs 2,60,000/- towards Wifi automation :Telephone & Internet Rs 24,000/-; towards Computer & Rs60,000/- for CCTV maintenance and have been spent for these purposes. Teachers are motivated to use their mobile data & hotspot synchronisation making teaching

learning conducive & for academic excellence.

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

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
1518	77

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 50 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

B. Any three of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
List of facilities for e-content development (Data Template)	No File Uploaded

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

75

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

The college has a written mission, set of objectives that respect the autonomy, identity and integrity of the stakeholders. The institution has its own policy and associated procedures for maintaining and utilizing the Physical, intellectual, digital infrastructure of the institution with a commitment to ensuring the quality in all respect. The management of the institution gives utmost priority to extension of physical infrastructure of the institution for providing adequate number of classrooms for teaching-learning activities. The laboratories are well equipped to cater to the needs of the science students as well as social science students having practical components from time to time in view of syllabic need. The language laboratory is fully utilised for conducting soft skill programmes and spoken tutorial classes for better employability of the students. Emphasis is always given to keep the latest published books of all subjects for providing learning resources to the teachers and the students. Every year, books are purchased as per the need of the programmes. Automation of the college library has been fullydone by INFLIBNET, Gandhinagar, Gujurat.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.karanjiacollege.com/kjkphoto/pdf/QualityMaintenancePolicy.pdf

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support**

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year**1560**

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year**255**

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	No File Uploaded
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year**401**

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees	A. All of the above
---	----------------------------

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of outgoing students who got placement during the year

26

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

5.2.2 - Number of outgoing students progressing to higher education

126	
File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year

5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year

8	
File Description	Documents
Upload supporting data for students/alumni	No File Uploaded
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

2	
File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Students are important stake holders and they are involved in allround development of the Institution. They do represent in various Committees of the Institution like Internal Quality Assurance Cell (IQAC). Representation of students from Arts, Science and Commerce streams in IQAC is given emphasis for direct

participation. Organisation of workshops for students' on preparation of project reports. Timely publication of examination results. In all the Departments, students representatives are elected as Seminar Secretaries, Assistant Seminar Secretaries and Class representatives. They act as student representatives in their respective departments. They take active part in all the departmental activities like organisation of Departmental seminars, competitions and other curricular and cultural activities. Students are elected / nominated to students' union for organizing various curricular and extracurricular activities in the institution. There is residential committee wherein students do represent for taking decision with regard to allround development of the five hostels in the institution. Students also represent the library committee to look into the overall improvement of library and reading room facilities. In this way there is decentralization in the process of management.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

10

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	No File Uploaded
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

The Alumni Association of Karanjia Autonomous College, Karanjia is a registered association under the registration of society Act 1860 by the additional register of Society, Mayurbhanj, Baripada.

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

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the Institution

The college in its 63rd year, reiterates on its mission to and the vision of the institution. High quality educational programmes and healthy practices are being implemented keeping in mind the mission and vision of the institution to prepare the young minds as responsible and useful citizens. The College has a multi-layered hierarchy structure that allows all stakeholders to participate in decision making. The Governance structure of the College consists of the Governing Body, the Principal, and other bodies. The apex regulatory body is the Governing Body and the Principal acts as the authorised Representative of the Government to plan and implement the institutional quality policy. The various administrative wings and academic departments of the College are effectively governed through formation of mandatory bodies such as Academic Advisory Council, IQAC, Staff Council, Purchase Committee etc. having well defined roles and principles keeping in sync with the vision and mission of the College. Staff Council meetings are regularly held to discuss about the functioning of the various Committees. The Academic Council Meeting was Held on 08.08.2023 to approve the syllabus modified/recommended in the Board of Studies Meetings for the session and other academic matters.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.karanjiacollege.com/Code-of-Conduct.aspx

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

The institution ensures a smooth and transparent functioning via decentralising different roles of various stakeholders viz. teaching staff, non-teaching staff and students. Upon the commencement of the academic year, the Principal notifies the assignments of Co-curricular and extracurricular duties to the Members of the teaching Staff of the college. various tasks such as admission, examination is divided between teaching and nonteaching staff. The decentralized teams of the members of the staff for various activities in the college is attached herein. Teachers' participation in Staff Council is an illustration of decentralization and participative management. The Principal chairsthe Staff Council and the senior most teacher acts as the Council's Secretary. Teachers function as members of different committees and each committee is headed by a convenor. Full body IQAC meetings were held on 18.06.2023 and 30.05.2024and the inputs from the IQAC were put into practice. Each department works under the aegis of its Head of the Department, further each teacher is allocated a list of students to mentor. Additionally, students arenominated as Seminar Secretary/Class representatives to ensure student representation. The College has an Alumni Association which contribute significantly to the development of the institution through financial and other support services.

File Description	Documents
Upload strategic plan and deployment documents on the website	View File
Upload any additional information	View File
Paste link for additional Information	Nil

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

As a premier educational institution of the district, the College fulfils primary responsibility of imparting quality education to the students by preparing them to face contemporary challenges, to develop critical thinking and lead the world towards a better future. The Institutional Development Plan(IDP) Committee crucially contributed to the execution of the infrastructural development for the current session. The Common minimum programmes formulated by the Government were implemented in true spirit and letter. 06 number of class rooms and one e-library has been constructed to provide better physical facility and learning resources to the students. The Development Committee met on several occasions to implement institutional strategic plans. Under Yoga training Programme, yoga classes for one day was held for students on 21.06.2023.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.karanjiacollege.com/kjkphoto/pdf/Strategic-Plan.pdf
Upload any additional information	No File Uploaded

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

The Executive Committee body of the college plans, monitors, and executes the broad activities of the college. The committee is headed by the President Governing Body, and the Principal-cum-Secretary as Ex-Officio member. Further, the Academic Council is the body of the college which is responsible for deliberating upon proposals for examination reforms, opening of new programmes, approval of the proposals of the Board of studies of the college. The academic council has statutory members nominated by the Vice Chancellor of the affiliating university as well as by the Executive Council of the college. At the departmental level, Heads of the Department are entrusted with the responsibility of managing the departmental affairs and overseeing the academic works of the Departments like preparation of courses of studies and approval of result of their own departments. The IQAC cell of the college monitoring the qualitative academic and curriculum activities of the institution. They are supported by Demonstrators

/ Lab Staff/ Store Keepers and other Group D employees. The Principal runs the college administration with the help of HODs and other officials of his office. The Staff members of the college are assigned with different co-curricular and extracurricular responsibilities for smooth management of the college. The Librarian is in-charge of the library and supervises the library assistants and attendants in order to keep it in proper working order.

File Description	Documents
Paste link to Organogram on the institution webpage	Nil
Upload any additional information	View File
Paste link for additional Information	Nil

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The institution is always very supportive and protective to the interest of the employees of both teaching and non-teaching staff. It undertakes effective welfare measures in the larger interest of the staff in need. The following welfare measures that the institution has adopted are : To prevent health hazards of the staff and students, RO and UV water purifiers for drinking water has been installed. In case of any medical exigency members of staff together come forward to give moral and monetary support

to an employee of any cadre and rank. Well maintained washrooms are provided for the staff with proper sanitary fittings at their departments. The institution also issues Identity cards to both teaching and non-teaching staff members for their identities as an employee of this institution. All the employees have free access to wi-fi connection within the campus to aid them in the teaching learning process and their research work. The college library is well-equipped with wi-fi and digitalization of all recommended books in each stream for the students as well as for the teachers to strengthen their research activities. There is a provision for allotment of staff quarters for teaching and non-teaching staff of the college. The staff quarters are situated well within the college premises.

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

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

04

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

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

03

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

7

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly

The institution regularly facilitates the conduct of next external financial audit by the Government of Odisha and Directorate of Local Fund Audit, Bhubaneswar, Odisha (DLFA) on yearly basis. The college authorities provide all sorts of assistance to facilitate the process of audit by presenting relevant files, bills, vouchers, orders, cashbook etc. to the audit team. Similarly internal verification of bills, vouchers, cashbooks etc. are done regularly. Audit objections are complied as per the suggestions made by the audit team. The accounting procedure is done through College Accounting Procedure Automation (CAPA). Currently the Government financial audit of the college for the financial year 2023-24 has been completed.

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

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	No File Uploaded
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Karanjia Autonomous College, Karanjia is a Government aided institution and all the financial aspects of the institution are conducted as per the prevailing Financial and General rules and guidelines of the Government of Odisha. The mandate for numerous internal committees is clearly defined, and they hold meetings to estimate expenditure relating to their respective areas of operation in concordance with the prevailing regulations, upon which proposal for the expenditure is received by the college authority from them. The development Committee is the Central body which identifies the needs and requirements of the institution, and resolves to allocate funds for various activities of the college. The purchase committee is the internal body responsible for supervising the process of purchase / procurement. A senior officer is designated as the Accounts Bursar, who is responsible for ensuring adherence to government-stipulated financial norms. Steps were initiated for greater engagement with the Alumni for the strengthening of the college infrastructure.

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

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

The IQAC of the college takes up various initiatives for substantial quality increment of the college. It has been

promoting quality-related activities and issues through various programmes and activities such as seminars, workshops, symposia, conferences, academic meetings and similar events and programmes for the stakeholders of the institution. The step has been taken for Automation of Examination system of the College. The Institution has already implemented the on-line publication of result, online form fill up and students grievances through online system. The institution has already procured about 16 thousands e-contents / e-books for college Library through EBSCO. The IQAC has conducted Surveys on Student Satisfaction and sought feedback on curriculum. It has also conducted Gender Audit, Administrative and Academic Audits and Audits on the status of Persons with Disability. Meetings have been convened to deliberate upon the recommendations of the Audits, and actionable targets been identified for execution.

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

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

The IQAC kept itself abreast of all activities related to Teaching- Learning being practised in the institution. At the commencement of the Academic Session 2023-24, the meeting of Board of studies was held on 11.10.2023 and the meetings of the Board of Studies in all the programmes were held to review the existing course content and to recommend the list of Question Setters, Moderators and examiners. The departments maintained student attendance registers and progress registers. Percentage Calculation of Student attendance was carried out by the committee for Abstract of Attendance. Student Seminars and Execution of Student Projects were conducted by all departments. For assessment of the Strength and Weaknesses of the Teaching- Learning infrastructural set-up, the IQAC also catalysed the conduct of Administrative- and Academic Audit. The IQAC took stock of the Learning outcomes basing upon the information obtained from the Examination Section of the college, and through enumeration of Student Placement. However, by the end of december-2024 the IIQA and SSR have been submitted before NAAC for 3rd Cycle Accreditation.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	No File Uploaded
Upload any additional information	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1. A gender audit for the Academic session 2023-24 was conducted by the Gender Audit Committee of the college under the auspices of the IQAC. The report was placed before the IQAC in a meeting and actionable aspects were identified. 2. For all the streams, a compulsory course of "Ethics and Values" introduced by Govt. of Odisha from the academic session 2022-23 aims at sensitizing the students regarding women empowerment, and the policies framed to bring about gender balance in society. 3. On the occasion of International Women's Day, on 7th March, 2024, the department of Political Science organised a Gender sensitisation programme in the month of December-2023. 5. Counselling Cell of the institution

is actively providing psychological support and guidance to the students of the institution, irrespective of gender, who are undergoing psychological distress. 6. Prominent displays of anti-ragging slogans, helpline numbers and contact details of members of different cells and their numbers are displayed all over the institution.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.karanjiacollege.com/kjkphoto/pdf/Gender-Audit-2023-24.pdf

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

B. Any 3 of the above

File Description	Documents
Geotagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

The mission of this institution is for a clean, green & pollution free campus, as per the approval of college authority. The college administration has enlisted the professional services of a specialised agency for maintenance of hygiene and cleanliness of the college campus. Garbage bins have been kept at various places of the college campus. Garbage is regularly collected by the authorised agency of Notified Area Council, Karanjia. For the disposal of solid waste and liquid waste management, The sanitation of college is looked after by four number of work persons and the wastes are removed on daily basis. (1) Liquid wastes and solid waste are disposed by the systems designed and maintained by the Public Health department. (2) This Institution does not generate any radioactive waste. Hazardous elements as per the prescribed norms.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geotagged photographs of the facilities	View File
Any other relevant information	No File Uploaded

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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1. Restricted entry of automobiles**
- 2. Use of bicycles/ Battery-powered vehicles**
- 3. Pedestrian-friendly pathways**
- 4. Ban on use of plastic**
- 5. Landscaping**

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3. Environment audit 4. Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>										
<table border="1"> <thead> <tr> <th data-bbox="86 689 539 757">File Description</th> <th data-bbox="539 689 1439 757">Documents</th> </tr> </thead> <tbody> <tr> <td data-bbox="86 757 539 898">Reports on environment and energy audits submitted by the auditing agency</td> <td data-bbox="539 757 1439 898" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 898 539 1003">Certification by the auditing agency</td> <td data-bbox="539 898 1439 1003" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1003 539 1108">Certificates of the awards received</td> <td data-bbox="539 1003 1439 1108" style="text-align: center;">View File</td> </tr> <tr> <td data-bbox="86 1108 539 1169">Any other relevant information</td> <td data-bbox="539 1108 1439 1169" style="text-align: center;">No File Uploaded</td> </tr> </tbody> </table>		File Description	Documents	Reports on environment and energy audits submitted by the auditing agency	View File	Certification by the auditing agency	View File	Certificates of the awards received	View File	Any other relevant information	No File Uploaded
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Any other relevant information	No File Uploaded										
<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of reading materials, screen reading, etc.</p>	<p>B. Any 3 of the above</p>										

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	View File
Details of the software procured for providing assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

College nurtures sensitivity, love and respect for a diverse group of students with enabling strategies: 1. Canteen facility inside the campus, Playgrounds, Boys' and Girls' Common Room, Library and Reading Room facilities are made available to all students, irrespective of their social background and gender. 2. Students coming from different socio-economic backgrounds and regions are treated equally in the college campus and the departments. Equality Challenge Units are set up in the departments to enquire into their problems and remedial measures are taken accordingly.

3. Besides, English, Odia, and Sanskrit are also taught and activities are undertaken in all 3 languages. In the college magazine, articles belonging to major languages are published. The magazine caters to students coming from different linguistic and communal backgrounds. 4. Inclusive environment is provided for PwD students. There are specially-constructed ramps, and toilets facilitating their movement in attending classes, library etc. Students are sensitized to the needs of the physically-challenged. Blind students are specially taken care. 5. For the sensitisation and welfare of students, teaching and nonteaching personnel.

The College has a Sexual Harassment Cell, Grievance Cell for students, an Equal Opportunity Cell as well as an Internal Complaints Committee.

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

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

Vigilance Week was also commemorated in the Campus (From 26.10.23 to 01.11.23) sensitizing the members of the staff and the students to become honest and responsible citizens. Students and staff took an oath to this effect on Dt 01.11.2023 in online mode. A meeting was organized with the principal in the Chair. The College celebrates the Independence Day & Republic Day exuberantly. These are the foremost occasions when the institution, through the activities of the day, gets ample opportunity to inculcate the crucial values of sovereignty, socialism, secularism, democracy, republican character of Indian State, justice, liberty, equality, fraternity, human dignity and the unity and integrity of the nation in the students and the employees. Besides, the NCC units of the college embody the institutional commitment to the fundamental duty of defending the country and rendering national service when called upon to do so. The NSS and YRC units of the college, through their activities, promoted harmony and the spirit of common brotherhood in society transcending religious, linguistic and regional or sectional diversities. Through curricular instruction and extracurricular events for environmental awareness, the HEI inculcates the importance of the duty to protect and improve the natural environment.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	No File Uploaded

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

A. All of the above

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	No File Uploaded

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

The college is keenly aware of its role in the building of informed citizens who understand their roles as future ideal citizens. In keeping with this objective, students and staff members celebrate many national and international commemorative days in the institution. Like every year, Independence day was celebrated on 15.08.2023 and Republic Day was celebrated in the College Campus on 26.01.2024. On these days, the national Tricolour was unfurled by the Principal and The National anthem as well as other patriotic songs were cited by all those present. The NCC units of the college hold Parades and assemble to record their pledge of allegiance to the country and the constitution. A detailed list of the commemoration of national and international by the various constituent units of the college is attached herewith for reference. Besides the days of national importance, The International Women's Day has been celebrated in the institution.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the

prescribed format of NAAC

The institution is situated on the foot of Similipal Bio Sphere and the present status of this Bio Sphere is in a very alarming condition due to illiteracy of the tribal people of the locality. This institution undertook several massive plantation drive in the locality in collaboration with Divisional Forest office, Karanjia. The institution has been regularly conducting Mega Health Checkup Camps (Eye Check-up and Cataract surgery camps) every year for the benefit of the local tribal people of Karanjia Revenue Sub-division. The institution has introduced Santali Language as elective since 2020-21 and as a major core subject since 2023-24 academic session and this is the only Non-Govt. institution in Odisha under MSCB University which has introduced Santali as a core subject at Under Graduate stage. The only Non-Govt. Aided College in Odisha which has a Department of Santali for at Undergraduate level for promoting tribal language and literature. This institution regularly undertakes massive plantation programme in collaboration with Divisional Forest office, Karanjia (under Forest, Environment and Climate change Department, Govt. of Odisha) for maintaining Ecological balance. This institution regularly undertakes Mega Health camps (Eye Check-up and Cataract surgery camps) every year since 2020-21 for the benefit of the tribal people of the locality.

File Description	Documents
Best practices in the Institutional website	https://www.karanjiacollege.com/kjkphoto/pdf/file/best_practice2024.pdf
Any other relevant information	https://www.karanjiacollege.com/gallery.aspx

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

The Institution caters to the Higher Educational needs of both Mayurbhanj and Keonjhar districts and some parts of Singh Bhum district of Jharkhand State with substantial tribal populations. The College has enabled and ensured opportunities for under graduate education of the first generation learners, especially 65% of women students of the locality. Conservation and sustainable development through awareness, camps of a number of tribal communities living in and around Similipal Biosphere

