



## Yearly Status Report - 2019-2020

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	TULASI WOMEN'S COLLEGE
Name of the head of the Institution	Prof Ranjit Ranjan Sahoo
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06727232375
Mobile no.	9777315955
Registered Email	principaltulasiwomenscollege@gmail.com
Alternate Email	iqactulasiwomenscollege@gmail.com
Address	At-Gopa, Po/Dist-Kendrapara
City/Town	Kendrapara
State/UT	Orissa
Pincode	754211
<b>2. Institutional Status</b>	

Affiliated / Constituent	Affiliated
Type of Institution	Women
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr Mathuri Charan Nayak
Phone no/Alternate Phone no.	06727232375
Mobile no.	9437228916
Registered Email	principaltulasiwomenscollege@gmail.com
Alternate Email	iqactulasiwomenscollege@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="https://tulasiwomenscollege.org.in/nac/23_accepted_aqar_report_2016.pdf">https://tulasiwomenscollege.org.in/nac/23_accepted_aqar_report_2016.pdf</a>
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### 4. Whether Academic Calendar prepared during the year

Yes

if yes, whether it is uploaded in the institutional website:  
Weblink :

[https://tulasiwomenscollege.org.in/upfile/5\\_Academic\\_Calendar2019-2020.pdf](https://tulasiwomenscollege.org.in/upfile/5_Academic_Calendar2019-2020.pdf)

### 5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	71.25	2006	02-Feb-2006	01-Feb-2011

### 6. Date of Establishment of IQAC

02-Apr-2012

### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Timely preparation of academic calendar and its circulation among	19-Jun-2019 1	3

students and faculties		
Regular conducting of IQAC meetings	25-Jun-2019 4	13
Organizing seminars and workshops on women issues	13-Nov-2019 10	624
Conducting career counseling programs	19-Dec-2019 3	274
Introducing more numbers of add-on courses	15-Jan-2020 60	807
Introducing more numbers of value added courses	08-Aug-2019 5	875
Organizing PTA meetings by all departments	16-Nov-2019 17	402
Conducting faculty development programs and skill development programs for non-teaching staff	04-Dec-2019 5	251
Conducting academic audit	16-Sep-2020 1	4
Opening of Geology Course in +3 Science.	27-May-2019 1	64
<a href="#">View File</a>		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	2020 0	0
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<b>9. Whether composition of IQAC as per latest NAAC guidelines:</b>	Yes
Upload latest notification of formation of IQAC	<a href="#">View File</a>
<b>10. Number of IQAC meetings held during the year :</b>	4
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	<a href="#">View File</a>

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
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**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

1. Pedagogical improvement in teaching -learning by introducing student centric tools. 2. Restructuring examination system for continuity and improvement. 3. Organizing activities focusing on gender based issues and Community outreach programmes focusing on socioeconomically disadvantaged groups like SCs, STs and women. 4. Promotion of an ecofriendly environment inside the college campus. 5. Institutionalizing student feedback system by collecting feedback, analyzing and taking action and Conducting AAA audit., FDP on how to take online classes on Google Meet.

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

Plan of Action	Achievements/Outcomes
Inclusivity: grow with all	1. Adherence to the national and state policies of inclusion. 2. Working towards inclusive classroom and respecting diversity. 3. Remedial classes for slow learners 4. Financial assistance for the economically disadvantaged groups such as SCs, STs, SEBCs, minorities and PwDs. 5. Crèche, rails and restroom for PwDs.
Delivery of curriculum in organized way	1. Publication of academic calendar before the commencement of the session 2. Timely distribution of time table to the faculties and students. 3. Distribution of syllabus among the faculties. 4.Maintaining lesson plan and lesson notes 5 Introducing pedagogical tools like peer learning, participatory learning, interactive learning and collaborative learning.
Student enrichment programs: skilling students to make them market fit and employable	Beyond curriculum, the college has designed add-on and value added courses; value added courses: food processing, tourism management, retail management and communicative English; value added courses: food, nutrition and crèche management, Sanskrit writing skill, basic computer programming, pathology test, preparation of bio-fertilizer, film dialogue writing and translation studies; career counseling programs on hotel management and

	fashion technology.
Faculty Development Programmes	Faculties are encouraged to participate in refresher courses, orientation programs, internal and external seminars, workshops, and conferences. In view of the Covid 19 pandemic, FDP was arranged on how to take online classes on Google Meet.
Supporting advanced learners	1. Advanced learners are supported by raising the issue limit of books from the library. 2. Advanced learners are guided to participate in different competitions
Fulfilling the statutory requirements of the institution and accreditation agencies	Adhering to the statutory requirement of the institution and accreditation agency the college has the following bodies: Academic Council, IQAC, Sexual Harassment Cell, Students Grievance Cell, Staff Grievance Cell, PTA, RTI cell, Alumni Association etc sit in regular intervals and address issues in timely manner. Internal and external Academic and Administrative audit and Financial Audit are conducted in each year. Feedback from the students, parents, alumni, employee and employer are obtained, analyzed and actions are taken accordingly.
Development of a powerful feedback system	Feedbacks are collected from the stakeholders of the institution. Data are put on excel format for analysis. On the basis of the findings, appropriate actions are initiated to address weaknesses.
Societal connectivity	Societal Connect- Swachha Bharat Abhiyan, awareness campaign against child marriage, against child labour, aids awareness campaign are some of the important programs organized by the college in order to fulfill its community role.
Looking after the physical well being of the TWC family members	TWC looks after the body and mind of its members. To keep the body healthy, TWC has taken up some measures. It organizes yoga classes regularly. It observes Poshan Abhiyaan every year to create awareness on locally available and affordable food. The college has a gymnasium which is used by students and staff to keep their body fit.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Staff Council	12-May-2020
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	16-Mar-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>1. The college has a well developed website containing all important informations relating to admission, examination, academic calendar, notification, staff, etc. for the stakeholders. 2. Online admission of 3 students in Arts, Science and Commerce programmes are done through SAMS. 3. All the bulk purchases of the college are done through etender. 4. As a part of eGovernance of Govt. of Odisha, edespach system is adopted for the all official communication. 5. Account system of the college is fully automated through Public Finance Management System. 6. The library of the college has been partially automated and is in the process of further development. 7. Form fill up for the semester examinations are executed through online mode and leaving certificates are issued in the similar mode. 8. Arrival and departure attendance of the academic and nonacademic employees of the college are maintained biometrically. 9. In order to remain connected, the college has a WhatsApp group on which all notices, circulars, official letters, communication from government and university are uploaded. Each department has their own WhatsApp group for connectivity with their students.</p>

Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

It being a degree affiliated college under jurisdiction of RDW university is left with little liberty to design its own curriculums. As per the instructions of the university, it follows the choice based credit system related curriculums since 2016-17. However for effective implementation of the prescribed curriculums the college has a statutory body namely Academic committee which acts as the nodal agency. Just before the summer vacation comprising all heads of department sit to discuss the modalities of curricular transactions, preparing the academic calendar and devising strategies for timely completion of the prescribed syllabus. After admission, an induction meeting is conducted where-in the students are allowed to acquaint themselves with their fellow students, teachers and other departmental members. Each student is supplied with a copy of the syllabus, time table, and academic calendar. The heads of the departments give them a broad idea about the course outcome, teaching method, academic ambience, faculties available for effective learning, periodical assessment system, remedial measures, grievance redressal system, Career opportunities and progression etc. All the departments prepare the lesson plan keeping in mind the paper wise units and semester time limit.

The subject wise teachers maintain and record the daily progress in the progress registers to ensure completion of the targeted syllabus within the stipulated time period. There are provisions for remedial classes and doubt clearing classes for the slow achievers and extra classes to compensate the delay if any in completion of the course. The mentor-mentee system has been developed to facilitate hassle-free academic programme and effective teaching and learning activity. Departmental seminar and group discussions are organized at regular intervals to make the teaching-learning activity more effective and meaningful. Project assignments, field studies and study tours are organized to enrich the teaching-learning experience. Certificate courses/ add on courses are introduced with a view to creating opportunities for self-employment and entrepreneurship. The departmental teachers submit the progress register with the heads of the departments who verify the progress registers for necessary counter signature by the head of the institution. The academic committee sits to review the progress of the teaching activities and suggests remedial measures, if any. Different class tests, surprise tests, unit tests and midterm tests are conducted to assess the students' performance and the effectiveness of the teaching learning process. The university level results are published by the affiliated university within a reasonable period of time and communicated to each student of the college through notice board. Parent-teacher meetings are conducted to discuss the teaching learning problems of the students and their grievances. Parents' feedback is obtained and used for necessary corrective measures. The mentor-mentees system has been introduced to create congenial relationship between the teachers and the learners that helps address the personal problems of the mentees. The students are supplied with study materials, handouts and paper cutting from journals to help them understand a given topic better and prepare notes for the examination and make their learning experience effective.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Retail	Nil	15/01/2020	60	Yes	Yes

<b>Management</b>						
<b>Tourism Management</b>	Nil	15/01/2020	60	Yes	Yes	
<b>Spoken English</b>	Nil	15/01/2020	60	Yes	Yes	
<b>Food Processing</b>	Nil	15/01/2020	60	Yes	Yes	

## 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BSc	Geology	27/05/2019
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Hons	27/02/2016
BSc	Hons	27/02/2016
BCom	Hons	27/02/2016

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

	Certificate	Diploma Course
Number of Students	807	Nil

## 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Translation Studies	08/08/2019	186
Quiz	08/08/2019	154
Bio Fertilizer	08/08/2019	238
Food Nutrition and Creche management	08/08/2019	115
Basic Computer Programming	08/08/2019	182
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Cost Concepts and Short run and Long run Cost Curves	8
BA	The Welfare Theorems and their Implication	5
BA	Condition of Indian Economy during British	7



	Period	
BA	Veer Surendra Sai	13
BA	Bhitarkanika	19
BA	Mukteswar Temple	24
BA	Functionalist Theory of Stratification	27
BA	Gender Role	23
BA	Sources of Hypothesis	19
BA	Realism and Satire in Ben Jonson's Volpore	4
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained
<p>With the sole objective of evaluating the quality of the institutional functioning the college has generated different feedback forms for different categories of stakeholders like parents, students, teachers, alumnae and employers. Methodology: varieties of feedback formats have been designed for different groups of stakeholders that include students, teachers, employer, alumnae and parents. The college conduct meeting for interaction with the said stakeholders. During the interaction, the feedback forms are distributed among the participants. The feedback form carries a structured questionnaire with a five-point relating scales like (1) Below Average, (2) Average, (3) Good (4) Very Good, (5) Excellent. Basic descriptive statistics like average, percentage and pie chart have been used for the analysis. The internal quality assurance cell designs the formats adopts the mechanism for the collection of feedback and analyses the same in a systematic manner. The stakeholders are given feedback forms to record their responses to queries. They are advised to record their responses freely and honestly without the slightest fear and prejudices. The feedback form covers queries on the quality of teaching-learning, evaluation, ICT tools, infrastructure, support services, governance, leadership, co-curricular activities and sports, mentor-mentee relationship, and the academic ambiance. Analysis: The forms are collected by the IQAC and a consolidated item-wise data sheet is prepared to ascertain the variety of responses. The responses are analyzed in a graded manner to make an assessment of the quality maintained in the institutional functioning and activities. On an average, the stakeholders have appreciated the quality of the teaching-learning process as well as the academic ambiance most. However, the students have raised some concerns regarding the availability of more textbooks in the library and infrastructural facilities of the college. Action Taken: 1. The IQAC prepares a comprehensive report which is placed in the meeting of the IQAC. The feedback so obtained is utilized for policy-making decisions, corrective measures, and quality enhancement initiatives. 2. The IQAC reviews</p>

the quality initiatives taken by the institution and decides to take remedial measures for addressing the lapses and deficiencies if any. 3. It also advises the management to formulate policies for quality enhancement in different aspects. If some lapses are found in the process of teaching-learning and evaluation, the academic committee seats to discuss the issues concerned and decided to resolve the issues at the departmental level. 4. Infrastructural, financial and governance-related issues are tabled for discussion in the meeting of the governing body. Students and teachers grievance-related issues are referred to the respective grievance redressal cells for their references and expeditious disposal. 5. Other miscellaneous issues are referred to the respective committees. Conclusion: The IQAC monitors the entire process of review and ensures proper and timely implementation of all the decisions taken by the different committees. The feedback system is robust, transparent, and scalable to elicit a free flow of information from the stakeholders to the institution

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	ACCOUNTANCY AND MANAGEMENT	32	85	28
BSc	Botany, Zoology, Chemistry, Mathematics, Physics, Computer Science, Geology	224	869	224
BA	Economics, English, Education, History, Home Science, Odia, Political Science, Sanskrit, Sociology	256	1356	256

[View File](#)

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	992	Nil	47	Nil	Nil

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
47	47	82	2	1	12
<a href="#">View File of ICT Tools and resources</a>					
<a href="#">View File of E-resources and techniques used</a>					

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

Mentor-Mentee System is implemented in the institute as per Government guideline wherein 21 students are assigned to a faculty member who acts as their mentor for the entire programme duration. The mentor system has been introduced since the time of NAAC in 2004. Each student avails of the mentor facility. The mentor keeps a track of the progress of the students assigned to her and is also aware of the background and situation of the student. Thus, she mentors the student either when the student comes to her for help or when she feels the student needs. Tulasi Women's College has developed a mentor-mentee system with approachable, experienced, trained and committed implementer, who provide the students with confidential, transparent, practical, timely, customised and impartial information, service and advice. At the commencement of academic year, necessities for proctorial classes are made in the time table as per Govt. rule. Academic Support: The library both central and department offers ready service with a variety of study materials. Other support for instance, Course specific advice is given by faculty members. Psychosocial support: A chance is given by the counselling cell to students to talk about their problems and think about solutions with full-fledged professionally qualified counsellors. Systematic programmes are worked out to balance the psycho social and academic performance differences among students on the campus. One of the mentor goes from department to department and gives awareness lectures. Guidance Services: Guidance and Career Counselling Cell helps the students to realise their strengths and weaknesses by helping them to learn the art of self-awareness learning from Self Defence Programme, decision making skills, planning skills and career orientation programme. The guidance provides: (a) Remedial classes, doubt clearing classes and tutorials led by teachers in the respective subjects. (b) Advising the students to take up jobs that might be most advantageous for them in view of their careers and progression. (c) Student awards, scholarships and free ship for higher studies. The problems of mentee are placed before the I.Q.A.C. to find out major areas in which students require guidance and important areas as career counselling, skill enhancement and healthy campus etc. Hence the head of the institution needs to full fill the problems.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
992	47	1 : 21

## 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
62	48	14	6	8

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr Mamata Sahoo	Lecturer	Best Academician
2019	Ajaya Kumar Rout	Lecturer	Social Service
2019	Dr Mathuri Charan Nayak	IQAC / CIQA coordinator	Contribution to Social Science

			Research
2019	Dr Pramilarani Behera	Lecturer	Contribution to Research in chemistry
2019	Jyosnamayee Pati	Lecturer	Best Academician
2019	Dr Smrutiranjana Behera	Principal(in-charge)	Best Academician
2019	Soumyakanti Mitashree,	Lecturer	Social Service
2019	Ranjit Ranjan Sahoo	Associate Professor	Social Service
2020	Tejaswini Samal	Lecturer	Loharakhandi Srestha Darsak Sanamana
2020	Tejaswini Samal	Lecturer	International Youth Icon Award
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## 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	BA	Semester End Examination	23/09/2020	30/10/2020
BSc	BSc	Semester End Examination	23/09/2020	30/10/2020
BCom	BCom	Semester End Examination	23/09/2020	30/10/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Our college follows the examination pattern stipulated by the RDWU. In each semester a student appears mid semester and end semester examinations. The schedule of the examination is communicated through the academic calendar prepared by the institute in adherence with the university academic calendar. As per the rule of the Institution, a student must attend above 75 attendances in each subject. Most of the students participate in spot quiz, question answer, instant examination during the class. The teachers maintain the surprise test thrice in a month. The students prepared the poster every year to increase their knowledge about a particular topic. Every week a seminar period is given in the time table to the students for presentation a core related topic. Question answer sessions are held once in a week. Apart from the examinations, the college has a distinctive feature of conducting two pre-mid semester examinations for each core paper before the mid-semester examination. On the basis of the result in the internal examination, the college has arranged remedial classes for the slow learner students in department-wise. The students are supplied Notes, Hand outs prepared by the respective subjective teachers. Each department conducts internal examination with CBCS pattern short questions carrying 1 or 2 marks acquiring full mark 10 within half an hour in

classroom teaching period. Separate lists of both type of learners for further monitoring and conduction of problems solving session are carried out. Special classes in tutorials are conducted regularly counselled by proctors and class teachers.

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

The college has prepared an Annual Academic Calendar regularly and so also for the academic year 2019-20 as per the schedules prescribed by the Ramadevi Women's University and Government of Odisha for fulfillment of Curricular and co-curricular activities through out the academic session. At the beginning of session, institution prepared the academic calendar to organize the activities in the college in compliance with the holidays and working days. The academic calendar consists of no of available working days, list of holidays including local holidays, Admission dates, tentative dates of University Examination (both practical and theory), allocation of Internal Assessment work i.e. Seminar activity, Project Theory Assignment, Submission of Internal Assessment work, ICT Lectures, Celebration of National Science day, Celebration of various Birth and Death Anniversary of the Founder of our college, celebration of Plantation Weeks, observation of NSS day, observation of International literacy day, World Aids Day, Energy conservation day , human rights day, celebration of republic day, food fair , awareness program on prohibition of dowry etc. Departmental unit tests (internal), study tours, departmental stock verification, literacy meets, Athletics functions, cultural functions, awareness programmes and rallies, NSS and YRC activities, organization of seminars etc. As per the academic calendar, the college organized all academic and non academic activities in a time bound manner and in an efficient way for the all round development of the students in particular and the college at large.

## 2.6 – Student Performance and Learning Outcomes

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

<https://tulasiwomenscollege.org.in/programme-outcome.php>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
BA	BA	Home Science	14	14	100
BA	BA	History	15	13	86.7
BA	BA	ENGLISH	17	15	88.2
BA	BA	Education	26	25	96.1
Bcom	BCom	Accountancy and Management	13	10	76.92
BSc	BSc	Zoology	29	27	93.1
BSc	BSc	Physics	20	18	90
BSc	BSc		14	14	100

		Mathematics			
BSc	BSc	Chemistry	22	21	95.4
BSc	BSc	Botany	33	31	94
<a href="#">View File</a>					

## 2.7 – Student Satisfaction Survey

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

[https://tulasiwomenscollege.org.in/naac/28\\_Student\\_Satisfaction\\_Survey\\_2019-20.pdf](https://tulasiwomenscollege.org.in/naac/28_Student_Satisfaction_Survey_2019-20.pdf)

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	Nil	0	0
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### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Seminar on Intellectual Property Rights (IPR)	IQAC	23/11/2019
Seminar on Industry-Academia	IQAC	04/02/2020

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
1st position	Madhusmita Patra	Youth Conclave Vision 2025	25/02/2020	District Level
1st position	Prangya Parimita Parida	Office of the District Magistrate, Kendrapara	25/01/2020	District Level
1st position	Khyanaprava Sarangi	Office of the District Magistrate, Kendrapara	25/01/2020	District Level
1st position	Khyanaprava Sarangi	Kendrapara Event Managers	12/01/2020	District Level
3rd Position	Samaptika Mishra	Youth Conclave Vision 2025	25/02/2020	District Level
2nd Position	Rasmi Rekha Behera	Youth Conclave Vision 2025	25/02/2020	District Level

1st position	Subhashree Swain	Boita Bandana Samiti	03/11/2019	District Level
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil
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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
Nil	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Department of Economics	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Department of Odia	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	Nil	Nil	0	0	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :



Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nil	15	33	42
Presented papers	Nil	8	Nil	Nil
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### 3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Awareness to develop Mannerism	IQAC	3	107
Energy Conservation Day	Youth Red Cross	2	64
Awareness Programme to Stop domestic Violence Against Women	Youth Red Cross	2	47
Awareness Programme on Road Safety	NSS	2	65
Awareness programme for Ragging Free Campus	IQAC	4	86
Awareness Programme to save Water	IQAC	3	35
Avoid Junk Food	IQAC	2	62
Human Rights Day	Youth Red Cross	3	55
Prevention of Dowry	Youth Red Cross	3	29
International Yoga Day	Sports Council	4	36
<a href="#">View File</a>			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Youth Red Cross	Recognition	Natures Club	32
NSS	Recognition	Banchhanidhi Das Shreemati Devi Charitable Trust	25
No file uploaded.			

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



Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Protection of Environment	NSS	Plantation	3	52
Betti Bachao Beti Padhao	Youth Red Cross	Educationg Girl Chlid	2	27
Prevention of Child Labour	Youth Red Cross	To stop Child Labour	3	22
International Womens Day	NSS	International Womens Day	3	45
National Girl Child Day	Youth Red Cross	National Girl Child Day	3	63
Awareness Programme	NSS	To Combat Malnutrition	2	36
Health Awareness Programme	NSS	Health Awareness Programme for adolescent Girl	3	74
Plastic Free Campus	IQAC	Plastic Free Campus	6	97
Awareness Programme	NSS	Organic Farming	3	45
No file uploaded.				

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	0	Nil	0
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Internship	Apparel Designing	Janashree, Kendrapara	01/10/2019	15/10/2019	30
No file uploaded.					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Birupa College	13/02/2020	Academic Exchange	7

Marshaghai College	03/02/2020	Academic Exchange	12
No file uploaded.			

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
6381420	6376471

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
No file uploaded.	

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Nil	Partially	Academic Exchange	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	17660	3503435	Nil	Nil	17660	3503435
Journals	305	Nil	Nil	Nil	305	Nil
Others(s pecify)	521	Nil	Nil	Nil	521	Nil
No file uploaded.						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	Nil	Nil	Nil
No file uploaded.			

### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Co	Computer	Internet	Browsing	Computer	Office	Departme	Available	Others
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	computers	Lab	Centers	Centers		Centers	Bandwidth (MBPS/GBPS)	
Existing	41	1	8	2	0	8	100	20
Added	0	0	0	0	0	0	0	8
Total	41	1	8	2	0	8	100	28

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

100 MBPS/ GBPS
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4.3.3 – Facility for e-content

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

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
3706471	3706471	2670000	2670000

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

Physical, Academic and Support Facilities 2019-20

- Maintenance of Physical Infrastructure:** A Budget Committee consisting of account bursar, administrative bursar, accountant, and other members under the chairmanship of Principal is formed for purchasing chemical, apparatus, and equipment. Paper advertisement is done for the purchasing items from various agencies for quotations. Most of the purchases are done either through e-procurement procedure or through advertisement made in the local daily newspaper. Rs. 26,70,000/- has been spent during 2019-20 session. A construction committee is formed for construction and renovations of the existing properties of the college. The demand is lodged with the purchase committee in prescribed purchase requisition format forwarded by the Principal directly or through the stores departments. The purchase requisition clearly specifying the details items of common use are purchased according to the production programme.
- Maintenance and Renovation Committee:** The Committee has a greater role to maintain and renovate the equipments of the college for smooth conduct of the regular teaching- learning activities.
- Laboratory:** The college has eight well furnished laboratories with academic equipments for the practical of the students. Each science department has its own laboratory facilities which are maintained by the respective Department. Laboratory equipments, apparatus, chemicals and solvent etc are procured at the college level. Each Department maintains a separate stock register, regarding the procurement and utilization of chemicals.
- Library :** Each teaching Department sends the book list to the library as per their requirements and library in charge procures those books from various book stores. After purchasing of the books, due stock entries are made by the library staffs and then those books are issued to the students and faculty members for references. The stock register, Accession register and issue registers are maintained meticulously under the guidance of librarian.
- Athletic Council :** There is an Athletic Association consisting faculty member headed by Vice-president who

looks into various sports related matters. Some money has been spent by the college for the up-gradation of playground during Annual Athletics meet. Our students participated in various inter college competition. 6. Class Rooms: So far as the class rooms concerned, the college, at present, has 32 classrooms including one class as the smart class and 8 laboratories. The classrooms are will furnished and spacious enough to accommodate the students. The teaching and learning equipments are centrally purchased by the college office. The teaching and learning materials are duly supplied to various department for use after due registration. 7. SAMS : Online admission takes place under the aegis of Students Academic Management System (SAMS). Moreover, at present, there are 38 no. of computers. The cost of repair and maintenance of the computer is endured from the college development fund. There is a computer laboratory for the Computer Science students used for the practical class. 8. Computer Lab : There is a well furnished computer Laboratories for imparting computer education to the students. The cost of repair and maintenance of the computer is undertaken from the college Development Fund.

[https://tulasiwomenscollege.org.in/naac/29\\_Physical, Academic and Support Facilities 2019-20.pdf](https://tulasiwomenscollege.org.in/naac/29_Physical,_Academic_and_Support_Facilities_2019-20.pdf)

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Nil	Nil	Nil
Financial Support from Other Sources			
a) National	Prerana, Minority Community, Laptop Distribution, Banchhanidhi Charitable Trust, Fakir Bhasa Bruti	215	959000
b) International	Nil	Nil	Nil
No file uploaded.			

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Food Fair	30/01/2020	350	Institution, PTA, Alumni Association
Seminars and Group Discussions	05/09/2019	750	Institution
Tutorial Classes	03/11/2019	992	Institution
Remedial Coaching	10/09/2019	75	Institution
Personal Counselling and Mentoring	25/09/2019	992	Institution
Self Defence	03/01/2020	120	Institution
Yoga	21/06/2019	72	Patanjali Yoga Kendra

Capability Enhancement Programme	11/03/2020	133	Institution
No file uploaded.			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2020	Video Editing, Graphic Designing and Animation	85	85	55	32
2020	SWAYAM Education for Competitive Exam	81	81	58	40
2020	VANIK Career Counselling for Competitive Exam	108	108	75	55
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	5

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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2020	23	BA	Economics, Eng, Pol Sc, Odia, Sans	North Orissa University, IGNOU, FM University, UN (Auto) College,	Post Graduation
2020	29	BA	Education, Hist, Sans, Pol Sc, Home Sc	Acharya Nagarjuna University, Kurushetra University, Central University of Orissa, Ravenshaw University, Maa Bhagabati Institute, Happy Kidz Play School, NIMMS	B. Ed, NTT
2020	2	BA	Home Sc., Sans	Dinabandhu Sahu Law College	LLB
2020	2	BA	Home Sc., Sans	Tulasi Nursing School, kendrapar	A.N.M. Nursing
2020	22	BA	All Dept	Kalinga Vikas, CDAC, Odisha Computer Academy	PGDCA
2020	8	B Sc	Botany, Physics, Chemistry, Zoology	SOA University, Swami Vivekandfa University Kolkata, Centurion University	Post Graduation
2020	22	B Sc	Botany, Physics, Chemistry, Math	Acharya Nagarjuna University, Kurushetra University, Burdhaman University, Maa Bhagabati Institute, Happy Kidz Play School,	B. Ed, NTT

				NIMMS	
2020	6	B Sc	Chemistry, Math, Physics	Ravenshaw University, GITA, Zavier University	MCA
2020	4	B Sc	Physics, Math	Regional College of Management, GITA, KIIT University	MBA
2020	1	B Sc	Physics	Hitec Medical College	B Pharma
No file uploaded.					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Mono Action	Institution Level	8
Art	Institution Level	6
Rangoli	Institution Level	25
Jhoti	Institution Level	15
Odia Recitation	Institution Level	15
Sanskrit Recitation	Institution Level	8
Quiz	Institution Level	65
English Debate	Institution Level	6
Odia debate	Institution Level	10
Odia Essay	Institution Level	15
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### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	1st in Odia Debate on National Voter Day	Nill	Nill	1	BS-18-035	Khyanaprava Sarangi
2019	1st in Odia	Nill	Nill	1	BS-18-035	Khyanaprava

	Debate in both Swayat Sasan Divas and National Press Day					Saranggi
2019	1st in Painting on National Voters Day	Nil	Nil	1	BS-17-173	Rasmirekha Behera
2019	1st in Slogan Writing on National Voters Day	Nil	Nil	1	BS-17-016	Prangyan Paramita Parida
2019	2nd in Painting in Youth Conclave Vision 2025	Nil	Nil	1	BS-17-173	Rasmirekha Behera
2019	1st in Painting Youth Conclave Vision 2025	Nil	Nil	1	BA-17-214	Madhusmita Parida
2019	Intercol lege Hand Ball Tournament	Nil	6	Nil	Nil	TWC Handball Team
2019	Intercol lege Hand Ball Tournament	Nil	11	Nil	Nil	TWC Netball Team
2019	1 st in Jhoti in Boita Bandana Ustav	Nil	Nil	1	BA-19-107	Subhashree Swain
No file uploaded.						

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

During 2019-20 session, Election for the College union was not held as per the order of department of Higher Education, Govt of Odisha. Hence, a student's representative body was formed on basis of nominations for each for the positions of Seminar Secretary, Asst. Seminar Secretary class representatives. And all the cultural competitions were organised successfully. The students participated in various sports activities, cultural events, literary events etc. The Annual function of the college was held for the distribution of prizes to the winners of different competitions. The Food Fair, one of the most



interesting events was also held with great success all enjoyed it happily.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

5.4.2 – No. of enrolled Alumni:

1780

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Tulasi Women's College takes a great pride in having a very glorious alumni association with 1780 alumni members. The association has actively attended and supported many activities in the college like cultural festivals, NSS Camps and Sports events. The Association organises alumni meet for the interaction and share their expertise to the students and college staffs. This interaction boots the morals of the students. Different activities such as plantation, campus cleaning, book donation and other programmes are organised every year in the college premise involving the college students. During this academic session, our alumni also donated some valuable and reference books to enrich the college library. The association always works with an aim to develop social responsibility among the students.

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

Decentralization of power, responsibility and successful participation of all are the keys to success of any team work. This ideal practice has been adapted in our college. Policymaking and policy implementation are the two components of college administration. Dept. of Higher Education, Govt. of Odisha, and Governing Body of the college are the two stakeholders in the policy-making process. The principal of the college is the member secretary of the GB. Two senior most faculties and one non-teaching staff represent the teaching and non-teaching community respectively in the GB. Other members of the GB are nominated by the president from among the educationalists, social workers, bureaucrats, etc generally those who have an interest in women education. GB is the highest policy-making body for the college where decisions are taken after threadbare discussion point-wise. The co-curricular activities of the college are distributed among the staff members democratically through the process of consultation, experience and expertise of the faculties. At the beginning of the session, the principal assigns different activities such as examination, admission, budgeting, maintenance of infrastructure, construction, sanitation, preparation of college calendar, timetable, purchasing, etc to different committees. Each committee is given full financial and administrative autonomy to function within its jurisdiction. There are some bodies such as Student Union, NSS, Youth Red Cross, Athletic Council, Dramatic Society, etc where student representatives find their place.

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

Yes

## 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	A well planned curriculum is the most important identity of any educational institution. Our college has strictly followed the curriculum of Ramadevi Womens University as it is affiliated to it. However, the feedback received from the students on curriculum content is communicated to the university.
Teaching and Learning	The time table committee of the college headed by a senior faculty prepares time table at the beginning of the academic session. Each Dept. distributes classes among the faculties in a democratic way through process of consultation and consensus. The teachers assess the students on the basis of attendance, class participation, class presentation, spot quiz, assignment, poster competition and internal exam. On the basis of the marks secured, slow learner and advanced learner are identified. Remedial classes are arranged for slow learners. Black boards, whiteboards, laptops, power point and other ICT tools are used for teaching. Teachers design lesson plans and prepare progress report daily.
Admission of Students	Admission of students into UG courses is conducted through SAMS portal. The college has an admission committee consisting of experienced senior teachers who efficiently handle admission process. There are some subcommittees for verification and validation. Reservation of seats for SC, ST and Physically Challenged candidates are made as per the govt. guidelines.
Human Resource Management	An ideal SOP for both teaching and non-teaching staffs has been designed by our college. Staff attendance is maintained regularly for arrival and departure. Leave register is maintained. Salary bills of grant-in aid receiving staffs are prepared by HRMS, Odisha. Performance of each staff is monitored assessed by the IQAC and intimated to them for improvement. C.C.R. of each staff is maintained by the authority.

<p>Examination and Evaluation</p>	<p>The best and fare examination pattern is followed in our college which ranks it high in kendrapara district. End semester, mid semester and monthly tests are conducted fairly and in transparent manner by the examination committee. Question paper for the end semester is prepared by the affiliating university and for other examinations by the concerned departments. Answer scripts of the end semester are centrally valuated by the university in which our faculties participate. Answer scripts of internal examinations are evaluated by the department teachers. Marks of the mid semester examination are uploaded in the link provided by the university. Besides, teachers assess the students on the basis of attendance, class participation, class presentation, spot quiz, assignment and poster competition.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The library of our college, which is a big and rich one both qualitative and quantitatively possess all types of text and reference books. The college has a library which is partially digitalized, a volleyball court, and badminton court, laboratories for science departments, computer lab, and class rooms accessible to washrooms and administrative building which are well maintained from time to time.</p>

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

E-governance area	Details
<p>Planning and Development</p>	<p>The College is in the process of developing e-governance. All the purchases are made through e-tender.</p>
<p>Administration</p>	<p>All notices and circulars are uploaded on the college website. All communications to different offices and individuals are made through email and WhatsApp. All minutes of different meetings are placed on the college website.</p>
<p>Finance and Accounts</p>	<p>Salary bills of the staff, GPF, arrear bills, e-scholarships are processed through HRMS IFMS</p>
<p>Student Admission and Support</p>	<p>Admission to 3 students is done through SAMS. CLCs, migration certificates and conduct certificates are issued through online mode. Mid Semester marks are uploaded in the university portal in online mode.</p>

Library has been partially digitalized.

**Examination**

Form fill up for the semester examinations, declaration of the semester results, uploading of the the results of mid-semester results, Downloading of Admit cards and Registration number are executed through online mode. Any other information related to the examination exchanged between the college and the RD Womens University are done on online mode

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Software packages for Mathematical science	Nil	04/12/2019	04/12/2019	29	Nil
2019	How to prepare SSR	Nil	07/12/2019	07/12/2019	77	Nil
2019	Understanding the connection of Mathematics around us	Nil	21/12/2019	21/12/2019	28	Nil
2019	Philosophical values in Odia literature	Nil	03/02/2020	03/02/2020	26	Nil
2019	Paramarsh Scheme	Nil	19/02/2020	19/02/2020	37	Nil

2019	Nil	Paramarsh Scheme	19/02/2020	19/02/2020	Nil	15
2019	How to take Online Class	Nil	17/03/2020	17/03/2020	27	Nil
2019	Nil	Computer Literacy	30/08/2019	30/08/2019	Nil	12
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher	1	19/11/2019	09/12/2019	21
Induction training programme	2	09/11/2019	22/12/2019	14
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	8	Nil	2

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, GIS, EPF, Rehabilitation Scheme, Maternity Leave, Medical Leave, Earned Leave	GPF, GIS, EPF, Rehabilitation Scheme, Maternity Leave, Medical Leave, Earned Leave	Student Safety Insurance, Minority Scholarships, Scholarships for SCs and STs, Drinking Water, Lavatories, common room, canteen, yoga training, Indore and Outdoor games

## 6.4 – Financial Management and Resource Mobilization

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

Institution conducts external financial audits regularly every year by an Auditing Firm appointed by the Dept. of Finance, Govt of Odisha. All UGC funds are audited by the Chartered Accountant.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Severe cyclonic storm Fani grant dept. of higher education	2300000	Infrastructure Repairing

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6.4.3 – Total corpus fund generated

8547000

## 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	Internal Committee
Administrative	Nil	Nil	Yes	Internal Committee

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

1. PTA meeting is regularly conducted. 2. The feedback received from the parents are put before the IQAC. 3. The steps are taken to address their concerns.

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

1. Orientation Programme on Computer Literacy 2. Programme on Good Mannerism 3. Library Access 4. Paramarsh Scheme

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

1. Organization of seminars, conferences, career Counseling, orientation programme and induction programme for development of students, teaching and non teaching staffs 2. Regular Sitting of IQAC Meeting in the year 3. Modernization and upgradation of Library and Science Laboratory 4. Introduction of certificate/ value added course 5. Conduct of community outreaching programmes 6. Steps have been taken to add more number of classrooms to infrastructure. 7. Some of the Hons departments have already developed their own library.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Regular conducting of IQAC meetings	25/06/2019	25/06/2019	08/05/2020	13
2019	Organizing seminars and workshops on women issues	13/11/2019	13/11/2019	08/03/2020	624
2019	Conducting career	19/12/2019	19/12/2019	28/01/2020	274

	counseling programs				
2019	Introducing more numbers of add-on courses	15/01/2020	15/01/2020	14/03/2020	807
2019	Introducing more numbers of value added courses	08/08/2019	08/08/2019	08/08/2019	875
2019	Organizing PTA meetings by all departments	16/11/2019	16/11/2019	10/01/2020	402
2019	Conducting faculty development programs and skill development programs for non-teaching staff	04/12/2019	04/12/2019	17/03/2020	251
2019	Conducting academic audit	16/09/2020	16/09/2020	16/09/2020	4
2019	Opening of Geology Course in 3 Science.	27/05/2019	27/05/2019	27/05/2019	64

[View File](#)

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Beti Bachao Beti Padhao	07/01/2020	07/01/2020	29	Nil
International Women's Day	08/03/2020	08/03/2020	88	Nil
National Girl Child Day	24/01/2020	24/01/2020	66	Nil
Awareness Programme to Stop domestic Violence	07/02/2020	07/02/2020	49	Nil

Against Women				
Human Rights Day	10/12/2019	10/12/2019	58	Nil
Seminar on Gender Sensitization	13/11/2019	13/11/2019	110	Nil
Prevention of Dowry	10/09/2019	10/09/2019	32	Nil
Impact of Social Networking Sites on Students	16/11/2019	16/11/2019	81	Nil
Prevention of Child Marriage	20/02/2020	20/02/2020	28	Nil
Health Awareness Programme for Adolescent Girls	20/12/2019	20/12/2019	83	Nil

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

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness: 1. Plantation Programme Drive 2. Stopping Use of Plastics 3. Observation of Swachh Bharat Programme 4. Observation of Energy Conservation Day 5. Awareness Programme to save Water Alternative Energy Initiatives: 1. Use of LED bulbs in stead of CFL bulbs

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	41
Rest Rooms	Yes	36
Scribes for examination	Yes	65

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	07/01/2020	1	Beti Bachao Beti Padhao	promoting female protection and literacy	29
2019	1	1	25/02/2020	1	Prevention of Child	Awareness to stop	25



					Labour	child labour in nearby village	
2019	1	1	01/08/2019	1	Swachh Bharat	Clean India	75
2019	1	1	01/12/2019	1	Observation of World AIDS Day	Aids Awareness Rally	55
2019	1	1	27/02/2020	1	Awareness Programme to Stop domestic Violence Against Women	Stopping Domestic Violence	49
2019	1	1	11/01/2020	1	Awareness Programme on Road Safety	Awareness Programme on Road Safety	67
2019	1	1	20/02/2020	1	Prevention of Child Marriage	Prevention of Child Marriage	83
2019	1	1	10/09/2019	1	Prevention of Dowry	Prevention of Dowry	32
2019	1	1	26/08/2019	1	Awareness Programme to save Water	Water Conservation	38
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of conduct for students	08/08/2019	Tulasi Women's College is situated in the heart of the city, provides quality education in pleasant surroundings. The college provides meaningful, value based education to the students. Classes start from 9.15 a.m.-3.15 p.m. in all working days. Identity cards are issued to every student. Students are advised to come by 9 a.m with their

		<p>identity cards. Dress code is compulsory for the students. Ragging in any form is strictly prohibited within the premises of college/departments. Students help to keep the institute neat and clean to maintain the greenery. Our excellent practical facilities ensure that students are encouraged to develop their skills.</p>
<p>Code of conduct for Non teaching staffs</p>	<p>25/06/2019</p>	<p>Every staff members employed in the institute shall discharge his/her duties efficiently and diligently as per the rules and regulations laid by the competent authority. Like the teaching staffs nonteaching staffs have a significant role to play in making an educational institution successful. Tulasi Women's College, Kendrapara has formulated an ideal code of conduct to be followed by all the non-teaching staff members. In the college Biometric attendance is mandatory for all the nonteaching staffs. They have to ensure their presence for 7.30 hours in the college and they are also advised to maintain logbook. The Nonteaching members are requested to maintain logbook and dully countersigned by the Head Clerk and Administrative Bursar daily. All Nonteaching members are requested to remain in the office after lunch hour i.e. (1.30 PM to 2.00 PM) otherwise the day will be treated as leave. All files must to be routed through the Head Clerk. The Dealing Assistant is requested to submit the Bio-metric</p>

attendance daily to the Head Clerk. All members are requested humbly to co-operate the administration in all activities assigned to them from time to time. The Head Clerk is requested to ensure the activities of the watchman sweepers, gardener maintain logbook.

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Seminar on Moral Education	04/02/2020	04/02/2020	120
Food Fair	30/01/2020	30/01/2020	350
World Aids Day	01/12/2019	01/12/2019	55
National Girl Child Day of India	24/01/2020	24/01/2020	66
Republic Day of India	26/01/2020	26/01/2020	362
Energy Conservation Day	14/12/2019	14/12/2019	66
Swachh Bharat	01/08/2019	14/08/2019	75
Independence Day	15/08/2019	15/08/2019	465
Observation of 150th Birth Anniversary of Mahatma Gandhi	18/02/2020	18/02/2020	117
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#### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Active functioning of Eco Club for promotion of eco-friendly practices inside the college. 2.Plantation of Trees and Seasonal herbs 3. Campus Cleaning program under Swachha Bharat Mission 4. Gradual use of LED Bulbs in stead of CFL bulbs 5. Plastic free Campus

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices 2019-20 A. Academic Achievements for the year 2019-20 1. Certificate Courses: Certificate courses play a key role in personal growth, career advancement, financial reward, professional recognition by developing a better professional career. It helps an individual's competency in and commitment for the profession and builds expertise in his professional subject area that leads to good employment opportunities with official and public recognition and greater career progress. In order to enhance the academic performance and credibility and confidence of the students, Tulasi Women's College provides various job focused certificate courses to the students such as spoken English, Tourism Management, Retail Management and food processing.

The curriculum of these courses is designed in such a manner that it develops the knowledge and practical field. Hence these certification courses have helped the students to get the detailed knowledge and to learn how to utilize it in their practical fields and work environment. Thus the students have acquired the necessary skills to stay competitive and will also help them in quick advancement in their career and to reach a new height in future. 2. Value

Added Courses: Tulasi Women's College offers a wide variety of value added courses which are conducted after class hours and with the experts. These courses are Translation studies, Preparation of Bio Fertilizer, Quiz Food Nutrition and Creche Management. The value added courses may benefit the students by augmenting aptitude skills, technical knowledge, ability to become creative in professional life and can expose them to recent trends in the core field. It will further help the students to enhance the skills of working in a team, develop trust, effective time management, handling failures and following the rules of health benefits. Objectives: The value added courses are designed to develop the students inner qualities with the following objectives : • To develop their own skills in their chosen field of the study. • To help the students for meeting the professional need by extending the existing curriculum. • To make students confident by acquiring more advanced information. • To bridge the gap between old and new technology in the occupational structure. • To provide an opportunity to students to develop inter-disciplinary skills. • To promote ethical values and inculcate organizational behavior. • To train them to use language effectively to face interviews, group discussions and public speaking. • To gain knowledge, which will enable them to face the formidable challenge of the future 3. Intellectual

Property Right: Intellectual property is an entirely human creation and it comes within the common law and statutory laws protecting such creations. Intellectual property rights are intangible rights that protect the product of one's intelligence, activity and invention. Intellectual property Rights refers to the legal rights given to the inventor or creator to protect his invention or creation for certain period of time. IPR is important as it fosters innovation. Without IPR the individuals cannot keep the full benefits of their inventions. As the demand of the present time is to focus on innovation, research and creation, so in order to foster a creative and innovative spirit among the students, in Tulasi Women's College seminars have been arranged on IPR where the intellectual persons have joined as resource persons and have imparted their brilliant knowledge in and information about IPR. The

discussions have made the students aware about IPR and its many benefits. They have also learnt how to safeguard their creations giving them a competitive edge over their peers. 4. MOU Signed: Mou is a multilateral agreement among multiple educational institutions for cooperative efforts. It allows the institutions for the interchange of the faculty members, students activities, academic and research information between the institutions. Our college has signed MOU with some colleges viz, Birupa College, Marshaghai College and Indupur College. This is beneficial for the institution by reducing the level of uncertainty between the involved parties because the document usually highlights the expectations and objectives and prevents possible future disagreements. An MOU provides ease of exit, as any party that finds the

objectives and goals not being met can easily end the agreement. 5. Faculty Awarded Awards show the approval and gratitude for each person's good job. It gives recognition to the hard work and achievement of a person. Faculties play an important role in helping the institution to achieve its goals, visions and missions. These honors recognize the faculty member's excellence and bring distinctiveness for the institution. With a high rank of a major educational institution, Tulasi Women's College also possess the honor of being enriched with many awarded faculties as its dignified members. Around ten faculties have been awarded by different social and educational institutions for their significant contributions in different fields. It is a proud privilege on the

part of the college and for this, the college enjoys a high and dignified status. 6. ICT and teaching-learning process: Importance of ICT in teaching learning process ICT is everywhere in today's classrooms with more teachers using technology than ever before with the application as educational Technology. Students can independently progress in mastering teaching materials. Teachers have to be motivated to use the same because the use of educational Technology in teaching provides better interaction with students while receiving knowledge through visual, auditory and kinesthetic way. Among other things, an educational technology motivates students to work independently where the student is more motivated to return to learning and working because modern technical equipment is widely available at any moment.

7. ICT in the College: In our TWC there are 41 computers with internet and browsing facility. Students can use computer lab at any moment for their problem facing in educational section. They can search prepare their educational material for their future purpose. Students are also able to prepare PPT for their projects seminars this computer lab. In our college there are one computer lab having 41 systems internet connections and two browsing centers office work is being done with the help of 8 computer systems. Ten laptops have been provided to the meritorious students of our college. These will benefit the students by enhancing their foresight.

B. Environmental Sustainability Environment means anything that surrounds. It can be living (biotic) or non-living. It includes physical, chemical and other natural forces in the environment. There are different interactions between animals, plants, soil, water and other living and non-living things. Sustainability improves the quality of our lives, protects our ecosystem and preserves natural resources for future generations. Going green and sustainable is not only beneficial for the institution it also maximized the benefits from an environmental focus in the long term. Tulasi Women's College has a great contribution in maintaining Environmental sustainability. Different initiatives like awareness programmes and activities have been taken by the institution to make the campus eco-friendly which are as follows: -

- Active functioning of Eco-club for promotion of eco-friendly practices inside the college.
- Plantation of trees and seasonal herbs.
- Campus cleaning programme under Swachha Bharat Mission.
- Gradual use of LED bulbs in stead of CFL bulbs.
- Plastic free campus.
- Programmes to create Environmental Consciousness
- Plantation programme Drive.
- Avoid using of plastic.
- Observation of Swachh Bharat Programme.
- Observation of Energy conservation Day.
- Awareness programme to save water

Alternative Energy initiatives.

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

[https://tulasiwomenscollege.org.in/naac/30\\_Best\\_Practices\\_2019-20.pdf](https://tulasiwomenscollege.org.in/naac/30_Best_Practices_2019-20.pdf)

### 7.3 – Institutional Distinctiveness

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

Institutional Distinctiveness 2019-20 Headquarters of Kendrapara District is well known as the Tulasi Khetra. Epics says that Lord Balram killed Kandrakura here. Then he married his daughter Tulasi and settled here. Since then the place is known as Kendrapara. In 1st April, 1993 Kendrapara District was created from the mother District Cuttack. Kendrapara is the administrative headquarters of Kendrapara District 1.TWC was established in the year 1979, before the district came into being, by some of the women leaders of the locality, who have not got higher education, but dreamt of empowering women of the district and of the nearby districts through higher education. Now, this is the oldest and biggest Women's college in the district and of the nearby districts also. 2.Agriculture is the prime source of income of the district. A

little more than 70 percent people dependent on agriculture.. The economy of the district is mainly dependent upon cultivation. Out of 100 workers in the District 68 are engaged in Agricultural sector. The economy of the District is primarily rural and based on agriculture and allied activities. More than 75 percent of the total population earns a livelihood from the primary sector. The District is one of the relatively developed Districts particularly in the field of education. Though the college is in the district headquarter town, it mostly caters the educational needs of the students of rural background who belong to agricultural and wage earning communities who belong to BPL category.

3.Kendrapara is a multicultural society people of different caste and creed find their place in the district. TWC has become a centre of learning for the students of diversified background

Provide the weblink of the institution

[https://tulasiwomenscollege.org.in/naac/31\\_Institutional\\_Distinctiveness\\_2019-20.pdf](https://tulasiwomenscollege.org.in/naac/31_Institutional_Distinctiveness_2019-20.pdf)

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

1. In order to mend the academic disruption due to Covid 19 to some extent, classes shall start on the virtual mode. 2. Each department shall organise national and state level webinars at least two in numbers during pandemic period. 3. In order to keep students and youth engaged, quiz competitions shall be organised in regular intervals by the IQAC and the dept. of Education. 4. All the faculties shall participate in National and International webinars organised by our college or other educational institutions. 5. Awareness programmes shall be organised by the IQAC and NSS on how to maintain covid appropriate behaviour. 6. Masks shall be distributed to the vulnerable sections of the society. 7. Faculties were advised to be in touch with mentee students in order to provide them emotional and educational counselling.