



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

##### 1.Name of the Institution

B. J. B. AUTONOMOUS COLLEGE

- Name of the Head of the institution **Dr. Niranjan Mishra**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**
- Phone No. of the Principal **06742436971**
- Alternate phone No. **06742436971**
- Mobile No. (Principal) **9437331075**
- Registered e-mail ID (Principal) **bjbcollege123@gmail.com**
- Address **At: Lewis Road, P.O. BJB Nagar**
- City/Town **Khurdha, Bhubaneswar**
- State/UT **Odisha**
- Pin Code **751014**

##### 2.Institutional status

- Autonomous Status (Provide the date of conferment of Autonomy) **01/10/1999**
- Type of Institution **Co-education**
- Location **Urban**

- Financial Status **UGC 2f and 12(B)**
- Name of the IQAC Co-ordinator/Director **Chinmoy Krishna Patel**
- Phone No. **06742436971**
- Mobile No: **9437116728**
- IQAC e-mail ID **bjbcollege123@gmail.com**

**3.Website address (Web link of the AQAR (Previous Academic Year)**

[http://www.bjbcollege.in/Application/uploadDocuments/Content/AQAR-Report-2019-20\\_file.pdf](http://www.bjbcollege.in/Application/uploadDocuments/Content/AQAR-Report-2019-20_file.pdf)

**4.Was the Academic Calendar prepared for that year?**

**No**

- if yes, whether it is uploaded in the Institutional website Web link:

**5.Accreditation Details**

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
<b>Cycle 1</b>	<b>A</b>	<b>89.00</b>	<b>2004</b>	<b>16/09/2004</b>	<b>16/09/2009</b>
<b>Cycle 2</b>	<b>A</b>	<b>3.19</b>	<b>2016</b>	<b>02/12/2016</b>	<b>01/12/2021</b>

**6.Date of Establishment of IQAC**

**01/06/2005**

**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
<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>	<b>Nil</b>

**8.Provide details regarding the composition of the IQAC:**

- Upload the latest notification regarding the composition of the IQAC by the HEI [View File](#)

**9.No. of IQAC meetings held during the year** **2**

- Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? **Yes**

- If No, please upload the minutes of the meeting(s) and Action Taken Report **No File Uploaded**

**10. Did IQAC receive funding from any funding agency to support its activities during the year?**

**No**

- If yes, mention the amount

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

05 During the session 2020-2021, the college remained closed due to shutdowns caused by the Covid-19 pandemic. So the College focussed only on holding of online classes, timely completion of the curricular requirements and to conduct the examinations with publication of final result within a stipulated time.

**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
Maintenance of Student Data Base	updated
Installation of Fire safety alarm system in the Administrative Block	Installed
Conducting of Online classes and Examinations for all semesters	Classes and Examinations were conducted successfully
Constant interaction of students with established and renowned alumni	Target Achieved through 'Mo college' Program
Completion of Construction of Boys' Hostel	Work in Progress by the Govt. of Odisha
Revised Question Bank as per new CBCS syllabus	Target not achieved
Providing of Marksheets and Certificates online	Target not achieved
Maximizing Alumni involvement through MO College Portal	Target Achieved through 'Mo college' Program

**13. Was the AQAR placed before the statutory body?** Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Academic council	13/04/2022

**14. Was the institutional data submitted to AISHE ?** Yes

- Year

## Part A

### Data of the Institution

<b>1.Name of the Institution</b>	<b>B. J. B. AUTONOMOUS COLLEGE</b>
• Name of the Head of the institution	<b>Dr. Niranjan Mishra</b>
• Designation	<b>Principal</b>
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• Location	<b>Urban</b>
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• Phone No.	<b>06742436971</b>

• Mobile No:	9437116728				
• IQAC e-mail ID	bjbcollege123@gmail.com				
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<b>Academic council</b>	<b>13/04/2022</b>				
<b>14.Was the institutional data submitted to AISHE ?</b>	<b>Yes</b>				
<ul style="list-style-type: none"> <li>Year</li> </ul>					
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<b>01/07/2020</b>	<b>31/01/2022</b>				
<b>15.Multidisciplinary / interdisciplinary</b>					
<p>Interdisciplinary courses are introduced in the institution in order to emphasize the need to bring multiple disciplinary perspectives to bear on real-world issues. In this context, individuals know what kinds of information are needed and where to find that information. By requiring students to work on such problems, interdisciplinary education develops a number of intellectual skills. These include skills in Problem solving, critical thinking, evaluation, synthesis and integration. The purpose is to develop ability to see and employ multiple perspectives; to encourage tolerance and regard for alternate perspectives ; to increase their willingness and capacity to question assumptions about the world and about themselves; to promote the ability to think in creative and innovative ways; and to create sensitivity to disciplinary and other biases. Also interdisciplinary courses promote faculty development, offers faculty the opportunity to explore new areas of interest and collaborate with colleagues, and thereby expand their knowledge and skills. some of interdisciplinary courses like information technology, Environmental Science &amp; Disaster Management, Quantitative aptitude &amp; logical thinking and Ethics have already been introduced as compulsory subjects in order to create awareness and analytical bent of mind.</p> <p>General education distribution requirements, filled by allowing</p>					



students to choose from a variety of introductory courses in selected disciplines, are complemented by a core of interdisciplinary Courses common to all students in the institution. Fieldwork, Service learning and travel study courses are introduced for final year students in Anthropology.

#### **16.Academic bank of credits (ABC):**

Though the college adopts National Academic Depository scheme for storage of maresheets of students, Utkal University has not yet adopted Academic Bank of Credit system. Since it is a Government Autonomous College, Academic Bank of Credit system will be implemented in the college after introduction and approval of of the system by the Government.

#### **17.Skill development:**

It has been a prerequisite for all staff and students to update their knowledge and skills with the rapidly changing technological advancements in the field of ICT. We have highlighted activities related to promotion of college Social responsibility and skill development Initiatives of the Staff and students as two best practices unique to our college.

1. Title: Promoting College Social Responsibility: Our Students are engaged as SPO by Commissionarate Police to maintain traffic in Bhubaneswar city during rush hour, earning some money in return. This is "Earn while you Learn" Programme. The objective is to enable our students to develop social consciousness and civic responsibilities.

- A Course on "Ethics and Values" introduced w.e.f. 2021 to promote Social ethics and Communal harmony.
- We collaborate with Utkal University to carry out Campus cleaning programme by volunteers.
- Students undertake industry/company related, result-oriented research projects that contribute to positive growth of the society.

Besides, in SEC Papers, Communicative English, Quantitative Techniques and logical reasoning courses are introduced in order to provide various the skills for solving various problems which help students in appearing at various competitive examinations.

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

During the Covid-19 pandemic, all the classes relating to Indian Languages (Odia, English, Hindi and Sanskrit) were conducted Online. Cultural awareness and expression are among the major competencies, the development of which was promoted among students in order to provide them with a sense of identity and belongingness as well as an ability for appreciation of other cultures and identities. The happiness/well being, cognitive development and cultural identity of individuals were given due importance at all levels of education. The holding of various themed extracurricular competitions also provides the HEI with the opportunity to inculcate Indian values in the students.

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

Foremost in pursuing an outcome based education, the HEI has determined and framed the vision and mission statement of each constituent department, and that of the College itself. Thus, the academic leadership and the teachers are aware of their long-term and short-term goals in clear terms. Further, The HEI has carefully designed, and disseminated the Program Outcomes(PO), Program Specific Outcome, and Course Outcomes(CO) among the stake-holders. The Syllabus on the current curriculum is meticulously designed to cater to the needs of the students vis-a-vis the imperatives of the present-day world. The design of Courses are guided by the principle of developing the Cognitive, Affective and Psychomotor skills of the learners. At the teacher's level, this principle is implemented by preparation of elaborate lesson plans, keeping in view the major and minor objective of the learning experience. In the cognitive domain, Students are imparted with knowledge, comprehension and encouraged to develop an analytic bent of mind. But the significant basis is on the ability to apply the knowledge that has been gained. Specific pedagogical practices achieve these objectives. The HEI uses mid-semester and end semester student evaluations to gain feedback on the efficacy of the course design.

#### **20.Distance education/online education:**

There are two University study Centres operating for the college premises, namely Odisha State Open University (OSOU) and Indira Gandhi National Open University (IGNOU). Our staff remain in charge of co-ordinator of various programmes offered by those

Universities. Some of the staff belonging to the HEI are engaged in taking online as well as offline classes in those programmes. They are also engaged as evaluators for various courses offered by those universities. The college also conducts induction programmes for new entrants admitted into various courses. The college also conducts examinations for various courses offered by those universities. The marks secured by the students are sent online to the Head Office for publication of results.

## Extended Profile

### 1.Programme

1.1

35

Number of programmes offered during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

### 2.Student

2.1

5728

Total number of students during the year:

File Description	Documents
Institutional data in Prescribed format	<a href="#">View File</a>

2.2

2706

Number of outgoing / final year students during the year:

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

2.3

2949

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

File Description	Documents
Institutional Data in Prescribed Format	<a href="#">View File</a>

<b>3.Academic</b>	
3.1 Number of courses in all programmes during the year:	<b>873</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.2 Number of full-time teachers during the year:	<b>133</b>
<b>File Description</b>	<b>Documents</b>
Institutional Data in Prescribed Format	<a href="#">View File</a>
3.3 Number of sanctioned posts for the year:	<b>96</b>
<b>4.Institution</b>	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	<b>1338</b>
4.2 Total number of Classrooms and Seminar halls	<b>74</b>
4.3 Total number of computers on campus for academic purposes	<b>244</b>
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	<b>24156905</b>

## **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 learning experiences for different programmes of B.J.B. Autonomous College are designed and delivered keeping in mind the contemporary content of the relevant domain, best Discipline practices adopted by the leading centres of learning, and specialized skill areas specific to different programmes. These learning experiences are linked to the learning goals for each programme. Academic inputs in a particular programme are approved by Board of Studies (BoS) of the respective disciplines. Each Board of Studies (BoS) largely comprises of internal faculty members and statutory external members. The objective of the board of studies is to examine, synchronise and align curriculum structure in response to referrals made by the faculty members.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

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

10

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

213

File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	No File Uploaded
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

01

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

35

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>

## 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

The Staff members of the institution are governed by the service

and conduct rules of the Government of Odisha, and are guided by the traditional high ideals of the teaching profession and institutional guidelines of professional conduct.

The institution incorporates gender equity into every aspect of operational procedure. Inbuilt mechanisms ensure that there is no discrimination on the basis of gender. The Internal Complaint Committee, Sexual Harassment Cell, Anti-ragging cell, Proctorial committee etc are some of the Internal bodies whose core mandate is to ensure fairness and justice, irrespective of gender identity, and to ensure maintenance of a peaceful and harmonious academic environment.

Various bodies within the college foster the inculcation of noble human values into the students' personality. In a number of programmes, there is ample scope of imparting the students with clear social and developmental perspectives, through fieldwork and student projects. The activities of the NCC, YRC, NSS are directed at nurturing and spreading the message of compassion, devotion to duty, fellow-feeling and selfless service among the students.

Commitment to maintenance of a clean environment and sustainability are core principles ingrained in the institutional character. Environmental science forms a basic component of the College curriculum.

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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

NIL

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

### 1.3.3 - Number of students enrolled in the courses under 1.3.2 above

0

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

### 1.3.4 - Number of students undertaking field work/projects/ internships / student projects

1358

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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 C. Any 2 of the above



File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/Student_Feedback_on_Curriculum_-2020-2021.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/Student_Feedback_on_Curriculum_-2020-2021.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 1.4.2 - The feedback system of the Institution comprises the following

#### B. Feedback collected, analysed and action taken

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/STUDENT_FEEDBACK-ARTS-COMMERCE-SCEINCE-2020-2021.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/STUDENT_FEEDBACK-ARTS-COMMERCE-SCEINCE-2020-2021.pdf</a>
Any additional information	<a href="#">View File</a>

### 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

2853

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

893

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 classes offer 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, diffident 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 being faced by them in benefitting from the lectures, or in the practical classes. This information is informally shared with other teachers of the department 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 HEI, the Board of conducting Examiners in each programme analyses the result statistics and gets an 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 under-performing students. In pursuance of this strategy, 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	No File Uploaded
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	3022	133

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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:

Being a Government Autonomous college, there is a scope of study tour and project work in the course curriculum. Students Choose the subject and prepare the projects under the Guidance of Teachers. Under new CBCS system, students are also provided with the option of choosing the subjects of another stream. Besides this, there is a Remedial class undertaken by each Department for improving the Academic skill and proficiency of the students. In addition, students are required to carry out dissertation work as part of the curriculum and also many of them also opt to carry out internships in external institutions. In addition, every department also conducts students seminars to inculcate participative learning in the students.

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

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

Three numbers of dedicated Smart classrooms have been commissioned in the institution under a programme by the Higher Education department of the Government of Odisha. Besides, most of the academic departments use laptop, tablets and desktop computers, LCD projectors, sound amplification system, and the ubiquitous smartphone in imparting of academic instruction and the conducting of seminars and meetings. ICT-enabled learning tools such as PPTs, video clips and e-resources are used by teachers of the college to provide the students with advanced knowledge and practical training. There is extensive use of e-platforms like Google Meet,

Whatsapp and Zoom to impart academic instruction and to conduct webinars. The HEI has Access to INFLIBNET-M facilities since 2016. Consequently, Shodh ganga, ShodhSindhu, e- PG Paathshala etc can be accessed by authorised persons of the college.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="http://www.bjbcollege.in/content/27/30">http://www.bjbcollege.in/content/27/30</a>
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

133

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

This is a Government Autonomous college and the Academic Calendar is provided by the Dept. of Higher Education, Govt of Odisha. However the college prepares its own schedule for Mid-semester and End-Semester Examinations for both Odd & Even Semester Examinations. Every Department maintains lesson plan and Progress register for Proper monitoring of Academic progress of their courses. The college also prepares a Calendar for Academic, cultural and physical activities centrally and Departments are also encouraged to organise Academic and cultural events individually. As Per Department of Higher Education of Odisha initiative, a 'JUBA SANSKAR' Programme has been started for awareness of Social and Health issues among students. Every year the Govt. of Odisha transmits academic calendar to be implemented by all HEIs. For the session 2020-21 no such circular has been issued, and the institution acted as per the broad guidelines of previous year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

91

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

55

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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

variable

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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

Within 45 days from the date of last semester-end/ year- end examination

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

66

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
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. Internal assessment is done through Mid-Semester before End-Semester Examination. 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 UG, PG & Int. PG Programmes except

for B.Ed. programmes which is based on Annual pattern of Examinations.

- One time Examination Card generation through SAMS for Regular UG programs.
- Online form fill up for the examination.
- Coding of answer booklets.
- Declaration of results within 45 days from the date of examination.
- Publication of Mark sheets in NAD portal is done from 2012 admission batch onwards.
- On Time Graduation lists have been displayed in College Website.
- During the COVID-19 Pandemic Period, the Collegesuccessfully conducted the Mid-Semester, Practical and End-Semester Examinations in the Online mode.
- Credit and Grade Point system has been introduced since 2015.
- Quick Grievance Redressal Management has been developed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 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

Program Outcomes and Course Outcomes for all programs offered by the Institute are clearly stated, displayed on the college website and communicated to teachers and students. This practice enables prospective and current students to gain an idea of the scope and content of the curriculum. Again, in the initial classes at the commencement of each semester, teachers orient the learners to the overall dimension of the courses and also relevance of the course content in the context of current social and global trends.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

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

The continuous evaluation of the students through examinations serves as the foremost means of evaluating the Programme Outcomes and Course Outcomes. The progression of students to enroll in higher degrees, and their success in acquiring jobs validates the programme outcomes as envisaged by the HEI. Further, the negligible rates of dropout from programmes also indicates the academic soundness of the POs and COs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

### 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

2706

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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

[http://www.bjbcollege.in/Application/uploadDocuments/Content/Students\\_Satisfaction\\_Survey- Arts-Commerce\\_Science\\_-2020-2021.pdf](http://www.bjbcollege.in/Application/uploadDocuments/Content/Students_Satisfaction_Survey- Arts-Commerce_Science_-2020-2021.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

There is no specific research policy in the college. However, students are provided with all kinds of available facilities, including departmental and central libraries in the respective departments and college involving execution of different projects and dissertation works. They use departmental seminar library and college library as resources for their project works. E- Resources are also provided to them for research and study purposes. The college also provides internet facility to the teachers and the students. Individual departments are entrusted with the upkeep and updation of their respective laboratories.

The teachers of the college abide by the rules and regulations of the Government of Odisha and other bonafide funding agencies, as applicable, in conduct of their research work.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	<a href="http://www.bjbcollege.in/content/41/118">http://www.bjbcollege.in/content/41/118</a>
Any additional information	No File Uploaded

### 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)

Nil

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

### 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)

4.12

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

10

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

1

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

## 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 the academic departments to come up with innovative ideas for the welfare of the students. The students are given opportunity to experience research activities through execution of student projects, fieldwork. In the social sciences, fieldwork activities enable students and faculties to engage with the community. Development

of entrepreneurial attitude is integral to the curricular content of some departments, notably Commerce and Business Management. Most of the Self-Financing programs are focussed on imparting critical entrepreneurial skills to the students.

File Description	Documents
Upload any additional information	No File Uploaded
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

29

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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

E. None 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	No File Uploaded
Any additional information	No File Uploaded

### 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**

10

File Description	Documents
URL to the research page on HEI website	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/Research Policies and Procedures FINAL 07-12-2021 2.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/Research Policies and Procedures FINAL 07-12-2021 2.pdf</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

1

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

variable

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

14

File Description	Documents
Any additional information	<a href="#">View File</a>
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

N.A.

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
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)

Nil

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
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	No File Uploaded

### 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

Five Volunteers from the N.S.S. unit of this college attended the Mega-cleaning programme at Utkal University, Vani Vihar, Bhubaneswar from 09-11-2021 to 23-11-2021 on the occasion of the celebration of Utkal University Foundation day. The programme was aimed at emphasizing the crucial role of individual citizens in maintaining cleanliness of the nation, and that we ought to change the mindset of entrusting this responsibility to sanitation workers alone.

On the 20th of October, 2021, twenty volunteers of the NSS unit of this College participated in a programme (in which a procession was held from the City Headquarters of Commissionerate of Police to Surya Dwar Gate of 120 Infantry Battalion) to welcome the 'Swarnima Vijaya Mashaal' in commemoration of the 50th Anniversary of the supreme sacrifice of Indian Soldiers leading to victory in the 1971 War. The students were imbued with the message of valour, patriotism and sacrifice.

Two NSS volunteers Participated in a National Integration Camp held at SOA university, Odisha from 15.12.2021 to 21.12.2021. Participation in this Programme, based on the NSS motto, sensitized the Volunteers to the objective of building a better world for unity and Peace.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

02

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
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)

22

File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

243

File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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



16

File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	No File Uploaded

### 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)

Nil

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
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 has adequate infrastructure in the form of 68 classrooms, 3 seminar halls, 3 Smart class rooms 19 laboratories for conducting pedagogical and academic activities. Besides these, the B.Ed and MSW departments of the college and all the Self-financing Departments of the college have also been allotted with rooms to be used as classrooms and laboratories. A master time table is prepared at the commencement of the academic session and circulated to the students and the members of the staff. The time-table is prepared by keeping student strength of each class in consideration. Some of the departments have exclusive access to their departmental classrooms. Most of the rooms are used on common basis. Allotment of classrooms and laboratories to different classes are made on the basis of student strength of the class, so that sufficient social distancing could be practised during pandemic period.

Likewise, the college proactively promotes nurturing and development of computing skills among the staff and students. To this end, departments are suitably equipped with computing equipment such as desktops, laptops and LCD projectors for teaching-learning purposes. The college also provides free Wi-Fi to the academic community to enable access to online resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollge.in/content/27/28">http://www.bjbcollge.in/content/27/28</a>

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

The college has a playground of 22317sq.mts, which is used for athletic and sports practice by the students of the institution, and also is used for holding Annual athletic meet and various sports competitions throughout the year. The college also has a basketball court within its premises. The students of the college are provided with sports equipment, as and when needed, by the Athletic Association of the college, which operates under the supervision of designated teachers. The Athletic Association also carries out selection of students to represent the institution in extramural competitions. Besides, the Boys' Common Room and the Girls' Common Room also provide members with facilities for board games for recreation.

Room No. 102 of the college is a multi-purpose Hall which serves as the auditorium, in which cultural competitions, events and performances are organised at various times. This hall also serves as the venue for faculty and student meetings, seminars and other large-scale events aimed at enhancing and promoting cultural sensibilities of the students. Cultural activities could not be conducted during 2020-21 due to Covid-19 restrictions. The college does not have an earmarked Yoga Centre, but Yoga activities used to be conducted in the college in pre-Pandemic period.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.bjbcollege.in/content/9/25">http://www.bjbcollege.in/content/9/25</a>

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

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

10366422

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
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)

B.J.B. (Autonomous) College has a big library having an accession of nearly about 40,000 books, 5129 No. of journals etc. In the year 2016 partial Automation on the library was carried out. Library Automation was assigned by the college to CSM Technologies Pvt. Ltd. (Level- 6, Acharya Vihar, Bhubaneswar).The Automation work was carried out using LIBMS of version LMS 1.0. By the end of 2016, all books had been automated.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollege.in/gallery/18">http://www.bjbcollege.in/gallery/18</a>

**4.2.2 - Institution has access to the following: A. Any 4 or more of the above e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources**

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

**INR 221863**

File Description	Documents
Audited statements of accounts	<b>No File Uploaded</b>
Any additional information	<a href="#">View File</a>
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

**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**

**21**

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

The institution follows the Government of Odisha Higher Education department IT Policy on Wi-Fi. The allocated budget for updating the IT facilities was Rs. 29,09,632 (Dated 12.11.2015). Our Wi-Fi System has Five links: (1) BJB WIFI (2) Netgear 11na (3) Netgear 5ga (4) Netgear 11ng and (5) BJB Wi-Fi 5ga. Each link has a bandwidth of 30 Mbps. The institution aims at enhancing the bandwidth provision to 100 bps shortly. The institution has a central Wi-Fi Facility hired from BSNL. The annual budget for the purpose is Rupees 7,00,000/-.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3022	244

File Description	Documents
Upload any additional information	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus C. 20 Mbps - 35 Mbps

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: C. Any two of the above  
Facilities available for e-content development Media Centre

### Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://myeclass.alademy/course/view.php?id=2006">https://myeclass.alademy/course/view.php?id=2006</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)

7319979

File Description	Documents
Audited statements of accounts	No File Uploaded
Upload any additional information	<a href="#">View File</a>

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 Heads of the Different Departments and sections are entrusted with the responsibility for supervising regular maintenance of computers and different equipments in their respective charge. Maintenance of classrooms and the laboratories and other civil infrastructure, including the playground, is monitored by designated staff members, and necessary repair or renovation is executed by the relevant Government Department. The Library Committee of the meets at regular intervals or in extraordinary sessions for facilitating the smooth running of the library activities. Allocation of classes to different classrooms and laboratories are maintained by the Officer in charge of Time Table.

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

## 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

754

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**      **B. Any 3 of the above**

File Description	Documents
Link to Institutional website	<a href="http://www.bjbcollege.in/gallery/18">http://www.bjbcollege.in/gallery/18</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

51

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	No File Uploaded
Upload any additional information	<a href="#">View File</a>



## 5.2 - Student Progression

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

81

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

418

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

53

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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**

04

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

There is provision of student council / Union in the college. Students' representatives are elected to different academic and administrative bodies/ committees every year. For the last couple of years, due to some administrative reasons and COVID-19 pandemic, Government have stopped election to Students' Union. However, students' opinion and feedback is solicited in all curricular and co-curricular activities for better output.

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

12

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded

## 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 and its chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services . BJB Friends is a registered Alumni Association of BJB Autonomous College with Regd. No. 4548-471 of 1992-93, dated 21.10.1992. The

association has hundreds of registered alumni in the college data base. There are frequent interactions between alumni and the college on various events and platforms. On 27th Feb 2021, a Special Interactive Session was conducted to improve the think tank to build a future roadmap for the college with the presence of Chairman MCAPS - Sri Akas Dasnayak and Various eminent Alumni of the college including Hon'ble MP Sri Ashok Panda and many more along with the faculties of the College who are also proud alumni of the college.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

#### 5.4.2 - Alumni's financial contribution during the year

C. 5 Lakhs - 10 Lakhs

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

**Mission :** "Learning for leadership" **Vision:** "Meritum Ethics"

As per Government decision and due to Covid-19, the college adopted an alternative evaluation method in place of cancelled examinations. All the staff members participated in conducting online classes & online examinations. "Blended Learning" in the form of "Guided self study" Covering 25% of the Syllabus was introduced. In order to facilitate easy access, guidance on quality e-Learning e-sources were provided for students' self-study. A meeting of faculty members was held on 01.11.2021 relating to annual performance milestones for 2021-22 relating to Student career advertisement, personal management, Governance, Satisfaction surveys, Non-civil works expenditure and data entry on Online Management Information System. In a move towards commemorating 75 years of India's independence, vigilance awareness week was observed from 26-10-21 to 01-11-21 with the

theme "Independent India @75: self-Reliance with Integrity by taking the integrity pledge. Biometric attendance for all staff has been introduced. E-service book updation of employees was completed in 30.11.21. Minimum 7 hrs of stay per day is compulsory for all staff of the college.

Efforts are made for active and continuous development of human resource in the direction of Universal Happiness through academic, cultural and physical activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.bjbcollge.in/content/9/117">http://www.bjbcollge.in/content/9/117</a>

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

The Principal has formed different decentralised committees and societies consisting of members of different teaching staff, such as Academic Advisory Council, Admission Committee, Anti-ragging Cell, Athletic Club, Career Counselling, Campus Cleaning, Distribution of Works among Bursars, Development Committee, Scholarship Committee, Self-Financing Course Management committee etc. All the committees and bodies meet several times during each year.

Abhiram Biswal, H.O.D, Political Science was deputed to Regional office, NABARD, Bhubaneswar on 26-10-2021 as guest speaker to address their staff on "Importance of Values, Ethics in public life - A Reflection on Gandhian approach". The students participated in Inter College Debate / Essay & Quiz competitions on the 26th, 27th & 28th October, 2021 organised by S.P., State Vigilance Academy Bhubaneswar on the eve of vigilance awareness week. Admission/Re-admission/ Issue of Admit Card/Form fill up were made online through SBI Collect. NSS Volunteers were deputed to welcome the "Swarnima Vijaya Mashaal" on 29.10.2021 organised by Utkal University, Bhubaneswar. During Covid-19, Bhubaneswar Municipal Corporation (BMC) conducted Antigen/RTPCR test in the college on 26-11-2021. Books on "Communicative English" & "Quantitative Aptitude & logical Reasoning" were distributed to students.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

Government in Higher Education Department have formulated common minimum programmes for each institution. Common minimum programmes formulated by the Government are implemented in true spirit and letter.

Construction of 600-Seated boys' hostel & 585-Seated Ladies' hostel is going on for better accomodation of students. Renovation of BJB Friends (Alumni) office was made and it was inaugurated by Hon'ble Minister of Science & Technology, Govt.of Odisha. Two virtual classrooms were made for students. The YRC Unit of the college organised a cluster level YRC volunteers' study-cum-training camp, Bhubaneswar region from 07.10.2021 to 09.10.2021. A talk on "How to prepare for civil services" followed by an interactive session was held on 09-11-2021 by the Career Counselling Cell of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
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.

As far as the organogram is concerned, there is an Executive Committee of the college which plans, monitors and executes the programme. The committee is headed by the President, and the Principal as Ex-Offcio General Secretary. 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. They are supported by Demonstrators / Lab Assistants/ Store Keepers and other Group D employees. The Principal runs the college administration with the help of HODs and other officials of his office. Staff members of the college have been assigned different co-curricular and extracurricular responsibilities for smooth management of the college. The college has a well-defined structural framework of statutory and non-statutory bodies to oversee the operational aspects of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="http://www.bjbcollege.in/content/9/117">http://www.bjbcollege.in/content/9/117</a>
Upload any additional information	No File Uploaded
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

B. Any three of the above

File Description	Documents
ERP (Enterprise Resource Planning) Documen	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

This is a Government undergraduate college, and all welfare measures of the Government in general are implemented in the Institution. Teaching staff have avenues for their Career development in terms of attending workshops, Orientation and Reresher Courses and also of availing study leave for Ph.D. & Post-Doctoral work. Similarly,

the non-teaching staff are also provided with training related to office management, Accounts, Administration etc by the Government. Besides this, there is provision for Progression of Career in Administrative and Revenue services.

Grade-4 employees have provision of appointment of their legal heirs under Rehabilitation assistance Scheme(RAS) in case of Premature Death.

File Description	Documents
Upload any additional information	No File Uploaded
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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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.)

32

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
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

External financial audit is conducted yearly by the Government and A. G. Odisha in the college. The college authorities provide all kinds of assistance to facilitate the process of auditing by presenting relevant files, bills, vouchers, orders, Cashbook etc as and when demanded. Similarly, instant verification of bills, vouchers, cashbooks are done regularly. Audit objections are complied as per the suggestions made by the audit team.

File Description	Documents
Upload any additional information	No File Uploaded
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	<a href="#">View File</a>
Any additional information	No File Uploaded

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



It being a Government institution, all the financial aspects of the institution are conducted as per the prevailing government regulations. 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. A senior officer is designated as the Accounts Bursar, who is responsible for ensuring adherence to government-stipulated financial norms.

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, in conformity with NAAC guidelines, acts as a catalyst of the academic & extracurricular activities and infrastructural augmentation of the college. To maintain the continuity of academic discourse, several webinars were organised by the college in the period under consideration, despite recurrent disruptions posed by the Covid-19 pandemic. The college website has been improved and continues to be improved to facilitate dissemination of institutional information in a easily-navigable manner, and constant effort has been made to incorporate greater volume of information relating to various activities of the college. To meet the residential needs of students from all across the state and beyond, hostels inside the campus with sufficient accommodation capacity are under construction.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollege.in/content/97/112">http://www.bjbcollege.in/content/97/112</a>

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

Internal/ informal deliberations among staff members of the IQAC is a constant activity, and quality consciousness is ingrained in the planning and execution of institutional programmes and in the implementation of all governmental plans and policies. Feedback of students and teachers of the college on the current semester was sought and analysed, and the results were made available on the college website. Standard procedures like preparation of lesson plans and progress records of individual teachers, and review of examination results by respective departmental staff is in-built in the academic set-up. The IQAC keeps itself abreast of routine and developmental activities and endeavours to provide insights and feedback to the college authority for quality enhancement.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)**

**C. Any 2 of the above**

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="http://www.bjbcollege.in/content/97/102">http://www.bjbcollege.in/content/97/102</a>
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## 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

Both boy and girl students are treated equally in the college. The following steps are taken to ensure and promote gender equity among the sexes.

1. Irrespective of gender, students are provided with hostel facilities, and canteen facility.
2. Both boys and girls are provided with reading room facilities in the library.
3. Both boys and girls have equal access to the following facilities for sports, such as playground for outdoor games
4. Equal opportunity and encouragements is provided to both boys and girls to take part in all sports and cultural activities.
5. Participation in NSS, YRC and NCC is open to both boy and girl students of the college

In addition, for the following special facilities are provided women students:

1. To impart skills necessary for safety and security of girl students, Self-Defence Training programmes were conducted regularly, but during the period 01.06.2020 - 31.12.2021, these training classes could not be conducted due to the COVID-19 disruptions.
2. Provision of separate common-room and toilet facilities. The provision of Girls' Common Room caters to the regular recreational / indoor games, and reading facilities during leisure hours.

3. As a part of Best Practices followed, girl students are counselled about the equal rights and equal opportunities with their male counterparts, about social evils like dowry system, eve-teasing etc. and how to combat such retrogressive practices.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Gallery/TO Gal 1448539123.jpg">http://www.bjbcollege.in/Application/uploadDocuments/Gallery/TO Gal 1448539123.jpg</a>

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

**C. Any 2 of the above**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

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 maintenance of hygiene and cleanliness of the campus has been outsourced to an agency as per the approval of Principal and sanitization committee. Garbage bins have been kept at different places of the college campus like near the offices, near the gardens, inside the office premises and departments and garbage collection is regularly done and handed over to the BMC (Bhubaneswar Municipal corporation) authorities.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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** **B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
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:** **B. Any 3 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	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

**D. Any 1 of the above**

- 1. Green audit**
- 2. Energy audit**
- 3.Environment audit**
- 4.Clean and green campus recognitions/awards**
- 5.Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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.**

**C. Any 2 of the above**

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

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).

1. Food inside the campus is made available to all students, irrespective of their social background, in the college canteen and all college hostels (General hostel, Ambedkar Hostel, Karubaki Hostel meant for SC/ST girls) at fair rates.

2. Playground, Basketball court, Volleyball court, Boys' and Girls' common rooms for playing indoor games are accessible to all categories of students mentioned above for both Boys and Girls.

3. Students coming from different socio-economic backgrounds. 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 were taken accordingly.

4. In the college magazine, articles belonging to major languages are published . The magazine caters to students coming from different linguistic and communal background.

5. Blind students are specially taken care of by providing scribes for them during examinations.

6. Inclusive Environment is provided for blind and physically disabled students as specially constructed ramps, lifts, signages and toilets facilitate their movement in attending classes, library etc.

7. A 'Grievance cell' for students and an 'Equal opportunity Cell' have already been created which address intolerance in any form towards any student in the campus .

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

1. Students and employees of the institution are sensitized to constitutional obligations to fearlessly express their democratic choice through voting, which is their birthright. In this regard, the 11th National Voters' Day was observed on 25.01.2021 as a mark of respect to the sacred Right. Students and staff members took oath on that day, affirming our national commitment to democratic rights of the citizenry. The importance of every vote was explained through creative expressions.

2. Students were sensitized from time to time about the constitutional values that include human dignity, achievement of equality, advancement of human rights and freedom, negation of racialist and sexist mindsets, gender equity, supremacy of the constitution, the rule of law, democracy, social justice, equality, and respect to others.

3. Vigilance Week was also commemorated in the Campus (From 26.10.21 to 01.11.21) 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 01.11.2021 in online mode. A meeting was organized with the principal in the Chair.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
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**

File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

B.J.B. (Autonomous) College celebrates Nationally and Internationally important events regularly. During 2020-21 session, though most of the time the college was under either complete or partial lock down, Independence day and Republic day were celebrated with limited no. of staff and students.

1. Celebration of Independence day was done on the 15th of August 2020 under the leadership of the then Principal Dr. Suprava Pattnaik. Celebration of Independence Day 2021 with Staff and students was presided over by the Principal Prof. (Dr.) Niranjan Mishra on 15th of August 2021.

2) Celebration of Republic day 2021 was presided over by Prof. Dr. Niranjan Mohapatra.

NCC cadets and NSS volunteers took part in different activities on these occasion to commemorate the days

(3) International Youth day was celebrated by Dept of Economics in August 2020 in online mode.

(4) World AIDS Day was celebrated by The Department of Economics. The Counsellor, Dr Sadhana Satpathy addressed the students to create awareness among them on the various aspects of the disease.

All the above programmes were aimed at fortifying the valuable ideals of democracy and patriotism and dedication to one's country among students and members of staff.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	<a href="#">View File</a>
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 encourages the academic departments to strive for excellence in the institutional effort to shape the best of human resource. Transparency, fairness and a healthy regard for social justice are indispensable for development of well-rounded personalities and these are some of the principles that serve as the rationale for planning of the best practices. The different departments chalk out and execute various practices which are instrumental in maintaining a healthy relationship between the faculty members and students, apart from inculcating the spirit of independent enquiry in the students.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.bjbcollge.in/Application/uploadDocuments/Content/Best_Practices-2020-2021.pdf">http://www.bjbcollge.in/Application/uploadDocuments/Content/Best_Practices-2020-2021.pdf</a>
Any other relevant information	Nil

### 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 students of the college Participated in Inter-college and Inter University Sports events during the session 2021-22. The college became champion in events like Aquatic(Women), Badminton(Men), Football(Men), Basketball (Men) etc. Two students were selected for Utkal University(Affiliating University) team to participate in East Zone cricket tournament. The Principal attended a workshop on "Challenges in Revised NAAC assessment And Accreditation Framework" on 28-12-2021 organised by Utkal University, Bhubaneswar. Seven hours of presence by the employees of the college is mandatory on each day.

This college attracts the finest of brains from and beyond the state of Odisha for admission into the various programmes, which is reflected in their career progression.

Half-of-a-day CL is compulsorily deducted for those staff who have clocked less than 7 hours or given only one biometric entry in a day. extramural lectures were conducted. Placement services were provided.

The institution has recruited Traffic volunteers from among the students, a scheme initiated by Odisha Police for 'Earn while you learn' Programme. Under this programme, students are getting the Advantage of Earning money during their study period. Students safety Insurance is in operation in the College. Premium / Payments are made to the Insurance Company by the college.

## 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 learning experiences for different programmes of B.J.B. Autonomous College are designed and delivered keeping in mind the contemporary content of the relevant domain, best Discipline practices adopted by the leading centres of learning, and specialized skill areas specific to different programmes. These learning experiences are linked to the learning goals for each programme. Academic inputs in a particular programme are approved by Board of Studies (BoS) of the respective disciplines. Each Board of Studies (BoS) largely comprises of internal faculty members and statutory external members. The objective of the board of studies is to examine, synchronise and align curriculum structure in response to referrals made by the faculty members.

File Description	Documents
Upload additional information, if any	No File Uploaded
Link for additional information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

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

10

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	<a href="#">View File</a>
Details of syllabus revision during the year	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

<b>213</b>	
File Description	Documents
Curriculum / Syllabus of such courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	<a href="#">View File</a>
MoUs with relevant organizations for these courses, if any	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
<b>1.2 - Academic Flexibility</b>	
<b>1.2.1 - Number of new courses introduced across all programmes offered during the year</b>	
<b>01</b>	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>
<b>1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System</b>	
<b>35</b>	
File Description	Documents
Minutes of relevant Academic Council/BoS meetings	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of Add on /Certificate programs (Data Template)	<a href="#">View File</a>
<b>1.3 - Curriculum Enrichment</b>	
1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum	

The Staff members of the institution are governed by the service and conduct rules of the Government of Odisha, and are guided by the traditional high ideals of the teaching profession and institutional guidelines of professional conduct.

The institution incorporates gender equity into every aspect of operational procedure. Inbuilt mechanisms ensure that there is no discrimination on the basis of gender. The Internal Complaint Committee, Sexual Harassment Cell, Anti-ragging cell, Proctorial committee etc are some of the Internal bodies whose core mandate is to ensure fairness and justice, irrespective of gender identity, and to ensure maintenance of a peaceful and harmonious academic environment.

Various bodies within the college foster the inculcation of noble human values into the students' personality. In a number of programmes, there is ample scope of imparting the students with clear social and developmental perspectives, through fieldwork and student projects. The activities of the NCC, YRC, NSS are directed at nurturing and spreading the message of compassion, devotion to duty, fellow-feeling and selfless service among the students.

Commitment to maintenance of a clean environment and sustainability are core principles ingrained in the institutional character. Environmental science forms a basic component of the College curriculum.

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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

NIL

File Description	Documents
List of value-added courses	<a href="#">View File</a>
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	No File Uploaded

**1.3.3 - Number of students enrolled in the courses under 1.3.2 above**

0

File Description	Documents
List of students enrolled	<a href="#">View File</a>
Any additional information	No File Uploaded

**1.3.4 - Number of students undertaking field work/projects/ internships / student projects**

1358

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	<a href="#">View File</a>
Any additional information	No File Uploaded

**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**

C. Any 2 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/Student_Feedback_on_Curriculum_-2020-2021.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/Student_Feedback_on_Curriculum_-2020-2021.pdf</a>
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 1.4.2 - The feedback system of the Institution comprises the following

**B. Feedback collected, analysed and action taken**

File Description	Documents
Provide URL for stakeholders' feedback report	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/STUDENT_FEEDBACK-ARTS-COMMERCE-SCEINCE-2020-2021.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/STUDENT_FEEDBACK-ARTS-COMMERCE-SCEINCE-2020-2021.pdf</a>
Any additional information	<a href="#">View File</a>

### 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

**2853**

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

##### 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)

**893**



File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 classes offer 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, diffident 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 being faced by them in benefitting from the lectures, or in the practical classes. This information is informally shared with other teachers of the department 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 HEI, the Board of conducting Examiners in each programme analyses the result statistics and gets an 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 under-performing students. In pursuance of this strategy, 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	No File Uploaded
Paste link for additional information	Nil

### 2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
31/12/2021	3022	133

File Description	Documents
Upload any additional information	<a href="#">View File</a>

### 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:

Being a Government Autonomous college, there is a scope of study tour and project work in the course curriculum. Students Choose the subject and prepare the projects under the Guidance of Teachers. Under new CBCS system, students are also provided with the option of choosing the subjects of another stream. Besides this, there is a Remedial class undertaken by each Department for improving the Academic skill and proficiency of the students. In addition, students are required to carry out dissertation work as part of the curriculum and also many of them also opt to carry out internships in external institutions. In addition, every department also conducts students seminars to inculcate participative learning in the students.

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

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

Three numbers of dedicated Smart classrooms have been commissioned in the institution under a programme by the Higher Education department of the Government of Odisha. Besides, most of the academic departments use laptop, tablets and desktop computers, LCD projectors, sound amplification system, and the ubiquitous smartphone in imparting of academic instruction and the conducting of seminars and meetings. ICT-enabled learning tools such as PPTs, video clips and e-resources are used by teachers of the college to provide the students with advanced

knowledge and practical training. There is extensive use of e-platforms like Google Meet, Whatsapp and Zoom to impart academic instruction and to conduct webinars. The HEI has Access to INFLIBNET-M facilities since 2016. Consequently, Shodh ganga, ShodhSindhu, e- PG Paathshala etc can be accessed by authorised persons of the college.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	<a href="http://www.bjbcollge.in/content/27/30">http://www.bjbcollge.in/content/27/30</a>
Upload any additional information	<a href="#">View File</a>

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

#### 2.3.3.1 - Number of mentors

133

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	<a href="#">View File</a>
Circulars with regard to assigning mentors to mentees	<a href="#">View File</a>

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

This is a Government Autonomous college and the Academic Calendar is provided by the Dept. of Higher Education, Govt of Odisha. However the college prepares its own schedule for Mid-semester and End-Semester Examinations for both Odd & Even Semester Examinations. Every Department maintains lesson plan and Progress register for Proper monitoring of Academic progress of their courses. The college also prepares a Calendar for Academic, cultural and physical activities centrally and Departments are also encouraged to organise Academic and cultural events individually. As Per Department of Higher Education of Odisha initiative, a 'JUBA SANSKAR' Programme has been started for awareness of Social and Health issues among students. Every year the Govt. of Odisha transmits academic calendar to be implemented by all HEIs. For the session 2020-21 no such circular has been issued, and the institution acted as

per the broad guidelines of previous year.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	<a href="#">View File</a>

## 2.4 - Teacher Profile and Quality

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

91

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

55

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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

variable

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	<a href="#">View File</a>
Any additional information	No File Uploaded

## 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

Within 45 days from the date of last semester-end/ year- end examination

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

66

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	<a href="#">View File</a>
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. Internal assessment is done through Mid-

Semester before End-Semester Examination. 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 UG, PG & Int. PG Programmes except for B.Ed. programmes which is based on Annual pattern of Examinations.
- One time Examination Card generation through SAMS for Regular UG programs.
- Online form fill up for the examination.
- Coding of answer booklets.
- Declaration of results within 45 days from the date of examination.
- Publication of Mark sheets in NAD portal is done from 2012 admission batch onwards.
- On Time Graduation lists have been displayed in College Website.
- During the COVID-19 Pandemic Period, the Collegesuccessfully conducted the Mid-Semester, Practical and End-Semester Examinations in the Online mode.
- Credit and Grade Point system has been introduced since 2015.
- Quick Grievance Redressal Management has been developed.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil

## 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

Program Outcomes and Course Outcomes for all programs offered by the Institute are clearly stated, displayed on the college website and communicated to teachers and students. This practice enables prospective and current students to gain an idea of the scope and content of the curriculum. Again, in the initial classes at the commencement of each semester, teachers orient the learners to the overall dimension of the courses and

also relevance of the course content in the context of current social and global trends.

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Link for additional Information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

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

The continuous evaluation of the students through examinations serves as the foremost means of evaluating the Programme Outcomes and Course Outcomes. The progression of students to enroll in higher degrees, and their success in acquiring jobs validates the programme outcomes as envisaged by the HEI. Further, the negligible rates of dropout from programmes also indicates the academic soundness of the POs and COs.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.bjbcollege.in/content/41/111">http://www.bjbcollege.in/content/41/111</a>

**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**

2706

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
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**

[http://www.bjbcollege.in/Application/uploadDocuments/Content/Students\\_Satisfaction\\_Survey- Arts-Commerce\\_Science\\_-2020-2021.pdf](http://www.bjbcollege.in/Application/uploadDocuments/Content/Students_Satisfaction_Survey- Arts-Commerce_Science_-2020-2021.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

There is no specific research policy in the college. However, students are provided with all kinds of available facilities, including departmental and central libraries in the respective departments and college involving execution of different projects and dissertation works. They use departmental seminar library and college library as resources for their project works. E- Resources are also provided to them for research and study purposes. The college also provides internet facility to the teachers and the students. Individual departments are entrusted with the upkeep and updation of their respective laboratories.

The teachers of the college abide by the rules and regulations of the Government of Odisha and other bonafide funding agencies, as applicable, in conduct of their research work.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	No File Uploaded
Provide URL of policy document on promotion of research uploaded on the website	<a href="http://www.bjbcollege.in/content/41/118">http://www.bjbcollege.in/content/41/118</a>
Any additional information	No File Uploaded



**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)**

Nil

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	<a href="#">View File</a>
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

**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)**

4.12

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	<a href="#">View File</a>
List of projects and grant details	<a href="#">View File</a>
Any additional information	No File Uploaded

### 3.2.2 - Number of teachers having research projects during the year

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
List of research projects during the year	<a href="#">View File</a>

### 3.2.3 - Number of teachers recognised as research guides

10

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	<a href="#">View File</a>
Institutional data in Prescribed format	<a href="#">View File</a>

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

1

File Description	Documents
Supporting document from Funding Agencies	<a href="#">View File</a>
Paste link to funding agencies' website	Nil
Any additional information	<a href="#">View File</a>

### 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 the academic departments to come up with innovative ideas for the welfare of the students. The students are given opportunity to experience research activities through execution of student projects, fieldwork. In the social sciences, fieldwork activities enable students and faculties to engage with the community. Development of entrepreneurial attitude is integral to the curricular content of some departments, notably Commerce and Business Management. Most of the Self-Financing programs are focussed on imparting critical entrepreneurial skills to the students.

File Description	Documents
Upload any additional information	No File Uploaded
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

29

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	<a href="#">View File</a>
Any additional information	No File Uploaded

3.4 - Research Publications and Awards	
<b>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</b>	<b>E. None of the above</b>
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	<b>No File Uploaded</b>
Any additional information	<b>No File Uploaded</b>
<b>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</b>	
<b>3.4.2.1 - Number of PhD students registered during the year</b>	
<b>10</b>	
File Description	Documents
URL to the research page on HEI website	<a href="http://www.bjbcollge.in/Application/uploadDocuments/Content/Research Policies and Procedures FINAL 07-12-2021 2.pdf">http://www.bjbcollge.in/Application/uploadDocuments/Content/Research Policies and Procedures FINAL 07-12-2021 2.pdf</a>
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year</b>	
<b>1</b>	

File Description	Documents
List of research papers by title, author, department, and year of publication	<a href="#">View File</a>
Any additional information	No File Uploaded

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

variable

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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**

14

File Description	Documents
Any additional information	<a href="#">View File</a>
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**

N.A.

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	<a href="#">View File</a>
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)**

Nil

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	<a href="#">View File</a>
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

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

0

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	<a href="#">View File</a>
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	No File Uploaded

**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

Five Volunteers from the N.S.S. unit of this college attended the Mega-cleaning programme at Utkal University, Vani Vihar, Bhubaneswar from 09-11-2021 to 23-11-2021 on the occasion of the celebration of Utkal University Foundation day. The programme was aimed at emphasizing the crucial role of individual citizens in maintaining cleanliness of the nation,

and that we ought to change the mindset of entrusting this responsibility to sanitation workers alone.

On the 20th of October, 2021, twenty volunteers of the NSS unit of this College participated in a programme (in which a procession was held from the City Headquarters of Commissionerate of Police to Surya Dwar Gate of 120 Infantry Battalion) to welcome the 'Swarnima Vijaya Mashaal' in commemoration of the 50th Anniversary of the supreme sacrifice of Indian Soldiers leading to victory in the 1971 War. The students were imbued with the message of valour, patriotism and sacrifice.

Two NSS volunteers Participated in a National Integration Camp held at SOA university, Odisha from 15.12.2021 to 21.12.2021. Participation in this Programme, based on the NSS motto, sensitized the Volunteers to the objective of building a better world for unity and Peace.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

02

File Description	Documents
Number of awards for extension activities in during the year	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>
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)

<b>22</b>	
File Description	Documents
Reports of the events organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year</b>	
<b>243</b>	
File Description	Documents
Reports of the events	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>3.7 - Collaboration</b>	
<b>3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work</b>	
<b>16</b>	
File Description	Documents
Copies of documents highlighting collaboration	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>
<b>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)</b>	
<b>Nil</b>	
File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	<b>No File Uploaded</b>
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	<a href="#">View File</a>
Any additional information	<b>No File Uploaded</b>



## 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 has adequate infrastructure in the form of 68 classrooms, 3 seminar halls, 3 Smart class rooms 19 laboratories for conducting pedagogical and academic activities. Besides these, the B.Ed and MSW departments of the college and all the Self-financing Departments of the college have also been allotted with rooms to be used as classrooms and laboratories. A master time table is prepared at the commencement of the academic session and circulated to the students and the members of the staff. The time-table is prepared by keeping student strength of each class in consideration. Some of the departments have exclusive access to their departmental classrooms. Most of the rooms are used on common basis. Allotment of classrooms and laboratories to different classes are made on the basis of student strength of the class, so that sufficient social distancing could be practised during pandemic period.

Likewise, the college proactively promotes nurturing and development of computing skills among the staff and students. To this end, departments are suitably equipped with computing equipment such as desktops, laptops and LCD projectors for teaching-learning purposes. The college also provides free Wi-Fi to the academic community to enable access to online resources.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollge.in/content/27/28">http://www.bjbcollge.in/content/27/28</a>

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

The college has a playground of 22317sq.mts, which is used for athletic and sports practice by the students of the institution, and also is used for holding Annual athletic meet and various sports competitions throughout the year. The college also has a basketball court within its premises. The

students of the college are provided with sports equipment, as and when needed, by the Athletic Association of the college, which operates under the supervision of designated teachers. The Athletic Association also carries out selection of students to represent the institution in extramural competitions. Besides, the Boys' Common Room and the Girls' Common Room also provide members with facilities for board games for recreation.

Room No. 102 of the college is a multi-purpose Hall which serves as the auditorium, in which cultural competitions, events and performances are organised at various times. This hall also serves as the venue for faculty and student meetings, seminars and other large-scale events aimed at enhancing and promoting cultural sensibilities of the students. Cultural activities could not be conducted during 2020-21 due to Covid-19 restrictions. The college does not have an earmarked Yoga Centre, but Yoga activities used to be conducted in the college in pre-Pandemic period.

File Description	Documents
Geotagged pictures	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="http://www.bjbcollge.in/content/9/25">http://www.bjbcollge.in/content/9/25</a>

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

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

10366422

File Description	Documents
Upload audited utilization statements	No File Uploaded
Details of Expenditure, excluding salary, during the years	<a href="#">View File</a>
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)

B.J.B. (Autonomous) College has a big library having an accession of nearly about 40,000 books, 5129 No. of journals etc. In the year 2016 partial Automation on the library was carried out. Library Automation was assigned by the college to CSM Technologies Pvt. Ltd. (Level- 6, Acharya Vihar, Bhubaneswar).The Automation work was carried out using LIBMS of version LMS 1.0. By the end of 2016, all books had been automated.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollege.in/gallery/18">http://www.bjbcollege.in/gallery/18</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

INR 221863

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

#### 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

21

File Description	Documents
Upload details of library usage by teachers and students	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

The institution follows the Government of Odisha Higher Education department IT Policy on Wi-Fi. The allocated budget for updating the IT facilities was Rs. 29,09,632 (Dated 12.11.2015). Our Wi-Fi System has Five links: (1) BJB WIFI (2) Netgear 11na (3) Netgear 5ga (4) Netgear 11ng and (5) BJB Wi-Fi 5ga. Each link has a bandwidth of 30 Mbps. The institution aims at enhancing the bandwidth provision to 100 bps shortly. The institution has a central Wi-Fi Facility hired from BSNL. The annual budget for the purpose is Rupees 7,00,000/-.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
3022	244

File Description	Documents
Upload any additional information	No File Uploaded

<b>4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus</b>	C. 20 Mbps - 35 Mbps
---	----------------------

File Description	Documents
Details of bandwidth available in the Institution	<a href="#">View File</a>
Upload any additional information	No File Uploaded

<b>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>	C. Any two of the above
--	-------------------------

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	<a href="https://myeclass.alademy/course/view.php?id=2006">https://myeclass.alademy/course/view.php?id=2006</a>
List of facilities for e-content development (Data Template)	<a href="#">View File</a>

#### 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)**

7319979

File Description	Documents
Audited statements of accounts	<b>No File Uploaded</b>
Upload any additional information	<a href="#">View File</a>

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 Heads of the Different Departments and sections are entrusted with the responsibility for supervising regular maintenance of computers and different equipments in their respective charge. Maintenance of classrooms and the laboratories and other civil infrastructure, including the playground, is monitored by designated staff members, and necessary repair or renovation is executed by the relevant Government Department. The Library Committee of the meets at regular intervals or in extraordinary sessions for facilitating the smooth running of the library activities. Allocation of classes to different classrooms and laboratories are maintained by the Officer in charge of Time Table.

File Description	Documents
Upload any additional information	<b>No File Uploaded</b>
Paste link for additional information	<b>Nil</b>

## 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

**754**

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

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

1

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Link to Institutional website	<a href="http://www.bjbcollege.in/gallery/18">http://www.bjbcollege.in/gallery/18</a>
Details of capability development and schemes	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

51

File Description	Documents
Any additional information	<b>No File Uploaded</b>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines**

**A. All of the above**

**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**

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

## 5.2 - Student Progression

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

81

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 5.2.2 - Number of outgoing students progressing to higher education

418

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Details of students who went for higher education	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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**

53

File Description	Documents
Upload supporting data for students/alumni	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**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**

04

File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

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

There is provision of student council / Union in the college. Students' representatives are elected to different academic and administrative bodies/ committees every year. For the last couple of years, due to some administrative reasons and COVID-19 pandemic, Government have stopped election to Students' Union. However, students' opinion and feedback is solicited in all curricular and co-curricular activities for better output.

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**

12	
File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	<a href="#">View File</a>
Upload any additional information	No File Uploaded
<b>5.4 - Alumni Engagement</b>	
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	
<p>The Alumni Association and its chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services . BJB Friends is a registered Alumni Association of BJB Autonomous College with Regd. No. 4548-471 of 1992-93, dated 21.10.1992. The association has hundreds of registered alumni in the college data base. There are frequent interactions between alumni and the college on various events and platforms. On 27th Feb 2021, a Special Interactive Session was conducted to improve the think tank to build a future roadmap for the college with the presence of Chairman MCAPS - Sri Akas Dasnayak and Various eminent Alumni of the college including Hon'ble MP Sri Ashok Panda and many more along with the faculties of the College who are also proud alumni of the college.</p>	
File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	Nil
<b>5.4.2 - Alumni's financial contribution during the year</b>	<b>C. 5 Lakhs - 10 Lakhs</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
<b>GOVERNANCE, LEADERSHIP AND MANAGEMENT</b>	

## 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

**Mission :** "Learning for leadership" **Vision:** "Meritum Ethics"

As per Government decision and due to Covid-19, the college adopted an alternative evaluation method in place of cancelled examinations. All the staff members participated in conducting online classes & online examinations. "Blended Learning" in the form of "Guided self study" Covering 25% of the Syllabus was introduced. In order to facilitate easy access, guidance on quality e-Learning e-sources were provided for students' self-study. A meeting of faculty members was held on 01.11.2021 relating to annual performance milestones for 2021-22 relating to Student career advertisement, personal management, Governance, Satisfaction surveys, Non-civil works expenditure and data entry on Online Management Information System. In a move towards commemorating 75 years of India's independence, vigilance awareness week was observed from 26-10-21 to 01-11-21 with the theme "Independent India @75: self-Reliance with Integrity by taking the integrity pledge. Biometric attendance for all staff has been introduced. E-service book updation of employees was completed in 30.11.21. Minimum 7 hrs of stay per day is compulsory for all staff of the college.

Efforts are made for active and continuous development of human resource in the direction of Universal Happiness through academic, cultural and physical activities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional Information	<a href="http://www.bjbcollege.in/content/9/117">http://www.bjbcollege.in/content/9/117</a>

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

The Principal has formed different decentralised committees and societies consisting of members of different teaching staff, such as Academic Advisory Council, Admission Committee, Anti-ragging Cell, Athletic Club, Career Counselling, Campus Cleaning, Distribution of Works among Bursars, Development Committee, Scholarship Committee, Self-Financing Course

Management committee etc. All the committees and bodies meet several times during each year.

Abhiram Biswal, H.O.D, Political Science was deputed to Regional office, NABARD, Bhubaneswar on 26-10-2021 as guest speaker to address their staff on "Importance of Values, Ethics in public life - A Reflection on Gandhian approach". The students participated in Inter College Debate / Essay & Quiz competitions on the 26th, 27th & 28th October, 2021 organised by S.P., State Vigilance Academy Bhubaneswar on the eve of vigilance awareness week. Admission/Re-admission/ Issue of Admit Card/Form fill up were made online through SBI Collect. NSS Volunteers were deputed to welcome the "Swarnima Vijaya Mashaal" on 29.10.2021 organised by Utkal University, Bhubaneswar. During Covid-19, Bhubaneswar Municipal Corporation (BMC) conducted Antigen/RTPCR test in the college on 26-11-2021. Books on "Communicative English" & "Quantitative Aptitude & logical Reasoning" were distributed to students.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	<a href="#">View File</a>
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

Government in Higher Education Department have formulated common minimum programmes for each institution. Common minimum programmes formulated by the Government are implemented in true spirit and letter.

Construction of 600-Seated boys' hostel & 585-Seated Ladies' hostel is going on for better accomodation of students. Renovation of BJB Friends (Alumni) office was made and it was inaugurated by Hon'ble Minister of Science & Technology, Govt.of Odisha. Two virtual classrooms were made for students. The YRC Unit of the college organised a cluster level YRC volunteers' study-cum-training camp, Bhubaneswar region from

07.10.2021 to 09.10.2021. A talk on "How to prepare for civil services" followed by an interactive session was held on 09-11-2021 by the Career Counselling Cell of the college.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	Nil
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.

As far as the organogram is concerned, there is an Executive Committee of the college which plans, monitors and executes the programme. The committee is headed by the President, and the Principal as Ex-Officio General Secretary. 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. They are supported by Demonstrators / Lab Assistants/ Store Keepers and other Group D employees. The Principal runs the college administration with the help of HODs and other officials of his office. Staff members of the college have been assigned different co-curricular and extracurricular responsibilities for smooth management of the college. The college has a well-defined structural framework of statutory and non-statutory bodies to oversee the operational aspects of the institution.

File Description	Documents
Paste link to Organogram on the institution webpage	<a href="http://www.bjbcollege.in/content/9/117">http://www.bjbcollege.in/content/9/117</a>
Upload any additional information	No File Uploaded
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**

**B. Any three of the above**

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Details of implementation of e-governance in areas of operation	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

### 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

This is a Government undergraduate college, and all welfare measures of the Government in general are implemented in the Institution. Teaching staff have avenues for their Career development in terms of attending workshops, Orientation and Refresher Courses and also of availing study leave for Ph.D. & Post-Doctoral work. Similarly, the non-teaching staff are also provided with training related to office management, Accounts, Administration etc by the Government. Besides this, there is provision for Progression of Career in Administrative and Revenue services.

Grade-4 employees have provision of appointment of their legal heirs under Rehabilitation assistance Scheme (RAS) in case of Premature Death.

File Description	Documents
Upload any additional information	No File Uploaded
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**

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

### 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.)

32

File Description	Documents
Summary of the IQAC report	No File Uploaded
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View File</a>
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

External financial audit is conducted yearly by the Government and A. G. Odisha in the college. The college authorities provide all kinds of assistance to facilitate the process of auditing by presenting relevant files, bills, vouchers, orders, Cashbook

etc as and when demanded. Similarly, instant verification of bills, vouchers, cashbooks are done regularly. Audit objections are complied as per the suggestions made by the audit team.

File Description	Documents
Upload any additional information	No File Uploaded
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	<a href="#">View File</a>
Any additional information	No File Uploaded

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

It being a Government institution, all the financial aspects of the institution are conducted as per the prevailing government regulations. 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. A senior officer is designated as the Accounts Bursar, who is responsible for ensuring adherence to government-stipulated financial norms.



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, in conformity with NAAC guidelines, acts as a catalyst of the academic & extracurricular activities and infrastructural augmentation of the college. To maintain the continuity of academic discourse, several webinars were organised by the college in the period under consideration, despite recurrent disruptions posed by the Covid-19 pandemic. The college website has been improved and continues to be improved to facilitate dissemination of institutional information in a easily-navigable manner, and constant effort has been made to incorporate greater volume of information relating to various activities of the college. To meet the residential needs of students from all across the state and beyond, hostels inside the campus with sufficient accommodation capacity are under construction.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.bjbcollge.in/content/97/112">http://www.bjbcollge.in/content/97/112</a>

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

Internal/ informal deliberations among staff members of the IQAC is a constant activity, and quality consciousness is ingrained in the planning and execution of institutional programmes and in the implementation of all governmental plans and policies. Feedback of students and teachers of the college on the current semester was sought and analysed, and the results were made available on the college website. Standard

procedures like preparation of lesson plans and progress records of individual teachers, and review of examination results by respective departmental staff is in-built in the academic set-up. The IQAC keeps itself abreast of routine and developmental activities and endeavours to provide insights and feedback to the college authority for quality enhancement.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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)**

C. Any 2 of the above

File Description	Documents
Paste the web link of annual reports of the Institution	<a href="http://www.bjbcollge.in/content/97/102">http://www.bjbcollge.in/content/97/102</a>
Upload e-copies of accreditations and certification	No File Uploaded
Upload details of quality assurance initiatives of the institution	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

## **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

Both boy and girl students are treated equally in the college. The following steps are taken to ensure and promote gender equity among the sexes.

1. Irrespective of gender, students are provided with hostel facilities, and canteen facility.
2. Both boys and girls are provided with reading room facilities in the library.
3. Both boys and girls have equal access to the following facilities for sports, such as playground for outdoor games
4. Equal opportunity and encouragements is provided to both boys and girls to take part in all sports and cultural activities.
5. Participation in NSS, YRC and NCC is open to both boy and girl students of the college

In addition, for the following special facilities are provided women students:

1. To impart skills necessary for safety and security of girl students, Self-Defence Training programmes were conducted regularly, but during the period 01.06.2020 - 31.12.2021, these training classes could not be conducted due to the COVID-19 disruptions.
2. Provision of separate common-room and toilet facilities. The provision of Girls' Common Room caters to the regular recreational / indoor games, and reading facilities during leisure hours.
3. As a part of Best Practices followed, girl students are counselled about the equal rights and equal opportunities with their male counterparts, about social evils like dowry system, eve-teasing etc. and how to combat such retrogressive practices.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional Information	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Gallery/TO_Gal_1448539123.jpg">http://www.bjbcollege.in/Application/uploadDocuments/Gallery/TO_Gal_1448539123.jpg</a>

**7.1.2 - The Institution has facilities for**

**C. Any 2 of the above**

**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**

File Description	Documents
Geotagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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 maintenance of hygiene and cleanliness of the campus has been outsourced to an agency as per the approval of Principal and sanitization committee. Garbage bins have been kept at different places of the college campus like near the offices, near the gardens, inside the office premises and departments and garbage collection is regularly done and handed over to the BMC (Bhubaneswar Municipal corporation) authorities.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View File</a>
Geotagged photographs of the facilities	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

**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**

**B. Any 3 of the above**

File Description	Documents
Geotagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

**7.1.5 - Green campus initiatives include**

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

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

**B. Any 3 of the above**

File Description	Documents
Geotagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<a href="#">View File</a>

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

**7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:**

- 1. Green audit**
- 2. Energy audit**
- 3. Environment audit**
- 4. Clean and green campus recognitions/awards**
- 5. Beyond the campus environmental promotional activities**

**D. Any 1 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View File</a>
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**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.**

C. Any 2 of the above

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

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).

1. Food inside the campus is made available to all students, irrespective of their social background, in the college canteen and all college hostels (General hostel, Ambedkar Hostel, Karubaki Hostel meant for SC/ST girls) at fair rates.

2. Playground, Basketball court, Volleyball court, Boys' and Girls' common rooms for playing indoor games are accessible to all categories of students mentioned above for both Boys and Girls.

3. Students coming from different socio-economic backgrounds. 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 were taken accordingly.

4. In the college magazine, articles belonging to major languages are published . The magazine caters to students coming from different linguistic and communal background.

5. Blind students are specially taken care of by providing scribes for them during examinations.

6. Inclusive Environment is provided for blind and physically disabled students as specially constructed ramps, lifts, signages and toilets facilitate their movement in attending classes, library etc.

7. A 'Grievance cell' for students and an 'Equal opportunity Cell' have already been created which address intolerance in any form towards any student in the campus .

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>

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

1. Students and employees of the institution are sensitized to constitutional obligations to fearlessly express their democratic choice through voting, which is their birthright. In this regard, the 11th National Voters' Day was observed on 25.01.2021 as a mark of respect to the sacred Right. Students and staff members took oath on that day, affirming our national commitment to democratic rights of the citizenry. The importance of every vote was explained through creative expressions.

2. Students were sensitized from time to time about the constitutional values that include human dignity, achievement of equality, advancement of human rights and freedom, negation of racialist and sexist mindsets, gender equity, supremacy of the constitution, the rule of law, democracy, social justice, equality, and respect to others.

3. Vigilance Week was also commemorated in the Campus (From 26.10.21 to 01.11.21) 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 01.11.2021 in online mode. A meeting was organized with the principal in the Chair.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	<a href="#">View File</a>
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**

B. Any 3 of the above



File Description	Documents
Code of Ethics - policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

**B.J.B. (Autonomous) College celebrates Nationally and Internationally important events regularly. During 2020-21 session, though most of the time the college was under either complete or partial lock down, Independence day and Republic day were celebrated with limited no. of staff and students.**

1. Celebration of Independence day was done on the 15th of August 2020 under the leadership of the then Principal Dr. Suprava Pattnaik. Celebration of Independence Day 2021 with Staff and students was presided over by the Principal Prof. (Dr.) Niranjan Mishra on 15th of August 2021.

2) Celebration of Republic day 2021 was presided over by Prof. Dr. Niranjan Mohapatra.

NCC cadets and NSS volunteers took part in different activities on these occasions to commemorate the days

(3) International Youth day was celebrated by Dept of Economics in August 2020 in online mode.

(4) World AIDS Day was celebrated by The Department of Economics. The Counsellor, Dr Sadhana Satpathy addressed the students to create awareness among them on the various aspects of the disease.

All the above programmes were aimed at fortifying the valuable ideals of democracy and patriotism and dedication to one's country among students and members of staff.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	No File Uploaded
Geotagged photographs of some of the events	<a href="#">View File</a>
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 encourages the academic departments to strive for excellence in the institutional effort to shape the best of human resource. Transparency, fairness and a healthy regard for social justice are indispensable for development of well-rounded personalities and these are some of the principles that serve as the rationale for planning of the best practices. The different departments chalk out and execute various practices which are instrumental in maintaining a healthy relationship between the faculty members and students, apart from inculcating the spirit of independent enquiry in the students.

File Description	Documents
Best practices in the Institutional website	<a href="http://www.bjbcollege.in/Application/uploadDocuments/Content/Best_Practices-2020-2021.pdf">http://www.bjbcollege.in/Application/uploadDocuments/Content/Best_Practices-2020-2021.pdf</a>
Any other relevant information	Nil

## 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 students of the college Participated in Inter-college and Inter University Sports events during the session 2021-22. The college became champion in events like Aquatic(Women),

Badminton(Men), Football(Men), Basketball (Men) etc. Two students were selected for Utkal University(Affiliating University) team to participate in East Zone cricket tournament. The Principal attended a workshop on "Challenges in Revised NAAC assessment And Accreditation Framework" on 28-12-2021 organised by Utkal University, Bhubaneswar. Seven hours of presence by the employees of the college is mandatory on each day.

This college attracts the finest of brains from and beyond the state of Odisha for admission into the various programmes, which is reflected in their career progression.

Half-of-a-day CL is compulsorily deducted for those staff who have clocked less than 7 hours or given only one biometric entry in a day. extramural lectures were conducted. Placement services were provided.

The institution has recruited Traffic volunteers from among the students, a scheme initiated by Odisha Police for 'Earn while you learn' Programme. Under this programme, students are getting the Advantage of Earning money during their study period. Students safety Insurance is in operation in the College. Premium / Payments are made to the Insurance Company by the college.

File Description	Documents
Appropriate link in the institutional website	Nil
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

Introduction of "Ethics & Values" course for all students as AECC course. Introduction of "Juba Sanskar" programme - Programme in which short Audio visual Films (AVFilms) on Character-building themes, developing respect to seniors/ Women etc would be shown to students to sensitize them. Procuring of e-Resources for the library for the benefit of faculties and students. Setting up of e-learning centre for library.

Plan of Action for next Academic Session has already been prepared and submitted to the office of OHEPEE for approval with the total approximate cost of Rs. 5,21,60,000 (office letter no 3236, dated 10/11/2021. The proposed plan is targeted

for the coming academic session with following proposals;

- To procure Teaching-Learning Aids for all Departments,
- To Procure necessary furniture for all departments and Office
- To procure Sports equipment for indoor games
- To establish Online Learning Centre in the New Block
- To establish Tissue Culture Laboratory
- To upgrade two Girls' Common-rooms
- To upgrade Music Department
- To upgrade Central Seminar Facility in New Arts Block
- To make provision for automatic power supply system.