

## The Annual Quality Assurance Report (AQAR) of the IQAC (2017-18)

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

### Part – A

#### 1. Details of the Institution

1.1 Name of the Institution	UTKAL UNIVERSITY
1.2 Address Line 1	Office of Registrar
Address Line 2	Utkal University Campus Vani Vihar
City/Town	Bhubaneswar
State	Odisha
Pin Code	751 004
Institution e-mail address	vcuu@rediffmail.com
Contact Nos.	0674-2567700 / 2567387 Mobile - +91 94370 15893
Name of the Head of the Institution:	Prof. Soumendra Mohan Patnaik
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Name of the IQAC Co-ordinator: Prof. Pravati Kumari Mahapatra

Mobile: +91 9437281982

IQAC e-mail address: mpkzooluu@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879) ORUNGN10098

1.4 NAAC Executive Committee No. & Date: 02.12.2016 EC (SC/19/A&A/49.2)  
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address: www.utkaluniversity.nic.in

Web-link of the AQAR: www.utkaluniversity.nic.in/IQAC/AQAR2017-18.doc

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B++	-	2003	5 Years
2	2 <sup>nd</sup> Cycle	A+	-	2016	5 Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 02.01.2008

1.8 AQAR for the year (for example 2010-11) June 1, 2017 to May 31, 2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2016-17 submitted to NAAC on 30.12.2018

1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Social Sciences, Pharmacy  
Computer Science & Application

1.12 Name of the Affiliating University (for the Colleges)

NA

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

State

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

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

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and

Community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff

Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- ❖ Work plan and the budget for World Bank funded programme OHEPEE was submitted to the Department of Higher Education, Government of Odisha in collaboration with the members of the Institutional Development Plan.
- ❖ Institutional Ethics Committee following ICMR guidelines has been constituted.
- ❖ IQAC organized Academic Audit of different teaching departments. The Vice-chancellor and Director IQAC interacted with teachers, research scholars and students of the departments.
- ❖ A modified draft on anti-Plagiarism has been prepared and implemented.
- ❖ Various meetings were organized to facilitate the interaction of the Vice – Chancellor with faculty members for quality enhancement in teaching and research.
- ❖ Work on drafting a common Syllabus for all degree colleges affiliated to Utkal University is in progress.
- ❖ Plan for Celebration of 75 years of the Utkal University; the process has been initiated with the constitution of a core committee. Proposals for the celebration have been developed by the committee members. Two meetings with the students, the alumni, the staff and the teachers have been organized.
- ❖ Proposal for Research Connect Conference, India to be co-organised by Elsevier was accepted.

## 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Approval was accorded by the Academic Council for introduction of new interdisciplinary course at PG level.</li> <li>• Introduction of New courses for the session 2018-19 to start in 2<sup>nd</sup> campus. Proposals for MBA in Rural Management and Masters in Public Health have been made for the session 2018-19</li> <li>• Board of Studies were reconstituted with suitable external members from amongst industry/ NGO/ other relevant bodies.</li> <li>• A plan of action was prepared for developing employability and skill of the students of the PG course</li> <li>• To develop modalities for implementation of anti plagiarism policy.</li> </ul>	<ul style="list-style-type: none"> <li>• New inter disciplinary courses have been initiated in various departments.</li> <li>• Approved by the Academic Council</li> <li>• Board of Studies of various disciplines have been formed accordingly.</li> <li>• Programmes were organised in collaboration with University Placement Cell for employability and skill development.</li> <li>• Anti-plagiarism policy was finalized and implemented.</li> </ul>

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

### \*Annexure – 1 ACADEMIC CALENDER 2017-18

Starting of 1 <sup>st</sup> Semester classes	On or before 11 <sup>th</sup> July 2017
Starting of 3 <sup>rd</sup> Semester classes	1 <sup>st</sup> week of July 2017.
Mid Semester (1 <sup>st</sup> & 3 <sup>rd</sup> ) Examination	to be conducted between 10 <sup>th</sup> September – 20 <sup>th</sup> September 2017
End Semester (1 <sup>st</sup> & 3 <sup>rd</sup> ) Examination	to be conducted between 3 <sup>rd</sup> week of November and 3 <sup>rd</sup> week of December , 2017
Starting of 2 <sup>nd</sup> & 4 <sup>th</sup> Semester classes	2 <sup>nd</sup> January, 2018.
Mid Semester (2 <sup>nd</sup> & 4 <sup>th</sup> ) Exam.	to be conducted between 15 <sup>th</sup> February to 6 <sup>th</sup> March 2018.
End Semester (2 <sup>nd</sup> & 4 <sup>th</sup> ) Exam.	to be conducted between 16 <sup>th</sup> April and 10 <sup>th</sup> May, 2018.

2.16 Whether the AQAR was placed in statutory body Yes  No

Management Syndicate  Any other body  IQAC  
Committee

Provide the details of the action taken

All stockholders including heads of the Departments were requested to provide relevant information. The report was prepared at IQAC level. The same was placed before the IQAC committee and the Syndicate for approval.

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	32	-	06	05
PG	32	-	15	05
UG	03	-	-	-
PG Diploma			1	
Advanced Diploma				
Diploma				
Certificate	1			
Others	26	-	-	01
<b>Total</b>	94		22	11
Interdisciplinary		1		
Innovative	01			

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	66
Trimester	0
Annual	0

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students   
(On all aspects)

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

*\*Please provide an analysis of the feedback in the Annexure*

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

- ❖ Yes, P.G., M.Phil. and Ph.D. course work and syllabus are regularly updated according to the need of the subjects/programmes. For PG, CBCS is being followed since 2013-14. At UG level the CBCS course was introduced in the year 2015-16 in all autonomous colleges and it was extended to rest of the colleges affiliated to Utkal University from 2016-17. Various interdisciplinary courses have been introduced at PG level during the Academic Session 2017-18.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
155	96	39	20	

2.2 No. of permanent faculty with Ph.D.

133

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	38		37		27				102

2.4 No. of Guest and Visiting faculty and Temporary faculty

10

6

16

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	73	236	82
Presented papers	59	183	52
Resource Persons	27	145	79



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

Adaptation of audio visual and self module mode of teaching. Faculty members have developed online resource materials for e- Pathshala for Post Graduate students. The department of Anthropology has also taken responsibility to develop modules for teachers under NRC, MHRD Govt. of India and HRDC Utkal University. For a holistic approach in Teaching Learning in Field Archaeology, the students are taken to the field for practical training in the Methods of Archaeological Exploration and Excavations to supplement classroom teaching. For innovative visual study in the field students are taken on tour to the monuments, research organizations, educational institutes and industries. Departments arrange Workshops with industry practitioners. Regular students' seminars are organized along with Group Discussion, Surprise Quiz Tests, assignments, Field Report Presentation, and Case Analysis. Students are encouraged to prepare entrepreneurial paper and innovation projects. Remedial classes for needy students are organized at department level. The entire plan of study is provided to all departments through a non negotiable academic calendar.

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

214

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

Continuous evaluation system

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

113

62

48

2.10 Average percentage of attendance of students

81.83

2.11 Course/Programme wise  
distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
P.G. (Final)	1223	NA	96.15	3.84	-	96.56
M.Phil	209	NA	NA	NA	NA	99.05
Pre-Ph.D course work	216	NA	NA	NA	NA	100

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

- ❖ Regular Monitoring academic calendar and updating of syllabus
- ❖ Conduct of Academic Audit
- ❖ Evaluation of teaching and learning processes through feedback analysis
- ❖ Monitoring of placement activities
- ❖ Meetings of the Vice Chancellor with the research scholars and faculty members
- ❖ Strengthening of Library resources, learning tools and learning infrastructure
- ❖ Providing e-resources to faculty and students
- ❖ Upgrading faculty profile, activities of different departments and significant events of the University in the website.

2.13 Initiatives undertaken towards faculty development

<b>Faculty / Staff Development Programmes</b>	<b>Number of faculty benefitted</b>
Refresher courses	367
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	98
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	104
Summer / Winter schools, Workshops, etc.	150
Others	-

## 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	290	434	-	-
Technical Staff	139	137	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC encourages teachers to undertake contemporary need-based research projects of national and regional interest with inter-institutional collaboration. In addition to this, international areas of research importance are also encouraged. Further, faculty members are promoted to guide research scholars for a PhD degree. Departments are also encouraged to conduct seminars, conferences and lecture workshops. Funds under Seed Grant and Innovative /Research grants by the University for enhancing quality of research to the newly joint faculty been implemented. The University has provided free access to e-journal through ProQuest and Infilbnet. Departments having museums are advised to invite school children to visit their respective museums to create awareness and also to generate enthusiasm for scientific studies.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	6	15	14	10
Outlay in Rs. Lakhs	73.97	5,81,47,301	11,23,79000	1,03,35,000

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	9	2	-
Outlay in Rs. Lakhs	3,95,630	22,81,536	2,22,600	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	149	126	6
Non-Peer Review Journals	7	29	17
e-Journals	20	6	2
Conference proceedings	25	31	1

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations.

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned (in lakh)	Received (in lakh)
Major projects	3-5	CSIR,DST,ICSSR, BPRF, DBT, UGC,BRNS, IUAC, UNICEF, NCW,OCP,SAI,NALCO, ICMR	101.28	58.147
Minor Projects	3	UGC	9.9	9.9
Interdisciplinary Projects			-	-
Industry sponsored			-	-
Projects sponsored by the University/ College		Utkal University	7	7
Students research projects <i>(other than compulsory by the University)</i>	3	DBT	23.5	23.5
Any other(Specify)			6.5	6.5
<b>Total</b>			<b>148.18</b>	<b>105.04</b>

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books   
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from (indicate status of your department)

UGC-SAP  CAS  DST-FIST   
 DPE   
 DBT Scheme/funds   
 3.9 For colleges Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	6	19	4	4	15
Sponsoring agencies	Universit, NITI Aayog	DST, SAHITYA ACADEMY, NEW DELHI, UGC, ICSSR,NEW DELHI, IGNSA, ORSI(B),IAS		Sri Ramachandra Memorial Trust	

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency (Sanctioned)  From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	1
Commercialised	Applied	
	Granted	

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

Total	International	National	State	University	Dist	College
30	-	17	06	04	03	-

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level

National level  International level

3.22 No. of students participated in NCC events:

University level  State level

3.23 No. of Awards won in NSS: National level  International level

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: University level  State level   
National level  International level

3.25 No. of Extension activities organized  
University forum  College forum   
NCC  NSS  Any other

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

The University celebrated Ozone week and Science day in association with Department of Forest and Environment, Government of Odisha and NISER, Bhubaneswar. Awareness programmes promoting eradication of blind beliefs through scientific deliberations were conducted in colleges and schools. Department of Anthropology extended Basic Japanese Language Course to students and faculty members of Utkal University under its pilot project. International Mother Tongue Day was celebrated in the Department of Odia. Statistics Olympiad for intermediate students was organized in order to popularize the subject in the State (Odisha). A helping hand was extended to the orphan children of Asha Kiran (shelter home for children) by providing essential academic tools. Health awareness

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (in acre)	399.81	0	Govt.	399.81
Class rooms	105	1		106
Laboratories	51	4	RUSA	55
Seminar Halls	12	1	RUSA	13
No. of important equipment purchased ( $\geq$ 1-0 lakh) during the current year.	123	35		158
Value of the equipment purchased during the year (Rs. in Lakhs)	503.55	14.885	UGC,DBT,DST	518.435
Others	-	33000	UNIVERSITY	33,000

#### 4.2 Computerization of administration and library

Yes, Accounts computerised, computerised Library accession list is maintained. Certificate computerisation initiative taken.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2,63,550	NA	-	-	2,63,550	-
Reference Books	10,347	NA	223	-	10,570	NA
e-Books	1,41,000	-	1,54,175	-	2,95,175	-
Journals	250	-	216	-	466	-
e-Journals	19,250	-	1884	-	21,134	-
Digital Database	19,000	11,00,000		-	19,000	11,00,000
CD & Video	1,050	-	9,339	-	10,389	-
Others (specify)	1783	-	1214	-	2997	-

Books in Central Library. In addition, each Department has Seminar Library

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	400	45	YES	13	4	21	YES	YES
Added	84	4	YES	1	1	2	-	-
Total	484	49	YES	14	5	23	-	-

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

Fully computerised and Wi-Fi Internet facilities are available to the students and teachers of all Departments of the University. Research Scholars participated in a SPSS Training Programme conducted by Human Resource Development Centre of the University. A training programme on antiplagiarism was also organized by the University.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

1,34,910

ii) Campus Infrastructure and facilities

2,16,80,713

iii) Equipments

8,05,590

iv) Others

12,93,000

**Total :**

2,39,14,213

### Criterion – V

## 5. Student Support and Progression

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

Individual departments keep records to track the progression of students. Centralised placement records are also kept by the Placement Cell of the university. Through continuous evaluation, students' feedback and proctorial system the students' progression is evaluated. Several tutorial classes and career counselling are being imparted to the interested students on free of cost for different examinations.



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

Awareness campaigns on maintaining departmental infrastructure and cleanliness, use of e-resources (e-books, e-theses, e-journals of Proquest), Health care, Library and Computer Centre, Promotion of Sports facility,

### 5.3 (a) Total Number of students

UG	PG	Ph. D.	M.Phil
584	3373	213	223

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

84

### (c) No. of international students

-

	No	%
Men	2010	45.75

Women

No	%
2383	54.25

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
2875	610	526	-	36	4047	3214	563	579	-	37	4393

Demand ratio: 14.747 :1 Dropout %: 0.59

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

Coaching for Competitive examinations been supported by Utkal University, Special coaching for SC/ST students for Civil Services, NET & GATE examination awareness programme for career advancement through counselling, extra classes, for doubt clearing, IAS Coaching, spoken English, provision of 24x7 library facility to the students, periodic group discussion and mock interview

No. of students beneficiaries

1325

5.5 No. of students qualified in these examinations

NET	138	SET/SLET	-	GATE	75	CAT	-
IAS/IPS etc	-	State PSC	36	UPSC	06	Others	91

5.6 Details of student counselling and career guidance

**1. Career Counselling-** The Placement Cell arranged 120 hours of ONE-ON-ONE and group counselling and career guidance sessions for students from different streams. A total of 1188 students of the university benefitted. Orientation programmes were conducted during admission of the students by all departments. Guided by faculty members and visiting faculty from different institutions regarding their career, personal, social and emotional domains of life.

**Basic Employability Skills Training-** The Placement Cell organized Basic Employability Skills Training that include training in Job Preparedness, communication Skills, Etiquettes and Manners, Personality Grooming, and Team Work.

**Employability Assessment Test-** The Placement Cell conducted free employability tests for 427 students from different post graduate departments in the university in association with Mettl Inc and [www.placementseason.com](http://www.placementseason.com)

**Pre-Placement Training-** Pre-Placement Training for recruitment drives, particularly in the areas of Reasoning, Aptitude and English were conducted at the University for the Practice of the participating students. The Placement Cell arranged 84 hours of pre-placement training for 344 students of different departments of the university.

No. of students benefitted

1056

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
33	542	182	308

## 5.8 Details of gender sensitization programmes

School of Women Studies, Utkal University organizes gender sensitization programmes. During this session the Center has conducted 11 workshops for degree colleges affiliated to Utkal University and for students of Utkal University sponsored by W&CD, Govt. of Odisha and State Women Commission, Govt. of Odisha. The Department of Law has conducted awareness programme on Girl Child Trafficking and Women Empowerment. Students' awareness campaign for gender sensitization and anti ragging was covered during the orientation programme in different Departments.

## 5.9 Students Activities

### 5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

### No. of students participated in cultural events

State/ University level  National level  International level

### 5.9.2 No. of medals /awards won by students in Sports, Cultural and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount Rs. in lakh
Financial support from institution	2	0.4
Financial support from government	1724	206.12
Financial support from other sources	45	13.38
Number of students who received International/ National recognitions	5	0.08

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

- ❖ Advertisement for recruitment of faculty members.
- ❖ Renovation of toilets and provision for drinking water facilities.
- ❖ Provision for common room facilities for students.
- ❖ Renovation of infrastructure and laboratories.
- ❖ Special mentoring to the academically weak students.
- ❖ Processing for procurement of high-end equipment and establishment of central instrumentation centre

### **Criterion – VI**

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

6.1 State the Vision and Mission of the institution

### **VISION:**

- ❖ To be a centre of excellence in higher education with focus on innovative teaching, learning, research, consultancy and extension activities in building a creative, enlightened and productive civil society

### **MISSION:**

- ❖ To provide the students with knowledge, skill, values and sensitivity necessary for a successful citizen
- ❖ To create and disseminate knowledge through interdisciplinary research and creative inquiry in developing a meaningful and sustainable society
- ❖ To equip the students with problem solving, leadership and teamwork skills and inculcating a sense of commitment to quality, ethical behavioural and respect for others
- ❖ To provide a platform for free flow of ideas where discovery, creativity and professional development finds a scope for fulfilment in making the world a better place to live in
- ❖ To ensure academic excellence in this dynamic knowledge economy by exposing the students to new ideas, new ways of understanding, new ways of knowing in their journey of intellectual transformation

6.2 Does the Institution has a management Information System

The University has accounting information system, Administration Information system, and Examination Information system which form part of the evolving MIS.

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

### 6.3.1 Curriculum Development

Choice based credit system is being followed at UG and PG levels. Syllabi and courses are revised regularly as per UGC guidelines. Courses for MPhil and PhD coursework have also been revised.

### 6.3.2 Teaching and Learning

Apart from the conventional mode, teachers use ICT and other aids for teaching. Field work/study tour/ institutional/industry exposure is also an important component of learning in many departments

### 6.3.3 Examination and Evaluation

Continuous evaluation system through mid-semester and end- semester exams is followed

Results are published in time

### 6.3.4 Research and Development

Faculty members are engaged in both theoretical and applied research. Research findings are presented at national and international conferences, seminars and workshops. They develop collaborative research at national and international levels and publish papers in journals of repute. Major Regulation changes at Research Degree level for quality improvement have been introduced. Steps to prevent plagiarism have been undertaken.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

Proquest, the e-library resource, has been subscribed with financial support from Govt. of Odisha. Construction of a building for digitalization of the library is complete. Construction of three new hostels, Language Block, Social Sciences Block have been completed.

### 6.3.6 Human Resource Management

The Registrar as the Administrative Head of office manages the office administration. Separate sections are there to manage finance and accounts, examination, students and employee's welfare, research and development, infrastructure development and maintenance and security.

### 6.3.7 Faculty and Staff recruitment

Advertisement has been made for recruiting the vacant faculty positions.

### 6.3.8 Industry Interaction / Collaboration

Students of number of departments undertake internship and project work in various industries and research organizations. MOUs are existing with CIPET, CIFA and BARC. Collaboration with IMGEX Pvt Ltd, NALCO, Women and Child Development, Govt. Of Odisha, State Commission for Women, Altrasys, Sigma consultancy.

### 6.3.9 Admission of Students

Admission to P.G., M.Phil.and Ph.D. course work is done through entrance test and career marking. In M.Phil and Ph.D, the Departments conduct personal interviews in addition to written entrance tests

### 6.4 Welfare schemes for

Teaching	Faculty club, Medical allowance, Gym, Internet connectivity, Family relief schemes for fatal diseases, Contribution towards socio-cultural celebrations in campus
Non teaching	Association Hall, Medical allowance, Gym, Internet connectivity, Infrastructure for social activities
Students	United Insurance Scheme with Syndicate bank for Utkal University Students, Common Room, Ladies Toilet, Internet connectivity, Medical Insurance, Gym, play ground, Indoor badminton court, Construction of two new hostels

### 6.5 Total corpus fund generated

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### 6.6 Whether annual financial audit has been done

Yes, by AG and local fund audit team

### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	Yes	IQAC
Administrative	Yes	IQAC	Yes	IQAC

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes  No

For PG Programmes Yes  No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- ❖ Online issue of registration number
- ❖ Online form fill up by the affiliated colleges
- ❖ Online issue of admit cards through respective colleges
- ❖ Online recording of present-absent statement (date wise)and online issue of dispatch advice
- ❖ Online issue of appointment of external examiner and online transfer of marks from the valuation zone to the university computer centre for preparation of result
- ❖ Online issue of mark sheets and issue of provisional certificate
- ❖ Online issue of tabulation register through respective colleges
- ❖ On time declaration of final degree examination results

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

- ❖ Vice Chancellor's audit for autonomy renewal was carried out
- ❖ Teachers of the Utkal University helped prepare the Institutional development programme of 70 affiliated colleges where autonomy was an important component.
- ❖ Many university teachers are involved in the affiliation process of different colleges under the University. Affiliated/constituent colleges are mentored by the CDC to promote their autonomy
- ❖ Consultation with all stakeholders (autonomous colleges, affiliated colleges, teachers and students) regarding the reforms in examination system and syllabi are conducted regularly.

6.11 Activities and support from the Alumni Association

Alumni Meet was held in 2017 to discuss various problems faced by the students in their career advancement. Funds were generated for scholarship, memorial lectures and best summer project awards. Alumni Provided Seed Capital for Web Hosting of some International Journals published by different departments. Alumni associations regularly support National/International Seminars, Workshops, Orientation programmes, Skill Development Programmes, special classes, etc. Donation for purchase of books for the seminar library is made regularly.

6.12 Activities and support from the Parent – Teacher Association

Following admission during Orientation week, parents are invited to share their ideas. Feedback from the parents are sought regarding the academic and overall atmosphere of the department and of the university.

6.13 Development programmes for support staff

Basic computer training of the support staff is a regular practice. Dedicated Health Centre, Staff club, Kalyan Mandap, Gymnasium and Stadium are extended to the staff members.

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

Plantation and Swachha Bharat programmes are organized by different Departments inside the University premises. For separation of degradable and non-degradable wastes, disposal of e-waste and making departments plastic free, initiatives have been taken. Students are communicated through e-communications in order to minimize the use of papers.

### Criterion – VII

#### 7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- ❖ Skill development (professional, computational and communicational) of students given priority.
- ❖ Yoga Teaching & Practice introduced
- ❖ Organization of sensitization programme in nearby village adjacent to Bhubaneswar.
- ❖ Introduced innovative courses to broaden the understanding of the students.

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

- ❖ Academic calendar with the dates for mid semester and end semester examinations are given to the students from the beginning of the session. Seminars and workshops for the session are planned
- ❖ Departmental extension activities are planned in consultation with the students. The Action Taken Report is prepared before each meeting
- ❖ Career counselling by the faculty through orientation programmes is conducted

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

- ❖ Legal awareness programmes for the welfare of the civil society and legal aid camps for discussing and solving the legal dispute of the people have been organized by the University.
- ❖ ‘Student Connect’ initiative of Regional Passport office, Bhubaneswar, Ministry of External Affairs, Govt. of India was conducted on 26.11.2017 to create awareness amongst students regarding importance of the passport and services available at regional passport office to obtain a passport easily.

7.4 Contribution to environmental awareness / protection

- ❖ Celebration of Environment Day
- ❖ Celebration of Ozone Day
- ❖ Degradable wastes were converted to manure by vermin-composting and the same were used for departmental gardening.
- ❖ The students are made aware of the hazards of environmental imbalance and its impact on human society which is part of the curriculum.



7.5 Whether environmental audit was conducted? Yes  No

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

❖ Second Campus of the University near Chandikhol has been inaugurated.

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

- Celebration of 75 years of the University
- To organize seminars/lecture workshops and lectures as part of the 75<sup>th</sup> year celebration of the university
- Celebration of Golden Jubilee year of the Department by Department of History.
- Establishment of International Office in the University campus
- Establishment of a Centre of Excellence on Human Capital Management and Advance Centre for Labour Research.
- Incubation centre for the development of new entrepreneurship
- Renovation of experimental garden and upgrading museums
- Undertaking excavation at different places of Odisha in collaboration with Archeological Survey of India
- Building a Manuscript Resource Centre
- Introduction of Diploma course in Big Data Analytics
- Resuming Yoga as a P.G. Course
- Introduction of P.G. Diploma in Chinese Studies
- Opening a Centre for Canadian and Russian Studies
- To institute Peace and Gandhian Studies
- Promote high quality and interdisciplinary research

Name Prof. Pravati Kumari Mahapatra

Name Prof. Soumendra Mohan Patnaik



*Signature of the Coordinator, IQAC*

*Signature of the Chairperson, IQAC*

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