

**Internal Quality Assurance Cell (IQAC)**  
**Annual Quality Assurance Report**  
**(For the Period 1st July 2017 to 30th June 2018)**  
**Of**  
**STEWART SCIENCE COLLEGE,**  
**CUTTACK**



**Submitted to**



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**  
*An Autonomous Institution of the University Grants Commission*  
**P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bengaluru - 560 072 India**



**STEWART SCIENCE COLLEGE, CUTTACK**  
*The Annual Quality Assurance Report (AQAR) of the IQAC*  
(For the academic period from 1<sup>st</sup> July 2017 to 30<sup>th</sup> June 2018)

**Part – A**

**1. Details of the Institution:**

1.1 Name of the Institution

STEWART SCIENCE COLLEGE

1.2 Address Line 1

MADHUSUDAN MARG

Address Line 2

BUXIBAZAR

City/Town

CUTTACK

State

ODISHA

Pin Code

753001

Institution e-mail address

principal@stewartsciencecollege.org

Contact Nos.

0671-2416007

Name of the Head of the Institution:

DR. DEBASIS ACHARYA

Tel. No. with STD Code:

0671-2416007

Mobile:

9437212933

Name of the IQAC Co-ordinator:

DR. PRADIP KUMAR DAS

Mobile:

9238415282

IQAC e-mail address:

iqac@stewartsciencecollege.org

1.3 NAAC Track ID (For ex. MHCOGN 18879)

EC/40/09

1.4 Website address:

www.stewartsciencecollege.org

Web-link of the AQAR:

www.stewartsciencecollege.org/AQAR2017-18.pdf

#### 1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	72.50	2006	5 years
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC: DD/MM/YYYY

13/05/2015

**1.7 AQAR for the year (for example 2010-11)**

2017 - 2018

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2015-2016 submitted to NAAC on 08.05.2017 (DD/MM/YYYY)
- ii. AQAR 2016-2017 submitted to NAAC on 30.06.2017 (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.9 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  2(f)  UGC 12B

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

UTKAL UNIVERSITY.ODISHA

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

Autonomy by State/Central Govt. / University

Nil

University with Potential for Excellence  UGC-CPE

DST Star Scheme  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

- IQAC initiated in the completion of the process of reaccreditation for NAAC Cycle-2 in the submission of college SSR online in Window-2 on 26.02.2018
- Conducted a one-day meeting for the Faculty Members to prepare proposals to be submitted to the UGC, ICSSR, CISR and other research funding institutes for the session 2017-2018.
- IQAC initiated with the college administration in establishing the Language Laboratory for better teaching-learning process for the students.
- Computer with Internet facilities were provided to all Departments for facilitating them for betterment of research work.
- All Heads of the Departments are informed to encourage for organising departmental seminar on topics relating to syllabus and in inviting Resource Persons.
- Four Faculty Members are undergoing their MRP under UGC for a period of 2 years, i.e.2016-18, and some of them are near completion.
- Audio-Visual SMART CLASS was installed for Teaching Staffs from the session.
- Conducted remedial coaching for slow learners to enhance their learning abilities.
- Institution has initiated to involve faculties in outreach activities

## 2.15 Plan of Action by IQAC/Outcome

The plan of action prepared by the IQAC in the beginning of the academic year **2017-2018** towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>• Orientation Programmes for Teaching staffs those who have joined during the last five years on the semester system of curriculum and evaluation processes.</li> </ul>	<ul style="list-style-type: none"> <li>• A one day Orientation Programme was held for the faculties joined during the last five years regarding the CBCS semester system of academic curriculum and evaluation pattern. More than 15 faculties were beneficiaries.</li> </ul>
<ul style="list-style-type: none"> <li>• Opening of B.Sc Honors in Computer Science at the degree level and increase of seats from 16 to 32 in Botany, Zoology and Geology Honors in the Govt. Level during 2017-2018.</li> </ul>	<ul style="list-style-type: none"> <li>• The Govt. has given permission for opening of B.Sc in Computer Science with 32 seats and also have increased 16 seats in each of the Botany, Zoology and Geology Honors from the session 2017-2018.</li> </ul>
<ul style="list-style-type: none"> <li>• Up gradation of all science Laboratories. Purchasing of modern scientific equipment.</li> </ul>	<ul style="list-style-type: none"> <li>• The departmental laboratories were upgraded with infrastructure and purchase of latest scientific equipment's through the State Govt. sanction of Rs.4 Lakh and college grant of Rs.10 Lakh during 2017-2018.</li> </ul>
<ul style="list-style-type: none"> <li>• Orientation programmes for teachers for smart class teaching.</li> </ul>	<ul style="list-style-type: none"> <li>• A two days orientation programme for teacher on Smart Class teaching was conducted by the resource person from EDUCOM. At present 30 nos. of faculties have involved in ICT enabled teaching methodology.</li> </ul>
<p>Organization of departmental seminars through involvement of Resource Persons from other organizations.</p>	<ul style="list-style-type: none"> <li>• The departments of physics, chemistry, geology, mathematics and botany have conducted seminars with external experts.</li> </ul>
<ul style="list-style-type: none"> <li>• Regular meetings with Parents and Alumni, ensuring for establishment of best practice in the institution.</li> </ul>	<p>Feedback from students, teachers and parents were collected manually as a regular basis in enhancing the quality of teaching in the institution.</p>
<ul style="list-style-type: none"> <li>• Teacher Orientation programme for up gradation of college evaluation system and establishment of Question Banks in coordination with the Academic council &amp; College examination cell.</li> </ul>	<ul style="list-style-type: none"> <li>• All the departments have framed their Question Bank database in the newly introduced CBCS semester wise curriculum and have prepared their respective course outcomes as well.</li> </ul>

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



2.15 Whether the AQAR was placed in statutory body      Yes  No   
Management  Syndicate  Any other body

Provide the details of the action taken

Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks;  
Optimization and integration of modern methods of teaching and learning through Smart Class;  
Initiation with the college UGC committee in submitting the SSR to NAAC online;  
Ensuring the adequacy, maintenance and functioning of the support structure and services.  
Initiative to encourage more Faculties in participation of Refresher/Orientation programme under UGC-HRD.

## 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				
PG				
UG	06	-	-	-
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	06			
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
Trimester	-
Annual	06

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.

Utkal University, Odisha, the Affiliating University regulates our Syllabi from time to time.

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

NA

## Criterion – II

### 2. Teaching, Learning and Evaluation:

2.1 Total No. of permanent faculty	<b>Total</b>	<b>Asst. Professors</b>	<b>Associate Professors</b>	<b>Professors</b>	<b>Others</b>
	50	45	05	-	-

2.2 No. of permanent faculty with Ph.D.

25
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2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year (2017-18)

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	-	-	-	-				02	

2.4 No. of Guest and Visiting faculty and Temporary faculty

01
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Nil
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Nil
-----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	-	-	-
Resource Persons	-	-	-

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

<p>ICT enabled teaching-learning process through Smart Class;            Updated the teaching methodology so as to cater to the needs of the slow learners;            Enhancement of student's communicative skill development through English Language Laboratory, newly setup;            Optimization and integration of modern methods of teaching and learning;            Credibility of evaluation procedures;            Student exchange programmes and field tour based on syllabus;</p>
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2.7 Total No. of actual teaching days during this academic year

241
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examinations conducted as per the rules of affiliating university
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2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development

03
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as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

80%
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2.11 Course/Programme wise distribution  
of pass percentage: (2017-18)

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.Sc (UG)	138	47.89	95.79	4.2	-	86.23

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

Department level monitoring committee submits reports to the college level monitoring committee and remedial measures are taken accordingly. Feedback from the students and faculties are obtained at regular intervals and later IQAC meets to resolves such problems, if any.
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2.13 Initiatives undertaken towards faculty development:

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	01
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	-
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	10	-	-	-
Technical Staff	-	-	-	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Initiating the relevance and quality of academic and faculty research programs;
- Conducted a one-day meeting for the Faculty Members to prepare proposals to be submitted to the UGC, ICSSR, CISR and other research funding institutes for the session 2017-2018.

#### 3.2 Details regarding major projects:

	Completed	On going	Sanctioned	Submitted
Number	-	01	01	-
Outlay in Rs. Lakhs	-	-	24.46lakhs	

#### 3.3 Details regarding minor projects:

	Completed	On going	Sanctioned	Submitted
Number	-	04	04	-
Outlay in Rs. Lakhs			8.15 L	

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	06	-
Non-Peer Review Journals	-	-	-
e-Journals	-	06	-
Conference proceedings	-	-	-

#### 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	Received
Major projects	2 yrs.	BRNS (DAE)	24.46 lakhs	18,25,950.00
Minor Projects	2 yrs.	UGC	8,15 lakhs	5,87,000.00
Interdisciplinary Projects				
Industry sponsored	-	-	-	
Projects sponsored by the University/ College	-	-	-	
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	
Any other(Specify)		-	-	
Total		02	32,61,000.00	24,12,950.00

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

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	-	-	-	-	-
	Sponsoring agencies	-	-	-	-	-

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  Management of University/College

Total:

3.16 No. of patents received this year

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

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year 2017-18

Total	International	National	State	University	Dist.	College
04	Nil	Nil	Nil	04	Nil	Nil

3.18 No. of faculty from the Institution  
who are Ph. D. Guides and students  
registered under them.

02  
01

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

04

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

JRF Nil SRF Nil Project Fellows Nil Any other Nil

3.21 No. of students Participated in NSS events:

University level Nil State level Nil  
National level Nil International level Nil

3.22 No. of students participated in NCC events:

University level Nil State level Nil  
National level 01 International level Nil

3.23 No. of Awards won in NSS:

University level Nil State level Nil  
National level Nil International level Nil

3.24 No. of Awards won in NCC:

University level Nil State level Nil  
National level Nil International level Nil

3.25 No. of Extension activities organized

University forum Nil College forum 02  
NCC Nil NSS 02 Any other (YRC) 01

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

- Observation of Bana Mahotsav Week 2017 and plantation programme in the college campus
- Self-Defence Training Programme (SDTP) for girl students conducted in the college by the NSS unit
- Swachha Bharat Abhiyan at Baliyatra festival, 2017 by the college YRC unit
- HIV/AIDS awareness programme and observation of World Aids Day on 1<sup>st</sup> December 2017 by the college NSS and YRC units
- Health & Hygiene programme in collaboration with the Rotary Club Cuttack Central, Cuttack.



## 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 Dec)	3.003	Nil	-	
Class rooms	15	Nil	-	
Laboratories	11	Nil	-	
Seminar Halls	01	Nil	-	
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	Nil	Nil	-	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	10.89.83 Lakh	1) Higher Education, Govt. of Odisha 2) College Fund	2.41.633 Lakh 8.48.197 Lakh
Others	-	-	-	10.89.83 Lakh

#### 4.2 Computerization of administration and library:

- The library is partially automated with reprographic facilities. The ILMS software “B- PUSTAK”, version- 2.6.0 has been used for automation.
- Students Fees collection through online in collaboration with SBI, Buxi Bazar, Cuttack

#### 4.3 Library services:

	Existing (2016-2017)		Newly added (2017-2018)		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books	22769	1,96,000	262	70,000.00	23031	2,66,000/-
e-Books	-	-	-	-	-	-
Journals	1216	-	16	-	1232	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others(Daily News Papers)	07	-	07	-	07	-

#### 4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	65	27	-	16	01	05	12	04
Added	-	-	-	-	-	-	07	-
Total	72	27	-	16	01	05	19	04

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

- Partly Wi-Fi campus, on-going complete Wi-Fi provisioning.
- Computer training programme was organised by the college, for the teaching and non- teaching staffs.
- ICT enabled teaching learning process.

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

i) ICT

1, 86,000/-

ii) Campus Infrastructure and facilities

1, 00,000/-

iii) Equipments

10, 89,830/-

iv) Others

3, 63,417/-

**Total:**

17, 39,247/-

## Criterion – V

### 5. Student Support and Progression

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

- Letters
- SMS
- Notice Boards
- College website

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

- Alumni association to have at least one meeting in an academic year.
- Parents –Teacher Meeting be further strengthen

#### 5.3 (a) Total Number of students During (2017-18):

UG	PG	Ph. D.	Others
420	-	-	-

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

Nil

#### (c) No. of international students

Nil

Men	No	%	Women	No	%
	268	63.80		152	36.19

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
343	21	23	44	nil	431	359	37	24	nil	nil	420

Demand ratio

1:21

Dropout %

Nil

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

- Free coaching classes for IIT-JAM and for other competitive examinations
- Special coaching classes for SC, ST, OBC and Minorities for Entry in to services
- Adequacy of competitive journals for various entrance tests;
- Carrier counselling for higher studies entrance tests and remedial is provided;
- Monthly assessment and MCQ tests are assigned from time to time.

No. of students beneficiaries

58

5.5 No. of students qualified in these examinations

NET	<input type="text" value="Nil"/>	SET/SLET	<input type="text" value="Nil"/>	GATE	<input type="text" value="Nil"/>	CAT	<input type="text" value=""/>
IAS/IPS etc	<input type="text" value="Nil"/>	State PSC	<input type="text" value="Nil"/>	UPSC	<input type="text" value="Nil"/>	Others (PG)	<input type="text" value="52"/>

5.6 Details of student counselling and career guidance

- Counselling is provided to the students who are identified by the teachers during class hours.
- Follow- up procedures are initiated to achieve desired results.  
Student-Mentor relation has enhanced competitiveness among students and helped better career guidance.

No. of students benefitted

80

5.7 Details of campus placement:

NA

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8 Details of gender sensitization programmes:

- Organisation of health camp and distribution of medicines
- Awareness programmes on ‘Health and Hygiene in adolescent’ for women students.
- Celebration of Women’s Day
- Rally on Women’s Rights
- Organisation of Self-defence training programme for girls
- Seminar on women empowerment

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 event:

State/ University level  National level  International level

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

Sport: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

**5.10 Scholarships and Financial Support (2017-2018)**

	Number of students	Amount
Financial support from institution	nil	nil
Financial support from government	74	-
Financial support from other sources		-
Number of students who received International/ National recognitions	nil	nil

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:

- Redress of sanitary facilities for both Boys and Girls
- Formation of seminar library in different departments
- Functioning of college gym
- Improvement of college canteen
- Improvement in safe drinking water facilities in the campus

## Criterion – VI

### 6. Governance, Leadership and Management

#### 6.1 State the Vision and Mission of the institution

##### **Vision**

- The Vision of the institution is to improve academic standard of students and to empower them for further education.
- To make them fit for the job market and to equip the students with knowledge and skill so as to make them a contributing part in reorienting the society for making it a better place to live.

##### **Mission**

- Our mission is to achieve academic excellence and to make this premier institution a centre for promoting social development.

#### 6.2 Does the Institution has a management Information System?

Yes

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

##### 6.3.1 Curriculum Development:

Curriculum is planned by the Academic Council of the college. The college implements it in strict accordance with the existing rules and norms.

##### 6.3.2 Teaching and Learning :

- ICT enabled teaching through Smart Class
- Interactive learning
- Teaching through audio-visual aids

##### 6.3.3 Examination and Evaluation :

- Internal assessments are conducted as per the institution's Academic Calendar (Academic Calendar attached)
- University Examination are conducted as per the norms and regulations of the Affiliating University of this college

##### 6.3.4 Research and Development:

- Published a compilation of research articles and conference proceedings of the teachers belonging to various disciplines
- Classes are engaged with the help of smart class room and audio visual aids
- Teachers are encouraged to write in national and international journals and Books.
- Teachers are encouraged to pursue research projects from various funding agencies.

**6.3.5 Library, ICT and physical infrastructure / instrumentation:**

- Text and reference books were purchased for the new CBCS courses in implementation by the affiliating University
- ICT enabled teaching through Smart Class

**6.3.6 Human Resource Management:**

Human resource management is done by the Institution as per the guidelines of the Department of Higher Education, Govt. of Odisha through the HRMS Software.

**6.3.7 Faculty and Staff recruitment:**

- Faculty and staff recruitments are made by the Govt. of Odisha as per the rules and regulations of the DHE (O) from time to time.
- Besides the institution recruits guest faculties as per the norm of the DHE, Govt of Odisha.

**6.3.8 Industry Interaction / Collaboration:**

Industry interaction/collaboration has so far not been made for the period under report

**6.3.9 Admission of Students:**

Online admission to the B.Sc (UG) courses for physical and Biological science is done centrally through “Student Academic Management System” (SAMS) developed by the Govt. of Odisha.

**6.4 Welfare schemes for**

Teaching	Nil
Non-teaching	
Students	<ul style="list-style-type: none"><li>• Scholarships are provided by the Govt. to meritorious students as per rules;</li><li>• Provision for free studentship to needy and poor students</li></ul>

**6.5 Total corpus fund generated**

Nil

**6.6 Whether annual financial audit has been done:**

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	District level consultant appointed by HE Department	Yes	Principal
Administrative	Yes	District level consultant appointed by HE Department	Yes	Principal

### 6.8 Does the University/ Autonomous College declare 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?

Examinations are conducted as per Affiliating University rules and College Examination Rules.

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

University forwards the proposal of autonomy to UGC with necessary recommendation.

### 6.11 Activities and support from the Alumni Association:

- The alumni members interact with the college management from time to time and participate in various activities;
- It extends whole hearted support to all the proposals put forwarded by the College management meant for the development of the institution.

### 6.12 Activities and support from the Parent – Teacher Association

No statutory Parent – Teacher Association have been framed in the college. Rather they participate in the parent-teacher meet and feedback processes.



### **6.13 Development programmes for support staff:**

- Festival advance is given.
- Personal loan provision from commercial banks.

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

- Green campus drive is continues to make the campus eco-friendly;
- Students and staffs are directed not to use polythene packet inside the college Campus;
- Tobacco free zone has been declared by the authority;
- Various awareness meeting relating with students has been conducted to make the campus healthy.
- Campus cleaning drive is undertaken from time to time by the college NSS, YRC and NCC units

## 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.**

- Laboratory renovation with modern scientific equipment as per the new CBCS course curriculum;
- Classrooms are equipped with smart board and audio-visual teaching aids;
- Library automation with ILMS software “B- PUSTAK”, version- 2.6.0
- Automation of software implemented to smoothen financial transaction;
- Utmost care for better health & Hygiene through Gym.

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

- Departmental seminars are held on a regular basis;
- Monthly assessments are undertaken by all the departments;
- Field projects are held in the department of Botany, Zoology & Geology as part fulfilment of their syllabi.

**7.3 Give two Best Practices of the institution:**

1. Interactive Learning
2. Indoctrinate Self Discipline

*\*Provide the details in annexure (annexure need to be numbered as I, ii, iii)*

**7.4 Contribution to environmental awareness / protection:**

- The college possesses a Plant conservatory to ensure the protection of the local plant biodiversity.
- Awareness programmes are conducted regarding environmental protection
- Mega Plantation Programme were undertaken in the college campus by NSS, YRC and NCC units under the theme “GO GREEN”

**7.5 Whether environmental audit was conducted?** Yes  No

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

**Strength:**

- Only Science College in Odisha situated in the heart of the Silver City, Cuttack, Odisha, with proper communication facility;
- Brand reputation to attract the best talents amongst students and teachers
- Valuable collection of texts and reference books in automated Central Library having study center and reprographic facility;
- Research activities have gained momentum with increase in the number of publications;

- Transparent e-admission process as per the guidelines of Director of Higher Education(DHE), Odisha;
- Staffed with qualified, dedicated, motivated and experienced teachers and other support staff
- Facility of English language laboratory, Computer laboratory, upgraded Science laboratory and
- furnished Class rooms;
- Vibrant NCC, NSS, YRS, SDTP units for extension activities.

**Institutional Weakness:**

- Infrastructural constraints
- No internet facility in class rooms
- Curriculum is not in sync with contemporary needs of global standards due to constraints of University
- prescribed curriculum
- Lack of International collaboration in research.

**Institutional Opportunity:**

- Achieving autonomous status
- New skill development and vocational courses
- More funds for research activities
- Opening of new self-financing courses
- Online attendance of students
- Establishment of Central Instrumentation Laboratory to house sophisticated instruments.

**Institutional Challenge:**

- Development of adequate infrastructure for additional intake and opening of new programmes
- Diversification of research activities of inter-disciplinary nature
- To face global competition
- To meet the rising operational and maintenance charges
- Create and sustain strong relationship with society, in particular with Industry and Corporate sector
- Adjusting to rapidly changing techno-environment.


#### 8. Plans of the Institution for next year:

- Installation of Solar Panels for generation of electricity.
- Installation of Rain Water Harvesting system in the college campus to avoid surplus water logging.
- Hostel facilities for Boys.
- Up gradation of all science Laboratories. Purchasing of modern scientific equipment.
- Further construction of classrooms
- Beautification of college campus.
- Facilities for bio-degradation of garbage through construction of composite pits in the campus.
- Organization of National & State level Seminars through UGC sponsored programmes.
- Organization of more numbers of departmental seminars through involvement of Resource Persons from other organizations.
- Orientation programmes for teachers for smart class teaching.
- Regular meetings with Parents and Alumni, ensuring for establishment of best practice in the institution.
- Extension of community level activities
- Teacher Orientation programme for up gradation of college evaluation system and establishment of Question Banks in coordination with the Academic council & College examination cell.

*Dr. Pradip Kumar Das*

  
Signature of the Coordinator, IQAC  
IQAC Coordinator  
Stewart Science College  
Cuttack

*Dr. Debasis Acharya*

  
Signature of the Chairperson, IQAC  
P.N.apati/c  
Sewa Science College  
Cuttack

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**STEWART SCIENCE COLLEGE, CUTTACK**  
**COLLEGE ACADEMIC CALENDER OF 2017-18**

Sl. No	Events	No. of Days	Month
1	Utkal Dibas	01	Ist April 2017
2	Maha Bishuba Sankranti	01	14 <sup>th</sup> April 2017
3	Summer Vaccation	32	16 <sup>th</sup> May to 16 <sup>th</sup> June 2017
4	Reopening of the College after vacation		17 <sup>th</sup> June 2017
5	Ratha Yatra (Car Festival, Puri)	01	25 <sup>th</sup> June 2017 (Sunday)
6	Id-ul-Fitre	01	26 <sup>th</sup> June 2017
7	College Foundation Day	01	1 <sup>st</sup> July 2017
8	Bahuda Yatra	01	3 <sup>rd</sup> July 2017
9	Rakhi Purnima	01	7 <sup>th</sup> August 2017
10	Janmastami	01	14 <sup>th</sup> Aug'2017
11	Independence Day	01	15 <sup>th</sup> Aug'2017
12	Ganesh Puja	01	25 <sup>th</sup> Aug'2017
13	Nuakhai	01	26 <sup>th</sup> Aug'2017
14	Id-ul-Zuha	01	2 <sup>nd</sup> Sept'2017
15	Mahalaya	01	19 <sup>th</sup> Sept'2017
16	Dasahara, Moharram	05	26 <sup>th</sup> to 30 <sup>th</sup> Sept'2017
17	Gandhi Jayanti & Kumara Purnima	05	1 <sup>st</sup> Oct to 5 <sup>th</sup> Oct'2017
18	Dipawali & Kali Puja	01	19 <sup>th</sup> Oct'2017
19	College Examination	08	23 <sup>rd</sup> Oct to 30 <sup>th</sup> Oct'2017
20	Bada Osa, Kartik Purnima & Bali Yatra	03	2 <sup>nd</sup> to 4 <sup>th</sup> Nov'2017
21	Prathmastami	01	11 <sup>th</sup> Nov'2017
22	Inter Class Games & Cultural Week	07	24 <sup>th</sup> Nov to 30 <sup>th</sup> Nov'2017
23	Prophet Mohammed Birthday	01	2 <sup>nd</sup> Dec'2017
24	Christmas Holidays & Samba Dasami	08	24 <sup>th</sup> Dec to 31 Dec'2017
25	New Year 2018	01	1 <sup>st</sup> January 2018
26	Pre-Board Examination for +2 2 <sup>nd</sup> Yr.Sc.	07	3 <sup>rd</sup> Jan to 9 <sup>th</sup> Jan'2018
27	Makar Sankranti	01	14 <sup>th</sup> Jan'2018
28	Annual Sports & Union Funtion	07	15 <sup>th</sup> Jan to 21 Jan'2018
29	Saraswati Puja	01	22 <sup>nd</sup> Jan'2018
30	Netaji Jayanti	01	23 <sup>rd</sup> Jan'2018
31	Republic Day	01	26 <sup>th</sup> Jan'2018
32	Maha Sivaratri	01	14 <sup>th</sup> Feb'2018
33	Dola Purnima	01	1 <sup>st</sup> March 2018
34	Holi	01	2 <sup>nd</sup> March 2018
35	Panchayat Raj Dibas	01	5 <sup>th</sup> March 2018
36	Shreeram Nabami	01	25 <sup>th</sup> March 2018
37	Good Friday	01	30 <sup>th</sup> March 2018
	Toatl:	132	

Sd/-  
 Academic Bursar  
 Stewart Science College,  
 Cuttack.

Sd/-  
 Principal  
 Stewart Science College  
 Cuttack