

# GOVT. SCIENCE COLLEGE, CHATRAPUR

## ACADEMIC AUDIT REPORT

2023-24



*Amr Prasad Bishoyi*  
**AMAR PRASAD BISHOYI**  
Reader in Pol.Sc  
M.A, Mphil(JNU)

## GOVT. SCIENCE COLLEGE

**CHATRAPUR, Dist – Ganjam, Odisha, India**

*Dr. Sudhakar Patra*  
Regional Director of Education  
Berhampur

*Dr. Sudhakar Patra*  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India  
22/11/2024

## Brief History of the College

Government Science College, Chatrapur is one of the astral and quinquagenarian institutions of Odisha. The Institution was established on 8<sup>th</sup> July 1969 with the persuasive endeavours of local intellectuals. It has glorious history and several anecdotes regarding students' accomplishments. Since then, it has been unremittingly imparting education to students of Chatrapur and nearby districts. Initially it was founded as a private institution, later it was taken over by Government of Odisha in 1982. At the onset, the institution offered only intermediate course in science and Arts. In 1970 itself, effective measures were taken to initiate degree courses. 1970-71 was a landmark year in the history of Government Science College, Chatrapur. It successfully systematized the BA course, which strengthened the stand of the Institution. Similarly, plans were strategized to launch plain science courses (without Honours), and in 1976 it introduced the same for science enthusiasts. The Institution begin with 32 seats in MPC and CBZ and gradually it widened its ambit. That very year brought about some substantial changes in the academic atmosphere of college by setting up platform for 'Honours' courses in different disciplines. Honours in Economics and Political Science commenced in 1977-78 academic session. The college committee also proposed for expansion of academic horizons by opening commerce stream. In 1980-81 academic year few more Honours courses were introduced such as Zoology and History along with B. Com. The following academic session marked the beginning of English Honours as a degree course. After few years undergraduate courses in Arts, Science and commerce ran in full swing. Those UG courses were affiliated to Berhampur University. Being an institution of educational excellence, it aimed at all round and holistic development of students. The institution's remarkable output paved way for opening PG courses in Odia and History in 1993. Since then, these two post-graduation courses were keenly opted by students. Looking at the broader spectrum of students' interest, the department of Higher education declared to open PG courses in all subjects. In the academic year 2023-24 M.Sc. M.Com and MA courses in rest of the subjects apart from Odia and History were introduced. It is a humongous challenge to deliver classes from +2 to PG in a cozy campus and with limited infrastructure, but still things are managed on time. Being a composite college it has been disseminating education with all diligence and devotion. Our institution has been functioning under Department of Higher Education and Department of Higher Secondary Education, Odisha since the inception. The College is situated at Chatrapur, which is the headquarter of Ganjam District. It is sited at prime location, adjacent to NH 16, encompassing 4.1 acres of land. Chatrapur was originally a subdivision, but it is declared as municipality in 2023, which is a recent development. It is declared so because of its surging population and supportive infrastructure. It is a costal suburb, with favorable climatic condition and conducive atmosphere for sustenance. Students turn up from different social and economic backgrounds to pursue higher studies. With a minimum infrastructure the college is functioning to meet the demand of students who are coming from different parts of Ganjam district and nearby districts of south Odisha and costal Odisha.

## Institutional Basic Information

### A. Name and address of the Institution:

Name of the Institution	Government Science College
Address for communication	Chatrapur, Ganjam, PIN-761020
Website	www.gsccl.ac.in
Phone no.	06811 262621
Email	<a href="mailto:principalgsccl@gmail.com">principalgsccl@gmail.com</a>

### B. Geographical Presence:

Sl No.	Particulars	Response				
		Rural	Urban	Peri-urban	Tribal	Any other
1	Geographic location of the college (respond Yes in appropriate box)		Yes			
2	Location of the college (respond Yes in appropriate box)	Coastal Yes	Eastern Yes	Western	Northern	Southern
3	Name of the place	Chatrapur				
4	Mention the approximate population, the college is catering to the needs of the stakeholders (approximate population of feeder areas)	20 Lac				

### C. Vision of the Institution:

Government Science College, Chatrapur aims at having transformational impact on students of various sectors, enabling them to discover their inner potentialities through modern education and inculcating qualities of human values, competence, confidence, and excellence.

### D. Mission of the Institution:

- To inspire students and develop skilled human resource for a competing world.
- To develop scientific temperament and information technology among the young quest learners.
- To motivate and promote social ethics, multidimensional personality, multi-tasking capability and leadership potential among the students.
- To build up consciousness towards law abiding, social concerns, social responsibilities,

human rights, gender equity and environmental awareness.

E. Core Values of the institution: (Pl. briefly mention how the core values are inculcate by the institution and by its stakeholders)

(Core values such as:

- *Integrity: Commitment to honesty, transparency, and ethical behavior among the students.*
- *Excellence: we value high quality education to students so that they can meet their carrier goals. Also, we encourage innovations/research.*
- *Creativity: Welcoming environment for all students, encouraging creativity and forward-thinking solutions among the students. We value best practices for students and transfer it to community.*
- *Technological development: Promoting team-work and partnerships with another institute.*
- *Economic Prosperity: We serve the community and making a positive impact in the society, committing environmental stewardship and sustainable practices.*

F. Is the Institution having a Strategic Plan? Yes

G. Is the Institution approved by regulatory body? Yes

H. Type of Institution:

Centra l Govt.	State Government	Govt. Aide d	Private Unaide d	Autonomous	Self- Financing	Local Body	Any other
	Yes						

**I. Status of Institution:**

Autonomous Institute (as declared by university)	Non-autonomous	Deemed University	Constituent Institution	Specialized College	Any other (pl. Specify)
	Yes				

**J. Category of Institution: (Gender & Social)**

Gender		Social	Any other (pl. Specify)
Co-educational	For Women's only	For Differentially-abled students	
Yes			

**K. Establishment Details**

Sl. No.	Establishment Details	
1	Year of establishment	1969
2	Name of the University to which the institution is Affiliated	Berhampur University, Bhanja Bihar, Berhampur, Odisha
3	Year of Affiliation with University	1969
4	Nature of Affiliation ( <i>Permanent/Temporary</i> )	Permanent
5	Current status of affiliation ( <i>active / expire</i> )	active

**L. Accreditation Details**

Is the Institute accredited? (Yes/No)	Yes	Period for Institution accredited	From 17.10.2006 to 22.01.2022
Name of the Accreditation Body	NAAC	Current Accreditation (active/expired)	expired

Year of last accreditation	2017	Current / Last Accreditation	Grade B+ Cycle: Second
Rank in National Institute of Ranking Framework (NIRF) of the institute		N.A.	

**M. Detail about Head of the Institution**

Name of the Principal with Rank	<b>Dr. Ajay Kumar Tripathy, Assistant Professor (Stage-III)</b>
Nature of Appointment: (Regular / In-charge / Any other) (Pl. Specify)	<b>In-Charge</b>
Mobile Number (of the Head of the Institute)	<b>9438323244</b>
Landline No. (Office) with code	<b>06811 262621</b>
Email Address	<b><u><a href="mailto:principalgsc@gmail.com">principalgsc@gmail.com</a></u></b>

## I. Academic Information

### A. Academic Information (2023-2024) (Pl. add row and columns as required)

S l. No.	Program/ Course / Subject	Course Duration (In months)	Sanctioned strength	Students admitted in the Academic year (2023-24)				
				Boys	Girls	Total	Vacanc y	No. of Applications received
1.	UG – Phy	36	48	29	5	34	14	244
2	UG – Chem	36	48	6	9	15	33	187
3.	UG – Math	36	32	7	6	13	19	100
4	UG – Bot	36	64	19	23	42	22	266
5.	UG – Zool	36	64	13	46	59	5	383
6.	UG – COM	36	256	31	22	53	203	315
7.	UG – ECO	36	64	19	14	33	31	129
8.	UG – Eng	36	16	1	2	3	13	113
9.	UG – Hist	36	64	19	43	62	2	343
10.	UG – Odia	36	48	9	34	43	5	397

S L N o	Program/ Course / Subject	Course Duration (In months)	Sanctioned strength	Students admitted in the Academic year (2023-24)				
				Boys	Girls	Total	Vacancy	No. of Applications received
20	PG – Hist	24	32	7	22	29	3	106
21	PG – Odia	24	32	11	20	31	1	158
22	PG – Pol. Sc.	24	32	7	24	31	1	108



B. Department wise Faculty Position (add more rows as per requirement) (\* R – Regular, C – Contractual and G – Guest) (2023-24)

Sl. No	Department/Subject	Total Sanctioned Strength	No. of teaching faculty on the basis of designation									Demonstrators/ Lab Attendants/ Store Keeper	Total		No. of Teaching Staff with -Doctoral Degree R*			
			Professors			Associate Professors/ Readers			Assistant Professors/ Lecturer				Faculty Strength	Vacancy				
			R*	C*	G*	R*	C*	G*	R*	C*	G*							
	Principal	1									0					0	0	0
	Odia	6									1	3	0			4	2	4
	English	4									2	0	1			3	2	2
	History	6									2	0	1			3	4	0
	Pol.sc	4									0	0	1			1	3	0
	Economics	4									3	1	0			4	2	2
	Logic and Philosophy	1									0	0	0			0	1	0
	Commerce	7									3	1	1			5	3	1
	Mathematics	5									5	0	0			5	0	1
	Physics	4									2	1	0	02		4	1	0
	Chemistry	5									2	2	0	02		4	1	4
	Botany	4									4	0	0	02		3	0	3
	Zoology	4									2	0	0	01		2	2	1
	<b>Total</b>	<b>55</b>									<b>26</b>	<b>08</b>	<b>04</b>	<b>07</b>		<b>38</b>	<b>21</b>	<b>18</b>

II. A. Administrative Structure

Sl. No.	Indicator	Response
1.	<p>What is the current administrative structure within the institution?  <i>(A structural diagram may be attached)</i></p>	<pre> graph TD     PRINCIPAL[PRINCIPAL] --&gt; ADMIN_BURSA[ADMINISTRATIVE BURSA]     PRINCIPAL --&gt; ACAD_BURSA[ACADEMIC BURSA]     PRINCIPAL --&gt; ACCOUNTS_BURSA[ACCOUNTS BURSA]     PRINCIPAL --&gt; HEAD_DEPT[HEAD OF DEPARTMENTS]          ADMIN_BURSA --&gt; HEAD_CLERK[HEAD CLERK]     HEAD_CLERK --&gt; SENIOR_JUNIOR_ASSISTANTS_1[Senior and Junior Assistants]          ACCOUNTS_BURSA --&gt; ACCOUNTANT[ACCOUNTANT]     ACCOUNTANT --&gt; SENIOR_JUNIOR_ASSISTANTS_2[Senior and Junior Assistants]          HEAD_DEPT --&gt; DEPT_STAFF[DEPARTMENTAL STAFF]          PRINCIPAL --&gt; COORDINATOR[COORDINATOR (ADMISSION)]     PRINCIPAL --&gt; OFFICER_EXAM[OFFICER IN CHARGE (EXAMINATIONS)]     PRINCIPAL --&gt; OFFICER_LIB[OFFICER IN CHARGE (LIBRARY)]          COORDINATOR --&gt; STNS[Supporting Teaching and Non Teaching Staff]          OFFICER_EXAM --&gt; STS_2[Supporting Staff]          OFFICER_LIB --&gt; LIBRARIAN[Librarian]     LIBRARIAN --&gt; ASST_LIBRARIAN[Assistant Librarian]     ASST_LIBRARIAN --&gt; STS_3[Supporting Staff]     </pre>
2.	<p>What are the processes/ mechanisms followed to ensure coordination and collaboration among different administrative units?</p>	<p>The internal decision-making process is participatory in nature. The member of different committee uses various data and information often from the student feedback, HODs, faculties and other members in decision making. In case of important matter and issues the principal calls for meeting to discuss on the subjects and make final decision. The decision is then circulated to all respected members.</p>

B. Course and Examination Details (Pl. add row and column as required)

Name of the Course	Types of Course (Pl. mark "Yes" where applicable)		Examination pattern (Pl. mark "Yes" where applicable)		
	Choice Based Credit System (CBCS)	Any other (Pl. Specify)	Annual	Choice Based Credit System (CBCS)	Any other (Pl. Specify)
UG Level	Yes			Yes	Semester
PG Level	Yes			Yes	Semester

**OBJECTIVE & SCOPE OF THE AUDIT:** The Principal, Dr Ajay Kumar Tripathy, staffs of the department and the members of IQAC participated a preliminary meeting held on Dt:05.11.24 to outlines the broad objectives of the academic audit as an independent assessment of the College by an external peer team. The audit team is empowered to express views and give suggestions for the improvement of the overall academic system being followed by the college.

**Audit Committee:** Government Science College, Chatrapur, constituted an internal committee constituting of four members headed by Principal of this institution. In various discussions it is unanimously decided to conduct academic audit by following the universal proforma supplied by higher education department. By obeying the guidelines, internal committee decided a four members committee to conduct the Academic Audit of the College. The committee visited the college physically on Dt 23.12.24 whose observation reports and scope of improvements are summarised below

External Academic Audit Committee members:

1. Dr Sudhakar Patra, Professor in Economics, Berhampur University
2. Dr Sidharth Shankar Padhi, Regional Director of Education, South Zone, Berhampur
3. Dr Amar Prasad Bisoi, Reader in Political Science, Ganjam College

Internal Academic Audit Committee Members: -

1. Dr Pranati Nayak (Administrative Bursar)
2. Dr Shuchismita Behera (IQAC Coordinator)

**AUDIT REPORT OF DIFFERENT DEPARTMENTS**

**ODISHA HIGHER EDUCATION**

**Academic Audit (Department-wise)**

**Internal Quality Assurance Cell**

**NAME OF HEI: GOVERNMENT SCIENCE COLLEGE, CHATRAPUR**




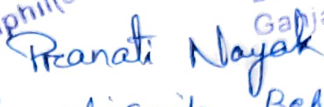

**ACADEMIC YEAR- 2023-24**

**Summary of Performance Report of Departments**

Sl No	Department	Total Weighted Score	Performance Index	Suggestions
1	Botany	6160	23.5	
2	Chemistry	7046.2	26.89	
3	Commerce	9242.6	35.27	
4	Economics	4792.5	18.29	
5	English	6379.5	24.3	
6	History	8065.2	30.78	
7	Mathematics	5997	23	
8	Odia	6030	23	
9	Physics	5577.5	21.3	
10	Political Science	5797.5	22.12	
11	Zoology	6751.5	25.76	

**Maximum Possible Score: 26200**

**Performance Index = (Total Score / 26200) x 100**

Sl no	Name of the member	Signature
1	Dr Sidharth Shankar Padhi	 Regional Director of Education Berhampur
2	Dr Sudhakar Patra	 Dr. Sudhakar Patra Professor of Economics Berhampur University Gajipur, Odisha India
3	Dr Amar Prasad Bisoi	 AMAR PRASAD BISOI Reader in Pol.Sc M.A, Mphil(JNU)
4	Dr Pranati Nayak	 Pranati Nayak
5	Dr Shuchismita Behera	 Shuchismita Behera

**Format for Academic Audit  
Government Science College,  
Chatrapur**

[To be filled out by the Department under Audit only]  
Academic Session: 2023-2024

1	Name of the Department.	Botany	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1991-92	
b	PG	2023-24	
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

Manoranjan Maharana  
20/12/24.

Signed by: Head of the Department

  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan., Odisha India

  
20/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

  
Regional Director of Education  
Berhampur

  
AMAR PRADEBISHOYEE  
Reader in Pol.Sc  
M.A.Mphil(JNU)

[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1 July 2023 to 30 June 2024

**Performance Index for Individual Department**

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
a	<b>Results (Average pass percentage of all programs)</b>	100	68	30	2040
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
b	<b>Seminars delivered</b>	10	2	30	60
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
c	<b>Project work/Field study/Internships completed</b>	10	10	30	300
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
d	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	10	3	30	90
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
e	<b>Dropout</b>	10	2	30	60
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
f	<b>PTR</b>	10	5	30	150
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
g	<b>Achievements</b>	20	20	30	600
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
h	<b>Research fellowship/ scholarship</b>	20	0	30	0
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
i	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	10	0	30	0
	1 Course = 5; ?2 Courses = 10				
2	Faculty	400		30	12000

a	Teaching by faculty (Number of classes taught/ total classes assigned) ?80% = 10; <80% up to 70% = 8; <70% = 5	20	20	30	600
b	Research guidance/supervision Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1	60	47	30	1410
c	Research projects per individual teacher Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10	50	0	30	0
*d	Publications per individual teacher 1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3	150	0	30	0
e	Patent/Products/Copyright/Policy Document 1 International = 10; 1 National = 8	10	0	30	0
f	Seminar/Symposium, etc. attended per individual teacher Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.	10	3	30	90
g	Served as resource person, etc. per individual teacher International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4	10	0	30	0
h	Membership in editorial board of research journals Editor/Associate Editor: 1 = 10; Member: 1 = 5	10	0	30	0
i	Executive position in professional bodies President/ Vice-president/ Secretary/ Treasurer: 1 = 10	10	0	30	0
j	Membership in professional bodies 1 Foreign = 5; 1 Indian = 3	10	0	30	0
k	Training program [FIP/FDP] attended International: 1 = 10; National: 1 = 5	20	0	30	0
l	Awards/ honours Only by the national/state academies/ Government: 1 = 10	20	0	30	0
m	Administrative positions In the University: 1 = 5	10	5	30	150
n	Contribution to university examination Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5	10	10	30	300
3	Infrastructure development	100		10	1000
a	Computers added to the department	20	0	10	0



	1 computer = 2				
*	<b>b Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
	<b>c Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
	<b>d Lab equipment added to the department</b>	20	10	10	100
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
	<b>e Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
	<b>f Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	300		30	9000
	<b>a Popularity of programs offered based on SAMS data [ratio of number of first preference and number of available seats]</b>	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
	<b>b Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
	<b>c Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
	<b>d DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
	<b>e BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
	<b>f Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
	<b>g Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
	<b>h Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
	<b>i Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
	<b>j Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	<b>Alumni meeting</b>	10	0	30	0
	1 meeting = 10				
l	<b>Contributions from alumni</b>	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	<b>Parent-teacher meeting</b>	10	0	30	0
	1 meeting/ Year = 10				
n	<b>Collaborative joint programs with other institutions</b>	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	<b>MoUs signed [Only for U/AU]</b>	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	<b>Outreach activity, including functional NSS/NCC units etc.</b>	30	2	30	60
	1 Program = 5				
q	<b>Mentor-Mentee Meetings in a Semester</b>	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		<b>Maximum Possible Score</b>	<b>26200</b>
				<b>Total Weighted Score</b>	<b>6160</b>
				<b>Performance Index</b>	<b>23.5</b>

Manokanjan Mahanaga  
Signed by 20/12/24  
HoD of Concerned Department/  
Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$


Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:


Academic Performance Auditor (APA 1)


Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

  
Regional Director of Education  
Berhampur

  
AMAR PRASED BISCHOYEE  
Reader in Pol.Sc  
M.A, Mphil (JNU)

  
20.12.24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

**Academic Session: 2023-2024**

## Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
	Results (Average percentage of all programs)	100	68	30	2040
	Seminars delivered	10	02	30	60
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	3	30	90
	Dropout	10	2	30	60
	PTR	10	5	30	150
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	Faculty	400		30	12000
	Teaching	20	20	30	600
	Research guidance	60	47	30	1410
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	3	30	90
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	0	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	05	30	150
	Contribution to university examination	10	10	30	300
3	Infrastructure development	100		10	1000
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	10	10	100
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	Activity	300		30	9000
	Popularity of programs offered	20	5	30	150
	Seminar/ Symposium etc. organized	20	0	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	2	30	60
Mentor-Mentee meetings	30	0	30	0
	1000	Maximum Possible Score		26200
		Total Weighted Score		6160
		Performance Index		23.5

Manonayan Maharana  
20/12/24

Signed by:

HoD of Concerned Department/  
Head of the Institution

Signed by:


Academic Performance Auditor (APA 1)


Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

  
Regional Director of Education  
Berhampur

  
AMAR PRASAD BISCHOYEE  
Reader in Pol.Sc  
M.A., Mphil (JNU)

  
20.12.24  
PRINCIPAL  
Govt. Science Colloge  
Chatrapur (Gm.)

# Format for Academic Audit Government Science College, Chatrapur

[To be filled out by the Department under Audit only]

**Academic Session: 2023-2024**

1	Name of the Department.	Mathematics	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1993-94	Affiliated
b	PG	2023-24	Under process
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Badal Sahoo*

Signed by: Head of the Department 21/12/2024

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*[Signature]*  
21-12-24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A, Mphil(JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	52.9	<b>30</b>	<b>1587</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	<b>30</b>	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	17	30	510
	Post-doctoral guidance, such as Dlit/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	30	30	900
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	8	30	240
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	0	30	0
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	5	30	150
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				



k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	5997
				Performance Index	23

Signed by *Badal Sahoo* 21/12/2024  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Sudhakar Patra*  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*Regional Director of Education*  
 Regional Director of Education  
 Berhampur

*AMAR PRASAD BISHOYEE*  
 AMAR PRASAD BISHOYEE  
 Reader in Pol.Sc  
 M.A, Mphil(JNU)

*Principal*  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

Academic Session: 2023-2024

## Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
	Results (Average percentage of all programs)	100	52.09	30	1584
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	10	30	300
	Dropout	10	2	30	60
	PTR	10	10	30	300
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	Faculty	400		30	12000
	Teaching	20	20	30	600
	Research guidance	60	17	30	510
	Research projects	50	0	30	0
	Publications	150	30	30	900
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	8	30	240
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	0	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	5	30	150
	Contribution to university examination	10	10	30	300
3	Infrastructure development	100	0	10	0
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	Library	300		30	9000
	Popularity of programs offered	20	5	30	150
	Seminar/ Symposium etc. organized	20	0	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000	Maximum Possible Score		26200
		Total Weighted Score		5997
		Performance Index		23

Signed by: *Badal Chhwa* 21/12/24  
HoD of Concerned Department/  
Head of the Institution

Signed by:

Academic Performance Auditor (APA 1)

*[Signature]* 22/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A. (Phd) (JNU)

*[Signature]* 21/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

**Format for Academic Audit  
Government Science College,  
Chatrapur**

[To be filled out by the Department under Audit only]

**Academic Session: 2023-2024**

1	Name of the Department.	Odia	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1993	
b	PG	1993	
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Intihan Saha*

Signed by: Head of the Department

*[Signature]*  
22/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

*[Signature]*  
20-12-24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A.,Mphil(JNU)

*[Signature]*  
28/12/24  
Regional Director of Education  
Berhampur

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	70	<b>30</b>	<b>2100</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	3	<b>30</b>	<b>90</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	10	<b>30</b>	<b>300</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	44	30	1320
	Post-doctoral guidance, such as Dlit/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤ 10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	0	30	0
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	0	30	0
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	10	30	300
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	5	30	150
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data [ratio of number of first preference and number of available seats]</b>	20	10	30	300
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	5	30	150
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	5	30	150
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	6030
				Performance Index	23.01

Signed by *Gmtihan Sahas*  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*S. Patra*  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*M. K. Mishra*  
 Regional Director of Education  
 Berhampur

*Amar Prasad Bischoyee*  
 AMAR PRASAD BISHOYEE  
 Reader in Pol.Sc  
 M.A.,Mphil(JNU)

*Principall*  
 PRINCIPALL  
 Govt. Science College  
 Chatrapur (Gm.)



# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	70	30	2100
	Seminars delivered	10	02	30	60
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	03	30	90
	Dropout	10	02	30	60
	PTR	10	05	30	150
	Achievements	20	10	30	300
	Research fellowship/ scholarship	20	00	30	00
	Number of skilling courses offered	10	00	30	00
2	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>
	Teaching	20	20	30	600
	Research guidance	60	44	30	1320
	Research projects	50	00	30	0
	Publications	150	00	30	0
	Patent/Policy document	10	00	30	0
	Seminar/ Symposium etc. attended	10	00	30	0
	Served as resource person etc.	10	00	30	0
	Membership in editorial board	10	00	30	0
	Executive position in professional bodies	10	00	30	0
	Membership in professional bodies	10	00	30	0
	Training program [FIP/FDP] attended	20	00	30	0
	Awards/ honours	20	00	30	0
	Administrative positions	10	10	30	300
	Contribution to university examination	10	5	30	150
3	<b>Infrastructure development</b>	<b>100</b>		<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	00	10	0
	Books including e-books added per student	20	00	10	0
	Internet facility	20	00	10	0
	Lab equipment added	20	00	10	0
	Smart/Semi-smart classrooms added	10	00	10	0
	Expenditure made on other infrastructure	10	00	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	10	30	300
	Seminar/ Symposium etc. organized	20	05	30	150

Staff Council Meeting	10	00	30	0
DRC meeting	10	00	30	0
BoS meeting/ Syllabus revision	20	00	30	0
Visit of peers/experts	20	05	30	0
Grants received from funding agency, other than research project of individual faculty	30	00	30	0
Department journal/ magazine/ newsletter	10	00	30	0
Consultancy offered	10	00	30	0
Alumni registration	10	00	30	0
Alumni meeting	10	00	30	0
Contributions from alumni	10	00	30	0
Parent-teacher meeting	10	00	30	0
Collaborative joint programs with other institutions	30	00	30	0
MoUs signed	20	00		0
Outreach activity	30	00	30	0
Mentor-Mentee meetings	30	00	30	0
	1000		<b>Maximum Possible Score</b>	<b>26200</b>
			<b>Total Weighted Score</b>	<b>6000</b>
			<b>Performance Index</b>	<b>23.010</b>

Signed by: *Jmtihan Saha*  
**HoD of Concerned Department/  
Head of the Institution**

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*S. Patra*  
**Dr. Sudhakar Patra**  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*M. W.*  
**Regional Director of Education  
Berhampur**

*2012/24*  
**PRINCIPAL**  
Gov. Science College  
Chatrapur (Gm.)

*Ambar Prasad Bischoyee*  
**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A, Mphil(JNU)

**Format for Academic Audit**  
**BERHAMPUR UNIVERSITY, BHANJABIHAR**  
 [To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1	Name of the Department.	English	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1981	Available
b	PG	2023	Available
c	MPhil	-	-
d	PhD	-	-
e	Diploma	-	-
f	Certificate	-	-
g	Any other [You can add extra rows, if needed]	-	-

*Sibani Gantayat*  
 21/12/24  
 Signed by: Head of the Department

*[Signature]*  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*[Signature]*  
 21-12-24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)

*[Signature]*  
 Regional Director of Education  
 Berhampur

*[Signature]*  
**AMAR PRASAD BISHOYEE**  
 Reader in Pol.Sc  
 M.A, Mphil(JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	91.65	<b>30</b>	<b>2749.50</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	<b>30</b>	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	6	30	180
	Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤ 10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	15	30	450
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	8	30	240
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	5	30	150
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	5	30	150
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	5	30	150
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	6379.5
				Performance Index	24.30

Signed by *Sebarani Gantayat*  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Dr. Sudhakar Patra*  
 Professor of Economics  
 Berhampur University  
 Ganjan, Odisha India

*Regional Director of Education*  
 Berhampur

*AMAR PRASAD BISHOYEE*  
 Reader in Pol.Sc  
 M.A., Mphil(JNU)

*PRINCIPAL*  
 Govt. Science College  
 Chatrapati (Gm)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	91.65	30	2749.50
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	10	30	300
	Dropout	10	2	30	60
	PTR	10	10	30	300
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>
	Teaching	20	20	30	600
	Research guidance	60	6	30	180
	Research projects	50	0	30	0
	Publications	150	15	30	450
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	08	30	240
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	05	30	150
	Awards/ honours	20	0	30	0
	Administrative positions	10	05	30	150
	Contribution to university examination	10	05	30	150
3	<b>Infrastructure development</b>	<b>100</b>		<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	05	30	150
	Seminar/ Symposium etc. organized	20	0	30	0



Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		Maximum Possible Score	<del>26200</del> <del>2000</del>
			Total Weighted Score	6379.5
			Performance Index	24.30

Signed by: *Sihani Gantayat*  
21/12/24  
HoD of Concerned Department/  
Head of the Institution

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Sudhakar Patra*  
22/11/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*Ambar Prasad Bischoyee*  
22/12/24  
AMBAR PRASAD BISCHOYEE  
Reader in Pol.Sc  
M.A., Nphit(JNU)

*Regional Director of Education*  
22/12/24  
Regional Director of Education  
Berhampur

*Principal*  
21.12.24  
PRINCIPAL  
Govt. Science College  
Chhatrapur (G.O.)

# Format for Academic Audit Government Science College, Chatrapur

[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1	Name of the Department.	Physics	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1989-90	Affiliated
b	PG	2023-24	Under process
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Pradyumn Madhvi*  
21/12/2024

Signed by: Head of the Department

*[Signature]*  
20/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
22/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan., Odisha India

*[Signature]*  
**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A., Mphil (JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	<b>a Results (Average pass percentage of all programs)</b>	<b>100</b>	78.25	<b>30</b>	<b>2347.50</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
	<b>b Seminars delivered</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
	<b>c Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
	<b>d Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
	<b>e Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
	<b>f PTR</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
	<b>g Achievements</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
	<b>h Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
	<b>i Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	780% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	32	30	960
	Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤ 10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	0	30	0
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	0	30	0
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	5	30	150
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	20	10	200
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>100</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	5577.5
				Performance Index	21.3

Signed by:

*Pradyumna Mondal*  
21/12/2024

HoD of Concerned Department/  
Head of the institution

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Dr. Sudhakar Patra*  
22/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*Regional Director of Education*  
22/12/24  
Regional Director of Education  
Berhampur

*Principal*  
20/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*Amar Prasad Bischoyee*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A, Mphil (JNU)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	78.25	30	2347.50
	Seminars delivered	10	2	30	60
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	10	30	300
	Dropout	10	2	30	60
	PTR	10	5	30	150
	Achievements	20	0	30	0
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>
	Teaching	20	20	30	600
	Research guidance	60	32	30	960
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	0	30	0
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	0	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	5	30	150
	Contribution to university examination	10	10	30	300
3	<b>Infrastructure development</b>	<b>100</b>		<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	2	10	200
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	5	30	150
	Seminar/ Symposium etc. organized	20	0	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		Maximum Possible Score	26200
			Total Weighted Score	5577.5
			Performance Index	21.3

Signed by: *Pradyumna Maalik*  
21/12/2024  
HoD of Concerned Department/  
Head of the Institution

Signed by

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Dr. Sudhakar Patra*  
23/12/24  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

*[Signature]*  
23/12/24  
Regional Director of Education  
Berhampur

*[Signature]*  
21.12.24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol:Sc  
M.A, Mphil (JNU)



# Format for Academic Audit Government Science College, Chatrapur

[To be filled out by the Department under Audit only]  
Academic Session: 2023-2024

1	Name of the Department.	Zoology	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1980-81	<i>Affiliated</i>
b	PG	2023-24	<i>Under Progress</i>
c	MPhil	—	
d	PhD	—	
e	Diploma	—	
f	Certificate	—	
g	Any other [You can add extra rows, if needed]	—	

*R* 20.12.24

Signed by: Head of the Department

*Key*

20.12.24

**PRINCIPAL**  
Govt. Science College  
Chatrapur (Gm.)

*S.P.*

Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjami, Odisha India

22/12/24

*M*

Regional Director of Education  
Berhampur

*AP*

**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A.Mphil(JNU)

[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1 July 2023 to 30 June 2024

**Performance Index for Individual Department**

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	200		30	6000
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	73.05	30	<b>2191.5</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	30	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	30	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	3	30	<b>90</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	30	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	2	30	<b>60</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	30	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	30	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	30	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	400		30	12000

a	Teaching by faculty (Number of classes taught/ total classes assigned)	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	Research guidance/supervision	60	47	30	1410
	Post-doctoral guidance, such as DIITT/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	Research projects per individual teacher	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10				
d	Publications per individual teacher	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	Patent/Products/Copyright/Policy Document	10	0	30	0
	1 International = 10; 1 National = 8				
f	Seminar/Symposium, etc. attended per individual teacher	10	0	30	0
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	Served as resource person, etc. per individual teacher	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	Membership in editorial board of research journals	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	Executive position in professional bodies	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	Membership in professional bodies	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	Training program [FIP/FDP] attended	20	10	30	300
	International: 1 = 10; National: 1 = 5				
l	Awards/ honours	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	Administrative positions	10	5	30	150
	In the University: 1 = 5				
n	Contribution to university examination	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	Infrastructure development	100		10	1000
a	Computers added to the department	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	20	10	200
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	4	10	40
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
.4	<b>Activity</b>	300		30	9000
a	<b>Popularity of programs offered based on SAMS data [ratio of number of first preference and number of available seats]</b>	20	10	30	300
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	5	30	150
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	5	30	150
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000	Maximum Possible Score		26200
			Total Weighted Score		6751.5
			Performance Index		25.76

Signed by

*20.12.24*  
HoD of Concerned Department/  
Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*29/12/24*  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A, Mphil (JNU)

*[Signature]*  
Govt. Science College  
Chhatrapur (Gm.)  
PRINCIPAL

# Format for Academic Audit

[To be filled out by the Department under Audit only]

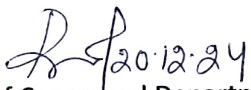
## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
	Results (Average percentage of all programs)	100	73.05	30	2191.5
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	03	30	90
	Dropout	10	02	30	60
	PTR	10	02	30	60
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	Faculty	400		30	12000
	Teaching	20	20	30	600
	Research guidance	60	47	30	1410
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	0	30	0
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	10	30	300
	Awards/ honours	20	0	30	0
	Administrative positions	10	5	30	150
	Contribution to university examination	10	10	30	300
3	Infrastructure development	100		10	1000
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	20	10	200
	Smart/Semi-smart classrooms added	10	04	10	40
	Expenditure made on other infrastructure	10	0	10	0
4	Activity	300		30	
	Popularity of programs offered	20	10	30	300
	Seminar/ Symposium etc. organized	20	05	30	150

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	05	30	150
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000	Maximum Possible Score		26200
		Total Weighted Score		6901.5
		Performance Index		26.34


Signed by:   
 HoD of Concerned Department/  
 Head of the Institution

Signed by:

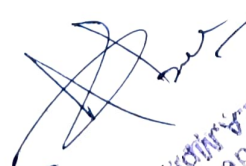
Academic Performance Auditor (APA 1)


Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan, Odisha India

  
 Regional Director of Education  
 Berhampur

  
 Reader in Pol. Sc.  
 M.A. (Political Science)  
 JAMNATI PRASAD BHOSLE

  
 20.12.24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)

**Format for Academic Audit  
Government Science College,  
Chatrapur**

[To be filled out by the Department under Audit only]  
Academic Session: 2023-2024

1	Name of the Department.	Commerce	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1993-94	✓
b	PG	2023-24	
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

Signed by: Head of the Department

*[Signature]*  
20/12/24

*[Signature]*  
20.12.24

PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan., Odisha India

*[Signature]*  
**AMAR PRASAD BISHNOYEE**  
Reader in Pol.Sc  
M.A.Mphil(JNU)



[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

**1 July 2023 to 30 June 2024**

**Performance Index for Individual Department**

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	Student	200		30	6000
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	58.72	30	<b>1752.6</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	30	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	30	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	0	30	<b>0</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	30	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	5	30	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	30	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	30	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	30	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	Faculty	400		30	12000

a	Teaching by faculty (Number of classes taught/ total classes assigned) ?80% = 10; <80% up to 70% = 8; <70% = 5	20	20	30	600
b	Research guidance/supervision Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1	60	60	30	1800
c	Research projects per individual teacher Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10	50	0	30	0
d	Publications per individual teacher 1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3	150	60	30	1800
e	Patent/Products/Copyright/Policy Document 1 International = 10; 1 National = 8	10	0	30	0
f	Seminar/Symposium, etc. attended per individual teacher Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.	10	5	30	150
g	Served as resource person, etc. per individual teacher International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4	10	0	30	0
h	Membership in editorial board of research journals Editor/Associate Editor: 1 = 10; Member: 1 = 5	10	0	30	0
i	Executive position in professional bodies President/ Vice-president/ Secretary/ Treasurer: 1 = 10	10	0	30	0
j	Membership in professional bodies 1 Foreign = 5; 1 Indian = 3	10	6	30	180
k	Training program [FIP/FDP] attended International: 1 = 10; National: 1 = 5	20	15	30	450
l	Awards/ honours Only by the national/state academies/ Government: 1 = 10	20	0	30	0
m	Administrative positions In the University: 1 = 5	10	5	30	150
n	Contribution to university examination Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5	10	10	30	300
3	Infrastructure development	100		10	1000
a	Computers added to the department	20	0	10	200

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges, [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department,</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
4	Activity	300		30	9000
a	<b>Popularity of programs offered based on SAMS data [ratio of number of first preference and number of available seats]</b>	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	5	30	150
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	5	30	150
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	10	30	300
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	9242.60
				Performance Index	35.27

Signed by

*Bani Devi*  
20/12/24  
HoD of Concerned Department  
Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than

U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Sudhakar Patra*  
20/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan., Odisha India

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A.Mphil(JNU)

*[Signature]*  
20.12.24

PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

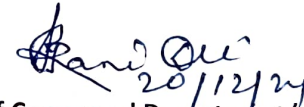
Academic Session: 2022-2023

## Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
	Results (Average percentage of all programs)	100	58.72	30	1752.60
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	0	30	0
	Dropout	10	02	30	60
	PTR	10	05	30	150
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	Faculty	400		30	12000
	Teaching	20	20	30	600
	Research guidance	60	60	30	1800
	Research projects	50	<del>50</del>	30	0
	Publications	150	60	30	1800
	Patent/Policy document	10	30	30	0
	Seminar/ Symposium etc. attended	10	05	30	150
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	06	30	180
	Training program [FIP/FDP] attended	20	015	30	450
	Awards/ honours	20	0	30	0
	Administrative positions	10	05	30	150
	Contribution to university examination	10	10	30	300
3	Infrastructure development	100		10	1000
	Computers added/ upgraded	20	0	10	200
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	Activity	300		30	9000
	Popularity of programs offered	20	05	30	150
	Seminar/ Symposium etc. organized	20	05	30	150


Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	05	30	150
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	10	30	300
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		Maximum Possible Score	26000
			Total Weighted Score	9242.60
			Performance Index	35.270

Signed by:   
 HoD of Concerned Department/  
 Head of the Institution


Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjami, Odisha India

Academic Performance Auditor (APA 3)

  
 Regional Director of Education  
 Berhampur

  
 ANAR PRASED BISCHOYEE  
 Reader in Pol.Sc  
 M.A., Mphil (JNU)

  
 20.12.24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm)


**Format for Academic Audit**  
**BERHAMPUR UNIVERSITY, BHANJABIHAR**  
 [To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**


1	Name of the Department.	History	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1980	Available
b	PG	1993	Available
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Sappa Sanjita Sani 20/12/24*  
 Signed by: Head of the Department

  
 20.12.24  
**PRINCIPAL**  
 Govt. Science College  
 Chatrapur (Gm.)

  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjam, Odisha India

  
 Regional Director of Education  
 Berhampur

  
**AMAR PRASAD BISROYEE**  
 Reader in Pol.Sc  
 M.A., Mphil (JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	79.84	<b>30</b>	<b>2395.20</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	3	<b>30</b>	<b>900</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	<b>30</b>	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>



a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	59	30	1770
	Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤ 10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	0	30	0
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	3	30	90
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	10	30	300
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	5	30	150
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	5	30	150
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	10	30	300
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	5	30	150
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	5	30	150
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	<b>Alumni meeting</b>	10	0	30	0
	1 meeting = 10				
l	<b>Contributions from alumni</b>	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	<b>Parent-teacher meeting</b>	10	0	30	0
	1 meeting/ Year = 10				
n	<b>Collaborative joint programs with other institutions</b>	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	<b>MoUs signed [Only for U/AU]</b>	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	<b>Outreach activity, including functional NSS/NCC units etc.</b>	30	0	30	0
	1 Program = 5				
q	<b>Mentor-Mentee Meetings in a Semester</b>	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000	<b>Maximum Possible Score</b>		<b>26200</b>
			<b>Total Weighted Score</b>		<b>8065.20</b>
			<b>Performance Index</b>		<b>30.78</b>

Signed by *Sapna Ranjita Rani* 20/12/24  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than

U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*S.P. Patra* 23/12/24  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjami, Odisha India

*AMAR PRASAD BISHOYE*  
 Reader in Pol.Sc  
 M.A.Nphil(JNU)  
*MLW*  
 Regional Director of Education  
 Berhampur

*20/12/24*  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	79.84	30	0
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	0
	Progression to higher studies [UG to PG and/or PG to PhD]	10	03	30	0
	Dropout	10	02	30	0
	PTR	10	05	30	0
	Achievements	20	20	30	0
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>
	Teaching	20	20	30	0
	Research guidance	60	59	30	0
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	0	30	0
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	03	30	0
	Training program [FIP/FDP] attended	20	10	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	05	30	0
	Contribution to university examination	10	05	30	0
3	<b>Infrastructure development</b>	<b>100</b>		<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	10	30	0
	Seminar/ Symposium etc. organized	20	05	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	05	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		<b>Maximum Possible Score</b>	26200 <del>28000</del>
			<b>Total Weighted Score</b>	8065.20
			<b>Performance Index</b>	30.78

Signed by: *Sapan Sanjita Lari* 20/12/24

HoD of Concerned Department/  
Head of the Institution

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Sudhakar Patra* 23/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

*Regional Director of Education*  
Regional Director of Education  
Berhampur

*AMAR PRASAD BISHOYEE*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A. Mphil (JNU)

*PRINCIPAL*  
20/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

## Format for Academic Audit Government Science College, Chatrapur

[To be filled out by the Department under Audit only]

**Academic Session: 2023-2024**

1	Name of the Department.	Political Science	
2	Year of establishment of the department		
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1978-79	
b	PG	2023-24	
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Sarmita Behera*  
20.12.24

Signed by: Head of the Department

*[Signature]*  
20/12/24  
Regional Director of Education  
Berhampur

*[Signature]*  
20/12/24  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

*[Signature]*  
20.12.24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A, Mphil(JNU)

[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1 July 2023 to 30 June 2024

**Performance Index for Individual Department**

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	65.25	<b>30</b>	<b>1957.50</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	20	<b>30</b>	<b>600</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	43	30	1290
	Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	3	30	90
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	0	30	0
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	0	30	0
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0



	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
<b>4</b>	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	10	30	300
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part thereof = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		Maximum Possible Score	26200
				Total Weighted Score	5797.50
				Performance Index	22.12

Signed by *Sarmila Behera* 20.12.24  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than

U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*[Signature]*  
 Regional Director of Education  
 Bhubaneswar

*[Signature]*  
 ANAR PRASED BISHOYEE  
 Reader in Pol.Sc  
 M.A, Mphil (JNU)

*[Signature]*  
 20.12.24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)

# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	65.25	30	1957.50
	Seminars delivered	10		30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	5	30	150
	Dropout	10	2	30	60
	PTR	10	5	30	150
	Achievements	20	20	30	600
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>
	Teaching	20	20	30	600
	Research guidance	60	43	30	1290
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	3	30	90
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	0	30	0
	Training program [FIP/FDP] attended	20	0	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	0	30	0
	Contribution to university examination	10	10	30	300
3	<b>Infrastructure development</b>	<b>100</b>	<b>0</b>	<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	10	30	300
	Seminar/ Symposium etc. organized	20	0	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		<b>Maximum Possible Score</b>	<b>26200</b>
			<b>Total Weighted Score</b>	<b>5797.50</b>
			<b>Performance Index</b>	<b>22.12</b>

Signed by: *Sasmita Behery* 20.12.24  
 ✓ HoD of Concerned Department/  
 Head of the Institution

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*[Signature]*  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*[Signature]*  
 Regional Director of Education  
 Berhampur

*[Signature]*  
 AMAR PRASAD BISHOYEE  
 Reader in Pol.Sc  
 M.A, Mphil (JNU)

*[Signature]*  
 20.12.24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)


**Format for Academic Audit  
Government Science College,  
Chatrapur**


[To be filled out by the Department under Audit only]  
**Academic Session: 2023-2024**

1	Name of the Department.	<b>Chemistry</b>	
2	Year of establishment of the department	1989	
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1989-90	Affiliated
b	PG	2023-24	Affiliation pending
c	MPhil	NA	
d	PhD	NA	Affiliated
e	Diploma	NA	
f	Certificate	NA	
g	Any other [You can add extra rows, if needed]	NA	

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Signed by: Head of the Department

  
Regional Director of Education  
Berhampur

  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A, Mphil(JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2022 to 30 June 2023

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	Student	200		30	6000
a	<b>Results (Average pass percentage of all programs)</b>	100	69.04	30	2071.2
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
b	<b>Seminars delivered</b>	10	2	30	60
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
c	<b>Project work/Field study/Internships completed</b>	10	100	30	300
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
d	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	10	10	30	300
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
e	<b>Dropout</b>	10	2	30	60
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
f	<b>PTR</b>	10	5	30	150
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
g	<b>Achievements</b>	20	0	30	0
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
h	<b>Research fellowship/ scholarship</b>	20	0	30	0
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
i	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	10	0	30	0
	1 Course = 5; ?2 Courses = 10				
2	Faculty	400		30	12000

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a	Teaching by faculty (Number of classes taught/ total classes assigned)	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	Research guidance/supervision	60	33	30	990
	Post-doctoral guidance, such as D Litt/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	Research projects per individual teacher	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10				
d	Publications per individual teacher	150	20	30	600
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	Patent/Products/Copyright/Policy Document	10	0	30	0
	1 International = 10; 1 National = 8				
f	Seminar/Symposium, etc. attended per individual teacher	10	3	30	90
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	Served as resource person, etc. per individual teacher	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	Membership in editorial board of research journals	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	Executive position in professional bodies	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	Membership in professional bodies	10	0	30	0
	1 Foreign = 5; 1 Indian = 3				
k	Training program [FIP/FDP] attended	20	5	30	150
	International: 1 = 10; National: 1 = 5				
l	Awards/ honours	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	Administrative positions	10	5	30	150
	In the University: 1 = 5				
n	Contribution to university examination	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	Infrastructure development	100		10	1000
a	Computers added to the department	20	0	10	0

L. K. Chahal

	1 computer = 2				
b	Books including e-books added per student in the department/ library	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	Internet/WiFi/Intranet facility with coverage in the department	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	Lab equipment added to the department	20	10	10	100
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	Smart/Semi-smart classrooms added to the department	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	Expenditure made on other infrastructure in the department	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
4	Activity	300		30	9000
a	Popularity of programs offered based on SAMS data [ratio of number of first preference and number of available seats]	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	Seminar/ Symposium, including Webinars, etc. organized	20	7.5	30	225
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	Staff Council Meeting	10	0	30	0
	1 meeting = 5				
d	DRC meeting .	10	0	30	0
	1 meeting = 5				
e	BoS meeting/ Syllabus revision .	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	Visit of peers/experts	20	15	30	450
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	Grants received from funding agency, other than research project of individual faculty	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	Department journal/ magazine/ newsletter	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	Consultancy offered	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	Alumni association registration	10	0	30	0
	Yes = 10				

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k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	10	30	300
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000	Maximum Possible Score		26200
			Total Weighted Score		7046.2
			Performance Index		26.89

Signed by

*LNSaha*

HoD of Concerned Department/

Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

Step 4

Calculate Departmental performance index by using

$(\text{Total Score} / 28000) \times 100$

Maximum possible score = 28000; For HEIs other than

U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Dr. Sudhakar Patra*  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*Amar Prasad Bischoyee*  
 AMAR PRASAD BISHOYEE  
 Reader in Pol.Sc  
 M.A, Mphil(JNU)

*Regional Director of Education*  
 Regional Director of Education  
 Berhampur

# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department


	Criterion	Max Score	Actual Score	Weightage	Weighted Score	
1	Student	200		30	6000	
	Results (Average percentage of all programs)	100	69.04	30	2071.2	
	Seminars delivered	10	2	30	60	
	Project work/Field study/Internship	10	10	30	300	
	Progression to higher studies [UG to PG and/or PG to PhD]	10	10	30	300	
	Dropout	10	2	30	60	
	PTR	10	5	30	150	
	Achievements	20	0	30	0	
	Research fellowship/ scholarship	20	0	30	0	
	Number of skilling courses offered	10	0	30	0	
2	Faculty	400		30	12000	
	Teaching	20	20	30	600	
	Research guidance	60	33	30	990	
	Research projects	50	0	30	0	
	Publications	150	20	30	600	
	Patent/Policy document	10	3	30	90	
	Seminar/ Symposium etc. attended	10	0	30	0	
	Served as resource person etc.	10	0	30	0	
	Membership in editorial board	10	0	30	0	
	Executive position in professional bodies	10	0	30	0	
	Membership in professional bodies	10	0	30	0	
	Training program [FIP/FDP] attended	20	5	30	150	
	Awards/ honours	20	0	30	0	
	Administrative positions	10	5	30	150	
	Contribution to university examination	10	10	30	300	
	3	Infrastructure development	100		10	1000
		Computers added/ upgraded	20	0	10	0
Books including e-books added per student		20	0	10	0	
Internet facility		20	0	10	0	
Lab equipment added		20	10	10	100	
Smart/Semi-smart classrooms added		10	0	10	0	
Expenditure made on other infrastructure		10	0	10	0	
4	Activity	300		30	9000	
	Popularity of programs offered	20	5	30	150	
	Seminar/ Symposium etc. organized	20	7.5	30	225	

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PRINCIPAL

Govt. Science College

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	15	30	450
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	10	30	300
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000		Maximum Possible Score	26200
			Total Weighted Score	7046.2
			Performance Index	26.89


Signed by:   
HoD of Concerned Department/  
Head of the Institution


Signed by: Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

  
Regional Director of Education  
Berhampur

  
21.12.24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A, Mphil(JNU)

**Format for Academic Audit  
Government Science College,  
Chatrapur**

[To be filled out by the Department under Audit only]

**Academic Session: 2023-2024**

1	Name of the Department.	ECONOMICS	
2	Year of establishment of the department	1977	
4	Programs offered by the department	Year of initiation of the program	Affiliation Status
a	UG	1977	
b	PG	2023	
c	MPhil		
d	PhD		
e	Diploma		
f	Certificate		
g	Any other [You can add extra rows, if needed]		

*Rajhanshi Sahoo*

Signed by: Head of the Department

*[Signature]*  
Regional Director of Education  
Berhampur

*[Signature]*  
Dr. Sudhakar Patra  
Professor of Economics  
Berhampur University  
Ganjan, Odisha India

*[Signature]*  
20/12/24  
PRINCIPAL  
Govt. Science College  
Chatrapur (Gm.)

*[Signature]*  
AMAR PRASAD BISHOYEE  
Reader in Pol.Sc  
M.A.,Mphil(JNU)

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

1 July 2023 to 30 June 2024

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
<b>1</b>	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
<b>a</b>	<b>Results (Average pass percentage of all programs)</b>	<b>100</b>	55.75	<b>30</b>	<b>1672.50</b>
	Pass percentage: above 75%, for every 1% = 1; ≤75% and up to 60%, for every 1% = 0.75; <60% and upto 45%, for every 1% = 0.5; <45% and above pass mark, for every 1% = 0.25				
<b>b</b>	<b>Seminars delivered</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 seminar (per student per semester) = 2; 2 seminars = 4; 3 seminars = 6; 4 seminars = 8; > 4 seminars = 10				
<b>c</b>	<b>Project work/Field study/Internships completed</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	Successful completion 75-100% = 10; Between 40-74% = 5; Less than 40% = 0				
<b>d</b>	<b>Progression to higher studies [UG to PG and/or PG to PhD]</b>	<b>10</b>	10	<b>30</b>	<b>300</b>
	>10% = 10; Between 5 and 10% = 5; <5% = 3				
<b>e</b>	<b>Dropout</b>	<b>10</b>	2	<b>30</b>	<b>60</b>
	<1% = 10; Between 1 and 5% = 5; >5% = 2				
<b>f</b>	<b>PTR</b>	<b>10</b>	5	<b>30</b>	<b>150</b>
	Student Teacher Ratio (average across all disciplines) [Current] ≤15:1 = 10; ?16:1 to 50:1 = 5; >50:1 = 2 (Ad-hoc/Part-time teachers/Guest teacher with at least 9 months of continuous teaching in an academic year shall be considered).				
<b>g</b>	<b>Achievements</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	Participation in Co-curricular and Extra-curricular activities: 1st prize = 10; 2nd prize = 8; 3rd prize = 5; Participation = 2				
<b>h</b>	<b>Research fellowship/ scholarship</b>	<b>20</b>	0	<b>30</b>	<b>0</b>
	RA/PDF: 1 = 10; National level fellowship [NET/GATE etc.]/ Scholarship: 1 = 8; State/ University level: 1 = 5; Research Assistant: 1 = 3				
<b>i</b>	<b>Number of upskilling/reskilling courses offered beyond syllabus</b>	<b>10</b>	0	<b>30</b>	<b>0</b>
	1 Course = 5; ?2 Courses = 10				
<b>2</b>	<b>Faculty</b>	<b>400</b>		<b>30</b>	<b>12000</b>

a	<b>Teaching by faculty (Number of classes taught/ total classes assigned)</b>	20	20	30	600
	?80% = 10; <80% up to 70% = 8; <70% = 5				
b	<b>Research guidance/supervision</b>	60	25	30	750
	Post-doctoral guidance, such as Dlit/DSc: 1 = 12; PhD: 1 = 10; MPhil/MTech: 1 = 5; PG level: 1 = 3; UG level: 1 = 1				
c	<b>Research projects per individual teacher</b>	50	0	30	0
	Major [? 10.0 lakh] = 20; Minor [≤10.0 lakh] = 10				
d	<b>Publications per individual teacher</b>	150	0	30	0
	1 Book = 20; 1 in WoS/Scopus listed journals = 20; 1 in UGC-CARE Journal other than the above = 15; 1 Chapter in Book = 10.0; 1 in ISSN Journal = 10; 1 Conference Paper in Proceedings = 5.0; 1 Others (popular article; magazine article, etc.) = 3				
e	<b>Patent/Products/Copyright/Policy Document</b>	10	0	30	0
	1 International = 10; 1 National = 8				
f	<b>Seminar/Symposium, etc. attended per individual teacher</b>	10	6	30	180
	Papers presented in International: 1 = 5; National: 1 = 3; Attended International: 1 = 3; National: 1 = 2 International event should have at least six participants from abroad.				
g	<b>Served as resource person, etc. per individual teacher</b>	10	0	30	0
	International - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 8; National - Chairman/ Keynote speaker/ Co-chairman/ Invited speaker/ Resource person: 1 = 4				
h	<b>Membership in editorial board of research journals</b>	10	0	30	0
	Editor/Associate Editor: 1 = 10; Member: 1 = 5				
i	<b>Executive position in professional bodies</b>	10	0	30	0
	President/ Vice-president/ Secretary/ Treasurer: 1 = 10				
j	<b>Membership in professional bodies</b>	10	6	30	180
	1 Foreign = 5; 1 Indian = 3				
k	<b>Training program [FIP/FDP] attended</b>	20	0	30	0
	International: 1 = 10; National: 1 = 5				
l	<b>Awards/ honours</b>	20	0	30	0
	Only by the national/state academies/ Government: 1 = 10				
m	<b>Administrative positions</b>	10	5	30	150
	In the University: 1 = 5				
n	<b>Contribution to university examination</b>	10	10	30	300
	Superintendent/ Asst. Superintendent: 1 = 8; Others (Paper setting/ Invigilation etc.): 1 = 5				
3	<b>Infrastructure development</b>	100		10	1000
a	<b>Computers added to the department</b>	20	0	10	0

	1 computer = 2				
b	<b>Books including e-books added per student in the department/ library</b>	20	0	10	0
	>20 = 20; >10 up to 20 = 10; ≤10 = 5 For Colleges [AU/PG/UG] >2 = 20; >1-2 = 10; At least 1 = 5				
c	<b>Internet/WiFi/Intranet facility with coverage in the department</b>	20	0	10	0
	Network with 5-9 PC = 5; Network with 10-19 PC = 10; Network with ? 20 = 20				
d	<b>Lab equipment added to the department</b>	20	0	10	0
	Up to 2 lakh = 5; Up to 10 lakh = 10; More than 10 lakh = 20				
e	<b>Smart/Semi-smart classrooms added to the department</b>	10	0	10	0
	Up to 2 = 4; Up to 4 = 8; Up to >4 = 10				
f	<b>Expenditure made on other infrastructure in the department</b>	10	0	10	0
	Up to 1 lakh = 2; Up to 5 lakh = 4; Up to or more than 10 lakh = 10				
4	<b>Activity</b>	300		30	9000
a	<b>Popularity of programs offered based on SAMS data</b> [ratio of number of first preference and number of available seats]	20	5	30	150
	Up to 1 = 5; Up to 3 = 10; > 5 = 20				
b	<b>Seminar/ Symposium, including Webinars, etc. organized</b>	20	0	30	0
	International: 1 = 10; National: 1 = 7.5; State/ Regional Level: 1 = 5				
c	<b>Staff Council Meeting</b>	10	0	30	0
	1 meeting = 5				
d	<b>DRC meeting .</b>	10	0	30	0
	1 meeting = 5				
e	<b>BoS meeting/ Syllabus revision .</b>	20	0	30	0
	1 meeting = 5; 1 revision = 5				
f	<b>Visit of peers/experts</b>	20	0	30	0
	From Overseas: 1 visit = 10; Indian: 1 = 5				
g	<b>Grants received from funding agency, other than research project of individual faculty</b>	30	0	30	0
	Up to 5 lakh = 5; up to 10 lakh = 10; More than 10 lakh = 30				
h	<b>Department journal/ magazine/ newsletter</b>	10	0	30	0
	1 Journal with ISSN = 10; 1 Journal without ISSN = 8; 1 Magazine = 5; 1 Newsletter = 3				
i	<b>Consultancy offered</b>	10	0	30	0
	Up to 1 lakh = 5; More than 1 lakh = 10				
j	<b>Alumni association registration</b>	10	0	30	0
	Yes = 10				

k	Alumni meeting	10	0	30	0
	1 meeting = 10				
l	Contributions from alumni	10	0	30	0
	Per each 10 thousand or part there of = 5				
m	Parent-teacher meeting	10	0	30	0
	1 meeting/ Year = 10				
n	Collaborative joint programs with other institutions	30	0	30	0
	1 Overseas = 15; 1 National = 10; 1 State/ Regional level = 5				
o	MoUs signed [Only for U/AU]	20	0	30	0
	1 MoU = 10; More than 1 = 20				
p	Outreach activity, including functional NSS/NCC units etc.	30	0	30	0
	1 Program = 5				
q	Mentor-Mentee Meetings in a Semester	30	0	30	0
	1 meeting = 10; 2 Meetings = 20; >2 meetings = 30				
		1000		<b>Maximum Possible Score</b>	<b>26200</b>
				<b>Total Weighted Score</b>	<b>4792.50</b>
				<b>Performance Index</b>	<b>18.29</b>

Signed by *Raghunath Sahu*  
 HoD of Concerned Department/  
 Head of the Institution

### How to compute performance index?

Range: 0-1 [0 to 100%]

#### Step 1

Calculate Item wise total score:

Example: Student – Add the score of all items under the head student

#### Step 2

Calculate weighted score:

Weighted Score = Actual Score x Factor weight

Example: Student weighted score = Actual Score calculated as in step 1 x 30

#### Step 3

Add Weighted score of all the four factors,

i.e., Sum Student, Faculty, Infrastructure Development and Activity to get the Total Score

#### Step 4

Calculate Departmental performance index by using

(Total Score / 28000) x 100

Maximum possible score = 28000; For HEIs other than U/AU the maximum possible score = 26200

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*Sudhakar Patra*  
 23/12/24  
 Dr. Sudhakar Patra  
 Professor of Economics  
 Berhampur University  
 Ganjan., Odisha India

*M. K. Mishra*  
 Regional Director of Education  
 Berhampur

*Amar Prasad Bischoyee*  
 AMAR PRASAD BISCHOYEE  
 Reader in Pol.Sc  
 M.A.Mphil(JNU)

*Principals*  
 20/12/24  
 PRINCIPAL  
 Govt. Science College  
 Chatrapur (Gm.)



# Format for Academic Audit

[To be filled out by the Department under Audit only]

## Academic Session: 2023-2024

### Summary Sheet

### Performance Index for Individual Department

	Criterion	Max Score	Actual Score	Weightage	Weighted Score
1	<b>Student</b>	<b>200</b>		<b>30</b>	<b>6000</b>
	Results (Average percentage of all programs)	100	55.75	30	1672.50
	Seminars delivered	10	0	30	0
	Project work/Field study/Internship	10	10	30	300
	Progression to higher studies [UG to PG and/or PG to PhD]	10	10	30	300
	Dropout	10	2	30	60
	PTR	10	5	30	150
	Achievements	20	0	30	0
	Research fellowship/ scholarship	20	0	30	0
	Number of skilling courses offered	10	0	30	0
2	<b>Faculty</b>	<b>400</b>	<b>20</b>	<b>30</b>	<b>12000</b>
	Teaching	20	20	30	600
	Research guidance	60	25	30	750
	Research projects	50	0	30	0
	Publications	150	0	30	0
	Patent/Policy document	10	0	30	0
	Seminar/ Symposium etc. attended	10	6	30	180
	Served as resource person etc.	10	0	30	0
	Membership in editorial board	10	0	30	0
	Executive position in professional bodies	10	0	30	0
	Membership in professional bodies	10	6	30	180
	Training program [FIP/FDP] attended	20	0	30	0
	Awards/ honours	20	0	30	0
	Administrative positions	10	5	30	150
	Contribution to university examination	10	10	30	300
3	<b>Infrastructure development</b>	<b>100</b>	<b>0</b>	<b>10</b>	<b>1000</b>
	Computers added/ upgraded	20	0	10	0
	Books including e-books added per student	20	0	10	0
	Internet facility	20	0	10	0
	Lab equipment added	20	0	10	0
	Smart/Semi-smart classrooms added	10	0	10	0
	Expenditure made on other infrastructure	10	0	10	0
4	<b>Activity</b>	<b>300</b>		<b>30</b>	<b>9000</b>
	Popularity of programs offered	20	5	30	150
	Seminar/ Symposium etc. organized	20	0	30	0

Staff Council Meeting	10	0	30	0
DRC meeting	10	0	30	0
BoS meeting/ Syllabus revision	20	0	30	0
Visit of peers/experts	20	0	30	0
Grants received from funding agency, other than research project of individual faculty	30	0	30	0
Department journal/ magazine/ newsletter	10	0	30	0
Consultancy offered	10	0	30	0
Alumni registration	10	0	30	0
Alumni meeting	10	0	30	0
Contributions from alumni	10	0	30	0
Parent-teacher meeting	10	0	30	0
Collaborative joint programs with other institutions	30	0	30	0
MoUs signed	20	0		0
Outreach activity	30	0	30	0
Mentor-Mentee meetings	30	0	30	0
	1000	<b>Maximum Possible Score</b>		<b>26200</b>
		<b>Total Weighted Score</b>		<b>4792.50</b>
		<b>Performance Index</b>		<b>18.29</b>

Signed by: *Rajeshwari Saha*  
**HoD of Concerned Department/  
Head of the Institution**

Signed by:

Academic Performance Auditor (APA 1)

Academic Performance Auditor (APA 2)

Academic Performance Auditor (APA 3)

*S.P. Patra*  
**Dr. Sudhakar Patra**  
Professor of Economics  
Berhampur University  
Ganjam, Odisha India

*[Signature]*  
**Regional Director of Education**  
Berhampur

*[Signature]*  
**AMAR PRASAD BISHOYEE**  
Reader in Pol.Sc  
M.A. (Ph.D.) (JNU)

*[Signature]*  
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Govt. Science College  
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