

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2015-2016

I. Details of the Institution

1.1 Name of the Institution

MARSHAGHAI COLLEGE, MARSHAGHAI

1.2 Address Line 1

AT/PO-MARSHAGHAI

Address Line 2

DIST-KENDRAPARA,PIN-754213,
ODISHA

City/Town

KENDRAPARA

State

ODISHA

Pin Code

754213

Institution e-mail address

marshaghaicollege@rediffmail.com

Contact Nos.

06727-272025

Name of the Head of the Institution:

PROF. DR. B.B. BEURA

Tel. No. with STD Code:

06727-272025

Mobile: 9937928192

Name of the IQAC Co-ordinator: Prof. Niranjan Parija

Mobile: 9937253400

IQAC e-mail address: marshaghaicollege@rediffmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) ORCOGN12524

OR

1.4 NAAC Executive Committee No. & Date: EC/38/009,DT:02.02.2006
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address: www.marshaghaicollege.org

Web-link of the AQAR: www.marshaghaicollege.org/AQAR2015-16.doc

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	65.85	2006	5year
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY 19/02/2009

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

i. AQAR	2006-2007, 2007-2008, 2008-2009	17.03.10	(DD/MM/YYYY)
ii. AQAR	2009-2010	27.12.11	(DD/MM/YYYY)
iii. AQAR	2010-2011	08.05.12	(DD/MM/YYYY)
iv. AQAR	2011-2012	13.04.16	(DD/MM/YYYY)
v. AQAR	2012-2013	13.04.16	(DD/MM/YYYY)
vi. AQAR	2013-2014	13.04.16	(DD/MM/YYYY)
vii. AQAR	2014-2015	13.04.16	(DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

UTKAL UNIVERSITY, VANI VIHAR,
BHUBANESWAR, ODISHA

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

0

2.3 No. of students

01

2.4 No. of Management representatives

02

2.5 No. of Alumni

01

2.6 No. of any other stakeholder and
community representatives

00

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- 1-National Seminar-Reformation in Higher Education-Organised by Department of Education.
- 2-National Seminar-Political Communication and Democracy-Organised by Department of Political Science
- Institutional Seminars:
1. Sexual Exploitation of women in India.
 2. Political Participation of Women in India
 3. Treatment of Nature in Robert Frosts Poetry.
 4. Symbolism in W.B. Yeats Poetry.
 5. Impact of Jainism to Indian Culture.
 6. Muslim Administration in Odisha.
 7. Individualism of John Lock.
 8. Quality Improvement of Higher Education.
 9. Role of IQAC in Educational Institution.
 10. Role of UGC and ICSSR in Higher Education.
 11. Ecological succession.
 12. Mechanism of Hormone Action.
 13. Probability Distribution.
 14. Random Variables.
 15. Census and Sample survey.

2.14 Significant Activities and contributions made by IQAC

- i. The Principal had supervised the classes and interacted with students for feedback on quality teaching,
- ii. One-to-one doubt clearing and group discussion were encouraged for clarity in understanding and the subject matter,
- iii. Monthly tests were conducted and marks were given to the students.
- iv. Notice at regular intervals were circulated in students notice boards for the students falling shortage of attendance.
- v. Career counselling classes for SC, ST and other backward students of final year were made to help them for placement in jobs.
- vii. Departmental seminars are being held regularly,
- viii. Students are asked to develop their participation in extra activities to develop their personality.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ol style="list-style-type: none"> 1. Computer and Internet facilities shall be extended to students and staffs to make all literates in computer education and have an access to e-learning and e-governance respectively. 2. Due care shall be taken towards conduct of feed-back/ remedial classes in respect of the average and below-average students for total repair of their doubts. 3. Weightage shall be given to encourage the strength of library books / seminar library books, magazines and journals for enhancing academic standards among students and teachers. 4. Career-Counseling and placement cell must be fully operational and functional. Besides conduct of regular orientation programmes in collaboration with Engineering / Management / Technical Institutes / Organizations, National, Multi-National Companies, I.T. Centres and corporate Houses, the cell shall provide all relevant and up-to-date information regarding latest careers and placements towards employability 5. Initiatives shall be taken to open Self-Financing courses much in tune with the changes of time. 6. Beyond curriculum, the college shall provide 'Judo and Karate training' for self-defence of boys and girls during contingency through authorized and certified agencies. A 'Gymnasium' for physical exercise shall be provided for the purpose. 7. Steps shall be taken towards construction of an Auditorium, a canteen, a stage, a Guest House, cycle stands separately for boys and girls, Boundary walls and staff Quarters in the college. In case of paucity of funds, proposals shall be moved to appropriate authorities to materialize the same. 8. All UGC grants shall be exhausted and all UGC sanctioned projects shall be completed within the stipulated period. Utilization certificates shall be submitted to the UGC in time to avail more grants in future. New proposals concerning Infrastructural Development and Faculty Development shall be submitted to the UGC for approval and sanction. 9. The Community of Teachers shall follow wholeheartedly all quality parameters towards establishment of a 'Quality Bench Mark' in all spheres of activity. 10. Financial assistance shall be provided to the deserving students on Poverty-cum-merit basis from the SSG Fund. 	<p>Major plan of action has been achieved much to our satisfaction.</p> <ol style="list-style-type: none"> 1- Remedial Classes are taken in each departments. 2- Feedback among students are taken on teacher and curriculum. 3- New Library Books and Journals are purchased. 4- Self Defense training has given to Girls student. 5- Canteen becomes functional 6- Financial assistance is given to poverty cum meritorious students. 7- A small cycle stand was constructed for girl students. 8- New washroom facilities are provided to boys and girls students.

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action take

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	03	00	00	00
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	03	00	00	00
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	03

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

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

*Please provide an analysis of the feedback in the Annexure

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

There is no revision in Syllabus. Syllabus revision is made by the Board of studies of Utkal University.

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	32	25	05	0	02

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
	01		03						04

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	0	15	0
Presented papers	0	02	0
Resource Persons	0	0	0

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

- 1-Departmental seminars are organised regularly and students are encouraged to give power point presentation and to participate in deliberations.
- 2-Unit Test are done to evaluate students merit periodically.
- 3- Value based Education is imparted to enhance Students morality.
- 4-Cash awards are given in Annual Function to the students for securing Top Ten positions in University Examination.
- 5-students are encouraged to write articles for departmental wall magazine and college magazine "The Saswata".
- 6-Doubt clearing classes are taken to clear doubts of all students.

- 2.7 Total No. of actual teaching days during this academic year 241
- 2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions) NO
- 2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 02
- 2.10 Average percentage of attendance of students 87%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
ARTS	231	15.15%	3.03%	20.34%	41.55%	80.08
SCIENCE	101	13.86%	27.72%	15.84%	11.88%	69.30%
COMMERCE	57				75.43%	75.43%

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

The members of the IQAC Team are in constant touch with Departmental Heads, faculty and students to ensure the recommendations of the IQAC for implementation in Toto.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	01	0	0
Technical Staff	01	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

The IQAC has encouraged the regular faculty to apply for Minor Research Projects for conducting research in their respective field of specialization.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	X	X	X	X
Outlay in Rs. Lakhs	X	X	X	X

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	0	03
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	0	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	0	0	0	0
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	0	0	0	0

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		02			
Sponsoring agencies		UGC			

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Tota

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

3.17 No. of research awards/
recognitions received by faculty and
research fellows

Of the institute in the year

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

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

0

0

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

0

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

JRF 0

SRF 0

Project Fellows 0

Any other 0

3.21 No. of students Participated in NSS events:

University level 0 State level 0

National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 0

National level 0 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0

National level 0 International level 0

3.24 No. of Awards won in NCC:

University level 0 State level 0

National level 0 International level 0

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>	
NCC	<input type="text"/>	NSS	<input type="text"/>	Any other <input type="text"/>

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

- Self Defence Training,
- World Aids Day,
- Road Safety Week,
- Disaster Management Programme
- Awareness camp on Environment Protection,
- Red Cross day,
- College Foundation Day
- Independence Day and the Republic Day

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8.2 Acrs			
Class rooms	12			
Laboratories	09			
Seminar Halls	14			
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		171		
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Steps are being taken for computerization of central office and Library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7135	1129336	564	126599	7699	1255935
Reference Books	13148	2849684	430	59426	13578	2909110
e-Books						
Journals	6720	192400	553	22120	7273	214520
e-Journals						
Digital Database						
CD & Video	24	0	0	0	24	0
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	34	03	04	01	0	0	0	0
Added	0	0	0	0	0	0	0	0
Total	34	03	04	01	0	0	0	0

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

Up gradation of technology and computerization of library with broadband and internet facility are in process. A number of administrative and finance activities of the college like PIMS, IFMS, HRMS, e-space view, SAMS, e-dispatch, AISHE (UGC), PRERANA, Medhabruti are performed online. The regular teachers and group B staff have also attended training to submit their PAR in online.

4.6 Amount spent on maintenance in lakhs :

i) ICT	92,403/-
ii) Campus Infrastructure and facilities	6,00,809/-
iii) Equipments	-
iv) Others	-
Total :	6,93,212/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Awareness of students in matters of career counselling, Remedial Classes, Value based Education, Smart Class Programmes, and Skill Development Programmes are made at regular intervals through notices and announcements in classrooms.

5.2 Efforts made by the institution for tracking the progression

HODs are requested to collect information regarding their students progression from U.G. to P.G. and other courses.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1508	X	X	X

(b) No. of students outside the state

0

(c) No. of international students

0

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
337	107	04	685	02	1133	505	163	2	838	0	1508

Demand ratio 1: 2.5

Dropout % 1.8

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

The college regularly organizes career counselling programmes for helping the students to appear competitive examinations successfully.

No. of students beneficiaries

No information

5.5 No. of students qualified in these examinations

NET X SET/SLET X GATE X CAT X
 IAS/IPS etc X State PSC X UPSC X Others X

5.6 Details of student counselling and career guidance

Career counselling Programme is conducted regularly with highlights on interview skills / job skills. Information about various job opportunities are displayed in the notice boards and announced in career counselling classes. Professionals and experts are also invited to address the students for career guidance.

No. of students benefitted

Information are not recorded

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

The college has separate common room and toilets for girls. They are asked to sit in the front benches in class rooms and to move in groups when outside the class rooms. There is a sexual harassment Prevention cell which immediately attends for any complain relating girls/ women. Seminars are organized on empowerment of women. Self Defence training are given to girl students.

5.9 Students Activities

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

State/ University level National level X International level X

No. of students participated in cultural events

State/ University level X National level X International level X

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	0	0
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Toilet Problem of Boys Common Room redressed and a Cycle Stand for Girl student is provided.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- ❖ To inculcate supreme message “Satyameba Jayate” among the students.
- ❖ To provide quality education in humanities, science, commerce and vocational courses.
- ❖ To improve “all round development” (Educational, Physical, Social, Moral, Mental and Spiritual) in students.
- ❖ To inculcate the idealistic, patriotic and imperative potentialities among the students.
- ❖ To upgrade the institution of excellence and exemplary at the university level.
- ❖ To rouse and spread the essence of the volcanic slogan “unity in diversity”.
- ❖ To provide quality improvement of higher education to all students of all section of society, with a view to bringing in them, social, moral, spiritual, physical, academic and professional growth to serve the society and nation with love, justice & truth.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

It only follows the curriculum framed by the Utkal University.

6.3.2 Teaching and Learning

Besides, classroom teaching and learning by chalk and talk, steps are being taken to introduce LCD Projector and white board in science departments. Remedial classes by external experts are taken. Feedbacks are taken from the students to know their views and understanding for modification in teaching process. Separate study centres are provided to girl and boy students with sufficient books and journals

6.3.3 Examination and Evaluation

Examination and evaluation are conducted annually as per the University rule.

6.3.4 Research and Development

Faculties of the college are encouraged for applying Minor Research Projects in the current academic year. Three Minor Research Projects are submitted and two MRP are ongoing in the current year.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- a. Steps have been taken for the library automation.
- b. Steps have been taken to install Smart Board in selected classrooms located at different departments and seminar rooms.
- e. Steps are being taken for Installation of CCTVs at several locations on campus.

6.3.6 Human Resource Management

The staff members are assigned duties on the basis of their skills and capabilities. At the end of each academic year the management committee reviews the staff positions and appoints personnel for various teaching and non-teaching positions.

6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is normally done by the State Govt. The Institution only recruits faculty on contract basis against existing vacancy

6.3.8 Industry Interaction / Collaboration

Senior executives from reputed organisations are invited to interact with students. There is no collaboration with any industry.

6.3.9 Admission of Students

Admission into UG courses are done by e-admission through SAMS (student academic management system), a portal of the Govt. of Odisha.

6.4 Welfare schemes for

Teaching	GIS, PF, Gratuity, Pension
Non teaching	GIS, PF, Gratuity, Pension
Students	Social Service Guild (SSG)

6.5 Total corpus fund generated

0

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	DLC appointed by DHE, Odisha and Director CDC, Utkal University	YES	Staffs Appointed by Principal
Administrative	YES	Local Fund Audit, Govt. of Odisha	X	X

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Reforms in Examination system is done in the University level.

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

X

6.11 Activities and support from the Alumni Association

The Alumni Association organizes its annual meeting each summer and they extend full support to the institution as and when required.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teacher meet are organized regularly in the institution to welcome suggestions regarding Academic improvement of the students. Parents are welcomed to meet and suggest the Principal and teachers for improving the performance of their wards.

6.13 Development programmes for support staff

All the administrative and accounts staff of the college are encouraged to attend different orientation programmes organized by department of Higher Education and HRM& Odisha.

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

The college is situated in a naturally eco-friendly campus. The students are asked to protect the plant and keep the environment clean.

Criterion – VII

7. Innovations and Best Practices

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

1. Value-based Education classes are arranged periodically to enhance morality among the students.
2. Orientation programmes on active citizenship is given to create consciousness among students.

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

IQAC conducts quarterly review meeting to analyse the progress and compliance of annual plan taken for academic, administrative improvement of the institution.

1. Teachers are encouraged to undertake research work & publication of Papers.
2. Class Room supervision/ Inspection are made by the principal.
3. Information is send to the parents and guardians regarding shortage of attendance in respect of their sons/daughters/wards for making them conscious in attending classes regularly.
4. Help Desk is provided for the students to listen to their day to day grievances.
5. Study-tours to relevant sites are organized during vacations for building up students' capacities, elasticizing their out-looks and mental horizons.
6. More accommodative and more specious wash room provided to girls students.
7. A mini cycle stand is provided to girl students.

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

- 1- Student's accessibility to teacher's community.
- 2- Gender sensitization programmes for girl students.

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

7.4 Contribution to environmental awareness / protection

Seminars and workshops are organised to create awareness among the students to keep the campus clean and by the same time NSS volunteers are demonstrating placards to sensitise the public in this regard.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

1. Adequate library facilities.
2. Well-equipped science laboratory.
3. Student's discipline.
4. Student's accessibility to teacher's community.
5. Support programme for slow learners.
6. Physical education training to students.
7. Adequate infrastructure.

WEAKNESS

1. Lack of auditorium for public meeting.
2. Lack of hostel for boys.
3. Shortage of teaching faculty due to transfer and retirement.
4. Lack of accommodation for staffs.
5. Lack of interest among students towards English language.

OPPORTUNITIES

1. Increased opportunities to develop and establish new programme to meet the growing demands of the society.
2. Funding by agencies other than UGC for research activities.
3. Introduction of self-financing courses.
4. To initiate e-learning facility in campus.
5. Free coaching for career placement.

THREATS

1. Delay in government's action for filling up retired and transfer vacancies.
2. Focus on privatization of higher education in future policy making.
3. Focus on marks rather than holistic development.
4. Lack of interest among students for general education.
5. Interest among students for private coaching.
6. Expansion of residential colleges.

8. Plans of institution for next year

1. Internet facilities shall be extended to students and staffs to make all have an access to e-learning by installing wi-fi system in campus.
2. Career-Counseling and placement cell must be fully operational and functional. Besides conduct of regular orientation programmes in collaboration with Engineering / Management / Technical Institutes / Organizations, National, Multi-National Companies, I.T. Centres and corporate Houses, the cell shall provide all relevant and up-to-date information regarding latest careers and placements towards employability
3. Initiatives shall be taken to open Self-Financing courses much in tune with the changes of time.
4. A 'Gymnasium' for physical exercise shall be fully operational.
5. Steps shall be taken towards construction of an Auditorium, boundary walls and staff quarters in the college.
6. Steps shall be taken for installation of C.C. TV in specific area of campus.
7. Steps shall be taken for Library automation.
8. Steps shall be taken for converting some classrooms to smart class room.

Name PRASANTA KUMAR DASH Name Mrs. KRISHNA ACHARYA

Prasanta Kumar Dash

Signature of the Coordinator, IQAC

25/10/16

Principal

Signature of the Chairperson, IQAC
Marchhaghal Kondrapard

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
