Annual Quality Assurance Report (AQAR) 2018-19

Nayagarh Prajamandal Mahila Degree Mahavidyalaya,
Nayagarh Odisha-752069

NAAC ACCREDITED WITH 'B' GRADE
ORCOGN 22766

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution   Nayagarh Prajamandal Mahila Degree Mahavidyalaya, Nayagarh

- Name of the Head of the institution: Mrs Rajashree Mohapatra.

- Designation: Principal

- Does the institution function from own campus: Yes

- Phone no./Alternate phone no.:   06753-296006

- Mobile no.:   9437330670
- Registered e-mail: nayagarhnpmm81@gmail.com

- Alternate e-mail :   nayagarhnpmm@gmail.com

- Address   :   AT/P.O.-Nayagarh

- City/Town   :   Nayagarh

- State/UT   :   Odisha

- Pin Code   :   752069

2. Institutional status:
- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education/Men/Women :Women
- Location : Rural/Semi-urban/Urban: urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
  (please specify) :   Grants-in aid, UGC 2f and 12 (B)
- Name of the Affiliating University: Rama Devi Women University,Bhubaneswar,Odisha
- Name of the IQAC Co-ordinator :   Dr. Krupasindhu Karan
- Phone no. :
  Alternate phone no.

- Mobile: 9938938278
- IQAC e-mail address: nayagarhnpmmiqac@gmail.com

- Alternate Email address:
3. Website address: www.npmmnayagarh.org
        Web-link of the AQAR: (Previous Academic Year): 2017-18
        https:// https://www.npmmnayagarh.org/upload/menu_1632367468.pdf

4. Whether Academic Calendar prepared during the year? **Yes**

   Yes/No....., if yes, whether it is uploaded in the Institutional website:

   Weblink: www.npmmnayagarh.org/upload/Academic%20Calender%20-NPMM-2018-19-converted.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B	2.20	2016	From: 16.12.2016 to: 16.12.2021
2nd				
3rd				
4th				
5th				

6. Date of Establishment of IQAC: DD/MM/YYYY: 18.07.2011
7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item/Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
1. **Four IQAC meeting were held to plan academic activities, events & their execution .**	1. 22.06.2018 - 1.00 hr 2. 12.09.2018 - 1.00 hr 3. 21.12.2018- 1.00hr 4. 22.03.2019 1.00hr	12 10 10 10
2. **For Students** A. **Preparation of Academic Calendar**	**28.06.2018**	788
B. **Swagatika- Student orientation programme for fresher's**	**09.08.2018**	198
C. **Self defence programme**	**18.09.18**	110
D. **Programme on "Gender equalities-stereotype" in collaboration with District Legal authority cell**	**9.1.19**	98
E. **Blood Donation Camp**	**19.11.2019**	180
F. **Collection of feedback forms from all the stakeholders and their analysis**	**22.02.19**	10
G. **National Voter's day celebration**	**25.01.19**	68
H. **Counselling Workshop in collaboration with Ministry of skill development and Enterprenurship**	**28.01.19**	45
I. **World AIDs Day**	**01.12.18**	82
J. **Campus recruitment drive programme in collaboration with Pinnacle Human**	**31.01.19**	55

Resources Pvt, Ltd.		
K. National Girl Child Day	24.01.2019	85
L. Legal Literacy camp on "Cyber laws and aims: Tribunal agreed Procedure." in collaboration with Judicial department, Bar ,Nayagarh.	18.02.19	65
N. Study tour-cum-Picnic	17. 02.19	115
O. Preparation of Question Bank	25.02.19- .03.03.19	788
P. International Women's Year celebration in collaboration with Judicial staff of Nayagarh Dist. 3. For Faculties and Staff	08.03.19	
A. Departmental Seminars	06.02.2018 / 03.11.2018 / 23.02.2019 / 06.09.2018 / 16.09.2018 / 15.11.2018 / 18.12.2018 / 05.09.2018 / 08.02.2019 / 18.02.2019 / 08.03.2019 / 01.09.2018 / 13.02.2019 / 18.09.2018 / 02.11.2018 / 04.09.2018	32 54 49 67 67 67 65 52 60 43 27 78 72 09 07 65
B. E-filling of Income tax by Manas Ranjan Sahoo, Income Tax Advocate	13.02.19	13
C. Observation Of Important Days		
Foundation Day	02.07.2018	54
Constitution Day	26.11.2018	72
Human Rights Day	10.12.2018	85
Health Awareness Programme on " Drug and Cancer Awareness Programme"	14.08.2018	75
Seminar on IPR	22.11.19	72
Computer Training Programme	12.07.2018	20
Programme on Mannerism	07.07.2018	28
SAMS Training Programme	02.07.18	10
3. Institution Introduce of New Certificate Course 1. Yoga & Meditation 2. Computer Education	02.07.2018	35 70
Purchase Of Books for Library	28.07.2018	

Infrastructure development		
4. **NAAC Accreditation** **Feedback Collection from five stakeholders.** **Internal Academic Audit** **External Academic Audit** **Administrative Audit** **MoU with nearby colleges**	**30.11.18-05.12.18** **05.03.2019** **06.03.2019** **07.03.2019** **12.03.2019** **05.04.2019** **03.01.2019**	

Note: Some Quality Assurance initiatives of the institutions are:
(Indicative List)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF*
- *ISO Certification*
- *NBA etc.*
  - *Any other Quality Audit*

8. Provide the list of funds by Central/ State Government-
UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

    *upload latest notification of formation of IQAC
10. No. of IQAC meetings held during the year: **04**

    The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…….
    Yes/No :   **Yes**
      (Please upload, minutes of meetings and action taken report) - **uploaded in the college website.**
11. Whether IQAC received funding from any of the funding agency to support its activities during the yea ? Yes   No
    If yes, mention the amount: Year
12. Significant contributions made by IQAC during the current year (maximum five bullets)

    - Four IQAC meetings

    - **For Students**

- Academic Calender, Swagatika, Self Defence training programme, Gender equity, Blood donation camp, Collection of feedback forms, Observance of important days, Health awareness programme.

- **For Faculty and Staff**

- Departmental seminars, e-filing of income tax, Observance of important days, seminar on IPR, Computer training programme, SAMS training programme, programme on mannerism.

- **For Institution**

- Introduction of new certificate course, Purchase of books for library, Infrastructure development , Applying for UG Science and PG.

- **For NAAC Accreditation**

- Feedback collection from 5 stakeholders, internal academic audit, MoU with near by college.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
➢ To encourage teachers to attend /conduct UGC sponsored ,state and national level seminars, conferences and workshops	➢ Two teachers attended state and national level seminars
➢ To encourage the teacher and students to organise departmental academic seminars	➢ Four departmental academic seminars were organised by all the honours departments
➢ To encourage students to participate in social activities through NSS , YRC, RRC units of the college.	➢ NSS, YRC volunteers were participated in different activities like NSS Day, International Women's Day, World AIDS Day, Career Counselling Programme, NSS special camps in "Rath Yatra" and in the nearby adopted village, Study-cum-Training programme of Youth Red Cross, Awareness programme on drug eradication, Health Awareness Programme on cancer, awareness programme on cyber crime, etc
➢ To conduct various cultural/academic competitions among the students	➢ Students were participated in Slogan writing, Alpana, , song, dance, sloka recitation, fancy dress, Essay (Odia & English) Debate competition (Odia & English)
➢ To provide feedback forms to students, parents, alumni, teachers and employers	➢ Feedback forms were collected from all the five stakeholders and were analysed and actions were also taken.
➢ To organise Health Awareness	➢ An awareness programme on cancer was

Programme	organised and a camp was organised on Menstrual Health and Hygienic in the nearby adopted village
➢ To introduce proctorial and mentorship classes	➢ All proctors and mentors had done their proctorial and mentorship classes regularly and sincerely.
➢ To organise Study Tour	➢ A visit to Dhabaleshwar, Cuttack and picnic at Jayadev vatika, BBSR.
➢ To organise a programme on e-filing of income tax return and TDS	➢ A meeting was organised in the Principal's chamber with Sri Manas Ranjan Sahoo, Tax Advocate.
➢ To install an Aqua Guard	➢ Aqua Guard was installed.
➢ To sign MoU with nearby collage for faculty exchange programme	➢ MoU was signed with Sarankul Degree Collage, NAAC Accredited, for faculty exchange on 03.01.2019
➢ To organise a seminar on IPR.	➢ A seminar on Intellectual Property Rights in reference to "Women's Rights in present scenario in India" was organised on 22.11,2019 .The director ,legal cell authority, Puri was the Resource Person.
➢ To conduct internal academic audit.	➢ Internal academic audit was conducted on 05.03.2019, 06.03.2019 and 07.03.2019.
➢ To sign MoU with nearby college for faculty exchange	➢ MoU was signed with Sarankul Degree College, NAAC Accredited,for faculty exchange.

14. Whether the AQAR was placed before statutory body? Yes/No: No
Name of the statutory body: Date of meetings(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No   Yes   Date: 05.12.2016 – 06.12.2016

16. Whether institutional data submitted to AISHE: Yes/No: **Yes**
Year: **2019**   Date of Submission: **01-03-2019**

17. Does the Institution have Management Information System? **:   Yes**
If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

The college deploys a management information system specifically designed for facilitating communication of relevant information between the students ,parents ,teachers, alumni. The college has its own website in which all information regarding time table ,admission, holidays, seminars, notices, different observances etc are also uploaded. The MIS of the college was operational with proper flow of information to the students through e-mails, phone calls and college website.   The Biometric attendance system is employed in the college for all members of staff, both teaching & non-teaching. They register their attendance at the time of arrival and departure which reflects the Seven –hour staying in the college. Our college has various modules of   MIS   for Administration (HRMS,PIMS),Finance & Accounts (HRMS,IFMS)   and for Students admission   and Support.

Human Resources Management System(HRMS): **HRMS is the flagship project of Centre for Modernizing Government Initiative-CMGI,a society under the General Administration Department, Government of Odisha. HRMS is a database- and- application software to carry out personnel transaction of government employees online through internet. It is the repository of all the service records of the employees of our college through HRMS,an employee may apply for leave, loan, or send their reports ,requests or grievances. They can receive the sanction or reply online from their office. HRMS software automatically prepares all accounts and registers of an employee Like Service books, Leave account, Loan account Salary Account, Incumbency chart etc. retrieving relevant data from transactions. It also helps the superannuating employees to prepare their pension papers on the click of the buttons and help authorities to process pension papers easily and quickly.**

*PIMS***: Personal information management system module is linked with DHE website .It was set up to create a database of HR management of Govt & non- Govt colleges to tract fast &real time information regarding HR activities.**

With PIMS module, our college has developed a centralised employee data hub eliminating redundant and disparate records processes. Accessible from virtually anywhere ,one can easily add and update employee information in the office.

IFMS: The Finance department, Government of Odisha runs Integrated Financial Management system. Our college uses this portal for smooth conduct of all financial issues. Salary and arrear bills are prepared through this portal.

SAMS: Student Academic Management System is an Integrated academic management system and comprehensive tool for students/parents, administrators of our college to overcome the challenges in the process of college admission and post admission processes. The entire college admission process is digitized in SAMS, starting from Application, Selection, Intimation ,admission , issuing of ID cards of students, issuing of C.L.C, maintenance of database of students is also done in this portal.

The whole campus is under the surveillance of CCTV.

Part-B

CRITERION I – CURRICULAR ASPECTS
1.1 Curriculum Planning and Implementation
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words
The Institution ensures effective curriculum delivery through a well planned and documented process. **The college is affiliated to Rama Devi Women's University, Bhubaneswar, Odisha. in 2015-16 and adhers to the guidelines laid down by it. The uniform choice based credit system (CBCS) of curriculum was introduced in 25.07.2019. For effective implementation of the curricular programme, a meeting is held with all HODs and members of different cells and committee under the chairmanship of the principal . All H.O.D.s are informed to carry out their academic responsibilities and also to maintain their academic records. The committee and cells are directed to carry out their responsibilities sincerely.**

IQAC prepares the calendar of events for the entire academic year with its Planned meetings which are scheduled quartely. Accordingly a plan of action takes place under the supervision of the Head of the Institution.

The Time –table is prepared and faculty members prepare the lesson plan keeping in mind the paper wise units and semester time limits before the commencement of classes, and submit it to the Head of the Institution. To ensure successful curriculum coverage faculty members maintain and record the daily progress in the the Lesson Plan & Progress Register. The lesson plans and progress registers of all the departments are verified by the respective H.O.Ds before they are submitted to the Head of the Institution for verification every month.

For effective academic delivery, the faculty members modify the class room environment in response to the needs of students by making use of computers & LCD projectors. The quality of learning is enhanced by ensuing students to participate in departmental seminars, preparing dissertions, projects, assignments ,study tours, monthly tests, oral discussions after each class. There are provisions for remedial classes and doubt clearing classes for the slow achievers and extra classes to compensate the delay if any in completion of the course. The Mentor-mentee system and proctorial classes have been developed to facilitate hassle free academic programme and effective teaching and learning activity. The students are acquainted with the pattern of the examination & are given useful tips for better result. The faculty members maintain Teacher's Dairy, Departmental Progress Register in which all the classes and extra curricular activities done by them are reflected. The annual report of departments in which all the activities which includes Seminars, Achievements of both students and faculties, monthly tests, mentorship classes, proctorial classes etc. is submitted to IQAC at the end of the session. Each department conducts CIE (CONTINUOUS INTERNAL EVALUATION) during each semester of the academic session. Certificate courses and value added courses are introduced with a view to creating opportunities for self employment and entrepreneurship.

Thus teaching –learning process is planned beforehand to make it effective & student centric. Formulation of teaching workload, identification of total no. of teaching days, identifying ability level of students, developing performance & other teacher pedalogies are planned, implemented and enriched keeping in mind the objectives of achieving academic excellence through the course plan.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1.Yoga	Nil	**02/07/2018; 21days**	Focus on employability	Skill development
2.Computer Education				
i)Certificate in Computer Application (CCA) ii)Photoshop; HTML; Internet,Web designing		**3 months** **3 months**	Focus on employability	Skill development
	Diploma in computer application (DCA)	**6 months**	Focus on employability	Skill development

1.2 Academic Flexibility					
1.2.1 New programmes/courses introduced during the Academic year					
Programme with Code	**Date of Introduction**		**Course with Code**	**Date of Introduction**	
1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG**
BA	**Economics** **Education** **English** **History** **Home Science** **Odia** **Political Science** **Psychology** **Sanskrit**		04.11.16 04.11.16 04.11.16 04.11.16 04.11.16 04.11.16 04.11.16 04.11.16 04.11.16		
Already adopted (mention the year) **04.11.16**					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Courses
No of Students	125	35

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses	Date of introduction	Number of students enrolled
1. Self Defence Training	2016	**110**
2. Yoga & Meditation	2018	**55**

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	**No. of students enrolled for Field Projects / Internships**
1. **Impact of home Enviornment on the Social Developement of children- Guided by Mrs Puspita Mohanty, Senior Lecturer r in Psychology**	**16**
2. **Socio-Religious Reformation movement in 19th century- Guided by Mrs. Basanti lata Das Senior Lecturer, in History**	**07**
3. **Tribal Movement- Guided By Reenabala Achrya**	**03**
4. **Indo-USA Relation –Guided by Prabhat ku Nayak**	**04**
5. **Portrayal of Nature in Wordsworth Poetry**	**01**
6. **Representation of Contemporary Social milieu in Abhijnan Sankutalam**	**01**
7. **Treatment of Love in John Donne's Poetry**	**01**
8. **Othello- A study on Themes**	**01**
9. **Lingustic**	**01**
10. **Impact of MANREGA in improving socio-**	**01**

Economic status of Rural poor: A study of Nayagarh district of Odisha	
11. GST an Evaluation	**02**
12. Demonetization its objectives & effects on Indian Economy	**01**
13. Micro finance and Economics Development	**02**
14. Impact of Demonetization in agriculture	**02**
15. Socio-Economic factor for child trafficking in India: A study	**02**
16. Socio-Economic condition of sugarcane farmers of Nayagarh District	**02**
17. Socio-Economic laudation of ASHA	**02**
18. The Economics impact of child labour.	**02**
19. Economic status of Ration Card holders: A study in Bhubaneswar.	**02**
20. Socio-economic condition of vegetable veadors :- A study in Itamati Market	**02**
21. Demonetization :- its effect on small scale Industries in India.	**02**
22. Self-help group and Economic Empowerment of woman.	**02**
23. Tribal Movement	**03**
24. Indo-Pak relation	**02**
25. Women movement in India	**04**
26. Indo-USA relation	**04**
27. Relationship between Poverty and achievement	**33**
28. Field visit to Govt. Girl School Nayagarh	**35**
29. Project report on Intelligence test	**31**
30. Project report on Mahatma Gandhi	**56**
31. Visit to Educational Administrative unit such as DHE,SCERT,RDE,CHSE,OPEPA ,intraction administrators	**32**
32. Construction of unit test on History of Class 7 in writing a report	**31**
33. Status of women in contemporary society	**46**
34. Dowry is the Cancer of Society	**25**
35. Gender Discrimination in Modern Family	**30**
36. Exploitation of Women in India	**44**
37. Educational Guidance	**82**
38. Problems of Primary Education	**89**
39. Women Education	**94**
40. Individual Difference	**83**

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

The Institution had developed feedback format for parents, students, teachers, Alumni & employers. The feedback system has been evolved to collect opinions, suggestions and ideas for the development of the institution. The IQAC designs the formats through a structured questionnaire, provides all the feedback formats to all the departments in the month of october and collectes in November.The stakeholders are advised to record their responses freely and honestly without fear and prejudices. The feedback forms covers queries on the quality of teaching-learning, evaluation, ICT tools, infrastructure, support services, governance ,leadership, co-curricular activities, sports, and the academic ambience. On the basis of feedback received from the five stakeholders, necessary steps had been undertaken for the development of those areas. Students had higher degree of satisfaction on quality of classroom teaching , examination & evaluation, interaction with teachers inside and outside the class ,guidance, counselling ,departmental seminar library and the students have mediocre degree of satisfaction on co-curricular activities, Library, cleanliness and ambiance ,canteen facilities, security arrangement. Students have low degree of satisfaction on internet facilities in the institution. Likewise parents have low degree of satisfaction on internet , canteen facilities, toilets. But they have appreciated the teaching learning process and satisfied with the academic ambience.

On the basis of all the feedback, the institution has been taken the initiative to provide internet connection to all the departments and conference hall. Action has been taken to upgrade library with course books and reference books.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
UG	**256**	**1850**	**242**

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	1st yr-242 2nd yr-241 3rd yr-305	NA	29		

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
29	29	33-Desktop 08-Laptop 05-projector 03-printer-scanner-copier 2-printer	03	01	

		01-scanner-printer-copier(colour) 02-barcode reader			

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution believes in better student teacher interaction in building the academic atmosphere in the campus. For this, it undertakes a host of students centric methods for enhancing the learning experiences of the students. So mentoring system was introduced in our institute in 2018 to encourage the students to developed and maintain a special bond with the teachers.

Before the commencement of classes in the academic year 2018-19, all mentorship classes were distributed among all the faculties.

The mentor-mentee ratio is 1:27. Mentorship classes are taken once in a week which is reflected In the time table.

In the mentorship class each mentor takes care of the mentees placed under him or her and tries to resolved their following issues :

1. Health
2. Finance
3. Academic
4. Communication
5. Personal
6. Social
7. Psychological
8. emotional
9. Familial

It is observed that maximum students have financial, psychological communication & academic problems. Accordingly the mentor detects the slow learners & advanced learners & solve the problems. The slow learners are encouraged to concentrate on the weak area of study and to attend remedial classes. The advanced learners are encouraged to focus on studies apart their syllabus . Some psychological issues are solved by the faculties of the department of Psychology. Some of our faculties take the steps to help some of students financially.

The mentor also enlightens the students with some topics related to moral values.

Conclusion:-

By this mentorship class, the institution finds out the inference that the students have become morally strong and active and have shown an increased interest to participate in different extra-curricular activities, sports and extension activities organized in and outside the college.

Mentors' counselling and guidance in mentorship classes have helped a lot in boosting the self confidence of the mentees.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
+3 1ˢᵗ year -242 +3 2ⁿᵈ year -241 +3 3ʳᵈ year -305 Total enrolled students-788	29	1:27

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
23	**15**	**08**	**01**	**04**

2.4.2 Honours and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full time teachers	Designation	Name of the award, fellowship,

	receiving awards from state level, national level, international level		*received from Government or recognized bodies*
2018	Dr. Bidyut Prava Mishra	Reader in Odia	- Kalinga Bharati Sammana - BiswaBhatrutwa Samman - Rastriya Go SebaSammana 2nd Bhanja Saraswata sannman - Nandakishore smruti Sanman **Resource Person** **Gopal Krishna Trust**-Annual function **Swayamshree NGO-** **Saraswati Sisu Mandir-Matrudiwas** - Pradesika Biduyt parisad – state level Seminar - Sikhya vikas samiti- State Level Seminar - Annual Function of Basudedhaiva Kutumbukam
2018	Dr. Krupasindhu Karan	Lecturer in Education	- Resource Person inPindikeshAnchalika Degree College,Nayagarh - Nuagoan +3 Degree College - PindikeshAnchalika Degree College,Nayagarh - Regional Degree College Nayagarh - NigamanandaMahila Degree Mahavidyalaya,Puri
2018	Mrs. Reenabala Acharya	Lecturer in Pol. Sc	- Chief Speaker in Kaushala Mela, Nayagarh - Judge in " Suravi-District level Sisu mahostav." - Judge in dance- Pathani samanta sanskrutika Bhawan

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year		Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year-end examination
UG	--	2018	+3 1st semester	15.12.2018-21.12.2018	28.11.2019
			2nd semester	27.6.2018-4.7.2018	15.10.2019
			3rd semester	5.12.2018-14.12.2018	26.09.2019

				4th semester	13.4.2018-23.4.2018	15.12.2018
				5th semester	26.11.2018-4.12.2018	18.04.2019
				6th semester	8.3.2018-23.3.2018	18.06.2018

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institution is affiliated to Rama Devi Women's University, Bhubaneswar and follows the examination pattern of the university.

IQAC plans the CIE system at the beginning of the session under supervision of the Head of the Institution . This year reformation took place through different evaluation process. Each department is directed to evaluate each student through

i. **Seminar presentation** – Four seminars are organised by each department every year. The Honours students are divided into 4 groups. They present their papers and also encouraged by the faculty to interact with the audience.

ii. **Class presentation** :- Questions are given to the students during the class surprisingly.

iii. **Group discussion:-** A topic is given and the students are allowed to discuss it in groups . The teacher observes how they are participating in the discussion.

iv. Monthly tests- A monthly test is conducted after completion of every unit.

v. two **Assignments** for every semester

vi. **Oral discussions** –Faculties insist the students to clear their doubts through oral discussions.

The CIE system is performed by every department carefully and sincerely. It is observed that this system had become effective and helped the students to enhance their academic development.

2.5.3 Academic calendar prepared and adhered to conduct of Examination and other related matters (250 words)

The institution has prepared its non-negotiable academic calendar as per the Common Minimum Standard (CMS) published by Department of Higher Education, Odisha and the affiliating University for implementation of curriculum and extra-curricular and co-curricular activities. As per university rules and regulation, academic activities run in the college throughout the year. At the beginning of the session the institution prepares the academic calendar. In academic calendar the institution adheres to available date of commencement of class, admission and its procedure,

Mid semester examination, semester examination, important days of observance, Tentative date of students union election, Annual function and Annual Athletic meet Alumni meet, Parent-Teacher meet, date of form fill up, publication of result, working days, holidays, National public holidays, admission process, and semester wise teaching plan. Tentative university exam dates of semesters .Tentative practical exam days, internal assessment work, seminar activities ,project assignment, monthly class test, practical assignment, celebration of national days, weeks like Banomohotsav, Vigilance week, Road safety week and departmental stock verification and celebration of national literacy day, awareness programmes are successfully carried on by the institution.

As per the academic calendar the institution follows all the related curricular, co-curricular and extra-curricular activities for the better academic work. Extracurricular activities like participation in sports, participation in youth festival, participation in inter college competitions organised by the university are reflected in the academic calendar .

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes
for all programs offered by the institution are stated and displayed in website of the institution
(to provide the web link)

Vision:- The Nayagarh Prajamandala Mahila Mahavidyalaya strives to build thriving learning culture

and to become an acceptable educational institution which shall always promote pursuit of excellence and

inculcation of human values.

• The vision of the institution is to provide the opportunity of higher education to the girl students of the

locality at an affordable price.

• To provide quality education to the students and to make their acquired knowledge, skill, and qualification more relevant to global needs.

• It is also the vision of the institution to make higher education accessible to various groups of the society particularly the girls belonging to economically weaker section and minority community.

• To build a developed, enlightened, tolerant & progressive society through improvement of knowledge. To enhance the knowledge and skill of disadvantage section of girls through vocational studies.

• To make the campus free from any kind of harassment, class violence, discrimination and promote friendly Teacher-Taught relationship . By incorporating all the above visions in the development agenda our institution aims to become a centre of excellence.

Mission –To establish an equitable society through women empowerment andcommunal harmony.

• To impart quality education ,learning and research. .

• To inculcate the habit of continual learning, the spirit of compassion and human values in students.

• To nourish the quality of leadership, entrepreneurship invention and ethics.

• To create an outstanding ambiance of academic and intellectual pursuit and physical activities.

• To create an environment of intellectual stimulus in scientific inquiry and responsibility.

• To promote economic and community development through inculcation of entrepreneurial spirit and productive partnership.

Programme Outcomes

Our institution offers under graduate programme in various areas of subjects like literature, humanities and social sciences. Literature provides entertainment and aesthetic pleasure, enhances the imaginative power, communicative skill, Programmes on social sciences enhance the social responsibilities, and provide a multi disciplinary learning environment that teaches-, students how to think critically & globally and builds the capability to be a good administer in the society.

The motive of learning Humanities helps in acquiring an understanding of what it means to be a good human being by studying, applying and analyzing important works and ideas, identifies and evaluates human values & ethics to develop student's ability and enhance students skills.

Courrse Outcome

Literature:- Many of our students after participating in literature programme have succeeded in becoming good orators, preachers & teachers.

Social Science:- Study of social science enables a student to become an efficient citizen of a democracy and it also helps them to solve the practical problems in daily life and to develop the ability to make the right decisions.

By studying social sciences students usually have a better understanding of mankind, they help the students developed critical thinking and teaches them. How they can have the optimal use of their limited

resources, students are also exposes to various culture and traditions. Studying social sciences provide the students with a lot of career opportunity.

Humanities:- The students build up their career in the field of nutrition, teaching and self employment, entrepreneurship like beauty parlour, tailoring etc.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
UG	BA	261	202	77%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as web link)

Guidelines for Students

NAAC (National Assessment and Accreditation Council) is conducting Student Satisfaction Survey regarding Teaching-Learning and Evaluation, which will help to upgrade the quality in higher education .A student will have to respond to all the questions given in the following format with her sincere effort and thought. Her identity will not be revealed.

A) Please confirm this in the first and only time you answer this survey.

  a) yes   b) No

B) Age

C) College Name

Instructions to fill the questionnaire

- All questions should be compulsorily attempted.
- Each question has five responses, choose the most appropriate one.
- The response to the qualitative question no 21 is student's opportunity to give suggestion or improvement; she can also mention weakness of the institute here. (Kindly restrict your response to teaching learning process only)

Key findings from the survey

Student satisfaction survey was conducted to obtain a feedback of teaching learning process that can help the management to streamline services. The results of the survey are summarised below.

1) A high percentage of students full satisfaction over the quality of the Teaching Learning in our college.
2) Students have expressed overall satisfaction regarding the syllabus completion preparedness of the teachers and communication with the students
3) Students have appreciated the teacher's attitude towards teaching and fairness in evaluation.
4) Teacher's preparation, communication, use of appropriate pedagogy and fairness of internal evaluation has been rated high in the survey.
5) The students have expressed satisfaction being provided with opportunities for cultural activities, sports activities and extracurricular activities.
6) The students have expressed satisfaction regarding the mentorship programme.
7) Students appreciated teaching and implementation of learning outcome based curriculum which includes Continuous Evaluation and assessment of students throughout the semester.

Observations/suggestions through the survey

1) To enhance the use of ICT in teaching and equip laboratories with multiple instruments.
2) Teachers should encourage research culture among the students.
3) To give more emphasis on skill development, seminars, workshops and field visits.
4) To design interdisciplinary courses.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil			
Minor Projects	Nil			
Interdisciplinary Projects	Nil			
Industry sponsored Projects	Nil			
Projects sponsored by the University/ College	Nil			
Students Research Projects *(other than compulsory by the College)*	Nil			
International Projects	Nil			
Any other(Specify)				
Total				

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights **(IPR)** and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Seminar on Intellectual Property Right: Women's Right in the present scenario in India	**IQAC**	**22.11.2019**

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Rastriya go seba sammana	Dr.Bidyut Prava Mishra Lecturer in Odia	Rastriya go seba Parisada	2018	For Social Service
Sriram seba Ramayani	Dr.Bidyut Prava Mishra Lecturer in Odia	Sriram Sheva Parishad	2018	For Spiritual talk
2nd Bhanja Saraswata Sammana	Dr.Bidyut Prava Mishra Lecturer in Odia	Bhanja Sahity Sanskruti Sanshad	2017	Short story Writings
Kabi Nanda Kishore Smruti Sammana	Dr.Bidyut Prava Mishra Lecturer in Odia	Shree Bira bhadreswar sahitya sansada	2017	Field of literature for short story and poetry writings
Kalinga Bharati Sammana	Dr.Bidyut Prava Mishra Lecturer in Odia	Swarna odisha Saraswata Sammana	2017	Field of literature and Social Service
Rastriya go seba sammana	Dr.Bidyut Prava Mishra Lecturer in Odia	Rastriya go seba Parisada	2018	For Social Service

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Centre	Name	Sponsored by
Nil		

Name of the Start-up	Nature of Start-up	Date of commencement
Nil		

Name of the Start-up	Nature of Start-up	Date of commencement

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
Dr.Bidyut Prava Mishra Department of Odia • 2nd Bhanja Saraswata Sammana-2017 • Kabi Nanda Kishore Smruti Sammana-2017 • Kalinga Bharati Sammana-2018 Ramayani Sammana-2018		

3.3.2 Ph. Ds awarded during the year *(applicable for PG College, Research Center)*

Name of the Department	No. of Ph. Ds Awarded
	Nil

3.3.3 Research Publications in the Journals notified on UGC website during the year

	Department	No. of Publication	Average Impact Factor, if any
National			
International			

3.3.4   Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Department of Odia Dr.Bidyut Prava Mishra	1(book) 1 Short Story and prose Published in State Level Magazine. 4 articles Published in state level magazine. **2 Papers in the Journals** • Impact of Upanishad on the modern Society-2018 • Adivasi Sampradaya o Gopinath Mohanty's Story-2018

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self

					the publication	citations

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	1	5		
Presented papers		2		
Resource Persons			2	12

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
1. World AIDS Day	YRC,RED RIBBON CLUB	**10**	85
2. NSS day	NSS	**12**	74
3. International Women's Day	IQAC,YRC, NSS	**15**	85
4. National Girl Child Day	IQAC,NSS,YRC	**10**	88
5. Seminar on Enviornmental conciousness	IQAC	**5**	85
6. Banomahostav	YRC,NSS, Eco club		55

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
N.S.S Programme	N.S.S ,YRC Unit of N.P.M.M	Arrangement of mega rally on the Occasion of 29th national	7	26

		road safety week 2018 27.4.2018		
N.S.S Programme	N.S.S , YRC,Unit of N.P.M.M	International yoga day 24.1.2018	7	85
N.S.S Programme	N.S.S Unit of N.P.M.M	Swachha Bharat summer internship programme 3.8.2018	5	
RRC programme	YRC,RRC	Awareness Rally on World AIDS Day, Painting ,Debate &Essay competition, Meeting	10	122

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Vocational Training Programme	Manufacturing and packaging of mineral water pouch	Lifeline Enterprisers,Nayagarh	12.11.2018 to 22.11.2018	20

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Sarankul Degree college,Sarankul	03.01.2019	Faculty Exchange	10

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities

4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Rs. 2,87,500 /-	Rs.2,30020 /-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	5,77Area	

Class rooms	19	
Laboratories	3	
Seminar Halls	1	
Classrooms with LCD facilities		
Classrooms with Wi-Fi/ LAN		
Seminar halls with ICT facilities	1	
Video Centre	2	
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		
Value of the equipment purchased during the year (Rs. in Lakhs)		
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books						
Reference Books	3897	29039	1523	255260	5420	547650
e-Books	3529	931551	383	91893	9912	1023444
Journals						
Departmental Seminar Library			12	15,560	12	15,560
e-Journals	1598	227012	NIL		1598	227012
Digital Database						
CD & Video						
Library automation						
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	14	01	02	01	01	03	09	300MBPS	
Added	01								
Total									

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

300 MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other

Government initiatives & institutional (Learning Management System (LMS) etc			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
NIL			

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
ICT Infrastructure (42.000/-)			

.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. *(maximum 500 words)* (information to be available in institutional Website, provide link)

Policies and procedures are inalienable part of every institution . Our Institution has been taking constructive measurers for maintaining utilizing physical , academic , sport facilities, laboratory , library m Computers through proper procedure and policies . The college has its own laboratory facilities which is maintained by the respective department regularly. The college has 24 class rooms with proper electric facilities and has been maintained by the college administration. The college has 54 numbers of computers with internet facilities and regular attention being given for maintaining and upgrading the machine. Our institution has a library which extends its facilities for teaching staff and student communities .There is a regular purchase of books from college developmental fund to strengthen the library. Library is kept open during the college hours and accession register, stock registers, issue registers are maintained meticulously under the guidance of librarian

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution			
Financial support from other sources			
a) National	1.Post Matric Scholarship	ST : 07 SC : 12 SEBC : 28	ST : 33,000 SC : 50,400 SEBC : 70,000
	2. E-Medhabruti	117	
	3. Prerana	54	
b) International			

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
1.Certificate course of Yoga And meditation	02.07.2018	55	Patanjali Yoga Prakalpa,Nayagarh
2 . Computer Course	02.07.2018	70	Sikshya Computer Academy,Nayagarh

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	Job opportunity in Govt. Sectors			Nil	30

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
03	03	10

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Pinnacle Human Resources Pvt.Ltd. on 31.01.19	45		Private Sector	40	15
			Govt Sector	25	10
			NGO	3	3
			Self Employed	42	42

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	214 Economics 20 Education 31 English 4 History 33 Home Sc. 18 Odia 34 Pol. Sc. 29 Psychology 14 Sanskrit 31	+3 Degree Arts	**Education** Jyotirmayee Parida	Rajdhani College, BBSR	P.G.
			Laxmipriya Sahoo	B.Edn., Nagarjun	M.A., Edn.
			Jyotirmayee Manthan		M.A., Edn
			Home Science Sunanda Pattanaik	Sailabala Women's College, Cuttack	
			Sanskrit Laxmipriya Panda	SJSV, Puri	
			Mitanjali Naik	SJSV, Puri	
			Rojalin Pradhan	SJSV, Puri	
			Harash Behera	SJSV, Puri	
			Subhasmita Parida	Sadasiva Kendriya, V.V., Puri	
			Dharitree Amrutansh	Sadasiva Kendriya, V.V., Puri	A. Ed.
			Sagarika Mohapatra	DL. Ed. SR, ID RCI	
			History Sujata Sahoo		

			Suprava Sahoo	DDCE, BBSR	
			Odia Sipra Mohapatra		
			Rasmita Mandal	OSOU, Sambalpur	
			Economics Anikita Nayak	DDCE, BBSR	
			Rasmibala Barik	DDCE, BBSR	
			Aparna Tripathy	D.Ed.Ed.	
			Psychology Subhashree Parida	Chetna, BBSR	
			Sujata Mohanty	MBA, U.U., BBSR	
			Shakti Surya Priyadarshini	MSW, Nayagarh College	
			Pol. Sc. Sofia Akhatar	OSOU, Nayagarh	
			Priyanka Dash	IGNOU, Nayagarh	
			Susri Sandhya Rani Sahoo	OSOU, Nayagarh	
			Subhasmita Sahoo	B.Ed., Andhra University	
			Arati Kumari Prusty	B. Ed., Nagarjun University	
			Sanjukta Mohanty	OSOU, Nayagarh	
			Monalisa Behera	OSOU, Nayagarh	
			Sonali Suchismita Majhisamanta	OSOU, Nayagarh	

5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	Smrutisikha Satapathy	1st attempt
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Classical Dance Annual Function	First	Rojalini Pradhan Priyadarshinee Parida Sradhanjali Dash Suprava Guru Jyotirmayee Sahoo Rasmita Bhata Sweta Pradhan

		Barsa Priyadarsini
Folk Dance Annual Function		Ananya Mishra Bhagyashree Mohapatra
Modern Dance Annual Function		Sweta Pradhan Barsarani Samanta
Annual Function Sambalpuri Dance		Puja Sahoo Smrutiprava Malla Jyotirmayee Dakua Sasmita Nayak Barsarani Samant
Annual Function Dandia	Second	Kabita Pradhan Sandhyarani Pradhan Debasmita Sahoo Susama Parida Lalita Rout Rasmita Pradhan Tulasi Singh
Solo Dance Annual Function		Smruti Prava Malla
Modern Dance Annual Function		Sonali Parida Ankita Mallick Puspalata Sethi
Odia Modern Dance Annual Function		Rojalin Pradhan Sweta Pradhan Rasmita Bhatta Barsarani Samant
Song (Jindegi Pyar ki geet hein) Annual Function		Pritipadma Mishra
Dance Annual Function	Third	Rojalini Pradhan Arati Parida
Dance Annual Function		Rojalini Pradhan Sasmita Nayak
Dance Annual Function		Subhashree Mahar Debasmita Sahoo Aparna Tripathy Lalita Raut
Dance Annual Function		Madhusmita Samantaray Sushree Barsarani Sahoo Prangya Paramita Baliarsingh Laxmi Pal
Dance Annual Function		Suprava Guru Nalini Muduli Jyotirmayee Sahoo Sandhyarani Behera
Fancy Dress	Annual Atheletic Meet	Debasmita Sahoo Smrutiprava Malla Sunanda Pattanaik Rojalini Pradhan Barsarani Samanta Jyotirmayee Dakua Kabita Pradhan Susama Parida Ananya Mishra Puspalata Sethi Aparna Tripathy Sonalin Parida Sanjukta Mohanty Diptimayee Subudhi

Sports Activities		
100 M.	1st	Sofia Akhtar
	2nd	Ananya Mishra
	3rd	Rojalin Pradhan
200 M.	1st	Ananya Mishra
	2nd	Debasmita Sahoo
	3rd	Rojalin Pradhan
400 M.	1st	Jyotirmayee Bidhar
	2nd	Tulasi Singh
	3rd	Debasmita Sahoo
800 M.	1st	Jyotirmayee Bidhar
	2nd	Sofia Akhtar
	3rd	Sonalin Parida
Long Jump	1st	Barsharani Samant
	2nd	Jyotirmayee Dakua
	3rd	Anasuya Sahoo
Shot Foot	1st	Smurtilipsa Pattnaik
	2nd	Sofia Akhtar
	3rd	Ananya Mishra
Discus Throw	1st	Smurtilipsa Pattnaik
	2nd	Jyotirmayee Dakua
	3rd	Sonalin Parida
Javelin Throw	1st	Jyotirmayee Dakua
	2nd	Rojalin Pradhan
	3rd	Smurtilipsa Pattnaik
Slow Cycle Race	1st	Sandhyarani Pradhan
	2nd	Bhagyashree Mohapatra
	3rd	Priyadarshini Parida

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
				Odia Essay		Ambika Behera -1st Monalisha Behera-2nd Sofia Akhtar-3rd
				English Essay		Sofia Akhtar-1st Sanjukta Mohanty-1st Rajeswari Dash-2nd Diptimayee Subudhi-3rd
				Odia Debate		Sofia Akhtar-1st Priyadarshini Parida-2nd Rajeswari Dash-3rd
				English Debate		Sofia Akhtar-1st Priyadarshini Parida-2nd Diptimayee Subudhi-3rd
				Song		Laxmi Priya Panda-1st Suchismita Dhalia-2nd Diptimayee Subudhi-3rd
				Sloka		Bijayalaxmi Dash-1st Laxmi Priya Panda-2nd Suchismita Dhalia-2nd Anusuya Sahoo-3rd
				Dance		Sweta Prdhan-1st Sanjukta Mohanty-1st Narmada Swain-2nd Sonali Sethi-3rd

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
				Jhoti		Sonalin Parida-1st Susama Parida-2nd Smrutilipsa Pattanaik-3rd
2018		District Level, Nayagarh		Youth Festival		
				Folk Song		Rajalaxmi Panda, +3 3rd Year Namita Swain, +3 3rd Year Pinky Nayak, +3 3rd Year Suchismita Sahoo, +3 3rd Year Priyanka Amanta, +3 3rd Year Sujata Mallik, +3 3rd Year Laxmi pradhan, +3 3rd Year Bishnupriya Behera, +2 2nd Year
				Folk Dance		Bhagyalata Sahoo, +3 3rd Year Sanjukta Mohanty, +3 2nd Year Priyadarshini Parida, +3 2nd Year Laxmipriya Dwari, 2nd Year Lalita Pradhan, 2nd Year Sobhabati Amarseth, 2nd Year Laxmi Nayak, 1st Year
				Allocation		Priyadarshini Parida, 2nd Year
				One Act Play		Laxmi Pradhan, 3rd Year Puja Behera, 3rd Year Bharati Swain, 3rd Year Sonali Sethi, 1st Year Arpita Mohapatra, 1st Year Priyanka Jani, 1st Year Susri Sudipta, 1st Year Maheswari Sahoo, 2nd Year
		24th State Level Youth festival, 2018 at Jajpur District on 15.11.2018 to 18.11.2018		Folk Song		Laxmipriya Panda, 3rd Year Anasuya Sahoo, 3rd Year Smruti Swagatika Pattanaik, 3rd Year Laxmi Nayak, 3rd Year Priyadarshini Pattnaik, 2nd Year Bhubanashree Sarangi, 2nd Year Priti Pallavi
				Folk Dance		Bhagyalata Sahoo, +3 3rd Year Sanjukta Mohanty, +3 2nd Year Priyadarshini Parida, +3 2nd Year Laxmipriya Dwari, 2nd Year Lalita Pradhan, 2nd Year Sobhabati Amarseth, 2nd Year Laxmi Nayak, 1st Year
				Allocation		Priyadarshini Parida, 2nd Year
				One Act Play		Sanjukta Mohanty,m 3rd Year Priyadarshini Parida, 3rd Year Khulana Mahapatra, Susri Sudipti Mohapatra, Arpita Abhilipsa Mohanty, 2nd Year Pallavi Nayak, 1st Year Sonali Sethy, 2nd Year Priyanka Jani, 2nd Year
				Folk Song		
		Zilla Mahostav Nayagarh,2018 on 24.12.2018 to 29.12.2018				Priyadarshini Parida, Khulana Mohapatra Laxmipriya Panda Bhagyalata Sahoo Anasuya Sahoo
				Group Dance`		

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The IQAC is the heart and lungs of the institution for quality improvement in teaching and

learning. There is provision of students' representative in the formation of composition of IQAC. The sole purpose is to involve students in academic and administrative activities of the institution because the institution is established for the development of various skills, responsibilities, abilities and activities.

➢ Academic :-

There are nine subjects under U.G. programme in Arts. There is a seminar secretary in each department for carrying out academic activities of the department. The seminar secretary is selected by students from final year students and students' representatives from second year and first year students. The responsibility of seminar secretary and two seminar representatives is to organise seminars to carrying out projects work in case of practical subjects like Education, Home Science and Psychology. The students are also participated in academic works like arranging study tours to various historical academic destinations, cultural and eco-friendly environment. The students have prepared seminar papers in consultation with the faculties. The faculty members have taken all sorts of measures to orient students how to prepare seminar papers, projects etc.

Administration :-

The students of this institution participate in the election process. The office bearers are elected directly by the students as per the notification of Government of Odisha. The various posts of office bearers are :

Student's Cultural Society

(i) President, (ii) Vice-President, (iii) General Secretary, (iv) Assistant General Secretary. (v)Secretary, Day Scholar Association.

Dramatic Society :

(i) Dramatic Secretary, (ii) Assistant Dramatic Secretary

Athletic Society

(i)Athletic Secretary(ii) Assistant Athletic Secretary

Youth Red Cross:

The institution has an active YRC unit ,organises various awareness programmes.. The working committee of the unit which is a policy making body of YRC has two volunteers as its members. They have active role in the decision of the programmes that organised by YRC in the campus and outside.

National Service Scheme

NSS wing of the college organises different types of programmes related to health, environment, social services. This is also very active unit . There is a provision of student member in the working committee of NSS.

5.3 Alumni Engagement
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):   The college has Alumni association since 2015 but not registered. Every year Alumni Meet is organised. Alumni also remain present in different programmes like Annual Function ,Foundation day, Teacher's Day etc.   To create an alumni network that maintains a symbiotic relationship between the alma mater and its alumni To facilitate constant interactions with the alumni, maintain support mechanisms for the alumni network and create a healthy and sustainable relationship with the alumni. Our Institution believes in creating an environment that fosters continuous learning and development. We intend to keep our Alumni expanding.
5.3.2 No. of ~~registered~~ enrolled Alumni:
235
5.3.3 Alumni contribution during the year (in Rupees) **:** Rs. 3,000/-
5.3.4 Meetings/activities organized by Alumni Association **:** Meeting - 01
An alumni meet was organised on 14.02.2018 at 11 am. In the Conference Hall. The meeting

was chaired by the Principal Sri Satya Narayan Rath.

The Following members of staff and alumni were present on the meeting .

The Chairperson delivered his warm welcome address to the audience. Then NAAC Co-ordinator Dr. Aditya Kumar Mishra read out the proceeding of the previous Alumni meet and also mentioned about the objectives the meeting. The brief description of the successful visit of NAAC pear team and inform about the grade. Other teachers also delivered their speeches.

Alumni shared their memories associated with the alma meter compare into the present scenario of the college and expressed their happiness over the development. They also gave their comment to contribute for the college development. The meeting was concluded with vote of thanks by mistresses Puspalata Das, Academic Bursar.

The meeting followed by a lunch.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

Vision : This college is a premier women catering to the higher education aspiration of socially, educationally, economically backward and minority women of Nayagarh District of Odisha, though situated in an urban locality. The students hail from remote areas of nearby districts of Boudh, Kandhamal, Ganjam, Khordha, Cuttack etc. . The college has completed 37 years of existence. The institution strives to build thriving learning culture and to become an acceptable educational institution which shall always promote pursuit of excellence and inculcation of human values.

- ➢ The vision of the institution is to provide the opportunity of higher education to the girl students of the locality at an affordable price.
- ➢ To provide quality education to the students and to make their acquired knowledge, skill and qualification more relevant to global needs.
- ➢ It is also the vision of the institution to make higher education accessible to various groups of the society particularly the girls belonging to economically weaker section, hilly, backward, inaccessible and minority community.
- ➢ To build a developed enlightened tolerant and progressive society through improvement of knowledge.

Leadership : Our students display their leadership qualities through various programmes such as :

1. Student's cultural society
2. Seminar Secretary of the Honours Department
3. Class Representatives
4. Parade (Commander)
5. NSS/YRC Leader

Athletic Secretary for Annual Athletic Meet.

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Institution practices Decentralization and Participative Management. The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their environment and co-operation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have a contributed to the growth of the college.

The Principal is the secretary of the governing body and chairperson of the IQAC. The Principal forms different committees in consultation with the Teachers of different committees like :

- ➢ Budget Committee
- ➢ Purchase Committee

- ➤ Student Welfare Committee
- ➤ Student Cultural Committee
- ➤ Staff/Student Grievance Cell
- ➤ Prospectus Committee, etc.

for planning and implementation of different academic, student administration and related policies. All academic and operational policies are based on the unanimous decision of the Governing Body, the IQAC and the teachers of the college. Every year, the composition of different committees is changed to ensure uniform exposure of duties for academic and professional development of faculty members.

1. Budget Committee :   The aim of the committee is to ensure proper utilization of fund.
                         The function of the committee is to :-
- ➤ See that expenses incurred have budgetary provision.
- ➤ Recommend for approval of financial proposals made by other committees with or without modification
- ➤ Check that necessary formalities have been observed in incurring expenses
- ➤ Check process bills placed for payments
- ➤ Consider proposal for enhancement of wage/allowance or engagement of temporary staff
2. Student Cultural Committee : The aim of the committee is to create cultural ability among students.   .
   The function of the committee is to :-
- ➤ Conduct annual cultural competitions
- ➤ Arrange for cultural presentation on various college occasions
- ➤ Prepare the students for cultural competition outside the college
- ➤ Select students who are to represent the college in off–campus platform.

6.1.2 Does the institution have a Management Information System (MIS)?
 Yes/No/Partial:

Yes.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each)**:**

- ❖ Curriculum Development :-
  Our college is affiliated to R.D. Women's University. Academic activities in our college are conducted as per the Choice Based Pattern as planned and designed by R.D.University. By generating learning resources of various kind we try to meet the teaching and learning objectives as set by the CBCS Pattern.

  The *Prospectus Committee* and IQAC prepares the academic calendar of the college at the beginning of every academic session. This committee also looks after the time table and distribution of classes as per the curriculum. All these activities are supervised by Academic Bursar and the Principal respectively.

  Besides this, Certificate courses   and value added courses like Yoga and photoshop & Web desiging are introduced to enhance the skill of the students. The Institution has signed MoU

with nearby colleges for faculty & student exchange.

- ❖ Teaching and Learning :-
  The following are the modes and methods given in order of priority that we follow for effective teaching and learning.
    i. Proctorial is taken for extra teaching and clarification of subject related doubts and problems.

ii. Mentorship class is where special care is taken to discuss and possibly help and guide students to deal with not just Academic but personal and interpersonal problems.
iii. Remedial classes
iv. Extra class for slow learners
v. Interactive class after the end of each unit
vi. Paper presentation by students
vii. Power-point presentation
viii. Conduction of Seminar, Webinar
ix. Group Discussion

❖ Examination and Evaluation :-
Examinations and Evaluations are conducted as per the norms of Rama Devi Women's University.
(i) All type of form fill ups are done through online.
(ii) Admit Cards and Registration Cards are available in the examination website.
(iii) For each semester there is one internal assessment. The questions of the internal examinations are prepared and evaluated by the departmental lecturers.
(iv) Monthly Tests are done at the last week of every month regularly.
Results are published through online.

❖ Research and Development :-
The college encourages the faculty members to attend seminars, conferences, orientation programmes, Refresher Courses and different faculty development programmes. 4 faculty members have Ph.D. Degrees. Presently 3 faculty members are doing their Ph.D. works. The college provides all the facilities to the students to undertake research project work as part of their curriculum.

❖ Library, ICT and Physical Infrastructure / Instrumentation :-
i. Every year Text and Reference books are purchased for Library and departmental seminar.
ii. Journals, competitive magazines and newspapers
iii. Automation of books
iv. Library is student user friendly.
v. Complete Accession numbering system
vi. Reading room
vii. Fire Extinguishers
CC TV surveillance

❖ Human Resource Management :-
i. Different committees have been set up to execute and monitor the development in academic, administrative and developmental activities of the college.
ii. The administration of the college aims to undertake activities and programmes for the enrichment of available human resources.
iii. Students are motivated to enrich themselves through interactive teaching learning process.

❖ Industry Interaction / Collaboration :-
i. Carrier counselling Cell invited different organizations/companies for placement of students in various sectors.

❖ Admission of Students :-
Admission of the +2 Arts/Science and +3 Arts/Science and +3 Arts students is carried out through e-admission process under SAMS (Students' Academic Management System) programmes as per CHSE and DHE, Odisha respectively.
The selection is based on the students' last qualifying marks.

6.2.2 : Implementation of e-governance in areas of operations:

Human Resource Management System is developed by Govt. of Odisha for managing employees salary slip, e-service book, GPF, Webinars and conducting classes.

❖ Planning and Development :-

The system of governance has been incorporated both in online and offline mode for quick and efficient functioning in varied areas of institution. Department of Higher Education uploads all instruction of its website. Planning is the first and most important part in development activities. IQAC plans for academic, administrative and financial matters in every years. Various committees are formed for its implementation. They meet periodically to discuss on those aspects on web platform. The planned activity and its implementation progress available on institutional website.

❖ Administration :-

All official correspondences are paperless via e-mails. The institute intimates the faculty and other staff regarding official notices either on individual e-mail or through college whatsapp group. All activities conducted in college are put on the institutional website.

❖ Finance and Accounts :-

The salary of teaching and non-teaching staff, reimbursement of arrears and all financial transactions are done through e-governance. Even the scholarships to the students are paid online in their respective bank accounts.

❖ Student Admission and Support

SAMS developed by Government of Odisha for selection, admission and reports of different types like caste, gender and managing new and old students. Admission of the students is done online. Online admissions are totally on the basis of merit. The processs, filling of examination forms and declaration of result is online. The disbursement of various scholarships also takes place online. Intimation regarding time table of CCEs, examination dates, revaluation forms are received online. Monetary relaxation is given for poor students.

❖ Examination :-

Examinations and Evaluations are conducted as per the norms of Rama Devi Women's University.

i. All types of forms fill up are done through online.

ii. Admit Cards & Registration Nos. are available in student's login.

iii. For each semester there is one internal assessment. The questions of the internal examinations are prepared and evaluated by the departmental lecturers.

iv. Monthly Tests are done at the last week of every month regularly.

Results are published in online.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Name of the teacher	Organizer	Date and Duration (from – to)

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
40		38	

6.3.5 Welfare schemes for

Teaching :-
1. GPF/EPF
2. Maternity benefits
3. Medical leave
4. GIS

Rehabilitation scheme

Non-teaching :-
1. GPF/EPF
2. Maternity benefits
3. Medical leave
4. GIS
5. Rehabilitation scheme

Students :-
1. Annual Prize Distribution
2. Anti-ragging Cell
3. Career Guidance Scheme
4. Youth Festival
5. Seminar/Conference/Workshop
6. Free seat
7. Scholarship

Poor students adopted by faculty members/staff for financial support

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

 (with in 100 words each)

       The external audit is carried out by a Registered Audit Firm. The external auditor audits all the transaction of receipts, payments, book purchasing bill file and all documents pertaining

to account of the college in 2019-20 Panda Associates, a reputed local auditing firm, Nayagarh had audited foregoing transaction. Complementary external auditing, the internal auditing is done by Accounts Bursar. This then gets approved by the Principal before being verified by a teacher specially assigned the task of verifying salary acquitance.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose

6.4.2 Total corpus fund generated :
    1. Affiliation fees deposited :   12,000/-
    2. CDC fees deposited   :   26,090/-
    3. Sports fees deposited   :   2,57,370/-
    4. NSS fees deposited   :   23,292/-
    5. ROM fees deposited   :   1,05,490/-
    6. Subject fees deposited :   92,500/-
YRC state share   :   4,627/-

6.5 Internal Quality Assurance System

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

Audit Type	External	Internal
Academic	(i) Visit by Nodal Officers (ii) Team appointed by Govt. (iii) Visit of Deputy Director and Regional Director (iv) Visit of Ministers of Higher Education (v) Visit by University Officers	Progress Register is verified by H.O.D., Academic Bursar and Principal
Administrative	(i) Visit by Nodal Officers (ii) Team appointed by Govt. (iii) Visit of Deputy Director and Regional Director (iv) Visit of Ministers of Higher Education (v) Visit by University Officers	(i) Visit of Administrative Bursar (ii) Audit by the members of Grievance Redressal Cell, Anti-ragging Cell and sexual harassment Cell (iii) Staff Redressal Cell

6.5.2 Activities and support from the Parent – Teacher Association (at least three)
➢   Parents teacher association meeting are held regularly and their feedbacks are given due importance. Teachers emphasize on students attendance.
➢   Parents wanted the sanitation and drinking facilities of the college should be improved.
Parents suggested to open Science and other Arts department.

6.5.3 Development programmes for support staff (at least three)
Support staff has been made to be aware of gender issues for a campus aimed at making girls comfortable to pursue their studies.
They are getting trained in computer for smooth conduct of administrative works.
➢   Awareness Training Programmes on spiritual and ethical values are organised

6.5.4 Post Accreditation initiative(s) (mention at least three)
Certificate courses introduced like computer, Yoga and Meditation.
.
➢   Students are encouraged to participate in seminars, presentations of papers, attend workshops, watching awareness films and programmes which provoke their thought and imagination

6.5.5

a. Submission of Data for AISHE portal   : Yes
b. Participation in NIRF   : No
c. ISO Certification   : No
d. NBA or any other quality audit   : No

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to------)	Number of participants
2018	1. Career Counselling programme	24.02.18	11.30A.M - 2.30P.M	74
	2 . Legal Litercy camp by Judicial Staff Of Nayagarh. Topic-Cyber laws and aims tribunal agreed proceeding	18.02.19	3P.M- 5.30P.M	
	4. Feedback form Collection and analysis	October - November		
	5. International Women's Day By Judicial Staff of Nayagarh	08.03.2019	11.30A.M-2.30P.M	
	5. Preparation of Question Bank	25.02.19-03.03.2019	1 week	20

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
Stereo typing cinema (Love is always for violence free)	11.01.2019	062	
International women's day organised by judicial staff of Nayagarh district	08.03.2019	065	
Seminar on Women Empowerment	20.09.2019	070	
National Girl Child Day	24.01.19		
Health Awareness Programme on Menstrual Health and Hygiene	7.12.18	50	

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources

Use of CFL bulbs and LED bulbs, ban of polythene bags.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	yes	
Braille Software/facilities		
Rest Rooms	Yes	
Scribes for examination		
Special skill development for		

differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year 2018	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
	Health and awareness Programme Organised by IQAC collaboration with Home science Dept. In a rural area Name- Durgaprasad of Nayagarh District.		07.12.2018		Awareness programme on Menstrual Health and Hygiene	**050**
	A visit to a girls orphanage		04.04.2019		Incentive given to girls orphanage	**056**
	NSS ,Npmm wing organised a special camp		14.07.2018		To serve the devotees and to maintain health, sanitation, and cleanliness in Rathayatra'18	**025**

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from------- to-------)	Number of participants
Social values 1. Celebration of Ninth National Voters Day	25.01.2019	070
2. Legal literacy camp Topic- Cyber laws and aims Health Values	18.02.2019	075
1. Awareness Programme on eradication of Drug	31.01.2019	078
2. Participation in Eye donation camp by Dr, U.R. Khuntia Environmental Values	30.08.2019	082
1. Banomahostava	04.07.2018	083
2. Dhabaleswara Study tour Cum- Picnic at Jayadev Batika Topic- Environment Cleanliness	17.02.2019	120

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Ban of use of Plastic
2. Planting tree s
3. Restriction for unnecessary use of Electricity .
4. Zero waste camping
5. Spend a day at the river bank
6. Best Scavenger Award –Our college has declared the bast scavenger Award for a student who picks up more plastic product from the campusevery year.

7.2 Best Practices

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

Best Practice-01

1. Title of Practice
   "STUDENTS DERAILED, WE PUT THEM ON THE RAILS"
   Objective –Our college has a value Education cell which gives importance to promote the inherent values among the students like truth, selflessness, righteousness.

This makes the students confident and virtuous. The value Education cell brings out the inherent qualities & virtue in the students which enrich the society.

1. To preach and practice truthfulness.
2. To develop a positive attitude.
3. To help others when they are in problem.

About the practice
   The cell has organised the following activities.

1. A class on moral values on the topic "Moral values for students to lead a great life", Dt. 24.08.2018
2. Counselling session on "Health Psychology" held on Dt.12.09.2018.
3. A special lecture on Human values by Sri Aurobindo Study Circle ,Rajasunakhala Dt. 15.11.2018
4. Psychological counselling of students by the psychology department on the topic " How to increase positive attitude", Dt.18.01.2019.

Evidence of Success

Students are increasingly taking interest in this practice .They are regularly attending these classes.

They were able to expand their understanding of ethics and moral values. Moral values shaped their attitudes ,beliefs, ideas and made them morally strong individuals.

Problems

1. Shortage of infrastructural facilities – The collage conference hall is very small so that all students are not able to participate in these programmes .
2. Shortage of man power –dedicated, morally sound faculties are taking these classes. More man power may help to strengthen this practice further.

Best Practice-02

Title of the programme
   Awareness programme on "OUR JOURNEY FROM UNHYGIENE TO HYGIENE"

Objectives – Our college being a women's college organised a health camp to make the rural adolescent aware of their health and hygiene.

Content –Women related health programme

1. To create health and hygiene awareness among the rural adolescents.
2. To obviate all shorts of taboos and apprehensions .
3. To prepare an adolescent for future motherhood .
4. To instill the sense of sanitization in the adolescents during puberty .

About the practice – Our motto is upkeeping of the dignity and empowerment of women. Our mission is specifically caters to the education and health need of the rural girls. An Awareness programme is organised by IQAC in collaboration with Home science department . As it is a women's college our goal is to ensure good health and hygiene amongst the women in the college and around . The students and faculties of Home Science Department visited a nearby village, Duragaprasad of Nayagarh District and made the whole rural woman folk aware of the physical changes of the women anatomy with growing age , the bodly changes in puberty , the menstrual cycle and its related health problems . There was a threadbare discussion with the rural women with regard to their menstrual cycle and cleanliness and use of sanitary napkin etc. .

Evidence of success-

Women adolescents have many queries regarding the biological changes and the same were answered by the faculties of Home science Department..
By distribution of sanitary napkins the rural folk became aware of its use.

Problems –
The programme was held in a rural area. The rural folk had inhibitions and were ashamed of discussing about the menstrual cycle etc.

Initially the rural folk were a bit hesiatant to attend even such programme and were persuaded by the faculties of our college to attend the same.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
Provide the weblink of the institution in not more than 500 words

Our college is a women's college . Our motto is upkeeping of the dignity and empowerment of women. Our mission is specifically caters to the education need of the rural girls. Most of them come from poverty stricken families. Many of them are the first member of the family to step into an education institution. . So the aim of our institution is to bring them to the mainstream of the society from the grassroot level. Majority of students are pursuing their studies even after marriage. Our faculties always try to inspire and motivate them at every point of time. Necessary inputs are provided by our institution for their self employment, skill development. Our institution does not focus only on education to be self employed but rather it provides all opportunities to make them self- sufficient.
Alongwith academic activities our institution also organises several Gender Sensitization Programmes, Environment Based programmes, programmes on Ethics and Moral values ,Health Awareness Programmes in order to enhance the holistic development among our students .
The institution measures the success of its performance not only by the students graduated but also educates
them to adopt themselves in every sphere of life.

Future Plans of action for next academic year (500 words)

1. To conduct Internal academic And External Audit.
2. To plan all acadmic activities all through the year which includes Time Table, Lesson plan & Progress register ,Teacher 's Diary, Departmental Progress Register,Departmental Annual Report.
3. To organise self -defence training programme.
4. To constitute a feedback committee to analyse the feedback reports .
   obtained from all stakeholders.
5. To introduce "Tailoring" as the new certificate course to enhance the Skill of employability among students.
6.To organise a training programme on Acrylic painting.
7. To take step for publication of Wall Magazine" Mandakini and college magazine "Srotaswini".
8. To emphasize on more PPT class.

Name   DR. Krupasindhu Karan
IQAC, Co-ordinator

Name Prof. Rajashree Mohapatra, Principal

_____

Signature of the Coordinator, IQAC

_____

Signature of the Chairperson, IQAC