

# THE CALENDAR

## 2015 - 2016



**CHIKITI MAHAVIDYALAYA, CHIKITI**  
 NAAC ACCREDITED 'B' COLLEGE  
 CHIKITI - 761010  
 DIST. GANJAM, ODISHA

**DR. M. K. P BRAHMA**  
 M.Sc., M.Phil, Ph.D.  
 PRINCIPAL

Published under the  
 authority of the Principal,  
 Chikiti Mahavidyalaya, Chikiti  
 Ganjam, Odisha, 761010

*The College Calendar is an essential guide book of information for the students and employees of the Institution. It mirrors the rules and events in force in the college. The rules herein cannot be subjected to any legal interpretation or challenged in the court of law. It is the discretion of the Principal to add or amend any of the rules or part/s thereof embodied in this Calendar.*

### EDITORIAL BOARD

1. **Sri Dasaratha Rout**  
Lecturer in English
2. **Sri Asutosh Sahu**  
Lecturer in English

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## PERSONAL MEMORANDA

Name : \_\_\_\_\_

Class : \_\_\_\_\_ Roll No. : \_\_\_\_\_

Council / University Regd.No. : \_\_\_\_\_

Date of Birth : \_\_\_\_\_

Present Address : \_\_\_\_\_

\_\_\_\_\_

Permanent Address : \_\_\_\_\_

\_\_\_\_\_

Date of joining in the Institution : \_\_\_\_\_

Height : \_\_\_\_\_ Weight : \_\_\_\_\_ Blood Group : \_\_\_\_\_

Bank / P.O. Savings Book Account No. : \_\_\_\_\_

Driving Licence No. : \_\_\_\_\_

Identification marks : \_\_\_\_\_

Other Information : \_\_\_\_\_

Contact No. : Ph. : \_\_\_\_\_

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## THE CREST

The Crest of the college is an epitome of all that is noble, lofty and profound. It has three parts.

The upanishadic verse "Tamaso Ma Jyotirgamaye" at the top of the crest is a humble invocation to the Supreme soul to lead us from darkness to light."

At the top right, the TEMPLE of Lord Jagannath stands as the source of harmony and life fostering a spiritual ambience.

At the top left, the TEMPLE of Goddess MAA BALAKUMARI on the top of the hill represents nature and divinity. It also represents the rich historical and cultural heritage of Chikiti.

At the bottom, the LAMP is the eternal symbol of wisdom and at the same time it stands for spreading of illumination and knowledge.

The OPEN BOOK near the LAMP symbolizes the idea of learning and culture.

The Sanskrit, Odia and English scripts inscribed at the top, middle and bottom of the crest represent the Indian, the regional and the international exposure.

☆☆☆

## ABOUT THE COLLEGE

Chikiti is situated in the South-East part of Ganjam district bordering Andhra Pradesh. The place and people of Chikiti have a significant position in the cultural history of Odisha. Chikiti had taken a special role in formation of the state of Odisha as well as in the National Freedom Movement. This area with a rich cultural heritage was long neglected in the field of higher education. Upto 1980, there was no scope for the educational development of the local people and the people of nearby tribal and border areas.

At this critical juncture, a bold step was taken by Late Radhakanta Das and Sri Radhasyam Patnaik with the active support of Sri Brundaban Sahu to fulfil the long cherished desire of the local elite and the dream of the eminent patriot and freedom fighter Late Dibakar Patnaik. Chikiti Mahavidyalaya got established on 15th August, 1980 to impart higher education to the neglected, poor, needy, tribal and rural people of the area. The college will not forget the financial assistance extended by Dr. Rekha Panda at the time of dire need.

The Institution started functioning initially in the premises of Sri Jagannath Kala Parisad under the guidance of Managing Committee consisting of 15 members and 8 number of staff members who dedicated their free services for the development of the Institution.

Though the Institution was established in the year 1980-81 session, it got affiliation from the Berhampur University for Intermediate Arts (I.A.) from the session 1981-82 under the deemed clause and permanent affiliation from the session 1983-84 for Arts stream. The desire and necessity of the local people could not be fulfilled due to non-availability of Science stream. However, this desire got materialised with the whole hearted support rendered by SEVANIDHI TRUST with the introduction of Science at the +2 level from the session 1986-

87. Subsequently it availed concurrence and affiliation for +3 Science courses from the session 1999-2000.

The Institution got permanent concurrence for Three year Degree Course both in the Science and Arts Honours facilities in Physics, Chemistry, Mathematics, Botany, Zoology, Education, IRPM, Political Science, Economics, History and Odia.

It is a matter of great pride and glory that in the year 2006-07 in the month of March, the NAAC team visited the Institution and the Institution got grade 'B' level by the Accreditation Council. In order to cope with the emerging trends of globalization, priority was given to Computer education. Accordingly, a new era in the history of the College began with the introduction of IT (Information Technology). The course was introduced in +2 classes (Science and Arts), after getting the recognition from the Govt. of Odisha (D.H.E.) from the session 2007-08. The IT course is a self funding course, for which the students are required to pay an extra fee for the course. In degree level the BCA course was also opened from the session 2008-09 after getting recognition from the Govt. of Odisha (D.H.E.) and affiliation from Berhampur University with the sanctioned strength of 30. The B.C.A. course which is a self-funding course provides computer education in the degree level. Its sanctioned strength increased from 30 to 60 from the academic session 2014-15. The college also got Govt. permanent concurrence for BCA from the academic session 2012-13.

The Institution started with eight number of staff members and started functioning under the able stewardship of Late Captain Siba Kumar Panda as its founder Principal. Subsequently it functioned smoothly under the in-charge Principalship of Sri B. K. Padhy, Sri B. Patnaik and Sri K. Rout.

The College came under the purview of Grant-in-aid in the session 1988-89. After becoming full-aided, the College

got deputed-regular Principals, Sri C. S. Mahapatra, in the year 1992, Sri P.K. Mishra in the year 1995, Lion T.C. Padhy in the year 1997, Sri Basant Ku. Sahoo in the year 2002, Dr. Lalita Mohan Mahapatra in 2005, Dr. J. M. Mohanty in 2009, Dr. N. M. Padhy in 2010.

The College has a band of dynamic faculty members in different disciplines who have got their Ph.D. and M.Phil. degree and some are still engaged in their respective research activities.

The manners and academic achievements of the students earn a special name, status and dignity to the college as one of the 'Most Disciplined' colleges in Berhampur University. The present excellence of the College in academic and other co-curricular activities is remarkable on account of the contribution and interaction between the present Principal, staff and the obedient students which has made this Alma mater a distinguishable 'Temple of Learning'.

The Institution avails different grants from the UGC and Govt. of Odisha for the Library equipment and building. So far, many of the teaching members have received UGC fellowship and minor projects for their advanced studies.

Under the able guidance of revered president of the Governing Body, Smt. Usha Devi, Hon'ble Minister, Women & Child Development, Planning and Co-ordination, Govt. of Odisha and with the dedication of the members of teaching and non-teaching staff, the college now stands out as the most disciplined college of Berhampur University.

The Institution is all set to go ahead with full cooperation, love and sympathy of the local people and is determined to carry forward the torch of learning in this educationally backward area.

EDITORIAL BOARD



## GOAL AND OBJECTIVES OF THE COLLEGE

The goal and important objectives of this premier educational institution are :

1. To impart qualitative higher education through personal, vocational, practical and creative skills to the students giving equal opportunity to the disabled and women students too.
2. To inculcate the habit of social, cultural and ethical activities among the students.
3. To build knowledge society.
4. To produce disciplined, morally and socially committed citizens.
5. To bridge the gulf between students of urban and rural citizens.
6. To imbibe humanism and national integration in the younger generation.

The aforesaid goal and objectives are pursued through curricular, extracurricular, co-curricular and cultural activities, seminars and group discussions. Technical skills are developed by conducting practical classes and writing skills through monthly tests. Self discipline, Social and Cultural values are inculcated among students through NSS, Redcross, sports, games and Extension activity programmes.



## COLLEGE GOVERNING BODY

As per the letter No. 1486/HE dated 17-01-2013, the Governing Body of Chikiti Mahavidyalaya, Chikiti has been constituted and approved for a period of three years. The Governing Body consists of the following members.

1. **Smt. Usha Devi**, Hon'ble MLA, Chikiti,  
Minister, Women & Child Development,  
Planning and Co-ordination, Odisha  
(Nominated by Government) - President
2. **Dr. M. K. P. Brahma**  
(Principal I/c, Chikiti Degree Mahavidyalaya,  
Chikiti) - Secretary (ex-Officio)
3. **Vacant** - Member
4. **Smt. Sanjukta Satapathi**, - Member  
(Teaching Staff representative-W)
5. **Sri Narasingha Pattnaik**, - Member  
(Non teaching staff representative)
6. **J.A. Acharya** - Member  
(Chair Person of Chikiti NAC))
7. (Nominee of MP) - Member
8. (Nominee of Director (HE), Odisha) - Member (Woman)
9. Nominee of VC, Berhampur University - Member (Woman)
10. **Sri Krushna Ch. Panda** - Member  
(Interested person in the field of Education)
11. **Sri Kabiraj Behera** - Member (SC)
12. (Vacant) - Member (M.C.)
13. **Smt. Pratibha Panda** - Member (Woman)
14. **Smt. Tanmayee Majhi** - Member (Woman)



**SUCCESSION LIST OF PRINCIPALS**

1. Capt. Siba Ku. Panda - 1980-83
2. Sri Bijaya Ku. Padhy (in charge) - 1983-87
3. Sri Brundaban Patnaik (in charge) - 1987-88
4. Sri Kabiraj Rout (in charge) - 1988-92
5. Sri Chandra Sekhar Mahapatra - 1992-95
6. Sri Prasanta Kumar Mishra - 1995-97
7. Lion Tarini Charan Padhy - 1997-02
8. Sri Dandapani Panda (I/c.) -
9. Prof. Basant Ku. Sahoo - 2002-05
10. Sri Dandapani Panda (I/c.)
11. Dr. Lalit Mohan Mahapatro - 11.01.2005 - 31.05.2008
12. Sri Dandapani Panda (I/c.) - 01.06.2008 - 30.06.2009
13. Dr. Jagat Mohan Mohanty - 01.07.2009 - 31.07.2010
14. Sri Dandapani Panda (I/c.) - 01.08.2010 - 09.12.2010
15. Dr. Nilamadhav Padhy - 10.12.2010 - 31.03.2015
16. Dr. M.K.P. Brahma (I/c.) - 01.04.2015 -

**PRINCIPAL AND  
THE MEMBERS OF TEACHING STAFF****Principal (I/c.)**

Dr. M. K. P. Brahma, M.Sc., M.Phil., Ph.D.

**Dept. of English :**

1. Smt. Sanjukta Satapathi, M.A.
2. Sri Dasaratha Rout, M.A.
3. Sri Asutosh Sahu, M.A.

**Dept. of Odia :**

1. Vacant.
2. Sri Prasanta Ku. Panigrahy, M.A.
3. Dr. Sanjaya Ku. Panda, M.A., M.Phil., Ph.D.

**Dept. of History :**

1. Sri Sarat Chandra Chanda, M.A.
2. Dr. B. Devaraj, M.A., Ph.D.

**Dept. of Pol. Science :**

1. Dr. Bichitra Patnaik, M.A., Ph.D.
2. Sri Ramanath Sahu, M.A.
3. Management Post

**Dept. of Economics :**

1. Sri Pradeep Kumar Padhy, M.A.
2. Sri Ananda Maharana, M.A., M.Phil.

**Dept. of Education :**

1. Vacant
2. Dr. Rajesh Kumar Patra, M.A., M.Ed., Ph.D.
3. Management Post

**Dept. of I.R.P.M. :**

1. Dr. Bamadebo Misra, M.A., M.Phil., Ph.D.
2. Sri Sanatana Gouda, M.A.
3. Sri Sunil Kumar Panda, M.A., M.Phil.

**Dept. of Mathematics :**

1. Dr. Santosh Kumar Buxi, M.Sc., Ph.D.
2. Sri Sunil Kumar Padhy, M.Sc., M.Phil.
3. Smt. Padmini Raula, M.Sc., M.Phil.

**Dept. of Physics :**

1. Dr. Bhabani Prasad Panda, M.Sc., M.Phil., Ph.D.
2. Sri Rabindra Maharana, M.Sc.

**Dept. of Chemistry :**

1. Post Vacant
2. Smt. Madhusmita Mohapatra, M.Sc.
3. Sri Dibakar Panigrahi, M.Sc.

**Dept. of Botany :**

1. Dr. Nrusingha Charan Panigrahi, M.Sc., Ph.D.
2. Management Post

**Dept. of Zoology :**

1. Dr. M. K. P. Brahma, M.Sc., M.Phil., Ph.D.
2. Management Post

**Dept. of Geology :**

1. Post Vacant
2. Management Post

**Dept. of Information Technology :**

(Self Funding Course)

1. Smt. Suchitra Rani Panda, MCA

**Dept. of BCA :**

(Self Funding Course)

**P. E. T. :**

1. Sri J. Jagannath Rao, B.A., C.P., Ed.

**Demonstrators :**

1. Sri Sarat Ch. Panda, B.Sc. (Chemistry)
2. Sri Sudhira Kumar Sahu, B.Sc. (Physics)
3. Sri Kailash Ch. Mohanty, B.Sc. (Zoology)
4. Sri Ram Sankar Patnaik, M.Sc. (Geology)

**Library Staff :**

1. Sri Chandrabhanu Rout – Jr. Librarian
2. Sri K. Anand Subudhi – Library Attendant

**Office Assistants :**

1. Sri Narasingha Patnaik - Head Clerk
2. Sri Prakash Ch. Panda - Sr. Clerk
3. Sri Dandapani Panda - Junior Clerk
4. Sri Biswanath Das - Junior Clerk

**Office Staff (4th class employee) :**

1. Sri Sarat Ch. Adhikari - Peon
2. Sri Khalli Behera - Peon
3. Sri Judhithir Behera - Peon
4. Sri Krutibas Jani - Peon
5. Sri Biswambhar Patnaik - Peon
6. Sri Balaji Gouda - Peon
7. Sri Bhimasen Raulo - Watchman
8. Sri Abhimanyu Bisoyi - Sweeper
9. Smt. Laxmi Behera - Lady Attendant
10. Sri Antaryami Das - Peon
11. Sri Anil Ku. Panda - Peon
12. Sri Satrughna Malik - Peon
13. Sri Nayak Behera - Peon
14. Sri Bhagaban Mohanty - Peon
15. Sri Siba Satu - Sweeper
16. Sri Ratnakar Behera - Peon
17. Sri Dipak Ku. Behera - Peon
18. Smt. Laxmi Mediri - Peon

**Laboratory Attendant :**

1. Sri Rabindra nath Bisoi (Botany)
2. Sri Jyoti Raj Behera (Chemistry)
3. Sri Laxmi Padhy (Physics)
4. Sri Alekha Nayak (Gardener/Geology)





## COLLEGE STAFF COUNCIL

The College has duly constituted a decision making body which is usually called as the Staff Council. Every member of teaching staff is a member of the Council. The main objective of the council is to aid and advise the Principal with regard to the internal affairs (B.U. statute 172 chXX, part VIII) and to the day to day administration of the college. The Principal is ex-officio Chairman of the Council and there shall be a Secretary and joint secretary nominated by the Principal from amongst the members of the teaching staff. The Secretary shall arrange all the meetings of the Council in consultation with the Principal and record the proceedings. And with the approval of staff council the Principal will nominate different members to different committee such as. Examination committee, Academic committee, Admission committee, Development committee, Purchase committee, Library committee, Sports Council committee & N.S.S. committee.


**ACADEMIC CALENDAR - 2015 - 16**  
**Chikiti Mahavidyalaya, Chikiti**

1. Reopening of the College after Summer Vacation of 2015-16 : 19 June 2015
2. Admission
  - +2 1<sup>st</sup> year : As per SAMS notification
  - +3 1<sup>st</sup> year : As per SAMS notification
  - BCA : Four weeks of reopening
3. Commencement of Classes
  - +2 2<sup>nd</sup> year : 26.06.2015
  - +3 2<sup>nd</sup> year : 26.06.2015
  - +3 3<sup>rd</sup> year : 26.06.2015
  - BCA 2<sup>nd</sup> year : 01.07.2015
  - BCA 3<sup>rd</sup> year : 01.07.2015
  - +2 1<sup>st</sup> year : as per SAMS Notification
  - +3 1<sup>st</sup> year : as per SAMS Notification
  - BCA 1<sup>st</sup> year :
4. Puja Vacation : 19.10.2015 to 27.10.2015
5. Test/Semester End Examination
  - +2 2<sup>nd</sup> year : 3rd Week of November, 2015
  - +3 1<sup>st</sup> year : 2nd Week of January, 2016
  - +3 2<sup>nd</sup> year : 3rd Week of November, 2015
  - +3 3<sup>rd</sup> year : 2nd Week of November, 2015
6. X-Mas Holiday : 25<sup>th</sup> December, 2015
7. Annual Sports/Cultural Week : 05.01.2016 to 20.01.2016
8. Filling up of forms for CHSE (O) / University Exam. : As notified by CHSE(O) / Concerned University / Autonomous Colleges
9. Commencement of CHSE (O) / University Exam. : As notified by CHSE(O) / Concerned University / Autonomous Colleges
10. Annual College Examination for +2 1<sup>st</sup> year classes : 3<sup>rd</sup> week of April, 2016 onwards

- |                                                                                       |                                                                     |
|---------------------------------------------------------------------------------------|---------------------------------------------------------------------|
| 11. Publication of Result<br>AHS Exam.-2015                                           | : As per Govt. Notification                                         |
| +3 1 <sup>st</sup> /+3 2 <sup>nd</sup> /+3 3 <sup>rd</sup> Degree<br>University Exam. | : Within 45 to 60 days from the date of<br>last Theory Examination. |
| 12. Total No. of Holidays                                                             | : 72 days (Excluding Sunday)                                        |
| 13. Total No. of Reserve Holidays                                                     | : Maximum 2 days                                                    |
| 14. Total No. of Teaching days                                                        | : Minimum 180 days                                                  |
| 15. Summer Vacation                                                                   | : 11 <sup>th</sup> May to 18 <sup>th</sup> June 2016                |

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(N.B.- The above time line may be modified by the authority as and when required)

## ADMISSION RULES

### A) +2 STREAM

e-admission has been introduced in the College for +2 Streams (Arts and Science) from the Academic Session 2010-11. A Student Academic Management System (SAMS) laboratory has been inaugurated for this purpose by Honourable Principal, Chikiti Mahavidyalaya. The objective of introducing e-admission is to

- i) ensure single window system for admission through e-admission process.
- ii) make the admission process economical for the applicants/parents.
- iii) make the entire process of admission from application to admission transparent, thereby reducing anxiety among applicants/parents.

An Internet facility centre shall work in the college soon after the publication of the result of C.H.S.E., Odisha to facilitate the Applicants on payment in filling in the Online Common Application Form (CAF). Validation Team and Help-Desk team will be there in each stream to help the applicants in e-admission.

### COMMON PROSPECTUS

Common Prospectus containing general guide lines and College profile is available in Higher Education Website [www.dheorissa.in](http://www.dheorissa.in)

- i) Admission into different classes of the college can not be claimed as a matter of right. The Principal reserves the right to refuse or cancel any admission without assigning any reason there of.
- ii) Merit, conduct and discipline are the key factors for admission.
- iii) Admission into different classes begins soon after the publication of the results of concerned board examination.
- iv) An applicant seeking admission into +2 stream can download the CAF and Common Prospectus from the website - [www.dheorissa.in](http://www.dheorissa.in)

#### B) **+3 STREAM**

E-admission has been introduced in the college for +3 streams (Arts and Science) from the Academic Session 2012-13. All admissions relating to +3 streams shall strictly adhere to the rules and regulations as framed there under SAMS, regulated by Dept. of Higher Education, Govt. of Odisha.

An internet facility centre shall work in the college soon after the publication of the result of C.H.S.E., Odisha to facilitate the applicants on payment in filling in the online Common Application Form (CAF). Validation Team and Help-Desk team will be there in each stream to help the applicants in e-admission.

### **COMMON PROSPECTUS**

Common Prospectus containing general guide lines and College profile is available in Higher Education Website [www.dheorissa.in](http://www.dheorissa.in)

- i) Admission into different classes of the college can not be claimed as a matter of right. The Principal reserves the right to refuse or cancel any admission without assigning any reason there of.
- ii) Merit, conduct and discipline are the key factors for admission.
- iii) Admission into different classes begins soon after the publication of the results of concerned board examination.
- iv) An applicant seeking admission into +3 stream can download the CAF and Common Prospectus from the website- [www.dheorissa.in](http://www.dheorissa.in)



## AFFILIATION

Chikiti Mahavidyalaya is affiliated to the Council of Higher Secondary Education, Odisha, Bhubaneswar and to Berhampur University. The College imparts education to prepare the candidates for the following examinations.

a)	+2 Science	:	128 seats
b)	+2 Arts	:	256 seats
c)	B.Sc. Physical Science	:	96 seats
	Phy. (Honours)	:	32 seats
	Chem. (Honours)	:	16 seats
	Mathematics	:	32 seats
	Geology (Pass)	:	16 seats
d)	B.Sc. Biological Science	:	32 seats
	Botany (Honours)	:	16 seats
	Zoology (Honours)	:	16 seats
e)	B.A.		
	Education (Honours)	:	48 seats
	IRPM (Honours)	:	48 seats
	Economics (Honours)	:	16 seats
	Pol. Science	:	48 seats
	History	:	16 seats
	Odia	:	16 seats
f)	Professional (Self-financing) Courses		
	BCA	:	60 seats each year.



## COURSE STRUCTURE

### A) +2 CLASSES

#### a) Compulsory subjects for all streams :

Subject	Marks	1st year	2nd year
i) English	200	100 marks	100 marks
ii) MIL	200	100 marks	100 marks

(any one of the following to be opted as MIL)

(Odia, Hindi, Bengali, Telugu, Urdu, Sanskrit, Alternative English)

No class room teaching will be available for Hindi, Bengali, Telugu, Urdu & Sanskrit. Teaching will be provided only in Alternative English and Odia.

iii) Environmental Education 100 Marks  
(Theory – 70 Marks + Project – 30 Marks)

iv) Yoga – 100 Marks

(Theory : 50 Marks + Practical : 50 Marks)

The Theory Examination shall be conducted at the end of 1<sup>st</sup> year class and the Practical Examination shall be conducted at the time of Test Examination in 2<sup>nd</sup> year.

#### b) Elective Subjects for Arts Stream :

Each elective subject carries 200 marks (100 marks for each Year. A student has to offer any four Elective Subjects from the following :

- i) Political Science
- ii) History
- iii) Economics
- iv) Mathematics
- v) Odia
- vi) IRPM
- vii) Education

c) **Elective subjects for Science stream :**

Each elective subject carries 200 marks (100 marks for each year)

- i) Physics – 1<sup>st</sup> Elective
- ii) Chemistry – 2<sup>nd</sup> Elective
- iii) Mathematics – 3<sup>rd</sup> Elective  
(4th Elective Subject can be obtained from Biology/Geology/IT)

There shall be one examination to be conducted by the College at the end of 1<sup>st</sup> year basing on the curriculum meant for that year and one examination at the end of 2<sup>nd</sup> year to be conducted by the CHSE basing on the curriculum meant for 2<sup>nd</sup> year alone. Pass certificates will be awarded to successful candidates basing on the performance in the Council Examination.

The examination at the end of 1st year shall be for 700 marks (including 100 marks for Environmental Education) and the examination at the end of 2nd year shall be for 600 marks. Marks secured in the 1st year Examination shall be considered for promotion of students to the 2nd year class.

**DURATION OF COURSE :**

The syllabi for 2 years course of each subject shall be divided into 2 parts namely 1st year & 2nd year carrying 100 marks each.

**PASS CRITERIA**

The pass criteria for the examination shall be as follows.

- a) **Subjects with Practical** - 30% of the total marks shall be diverted for Practical examination and the remaining 70% there of for Theory, A candidate has to pass separately both in Theory

and Practical examination. Pass marks in Biology shall be calculated taking together the marks secured in both Botany & Zoology (adding the marks of Botany & Zoology).

- b) Pass marks shall be 30% of the total marks in Theory paper and 40% of the total marks in Practical paper in each subject with 35% of the total marks in the aggregate.

**B) THREE YEAR DEGREE COURSE (+3)**

The mark distribution in B.A. and B.Sc. (Pass & Honours) Examination shall be as follows :

Course	First	Second	Final	Total
B.A./B.Sc. (Pass)	400	500	500	1400
B.A./B.Sc. (Hons)	600	600	600	1800

i) **B.A. (Pass)**

First year	Second year	Final year
English-I-100	Indian Society & Culture-100	English-II - 100
MIL -100	Elective-A-II-100	MIL - II - 100
Elective-A-I-100	Elective-B-II-100	Environmental Studies/ Population studies-100
Elective-B-I-100	Pass-A-I-100	Pass-A-III-100
	Pass-A-II-100	Pass-A-IV-100
<b>Total Marks : 400</b>	<b>500</b>	<b>500</b>

ii) **B.A. (Honours)**

First year	Second year	Final year
English-I-100	Indian Society & Culture-100	English-II - 100
MIL-1-100	Elective-A-II-100	MIL -II - 100
Elective-A-I-100	Elective-B-II-100	Environmental Studies/ Population studies-100
Elective-B-I-100	Hons.-III-100	Hons.-VI-100
Hons.-I-100	Hons.-IV-100	Hons.-VII-100
Hons.-II-100	Hons.-V-100	Hons.-VIII-100
<b>Total : 600</b>	<b>600</b>	<b>600</b>

iii) **B.Sc. (Pass)**

First year	Second year	Final year
English-50	Major Elective-100	Ind.Society & Culture-100
MIL-50	Pass A-I-100	Pass A-III-100
Environmental Studies-100	Pass-A-II-100	Pass-A-IV-100
Minor Elective-100	Pass-B-I-100	Pass-B-III-100
Major Elective-100	Pass-B-II-100	Pass-B-IV-100
<b>Total Marks : 400</b>	<b>500</b>	<b>500</b>

d) **B.Sc. (Hons)**

First year	Second year	Final year
English-50	Major Elective-100	Ind.Soc.&Culture-100
MIL-50	Pass A-I-100	Pass A-III-100
Environmental Studies-100	Pass A-II-100	Pass A-IV-100
Minor Elective-100	Hons.-III-100	Hons.-VI-100
Major Elective-100	Hons.-IV-100	Hons.-VII-100
Hons.-I-100	Hons.-V-100	Hons.-VIII-100
Hons.-II-100		
<b>Total Marks : 600</b>	<b>600</b>	<b>600</b>

e) **3 YEAR DEGREE COURSE IN B.C.A.**

(Bachelor of Computer Application)

Course duration : 3 years

Examinations : At the end of the each year conducted by the University (4 Internal Examination to be conducted per subject).

Eligibility : +2 Pass (Arts, Science & Commerce. For Arts students, Mathematics or Economics should be one of the subjects in +2)

Course Fee : Rs. 15,000/- per annum.

1 <sup>st</sup> year	Subjects	Marks
	1. English for Technical Communication	100
	2. Foundation Course in Mathematics	100
	3. Computer Fundamentals	100
	4. Data structure	100
	5. Lab – 1 – Operating System	100
	6. Lab – 2 – C. Language	100
2 <sup>nd</sup> year	Subjects	Marks
	1. Numerical Analysis & Statistical Methods Math.-II	100
	2. Introduction to Operating System	100
	3. Computer Organization	100
	4. Introduction to Database Management System	100
	5. Lab – 1 OOPL with C++	
	6. Lab – 2 Oracle	
3 <sup>rd</sup> year	Subjects	Marks
	1. Operation Research Math.-III	100
	2. Data Communication & Computer Network	100
	3. System Engineering & Design	100
	4. Computer Oriented Accounting System	100
	5. Lab – 1 OOPL (JAVA)	100
	6. Lab – 2 Internet & Web Development	



## COLLEGE AUTOMATION

Automation system is the nerve centre of an institution. The system facilitates an automated efficient mechanism for academic management. The system provides an interactive platform for all entities viz. Students, Teachers, Staff, Parents, Alumni, Guests and Management. It is an integrated powerful one point platform that connects all the departments of an institution namely office-establishment, fee counter, library, hostel, academics and examination etc. Faculty staff as well as students can see his/her complete details in just a mouse click without going to various sections and departments. Chikiti Mahavidyalaya has installed Automation System for transparency in administration and academic management. Just click on to [www.cmvedu.in](http://www.cmvedu.in). This is the only College under Berhampur University, which has introduced this automation system.

## COLLEGE RULE

### A) DISCIPLINE

- No students shall remain outside his/her class room.
- Students are forbidden to loiter on the corridors/verandah. They are advised to stay in students' Common Room/Reading Room during their leisure hours.
- Students need to occupy their seats before the teacher enters into the class room and shall not leave their seats when a lecture is in progress.
- Spitting, disfiguring, sticking bills/scribbling etc. on the walls, floors, pillars, doors, black boards of the College are strictly prohibited.

- e) Students are advised to take all possible care of their college properties and must not tamper with the same.
- f) Misbehaviour of a college student inside/outside the college premises shall be considered as breach of college discipline and may entitle such offending students to be expelled from college with appropriate remarks on his/her certificate.
- g) Students should present their identity cards as and when demanded.
- h) Students are expected to abide by the general hygienic principles and submit themselves to such anti-epidemic procedure as would be laid down by the Principal.
- i) No meeting of students can be convened inside the College premises without the permission of the Principal.
- j) No outsiders should be invited to deliver lectures in the College without the prior consent of the Principal.
- k) Students of the College are forbidden from belonging to any outside club or society. Students must obtain prior permission from the Principal to take part in outside organisations.
- l) Breach of any of the above rules of discipline by any student will be seriously dealt with.
- m) It is duty of the students to keep the College campus clean and beautiful.

## B) DRESS CODE

As per the direction of the Govt. of Odisha Higher Education, all the students of the college have to wear a uniform dress either selected / procured by the college (quantity of their choice).

Every student of the college have to enter the campus with uniform dress, Identity card, Library card. Without these information students can not enter into the campus and any teacher can put them out from the Class Room, Reading Room and Library. He can be debarred from all sports, co-curricular activities (Cultural, N.S.S., Sports) and Examination. Students have to adhere to wear the uniform to maintain discipline & dignity of the institution.

## C) IDENTITY CARD

- a) After admission, every fresh student is provided with an identity card with the seal and signature of the Principal.
- b) Students are advised to carry their valid Identity card with them and produce whenever necessary such as during journey / examination / official work.
- c) Duplicate Identity card may be issued on payment of Rs. 25/- along with an application to the Principal and a recent passport size photograph.

## D) PROCTORIAL SYSTEM

### Objective of Proctorial System :

- i) To stimulate a healthy relationship between the teacher and taught.
- ii) To remove indiscipline of any form among the students.
- iii) To improve the academic performance in the Examination.
- iv) To give students a measure of self confidence, fellow feeling for the teacher, public and others including Government authorities which will not only make them good students but good citizens as well.



**Function of Proctorial System :**

- i) Each member of the teaching staff will be designated as proctor and the teacher leader of a number of students.
- ii) The proctor shall exercise an effective control and influence over the students under his charge.
- iii) The proctor shall assist in academic and overall development of the student under his charge.
- iv) The proctor shall inquire into their various problems and help to solve them either by himself or by bringing it to the notice of the Head of the Institution or the parents of the students.
- v) The proctor shall maintain the quarterly proctorial record and shall submit to the Head of the Institution on the last working day of every sessional term.
- vi) The proctor shall send quarterly progress report to the Parent / Guardians of the student, whenever deemed necessary.

**Instruction to Students :**

- i) Each student of the college will be placed under the charge of a proctor. The student will meet the proctor atleast once in a week or even more and discuss his/her difficulties and problems.
- ii) The student shall furnish such information to the proctor as are required for the maintenance of the Proctorial Records.
- iii) The students shall ordinarily be available always as and when required by the Proctor. He/she shall carry on such duties as the Proctor may give from time to time and shall not leave headquarters without informing the Proctor.

- iv) No financial help or other forms of assistance, concession will be given to a student unless recommended by the proctor.
- v) The promotions at the college examination and the issue of the Final conduct and transfer certificates will be also passed as far as possible on the proctorial Record of a student during his period of study in the college.
- vi) An adverse report against a student by the proctor will be deemed as gross misconduct by the student and will be dealt accordingly.
- vii) Students are allotted to each Proctor by their Roll Numbers.

**E) RULES OF THE HOSTEL**

The college has two Hostels to provide accommodation to the outside students – 1 Boys' Hostel & 1 Girls' Hostel, for both +2 & +3 students. Each Hostel is under the control of one superintendent.

- a) Admission to the Hostels is made for one session only.
- b) The selection of the students is done purely on merit basis. It is made in accordance with the provisions for admission laid down by the Admission committee and also rules framed by the Residential committee.
- c) Students who seek admission to the College and want to stay in Hostel have to submit an application separately to the Principal, indicating their option on the admission application submitted in the college to the effect that they desire to stay in the Hostel. Students who have already taken admission in Hostel during the previous session and also want to continue as the Hostel borders in the current

- session, have to apply to the Principal through the superintendent of the concerned Hostel. Admission in subsequent session can not be claimed as a matter of right but is subject to review of conduct, discipline etc.
- d) Students selected for admission to a hostel have to pay necessary fees and fill up the required undertaking and documents in the hostel office before they are actually permitted by the superintendent for admission. They are required to submit a copy of their latest passport size photograph only attested by a gazetted officer at the time of admission to the hostel.
  - e) Local students are not eligible to apply for a seat in the hostel.
  - f) If a student desires to stay in a hostel beyond the 31<sup>st</sup> May for his/her University Examination on reasonable ground, he/she has to make a fresh application to the superintendent to that effect and may be permitted by the superintendent to continue till his/her examination is over on payment of usual dues. He/she will not be allowed to take part in any of the hostel activities during the period of stay. In no case he/she will be allowed to continue beyond the end of his/her examination.
  - g) A student who discontinues to appear at the examination will not be allowed to continue in hostel.
  - h) Each boarder must take meals in the hostel mess on payment.
  - i) Allotment of seats in the hostel is purely at the discretion of the superintendent.
  - j) At the time of leaving the hostel, the boarders shall be required to return in good condition all the materials supplied to them. Their caution money

- will be refunded only after the superintendent receives back the materials in good condition, otherwise necessary recoveries will be made. The transfer certificate cannot be issued from the college unless he/she produces no dues certificate from the hostel.
- k) Admission fees for the hostel, annual charges, establishment charges and other fees for the hostel are to be deposited in the office of the superintendent. These charges are subject to change and enhancement from time to time with the approval of the Residential Committee. A detailed account of the fees of hostel can be ascertained from the superintendent.
  - l) The use of the extra electric appliances is strictly prohibited. Contravention of this rule will make a boarder liable to expulsion from the hostel and this will automatically mean expulsion from the college also on ground of misconduct.
  - m) Electricity and water charges as fixed by the respective authorities are to be divided equally among all the boarders on rolls during the month for which the bill is drawn.
  - n) Any temporary servant employed in the hostel will be paid his consolidated salary out of the establishment fund.
  - o) No boarder shall be permitted to take his meals in any part of the hostel except the room set apart for that purpose by the hostel authority.
  - p) Leave of absence from the hostel must in all cases be obtained in advance from the hostel superintendent. It will not ordinarily be granted unless a written request is made by the Parents or Guardian.

- q) If a boarder overstays the leave granted to him he has to bring a satisfactory written explanation from his Parent/Guardian to that effect, failing which he will be liable to disciplinary action deemed fit.
- r) **Forbidden practices for Boarders :**  
The following practices are forbidden in the hostels.
- i) The use of harmful drugs, alcohol intoxicants or tobacco.
  - ii) The use of playing cards or any form of gambling.
  - iii) The introduction into the hostel of any person not authorized by the superintendent.
  - iv) Bringing of papers or periodicals and books not on the list approved by the Government into the hostel common room, library or rooms.
  - v) Singing or playing of musical instruments except during hours authorized by the superintendent.
  - vi) Holding of any meeting without the approval of the superintendent.
  - vii) Lobbying and campaigning in any form which leads to concerted action.
  - viii) Tampering with electric lines.
- The above rules operate with equal force for boarders of all hostels.
- s) No boarders will be allowed to go for private tuitions during study hours. He must be present in his seat during study hours.
- t) No student is allowed to keep guest without the written permission from the superintendent.
- u)
  - i) Expulsion from hostel amounts to expulsion from the college.
  - ii) Acts of misconduct, infringement of hostel rules, observance of forbidden practices,

- affliction of communicable disease and other forbidden activities which are detrimental to discipline and administration of the hostel and college will make a boarder liable to be expelled.
- v) The boarders are required to observe personal cleanliness and develop an attitude to keep the hostel premises tidy. The hours 7 p.m. to 9 p.m. constitute study hours every day except Saturday. The hostel gate will remain closed during the period and no outsider will be allowed to enter the hostel premises. The hostel gate will be finally closed at 11 p.m. after which no one will be permitted to enter the hostel. Absence during study hours and in the night without prior permission will attract punishment against such activities.
- w) Ragging in any form will attract police action.
- F) STUDENTS' GRIEVANCE REDRESS CELL**  
A Students' Grievance Redress Cell is in operation in the College with members of teaching staff assigned with the duty vide Sl. No. 39 under the head 'Co-curricular Assignments' in the College Calendar.  
Students can ventilate their grievances to the officer in charge of redress cell between 11.00 a.m. to 3.30 p.m.  
However, if the students fail to get their grievances redressed at the cell, they may meet their respective Proctors or with the written permission of the Proctor to the Principal between 3.00 p.m. to 4 p.m. only on normal working days.
- G) ANTI RAGGING CELL**  
An 'Anti Ragging Cell' is functioning in the College to prevent ragging. The students are required to give in writing confidentially to any of the members of the 'Anti Ragging Squad', notified in the College Calendar vide

Sl. No. 27 under the heading 'Co-Curricular Activities' about the ragging by any student, if occurred in the College.

**H) WOMEN PROTECTION CELL /  
SELF DEFENCE FOR GIRLS**

The woman protection cell has been constituted with a team of senior members of staff headed by a woman. The objective of the cell is to have a curb on gender discrimination in the campus and to protect safety and security of woman/girl students. The cell will strictly observe the govt. rules and regulations and implement them as and when required. The cell will see that girl/woman students should avail equal opportunity along with boys in all matters relating to curricular, co-curricular and extra-curricular activity. The cell will take care to safeguard their right and interest and deal with any kind of exploitation and harassment against women.

**I) PROCEDURE TO TAKE CLC/CC/PC/MS etc.**

Normally C.L.C etc would be issued on the second day of application. Students are required to bring their Identity Cards when they come to office for any official work. CLC will be issued for students after obtaining permission from Principal on the payment of Rs. 250/- (Rs. 10/- as the CLC fees and Rs. 240/- development fees). And each and every pass out students must have to take their CLC from the office along with their Mark sheets and Certificate issued by the CHSE and BU in time to avoid return of certificates to CHSE/BU, after stipulated time.

**J) RAILWAY CONCESSION**

Certificate for railway concession tickets are issued to students of the College for journey on the study tour (Group concession only) and to go home in vacation only.

The details can be obtained from the office.



## EXAMINATION RULES

The College holds examinations for the Council of Higher Secondary Education, Odisha, and the University at the end of the academic year and also class examinations to promote the +2 1<sup>st</sup> year students to the 2<sup>nd</sup> year.

**A) ATTENDANCE**

As per the notification of Government of Odisha, dated- 30-9-2011, a student is required to have 75% of the attendance in the general lectures., Tutorial and Practical classes in order to be eligible to be sent up for Council or University Examinations. The same percentage is also required to be promoted for the 1<sup>st</sup> year to 2<sup>nd</sup> year of +2 and +3 classes. Cases below 75% of attendance will not be ordinarily considered and would be detained. However, condonation may be granted to the extent of 15% in exceptional cases on the production of medical certificate. In case of +2, the students should have 80% of attendance in Tutorials and Practicals taken separately in addition to 75% of attendance in general lectures. Council grants, condonation to the extent of 10% in exceptional cases.

**B) COLLEGE EXAMINATIONS**

- a) The students of +2 2<sup>nd</sup> year Arts, Science and +3 1<sup>st</sup> year, 2<sup>nd</sup> year and 3<sup>rd</sup> year Arts and Science are required to appear two examinations conducted by the College. Such as: **Pre-test & Test Examination**. The students of +2 1<sup>st</sup> year Arts & Science are also required to appear two examinations conducted by the College such as **First Terminal Examination & Annual Examination**.

- b) The students will be sent up for the University and H.S. Examinations of +2 and +3 primarily on the basis of marks obtained in the college examinations. No student shall be sent up or promoted unless he/she secures the minimum number of marks prescribed by the University or Council in each and every subject. However the rules are subject to change from time to time.
- c) Application for leave of absence due to illness must be accompanied with a medical certificate from a registered medical practitioner duly attested by the parent or guardian.
- d) Any case of malpractice at any college examination will be taken serious notice of and the candidate indulging in malpractice shall be penalized with a fee of Rs. 250/- for consideration of re-examination if recommended by the committee. Otherwise the result will be cancelled.
- e)
  - i) Candidates are to observe strictly the rules laid down by the University/Council mentioned on the backside of the Admit Cards.
  - ii) Candidates should bring their identity cards and Admit card to the Examination positively. If any person is found impersonating for any other candidates, he/she will be handed over to the law and order authorities to be dealt with under the provisions of Cr. P.C.
  - iii) No candidate shall leave the Examination hall before the expiration of one hour after the commencement of the examination. Temporary absence from the hall for more than

- 2/3 minutes is a violation of examination rules and discipline. Such candidate will be punished as the Centre Superintendent deems it proper.
- iv) Candidates should not produce any noise or disturbance in the hall or misbehave with the invigilators. Such cases will be seriously viewed and it may amount to expulsion by the center Superintendent then and there.
- v) The candidates should not have any other material with them except pen, pencil or instrument box. Those in possession of incriminating materials will be booked under Malpractice cases and then law will take its own course to deal with such cases.
- vi) Infringements of the above rules or misbehaviour will render a candidate liable to expulsion from Examination hall or such other punishment as the Principal may deem it proper.

### C) C.H.S.E. AND UNIVERSITY EXAMINATIONS

The Council of Higher Secondary Odisha, conducts the Examinations at the end of 2nd year. But the University conducts, its examinations at the end of each session of the three classes (+3 1st year, 2nd year, 3rd year). No supplementary examination will be held for both +2 & Degree stage. The council has provided a chance to appear in instant examinations soon after the publication of the results. For the Degree students, the University has provided back paper and improvement for fail and students occupied below the par in Honours for a particular chance/time.

All the students of +2 & +3 are required to be registered with their names and subjects through the Principal taken to the Council and University before being admitted to the examinations. Students from other state Boards/Universities shall have to submit migration certificates from such Boards/Universities.

Every candidate for an examination of the University shall produce evidence of having previously passed the qualifying examination if any, prescribed by the law of the University.

He shall also, unless exempted by special order of the Syndicate, may be either on the order of the Academic Council or in accordance with the Regulation, produce in the form prescribed by the Syndicate the certificate of attendance required by the Regulation.

No candidate shall be permitted to sit for a University Examination unless his terms and annual certificate of attendance, certificate of conduct and progress of the order of exemption, if any granted to him have been received by the Registrar before the commencement of Examination.

Every candidate sent up for the University examination by a college shall produce certificate of (a) good conduct (b) diligent study (c) having satisfactorily passed the college periodical examinations and other Tests.



## COLLEGE LIBRARY

Library of a college or University is an essential part of contributing to the scholarly pursuit and dissemination of knowledge. The library of this college is a leading library in the region with a rich collection having 16345 books as on 31st July 2014 including the books of the Reference section and departmental books. It also houses rich collection of palm leaf manuscript and rare collections like ***Purna Chandra 'Bhasa Kosa' & Encyclopedia Britanica of 21st Century.***

### GUIDELINES FOR THE USE OF THE LIBRARY

1. The library remains open from 10.00 A.M. to 5.00 P.M. on all working days.
2. Printed materials (other than those, which are expected to be returned to the library) are not allowed inside the library. Such materials are to be deposited at the property counter at the gate and token be asked for.
3. Only the staff and students of the college and persons with the special permission of the Principal may use the library.
4. Persons having unsound mind, insanity lunacy, and even if otherwise qualified to enter into the library, will not be allowed to enter into library. Members of staff are not allowed to bring friends inside the library without prior permission.
5. Unauthorized persons forcing their way into the library will be turned out of the library by the library staff. Only the members of the staff have access to the shelves with permission from the library staff.
6. The library premises shall be used only for reading or consulting books and periodicals of the library. Smoking and use of any intoxicant inside the library is prohibited.

7. All those who happen to be inside the library or in its neighbourhood are expected to observe strict silence.
8. The librarian is expected to see that the rules of silence strictly observed and take necessary steps to check willful breach of rule.
9. Every student is required to enroll himself/herself in the library after submitting a copy of the passport size photograph and producing the Identity card duly signed by the Principal showing his class and roll number. Ticket will be given to the borrowers and only on the production of the ticket they can demand a book. When it is lost a duplicate ticket will be issued on the payment of 0.50 paise.
10. Borrowers must examine the condition of the books they are issued at the time of issue. Otherwise they will be held responsible for the damages discovered later at the time of returning. In case of loss of the books three times the cost of the books which are out of print and out of market or the present price of the books which are available in the market should be realised. It must be insisted that books are replaced as far as practicable. If the lost book is one of a set or series the cost of the whole set or three times the cost of the whole set as the case may be will be realized from the borrower.
11. No books should be taken out of the library with out the knowledge of the library staff and until it has been properly issued.
12. Books should be returned within the period allowed. The time limit for student borrower is 15 days. For student borrowers who fail to return the book/books after the time specified, a fine of 10 paise will be charged per day per copy kept overtime. This fine of ten paise per day will be charged till the expiry of 30 days or a month from the due date of return. When it

- exceeds one month a fine of Rs. 5/- (rupees five), per book will be levied.
13. All the library books shall be returned by the staff concerned who proceed on study leave.
14. When the date of return of book falls on a holiday, it should be returned to the library on the next working day. If the borrower keeps the book in his or her possession for more than the time allowed, an additional fine will be imposed including late fees. No more books shall be issued to him or her till the books issued are returned and the late fee paid. In extreme cases the privilege of using the library may be denied to such persons.
15. All library books in possession of the borrower should be returned to the library before the college closes for a long vacation or before the date notified for the purpose. No staff and students will be allowed to have book in his or her possession during the summer vacation in which the stock is verified annually.
16. Whosoever has a library book in his or her possession should return to the library whenever he or she received requisition from the librarian for the return of the book.
17. All the library books have to be returned before a student fills up the form for the University/Council Examinations and a clearance is to be obtained to that effect.
18. A book once issued to a borrower may be reissued to him or her, only when nobody else wants to take the book.
19. The maximum number of books to be issued to different categories of borrowers is as follows :
  - a) Teaching - 15 books for one month
  - b) Demonstrators - 5 books for one month.
  - c) Class III / IV staff- 3 books for one month.

- d) Students - +2 Stream - 2 books for 15 days.  
 e) Degree (Pass) students - 3 books for 15 days.  
 f) Degree (Honours) students - 4 books for 15 days.  
 g) BCA Students - 3 books for 15 days.
- When a book has several parts and volumes, each part or volume should be treated as one book.
20. Issue and return of library books day-wise for various classes given below :
- | <u>Class</u>   | <u>Day</u> |
|----------------|------------|
| a) +2 I Year   | Monday     |
| b) +2 II Year  | Tuesday    |
| c) +3 I Year   | Wednesday  |
| d) +3 II Year  | Thursday   |
| e) +3 III Year | Friday     |
| f) BCA         | Saturday   |
21. Reference books, Maps, Atlas, University calendars, periodicals, course of study, question papers are not to be issued for use out of the library without special permission from the Principal. Books on specific subject will be issued only to the teaching staff of the concerned departments and students.
22. Although all the books in the library are available for authorized users, the Principal has the right to stop the issue of any book to all or some intending borrowers. Text books will in no case be issued to any one except the member of the teaching staff of the subjects concerned.
23. A person who uses library is expected to be conversant with the library rules and there will be no excuse for the breach of any rule.
24. Fines/cost recovery relating to Library are to be deposited at the college counter and the money receipt should be presented before the Librarian for verification.
25. When a member of the staff is transferred from the college, he/she shall return all books borrowed by him/

- her from the library and sectional library and obtain a clearance certificate from the Librarian and the Head of Department concerned before making over charge.
26. In case of transfer of the employees or students the documents like L.P.C., T.C. and Mark Sheets will not be issued unless a clearance certificate is received from the librarian.
27. In case of retirement of an employee, Financial benefits like sanction of G.P.F. or final withdrawals, pension papers will be held up unless the clearance certificate is received from the librarian.

### READING ROOM

- The reading room will be kept open during the working hours of the college.
- Only students of the college can use the reading room on production of their identity card.
- The reading room is meant for reading or to consult books, periodicals, journals etc. Sleeping, eating, smoking etc. in the reading room are strictly prohibited.
- The rule of silence should be strictly observed by those who are in the Reading Room.
- Periodicals, Magazines placed on the table should not be shifted from place. No page should be torn or anything be written on periodicals.
- Misuse of the reading room will be considered as a serious breach of college discipline.
- The reading room will be managed by a member of the staff nominated by the Principal.
- No printed material(s) other than the note book is allowed inside the Reading Room.
- The students/teachers must sign the register noting their time of entry and exit. They will note the name of magazine/periodical/papers used by them.





## UGC ACADEMIC ASSISTANCE

### A) REMEDIAL COACHING FOR SC/ST/OBC (NON-CREAMY LAYER) AND MINORITIES

In order to enable students belonging to SC/ST/OBC (non-creamy layer)/Minority communities, who need remedial coaching to come up to the level necessary for pursuing higher studies efficiently and to reduce their failure and drop-out rate, remedial coaching classes shall be conducted outside the regular timetable. From the academic session 2011-12, Students belonging to Other Backward Classes and General candidates may also be allowed the benefit of such coaching classes, on payment of a nominal fee (not exceeding the monthly tuition fee). However, physically challenged students and students who are General candidates coming from families with income below the poverty line will be exempted from paying the fee.

### B) COACHING CLASSES FOR ENTRY IN SERVICES FOR SC/ST/OBC (NON-CREAMY LAYER) AND MINORITIES

Coaching classes will be provided to prepare students belonging to SC/ST/OBC (non-creamy layer) and Minority communities to get gainful employment in Group 'A', 'B' or 'C' Central services, State services or equivalent positions in the private sector. The coaching shall be conducted from the session 2011-12 for particular examinations such as the IAS, State Public Services, Bank recruitment, etc. The coaching may be focused, taking into consideration the specific requirements of a particular competitive examination.

## C) CAREER AND COUNSELLING CELL

The Career and Counselling Cell has been formulated from the session 2011-12 to address the diverse socio-economic challenges and geographic backgrounds of the heterogeneous population of students coming to the Colleges vis-a-vis equity of access and placement opportunities through availability of appropriate institutional support information.

### Functions of Career and Counselling Cell :

- a) To gather information on job avenues and placements in different institutions and concerns related to the courses that the College offers.
- b) To analyse information in the local, regional and national contexts, to explore its relevance and utility for the students in their placements and on-job training.
- c) To organise seminars and guidance workshops for apprising students about the emerging professional trends and events, job profiles, leadership roles, entrepreneurship, market needs and risks and implementation of national socio-economic policies and to impart training in soft skills.
- d) To promote discipline, healthy outlook and positive attitudes towards national integration and removal of narrow balkanization including provincial preferences and prejudices.



## SOCIAL, CULTURAL & ACADEMIC ACTIVITIES

### A) SEMINARS

There shall be a Seminar for every existing Honours subject of study in the College; the name shall be 'Chikiti Mahavidyalaya – (name of subject) seminar'

The main object of the Seminar shall be the pursuit and promotion of study in the subject by means of holding seminar meetings, symposia, discussion and debates from time to time on topics and problems related to the subject.

All students of the Honours classes are ipso-facto members of the seminar. All Lecturers in the subject are honorary members.

The head of the Department is the Director of the Seminar. He shall guide the activity of Seminar and preside over all academic meetings. In his absence, the next senior Lecturer present shall preside.

There shall be an advisor for the seminar to be nominated by the Director from among the Lecturers of the Department.

The Executive Committee of the Seminar shall consist of the following (a) Director, (b) Advisor, (c) Secretary, (d) Asst. Secretary.

The Secretary & the Assistant Secretary shall be nominated by the Director once in a session from among the +3 Final Year and +3 2nd Year students respectively.

The Secretary shall be responsible for organizing the seminar activities under instruction from the

Director and for maintaining records, proceedings and accounts under his supervision. The Asst. Secretary shall assist the Secretary and assume all the responsibilities of secretary in his absence.

At least two Seminars shall be conducted on a subject for academic discussions in the course of an academic session. Participation in the seminar shall be encouraged and given due credit.

The Seminar fee per student shall be payable at the beginning of the year.

The Seminar Library shall be operated under the general supervision of the Director through the Advisor. The Assistant Secretary shall assist the Advisor in issuing books and keeping records.

The Principal is the controller of all seminars. He may alter, amend or abrogate any or all of these rules at his discretion.

In addition to that, the college is required to organize National/State level Seminars and symposia to make intellectual discourses amongst the scholars of different colleges and Universities. The UGC also provides financial assistance from time to time to hold seminars in different inter-disciplinary subjects.

### B) N.S.S. (National Service Scheme)

***Golden Opportunity, Join N.S.S., Serve Nation !***

The National Service Scheme was launched in 1969 with the objective of imparting education through community service. Although the objective is yet to be realized and it is directly linked with the restructuring of the curriculum in the Universities, the N.S.S. activities have provided sufficient experience to teachers for making it an integral part of the curriculum. The National Service Scheme has since

its reception provided through its extra mural Programme to the Universities and colleges in adopted villages, slums or areas where social service effort have been directed to the benefit of the community and for the educational experience of students and teachers.

The National Service Scheme has been introduced in the College from the session 1985. At present there are 4 units of N.S.S. out of which one unit is assigned for girls. All the students of the College are eligible to join as N.S.S. volunteers.

#### **Objectives :**

The N.S.S. aims at the active involvement and participation of students in the community service while they undergo studies in the college. The major objectives of N.S.S. are to promote student's social consciousness and provide them the opportunities to devote their leisure to the service of the nation to work among the people to understand through direct experience the realities of social life, to develop a spirit of fellow-feeling and service to the needy to put into use the knowledge and the skills gained in the class room for the practical solution of social problems, to understand and accept the dignity of labour and to inculcate in the students a sense of patriotism, communal harmony and national unity.

#### **Enrolment :**

As a rule, students having genuine interest in social work are selected and enrolled in N.S.S. As the scheme is based on voluntary service the students of all classes are eligible to join. The selection of students, enrollment is made by officers in charge of N.S.S.

#### **Programmes :**

Programmes will be designed primarily to create permanent community assets like community orchards, tanks, irrigation channels, etc. and creating an impact on the quality of life of the community.

1. Constructive Work – Building, roads, repairs of roads, renovation and cleaning of tanks, wells, improvement of public places etc.
2. Education-Adult literacy, social education, libraries, book banks.
3. Health-Service to patients in hospitals, environmental sanitation, health service, distribution of medicine, vaccination and inoculation, etc.
4. Socio-economic survey and educational survey.
5. Small Savings drive.
6. Anti-dote programmes and old age pension.
7. Soil testing Plantation.
8. Bana Mohachhab in College, Hostel and rural villages.

#### **Campaigns :**

For eradication of social evils like untouchability, child marriage, dowry, anti-sanitation, anti-national integration, corruption and to promote, soil testing campaign for agricultural benefits.

Service during emergency, Flood; Famine, Accidents & Epidemics etc.

Student volunteers enrolled into N.S.S. are required to work for 120 hrs., during the session including their work for 7 hrs. per day in 10 days special camp which is usually conducted in vacations preferably in rural areas.

**Programmes for Students :**

The Social Service Scheme programmes selected by Chikiti Mahavidyalaya, Chikiti provide the following experience to participating N.S.S. Volunteers.

1. To work with and among people.
2. To bring change in creative and constructive social action.
3. To enhance their knowledge of themselves and community through a confrontation with reality.
4. To put their scholarship to practical use in solving at least the social problems.
5. To gain skills in the exercise of democratic leadership.
6. To gain skills in programme development and enable them to get self employed.
7. To learn discipline, punctuality and hard work.
8. Pada Yatra campaign for motivation.

**Incentives to students :**

1. Award or merit certificate in recognition of their service at the college level, university level and national level.
2. Opportunity to participate in seminars, visit to different rural places to undertake NSS work project or to see development programmes.
3. To receive training for democratic leadership.

**Work :**

A student who joins the N.S.S. shall have to put up 120 hours of field work out of which 70 hours field work will be done in the camp within the prescribed days.

**Motto :**

- i. Join N.S.S. for self purification and Service to Common folk.
- ii. Education through Community Service.
- iii. Service to humankind is Service to God.
- iv. Do work sincerely, no advertisement.

**C) YOUTH RED CROSS AND RED RIBBON CLUB**

The college has started one unit of Youth Red Cross from this session 2009-10 for the purpose of inculcating in the youth of the country, the idea of peace and the practice of service, especially in relation to the care of their own health and that of others, the understanding and acceptance of civic human responsibility and the cultivation and maintenance of a spirit of friendly helpfulness towards other youth in all countries.

At present this is working as the Youth Red Cross Association functioning with the Principal, Chikiti Mahavidyalaya as its Ex-officio President and one of the members of the teaching staff as nominated Counsellor of the Association. At the time of admission each student pays a sum of Rs. 10/- to this Association and thereby becomes a member of the Association by submitting a separate application to the Counsellor. From among the active members a Chairman, a Vice-Chairman, a Secretary and a joint secretary will be nominated by the Principal in consultation with the active members assembled in meeting.

From the total collection at the time of admission, 30% is sent to the Red Cross Bhawan, Bhubaneswar as state share along with a sum of Rs. 10.00 as group registration fee.

Students are advised to take the maximum

advantage of the organization by becoming its active members and involve themselves in the humanitarian work conducted by it.

A Red Ribbon Club is also functioning in the college with the aim to work for eradication of HIV/AIDS.

#### D) SCHOLARSHIP, STIPEND & FINANCIAL ASSISTANCE

1. Post Matric Scholarship are awarded every year by the Ministry of Education, Government of India, to the 1st Division or otherwise very meritorious student passing the H.S.C. / its equivalent examination.
2. The Government of Odisha award some Junior College Scholarship and a number of other scholarships on the basis of merit-cum-poverty for Post Matric students.
3. Students belonging to scheduled caste, scheduled tribes, denotified, nomadic, semi-nomadic tribe and lower income group are awarded scholarship by the Government of India. The lower income group students, who have secured at least 50% marks in aggregate and whose parent's annual income does not exceed Rs. 2000/- are eligible to apply.
4. Children of Ex-service personnel and Defence personnel are also entitled to get stipend or post Matric studies.
5. National Loan Scholarship is awarded by the Government of India to the meritorious and deserving students securing 60% marks producing their parent's income below Rs. 6000/- P.A.
6. The Government of India award some scholarships

to the children of Primary School Teachers for Post Matric studies.

7. Other scholarships, loans, stipends etc. as may be available are notified from time to time on the college notice board. Besides the above, the college awards the following scholarship to the students.

#### E) AWARDS (Back-paper students exempted)

##### a. Capt. SIBA KUMAR PANDA, MEMORIAL AWARD:

Students securing more than 70% marks in Maths in CHSE Exam. in 1st chance of appearing, reading two years in this institution is being awarded Rs. 400/- every year.

##### b. GOVINDANANDA DYANASAMANTRA MEMORIAL AWARD:

*Govindananda Dyanasamantra* Memorial Award is being given away every year to the best Sports person of the Institution.

##### c. Smt. PADMALAYA PANDA AWARD:

*Smt. Padmalaya Panda* Award is being given away every year to the Cultural Champion of the +3 students in the Annual Cultural Function.

##### d. Sri DAYANIDHI SAHU MEMORIAL AWARD:

*Sri Dayanidhi Sahu Memorial Award* is being given away every year to the Cultural Champion of the +2 students in the Annual Cultural Function.

##### e. UTKAL SAMMILANI SHIELD is being awarded every year to the best essayist on *NEELAKANTHA DASH* which is sponsored by Gen. Secretary *Lion Basant Kumar Panigrahy* of Utkal Sammilani.

##### f. DIBAKAR PATNAIK MEMORIAL AWARD:

The student securing highest marks in 1st chance in the Political Science Honours from the college in the Final University Examination for the year will be awarded Cash Prize.

**g. LINGARAJ DAS AWARD :**

The student securing highest marks in IRPM Honours in first chance from the college in the University Examination for the year will be rewarded the Cash Prize of Rs. 300/-

**h. LALIT MANJARI DEVI MEMORIAL AWARD :**

Lalit Manjari Devi Memorial Award is being awarded every year to the champion of champions (girls) for sports.

**i. Dr. LALIT MOHAN MOHAPATRO AWARD :**

This award is being given away every year for securing highest marks in Chemistry Honours at degree stage.

**j. Dr. LALIT MOHAN MOHAPATRO AWARD :**

This award is being given away for the best literary creation in Odia language and literature.

**k. LATE SRI NITYANANDA PANDA MEMORIAL AWARD :**

This award is being given away to the best student of the College.

**l. PROF. DAYANIDHI PANDA AWARD - (I) :**

This award is being given away every year to a student securing highest marks in Math. (Hons.) at Degree level.

**m. PROF. DAYANIDHI PANDA AWARD - (II) :**

(Containing a Cash Prize of Rs. 5000/-)

This award will be given away to a student of Chikiti Mahavidyalaya for securing 1st class 1st position in Math. (Hons.) at Degree Level, till the doner is alive.

**n. PROF. RAMCHANDRA BADATYA AWARD :**

This award is being given away every year (Instituted in 2015) to a student for securing highest marks in Physics (Hons.) at Degree Level.

**o. PRABHU PRASAD BRAHMA MEMORIAL AWARD : (Cash Prize)**

This award is being given away every year to a student for securing highest marks in History Honours in final TDC Examination.

**F) PLANNING FORUM**

The name of the Forum shall be Chikiti Mahavidyalaya Planning Forum.

The aim of the Forum is to spread plan, consciousness among the teachers and students of the college and through them among the public. To promote this, the Forum will organize from time to time discussions, seminars, symposia, etc. relating to planning and economic development of the country. It shall undertake activities such as Small Savings, Population Control, Literacy (NLM), Agricultural Developments, Soil Testing, etc. Economics Surveys which are helpful for successful implementation of the country's plans.

The membership of the Forum is open to all students and members of teaching staff of the college. The Principal shall be the ex-officio President of the

Forum and a member of the teaching staff of the Economics Department nominated by the Principal shall be the Vice-President.

A Secretary shall be elected from among the students and an assistant Secretary from among the first year & third year students at such time and in such manner as the Principal may determine. The Executive Committee shall consist of the President, the vice-president, the secretary and the Assistant secretary.

The Secretary shall convene all meetings of the Forum, organize discussions, seminars, etc. and keep records of the meeting, discussions, and other activities and maintain a register of active members on a regular basis.

The Assistant Secretary shall assist the Secretary in the performance of his duties and shall assume all the responsibilities during the absence of the Secretary.

#### G) ODIA SAHITYA SAMAJ

There shall be a literary association in the college called 'ODIA SAHITYA SAMAJ'

##### Objectives :

- a) To organize meeting and symposium etc. on Odia language, literature and culture.
- b) To invite eminent scholars of the literature to address the members of the Samaj.
- c) To organize different competitions in the language from time to time.

All students of the college shall be its member.

All the members of the teaching staff of the

Department of Odia are its ipso-facto members.

The Executive Committee of the OSS consist of the Principal as its Ex-Officio President, the HOD of Odia as its Ex-Officio Vice President, all other teaching members of Odia Department as associates and a Secretary and a Joint Secretary nominated from amongst the +3 and +2 students respectively. The committee will decide the holding of its Annual Function and arrange Seminars and Literary Competition.

#### H) SCIENCE SOCIETY

The Sciency Society has been formed with an objective to nourish and nurture scientific temper and spirit among the students and teachers who will steer the wheels of civilization ahead. The society intends to keep abreast of scientific discoveries and inventions taking place on earth and will transmit such knowledge through seminars and symposia, often inviting scholars and resource persons from outside. It will organise various science related competitive programmes and study tours through which the students can widen their horizon with regard to life, nature, universe and scientific advancements. The first and the foremost, the society will be careful to preserve a scientific ambience throughout the academic session.

#### I) COLLEGE MAGAZINE

The College Magazine '**SWETAKA**' is published once a year. The magazine is intended for the encouragement and development of original literary expression of the students and also from the members of staff of the college. The magazine is

edited by an editor assisted by an Editorial Board nominated by the Principal from among the members of teaching staff. In addition there will be an editorial board to consider all matters regarding publication of magazine. The Secretary of Odia Sahitya Samaj will be the student representative to help the editor. Principal is the Editor-in-chief and final authority in all matters regarding the publication of college magazine.

#### J) **OLD STUDENTS' ASSOCIATION**

The Association shall be called. The Chikiti Mahavidyalaya Old Students' Association.

##### **Objectives of the Association :**

- a) To provide opportunities for social intercourse and to promote friendly relation between the Old and the present students and members of the staff of Chikiti Mahavidyalaya.
- b) To enable the Old Students' of the College to take a healthy interest in the welfare of their alma-mater and in the educational and cultural development of the State of Odisha.

##### **Membership :**

All ex-students of the Chikiti Mahavidyalaya shall be eligible for the membership of the Association.



## **STUDENTS' COMMON ROOM**

The College provides two common rooms, one for the men and one for the women students of the college for healthy recreation and mutual contact among the students. There is provision for a few indoor games and T.V. for each common room. Newspaper and Journals on Odia and English are also placed in the common reading room for the use of the students. Peons are attached to the common rooms to cater to the small needs of the students. The Principal nominates two members from among the staff to remain in charge of the common rooms.

##### **Instructions for use of T.V.:**

The use of T.V. and other electronic materials are handed over to senior representatives of the Boys' and Girls' common rooms. The attached peon is required to take care of materials after the end of the day. No other student can handle the materials without the permission of the representatives. The representatives of the common rooms are personally responsible for any loss or damage of the materials. The T.V. should not be used during the college hours, however for listening to news items, commentary etc. the T.V. may be played at a low volume so as not to disturb others (classes). On Sundays and holidays the T.V. can be played at anytime between 6 A.M. to 10 P.M. subject to the condition that the common room is open during the time. All other instructions that may be issued from time to time either by the Principal or by the Professor in charge, Boys' Common Room/Girls' Common Room will be strictly adhered to. Any violation in this regard will be deemed as misconduct.





### ACADEMIC EXCELLENCE OF STUDENTS 2014 - 2015

Sl. No.	Name of the Student	Position at the University level	Subject
1.	Manas Kumar Panda	1 <sup>st</sup> Rank with distn.	IRPM
2.	Nilamadhab Sahu	3 <sup>rd</sup> Rank with distn.	IRPM
3.	Rohini Kumari Sahu	7 <sup>th</sup> Rank with distn.	IRPM
4.	Sasmita Kumari Behera	2 <sup>nd</sup> Rank with distn.	Edn.
5.	Madhusmita Nayak	3 <sup>rd</sup> Rank with distn.	Edn.
6.	Liza Kumari Pradhan	10 <sup>th</sup> Rank with distn.	Edn.
7.	Ganesh Behera	14 <sup>th</sup> Rank with distn.	Edn.
8.	Jayanti Behera	15 <sup>th</sup> Rank with distn.	Edn.
9.	Sugyani Maharana	19 <sup>th</sup> Rank with distn.	Edn.
10.	Alok Kumar Patnaik	5 <sup>th</sup> Rank with distn.	Math.
11.	Aditya Charan Misra	15 <sup>th</sup> Rank with distn.	Math.
12.	Subhashree Ku. Chand	7 <sup>th</sup> Rank with distn.	Phy.
13.	Snehasis Patnaik	17 <sup>th</sup> Rank with distn.	Phy.

### CO-CURRICULAR ASSIGNMENT FOR THE SESSION 2015 - 2016

- 1<sup>st</sup> Appellate Authority of RTI : Dr. M.K.P. Brahma, Principal,  
Chikiti Mahavidyalaya, Chikiti
- Public Information Officer for RTI: Dr. Bichitra Patnayak,  
Sr. Lect. in Pol. Science
- Account Bursar : Dr. Bhabani Prasad Panda,  
Lect. in Physics
- Administrative Bursar : Dr. Bamadebo Misra,  
Reader in IRPM
- Academic Bursar : Smt. Sanjukta Satapathi,  
Lect. in English
- Secretary, Staff Council : Dr. Bamadebo Misra,  
Reader in IRPM  
Asst. Secretary : Sri Pradeep. Ku. Padhy,  
Lect. in Economics
- Internal Quality Assurance Cell : Dr. M.K.P. Brahma, Principal I/C,  
Chariman  
Members : Dr. Bamadebo Misra,  
Reader in IRPM  
Smt. Sanjukta Satapathi,  
Lect. in English  
Dr. Bhabani Prasad Panda,  
Lect. in Physics  
Sri Dasaratha Rout,  
Lect. in English  
Dr. B. Devraj,  
Lect. in History

8. Officers in-charge of BCA : Dr. Bamadebo Misra,  
Reader in IRPM
9. Prof. in-charge of Library : Sri Dasaratha Rout,  
Lect. in English  
Sri Ramanatha Sahu,  
Lect. in Pol. Science  
Sri Ananda Maharana,  
Lect. in Economics
10. Students Cultural Advisor : Smt. Sanjukta Satapathi,  
Lect. in English  
Dr. Bichitra Pattanayak,  
Sr. Lect. in Pol. Science  
Dr. Sanjaya Ku. Panda  
Lect. in Odia
11. Athletic Association,  
Vice-President (+3) : Sri Pradeep Ku. Padhy,  
Lect. in Eco. (+3 Stream)  
Associate (+2) : Sri Sunil Kumar Panda,  
Lect. in IRPM (+2 Stream)  
Sri J. Jagannath Rao,  
P.E.T
12. Dramatic Society : Dr. Sanjaya Kumar Panda,  
Vice President (+3) Lect. in Odia  
Associate Vice-President : Sri R. S. Pattnaik,  
Demon. in Geology  
Vice-President (+2) : Sri Sunil Kumar Padhy,  
Lect. in Mathematics  
Associate Vice-President : Sri Ram Sankar Pattnaik,  
Demon. in Geology
13. Time Table & Work Load : Dr. Santosh Kumar Buxi,  
Lect. in Maths.

- Sri Sunil Kumar Padhy,  
Lect. in Maths.
14. Admission +2 & +3 : Sri Prasanta Kumar Panigrahy,  
(Coordinator) Lect. in Odia  
Help Desk Member (+2) : Sri Sunil Kumar Panda,  
Lect. in IRPM  
Sri Rabindra Maharana,  
Lect. in Physics  
Sri Dibakar Panigrahi,  
Lect. in Chemistry  
Sri Sudhir Ku. Sahu,  
Demonstrator  
Sri Ramsankar Patnaik,  
Demonstrator
- Help Desk Member (+3) : Sri S. Ch. Chanda,  
Lect. in History  
Sri Dibakar Panigrahi,  
Lect. in Chemistry  
Sri Sudhir Kumar Sahu,  
Demonstrator  
Sri Ramsankar Patnaik,  
Demonstrator  
Sri J. J. Rao,  
PET
- Validation/Admission/  
Counselling (+3) And : Smt. Sanjukta Satapathi,  
Filling of information sheet Lect. in English  
for +3 1st Year students : Sri Ananda Maharana,  
Lect. in Economics  
Dr. Santosh Ku. Buxi,  
Lect. in Math.  
Sri Sunil Kumar Panda,  
Lect. in IRPM

- Sri Asutosh Sahu,  
Lect. in English
15. Examination Committee  
(University & CHSE) : Dr. Bamadebo Misra,  
Reader in IRPM  
Sri Pradeep Ku. Padhy  
Lect. in Economics  
Sri Sarat Chandra Chanda,  
Lect. in History  
Dr. Rajesh Ku. Patro,  
Lect. in Education
16. Examination Committee  
(College Examination) : Sri Dasaratha Rout,  
Lect. in English  
Dr. B. Devraj,  
Lect. in History
17. College Magazine  
(Editorial Board) : Sri Prasanta Ku. Panigrahy,  
Lect. in Odia  
Sri Dasaratha Rout  
Lect. in English  
Dr. Sanjaya Kumar Panda,  
Lect. in Odia
18. College Calendar  
Editorial Board : Sri Dasaratha Rout  
Lect. in English  
Sri Asutosh Sahu,  
Lect. in English
19. Odia Sahitya Samaja : Sri Prasanta Ku. Panigrahi,  
Lect. in Odia  
Dr. Sanjaya Kumar Panda,  
Lect. in Odia
20. Science Society  
(Vice President) : Dr. Nrusingh Ch. Panigrahi,  
Lect. in Botany  
(Asso. Vice President) : Dr. Bhabani Prasad Panda,  
Lect. in Physics

- Member : Dr. Santosh Ku. Buxi,  
Lect. in Math.  
Sri Sunil Ku. Padhy,  
Lect. in Math.  
Smt. Padmini Raulo,  
Lect. in Math.  
Smt. Madhusmita Mahapatro,  
Lect. in Chemistry  
Sri Rabindra Maharana,  
Lect. in Physics  
Sri Dibakar Panigrahi,  
Lect. in Chemistry
21. Boys' Common Room  
(Vice President) : Sri Ramanatha Sahu,  
Lect. in Pol. Science
22. Girl's Common Room  
(Vice President) : Smt. Sanjukta Satapathi  
Lect. in English  
Asso. Vice President : Smt. Padmini Raulo,  
Lect. in Maths.
23. Youth Red Cross (YRC) : Sri Sanatan Gouda,  
Lect. in IRPM  
Sri Asutosh Sahu,  
Lect. in English
24. Budget Committee : Accounts Bursar  
Administrative Bursar  
Accountant
25. Purchase Committee : Dr. Bamadebo Misra,  
Reader in IRPM  
Sri R. N. Sahu,  
Lect. in Pol. Science  
Sri Dasaratha Rout,  
Lect. in English  
Accounts Bursar  
Head Clerk

26. Construction Committee : Accounts Bursar  
Administrative Bursar  
Dr. B. P. Panda,  
Lect. in Physics  
Sri Ramanatha Sahu,  
Lect. in Pol. Science  
Sri Kailash Chandra Mohanty,  
Demon in Biology  
Head Clerk.
27. Discipline Committee & Anti Ragging Squard : Dr. Bamadebo Misra,  
Lect. in IRPM  
Dr. Nrusingh Ch. Panigrahi,  
Lect. in Botany  
Sri Anand Maharana,  
Lect. in Economics  
Sri Sunil Kumar Padhy,  
Lect. in Maths.  
Sri Kailas Chandra Mohanty,  
Demon. in Biology
28. Holiday List Preparation : Sri Dasaratha Rout,  
Lect. in English  
Head Clerk
29. Officer in Charge of I.T. & P.T. : Accounts Bursar  
Dr. Bhabani Prasad Panda  
Lect. in Physics
30. Officer in Charge UGC : Dr. Bamadebo Misra,  
Reader in IRPM  
Smt. Sanjukta Satapathi,  
Lect. in English  
Sri Dasaratha Rout,  
Lect. in English

- Dr. Bhabani Prasad Panda,  
Lect. in Physics  
Head Clerk
31. N.S.S. Programme Officers  
Unit - I : Sri Ramanatha Sahu,  
Lect. in Pol. Science
- Unit - II : Sri Sunil Kumar Panda,  
Lect. in IRPM
- Unit - III : Sri Sarata Ch. Chanda  
Lect. in History
- Unit - IV : Sri Rabindra Moharana,  
Lect. in Physics
32. N.S.S. Advisory Committee : Smt. Sanjukta Satapathi,  
Lect. in English  
Sri Ramanatha Sahu,  
Lect. in Pol. Science  
Sri Sanatan Gouda  
Lect. in IRPM  
Sri Sunil Kumar Padhy  
Lect. in Maths.  
Dr. Sanjaya Kumar Panda,  
Lect. in Odia  
Sri Sunil Kumar Panda  
Lect. in IRPM
33. College Development Committee : All HODs  
Head Clerk  
Sri Kailas Chandra Mohanty,  
Demon. in Biology
34. Officer in Charge of Seminar of Depts. : 2<sup>nd</sup> Member of each Dept.

35. Officer in Charge of Attendance : Dr. Santosh Ku. Buxi,  
(Coordinator) +3 Lect. in Maths.  
(Coordinator) +2 : Dr. Bhabani Pr. Panda,  
Lect. in Physics  
(+2 Sc.) : Smt. Madhusmita Mahapatro,  
Lect. in Chemistry  
Sri Ramasankar Patnaik,  
Demon. in Geology  
(+2 Arts) : Sri Asutosh Sahu,  
Lect. in English  
Sri Sudhir Kumar Sahu,  
Demon. in Physics  
(+3 Sc.) : Sri Asutosh Sahu,  
Lect. in English  
Sri Sudhir Kumar Sahu,  
Demon. in Physics  
(+3 Arts) : Dr. Rajesh Kumar Patra,  
Lect. in Education  
Smt. Padmini Raulo,  
Lect. in Maths.
36. Officer in charge of Tabulation  
(+2 1<sup>st</sup> Arts) : Mr. Dibakar Panigrahy  
Lect. in Chemistry  
(+2 1<sup>st</sup> Sc.) : Smt. Madhusmita Mahapatra,  
Lect. in Chemistry  
(+2 2<sup>nd</sup> Arts) : Sri J. Jagannath Rao,  
P.E.T  
(+2 2<sup>nd</sup> Sc.) : Sri Sarat Chandra Panda,

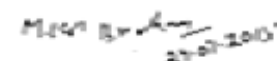
- Demon. in Chemistry  
(+3 1<sup>st</sup> Arts) : Dr. B. Devraj,  
Lect. in History  
(+3 1<sup>st</sup> Sc.) : Sri Sunil Kumar Padhy,  
Lect. in Maths.  
(+3 2<sup>nd</sup> Arts) : Smt. Padmini Raulo,  
Lect. in Math.  
(+3 2<sup>nd</sup> Sc.) : Sri Rabindra Maharana,  
Lect. in Physics  
(+3 3<sup>rd</sup> Arts) : Sri Asutosh Sahu,  
Lect. in English  
(+3 3<sup>rd</sup> Sc.) : Sri Sudhir Kumar Sahu,  
Demon. in Physics
37. Officer in charge of Staff Common Room : Dr. Sanjaya Kumar Panda,  
Lect. in Odia
38. Officer in charge of Student's Grievance Redressal : Smt. Sanjukata Satapathi,  
Lect. in English  
Dr. Rajesh Ku. Patro,  
Lect. in Education
39. Hostel Superintendent : Sri Sunil Kumar Panda,  
Lect. in IRPM  
Dy. Superintendent : Sri J. Jagannath Rao, PET
40. Officer in charge of Govt. Concurrence & Affiliation (+3) : Dr. B. Devraj,  
Lect. in History  
Dr. Bhabani Prasad Panda,  
Lect. in Physics  
(+2) : Dr. Rajesh Ku. Patro,  
Lect. in Education

41. Officer in charge of College Statistics : Dr. Santosh Ku. Buxi, Lect. in Maths.  
Sri Sunil Kumar Padhy, Lect. in Maths.  
Dr. Sanjaya Kumar Panda, Lect. in Odia  
Sri Asutosh Sahu, Lect. in English
42. RUSA : Smt. Sanjukta satapathi, Lect. in English  
Dr. Bhabani Prasad Panda, Lect. in Physics  
Sri Dasaratha Rout, Lect. in English  
Dr. Santosh Ku. Buxi, Lect. in Maths.
43. College Annual Report Preparation Committee for suggestion to NAAC : Smt. Sanjukta Satapathi, Lect. in English  
Dr. B. Devraj, Lect. in History  
Sri Anand Maharana Lect. in Economics  
Sri Dasaratha Rout, Lect. in English  
Dr. Bhabani Prasad Panda, Lect. in Physics  
Dr. Santosh Ku. Buxi Lect. in Maths.  
& All HODs
44. Alumni Association, Vice-President : Dr. Bamadebo Misra, Reader in IRPM

- Dr. Bichitra Pattnaik, Sr. Lect. in Pol. Science  
Dr. Nrusingha Charan Panigrahi Lect. in Botany  
Sri Sanatan Gouda, Lect. in IRPM
45. Officer in charge of Equal Opportunity : Dr. Bamadebo Misra, Reader in IRPM
46. Office in charge of Remedial Coaching for SC/ST/OBC & Minority : Sri Ramanatha Sahu, Lect. in Pol. Science
47. Officer in charge of Entry into service : Dr. B. Devraj, Lect. in History
48. Officer in charge of Gas, Water, Supply and Sanitation : Smt. Madhusmita Mahapatra, Lect. in Chemistry  
Sri Rabindra Maharana, Lect. in Physics
49. Officer in charge of Garden : Dr. Nrusingha Charan Panigrahi, Lect. in Botany
50. Officer in charge of Building Repair & Maintenance : Sri Ramanatha Sahu, Lect. in Pol. Science  
Sri Kailas Ch. Mohanty, Demon. in Biology
51. Officer in charge of Furniture : Sri Sarat Chandra Chand, Lect. in History  
Dr. Rajesh Ku. Patro, Lect. in Education
52. Officer in charge of Computer, Web-site & Xerox : Dr. Bhabani Prasad Panda, Lect. in Physics

- Sri Asutosh Sahu,  
Lect. in English  
Head Clerk
53. Officer in charge of Electricity, Generator, Water Supply : Dr. Bhabani Prasad Panda,  
Lect. in Physics  
Sri Rabindra Maharana,  
Lect. in Physics
54. All Scholarship except UGC E-scholarship : Dr. Santosh Kumar Buxi,  
Lect. in Maths.  
Sri Asutosh Sahu,  
Lect. in English
55. College Planning Board & Development Committee : All HODs  
Sri Anand Maharana,  
Lect. in Economics  
Head Clerk
56. Women Protection Cell & Sexual Harassment Cell : Smt. Sajukta Satapathi,  
Lect. in English  
Smt. Madhusmita Mahapatro,  
Lect. in Chemistry  
Smt. Padmini Raulo,  
Lect. in Maths.
57. Form fill up (+2) Arts : Sri Sunil Kumar Padhy,  
Lect. in Maths.  
Sri Ashutosh Sahu,  
Lect. in English  
Sri Sudhir Kumar Sahu,  
Demon. in Physics

- Sri Sarat Chandra Panda,  
Demon. in Chemistry
- (+2) Science : Sri Sunil Kumar Padhy,  
Lect. in Maths.  
Miss. Padmini Raulo,  
Lect. in Maths.  
Sri Ramasankar Patnaik,  
Demonstrator  
Sri Kailash Ch. Mohanty,  
Demonstrator
58. Office in charge of E.P.F. : Sri Ananda Maharana,  
Lect. in Economics  
Sri Asutosh Sahu,  
Lect. in English



(Dr. M. K. P. Brahma)  
Principal

### Important Phone Nos. & E-mail Address

- |                                        |                    |
|----------------------------------------|--------------------|
| 1. National Anti Raging                | (Phone)            |
| Toll Free No.                          | : 1800-180-5522    |
| 2. Principal                           | : 0680-2497287     |
| Chikiti Mahavidyalaya                  | : Fax-0680-2487041 |
| 3. Personal Cell Phone                 | : 9937854257       |
| 4. Personal Cell Phone of Supt. Hostel | : 9937904542       |
| 5. Union Officers                      |                    |
| Dr. Misra                              | : 9437499979       |

e-mail: [cmv/15.08.1980@gmail.com](mailto:cmv/15.08.1980@gmail.com) [www.cmv.edu.in](http://www.cmv.edu.in)

<b>HOLIDAY LIST FOR THE YEAR- 2015</b>					
Office Order No. : 14/CM			Dt. 03.01.2015		
Sl. No.	Name of the Festival	Date	Day	No.of Days	Remarks
1.	New Year Day	01.01.15	Thursday	01	
2.	Makar Sankranti Pongle	14.01.15	Wednesday	01	
3.	Subash Bose Jayanti	23.01.15	Friday	01	
4.	Saraswati Puja	24.01.15	Saturday	01	
5.	Republic Day	26.01.15	Monday	01	
6.	Maha Shiva Ratri	17.02.15	Tuesday	01	
7.	Dolapurnima/ Panchayat Raj Divasa	05.03.15	Thursday	01	
8.	Holi	06.03.15	Friday	01	
9.	Sri Ram Navami	26.03.15	Saturday	01	
10.	Utkal Divasa	01.04.15	Wednesday	01	
11.	Good Friday/Dr. B.R.	03.04.15	Friday	01	
12.	Maha Vishuva Sankranti/ Dr. B.R.Ambedkar Jayanti	14.04.14	Tuesday	01	
13.	Summer Vacation	11.05.15 to 18.06.15	Monday to Thursday	34	Excluding (5 Sundays) Sundays
14.	Sri Gundicha Yatra	18.07.15	Saturday	01	
15.	Independence Day	15.08.15	Saturday	01	
16.	Rakhi Purnima	29.08.15	Saturday	01	
17.	Janmastami/ Sri Krishna Janma	05.09.15	Saturday	01	
18.	Ganesh Puja	17.09.15	Thursday	01	
19.	Nuakahi	18.09.15	Friday	01	
20.	Id-Juha	24.09.15	Thursday	01	
21.	Gandhi Jayanti	02.10.15	Friday	01	
22.	Mahalaya	12.10.15	Monday	01	

Sl. No.	Name of the Festival	Date	Day	No.of Days	Remarks
23.	Durga Puja Holiday	19.10.15 to 27.10.15	Monday to Tuesday	09	Excluding (1 Sundays)
24.	Kali Puja/Diwali	11.11.15	Wednesday	01	
25.	Last Monday of Kartik	23.11.15	Monday	01	
26.	Rahasa Purnima	25.11.15	Wednesday	01	
27.	Prathamastami	03.12.15	Thursday	01	
28.	Last Thursday of Margasira/Prophet Mahamad Jayanti	24.12.15	Thursday	01	
29.	X-Mas Day	25.12.15	Friday	01	
				TOTAL	70
Reserve (The Principal may declare as holidays at his discretion during the calendar year)					02
GRAND TOTAL					72
<b>OPTIONAL HOLIDAYS</b>					
<p>March Hindu/Telugu New Years Day-23.03.2015, Tara Tarini 3rd Pali-23.03.2015, Nrusingha Janma-02.05.2015, Netra Utsav-17.07.2015, Vyasa Purnima-31.07.2015, Chitalagi Amabasya-14-08-2015, Radhashtami-21.09.2015, Gobardhan Utshav-12.11.2015, Chhada Khai-26.11.2015.</p>					
<p><i>N.B.: The college employees may avail one optional holiday on any one of the festive occasions as listed above.</i></p>					
<p>Sd/- (Dr. M. K.P. Brahma) <b>PRINCIPAL</b></p>					