

CHIKITI MAHAVIDYALAYA, CHIKITI (GANJAM)



Internal Quality Assurance Cell (IQAC) and submission of Annual Quality Assurance Report (AQAR) 2014-2015

NATIONAL ASSESEMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P.O.Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore-560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year (for example 2013-14)

2014-15

I. Details of the Institution

1.1 Name of the Institution

CHIKITI MAHAVIDYALAYA, CHIKITI

1.2 Address Line 1

CHIKITI

Address Line 2

CHIKITI

City/Town

CHIKITI

State

Odisha

Pin Code

761010

Institution e-mail address

Cmv15.08.1980@gmail.com

Contact Nos.

0680-2497287

Name of the Head of the Institution:

Dr. Mani Kamakshi Prasad Brahma

Tel. No. with STD Code:

0680-2497287

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879)

1.4 Website address:

Web-link of the AQAR:

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	67.45	2007	31-03-2007 to 30-03-2012

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

1.7 AQAR for the year:

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

1.9 Institutional Status

University State -- Central -- Deemed -- Private --

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

BERHAMPUR UNIVERSITY, ODISHA

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

Autonomy by State/Central Govt. / University	<input type="text" value="UGC"/>
University with Potential for Excellence	<input type="text" value="---"/> UGC-CPE <input type="text" value="---"/>
DST Star Scheme	<input type="text" value="---"/> UGC-CE <input type="text" value="---"/>
UGC-Special Assistance Programme	<input type="text" value="-"/> DST-FIST <input type="text" value="---"/>
UGC-Innovative PG programmes	<input type="text" value="---"/> Any other (<i>Specify</i>) <input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="----"/>

2. IQAC Composition and Activities

2.1 CHAIRPERSON	<input type="text" value="01"/>
2.2 No. of Senior Administrative Officers	<input type="text" value="05"/>
2.3 No. of Teachers	<input type="text" value="07"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 Director/Co-ordinator IQAC	<input type="text" value="01"/>
2.8 Total No. of members	<input type="text" value="18"/>
2.9 No. of IQAC meetings held	<input type="text" value="05"/>

2.10 No. of meetings with various stakeholders: No. Faculty
 Non-Teaching Staff Students Alumni Others

2.11 Has IQAC received any funding from UGC during the year? Yes No
 If yes, mention the amount

2.12 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.13 Significant Activities and contributions made by IQAC

IQAC motivated Teachers on quality improvements.
 IQAC creates awareness regarding work culture in the Organisation
 IQAC recommends students to be course friendly.

2.14 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> ➤ Technical up gradation ➤ Remedial coaching for weak and backward students ➤ Coaching for entry into services ➤ Infrastructural Development 	<ul style="list-style-type: none"> ➤ Computerisation ➤ Students belong to SC/ST/OBC/Creamy Layer are highly benefitted ➤ Students belong to SC/ST/OBC/Creamy Layer are benefitted to face different competitive examinations. ➤ Accommodate more students due to increase of intake capacity

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

IQAC provides unstrained support and suggestion towards the enrichment of the quality in all respect.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	02	Nil	01	Nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	02	Nil	01	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	03

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Yes, as per University Guideline

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

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
31	01(Sr.Lecturer) + 28 (Lecturer)	02 (Reader)	0	NIL

2.2 No. of permanent faculty with Ph.D.

09

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
Nil	1	Nil	Nil	Nil	Nil	Nil	2	Nil	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

01

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	03	
Presented papers	02	Nil	
Resource Persons		Nil	

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

The college provided special remedial coaching and coaching for entry into service to SC, ST, OBC (Non Creamy Layer) categories of student .for their better performance in the qualifying and other competitive examinations. The college very often provides class room teaching through LCD Projector and Smart Board.

2.7 Total No. of actual teaching days during this academic year

180

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

Single valuation system adopted by University

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

03

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

Distribution of pass percentage :

Title of the Programme	Total no. of Students appeared	Division					
		1st (H) with Distinction in %	1st with Honours in %	2nd (H) with Distinction in %	2nd with Honours in %	Distinction in %	Pass in %
B.Sc (Honours)	35	42.58	17.14	0	14.28	-----	22.85
B.Sc (General)	25					12	76
B.A (Honours)	54	29.69	0	33	37.03	-----	0
B.A (General)	58					32.75	46.55
B.C.A	28	1st with Distinction in %	1st in %				10.71
		7.14	82.14				

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

IQAC ensures an environment of excellence in all aspects of teaching and learning and also focuses on improving the quality of education and evaluation.

1. On the basis of No. of teaching and classes the members of teaching staff are instructed to prepare their Individual Lesson plan to conduct theory and Practical classes.
2. The IQAC academic audit is carried out monthly by the Head of the Institution.
3. The Principal examines whether the entire syllabus has been completed as per the lesson plan and appropriate steps are initiated.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	04	Nil	Nil	02
Technical Staff	08	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC boosts the members of staff to avail MRP from UGC Assistance.

It also provides all sorts of assistance to the teachers to take up research works for Ph.D and they are Encourage to publish Research Papers in Journals.

To create Research atmosphere IQAC suggests to subscribe some Research Journals.

The information resource centre(Library) is made available to the researchers to pursue research work.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		02	nil	Nil
Outlay in Rs. Lakhs	xxxxxx	1,35,000	xxxxxx	xxxxx

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil						

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

01

04

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

Nil

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level 01 State level 04

National level 03 International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="02"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="√"/>
NCC	<input type="text"/>	NSS	<input type="text" value="06"/>
		Any other	<input type="text" value="01"/>

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

- Plantation Programme.
- Awareness campaign on AIDS
- Swachha Bharat Abhijan.
- Vigilance awareness week
- Active citizenship.
- International non-violence day.
- Health awareness programme.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	16000 sqft	7000 sqft	own	23000 sqft
Class rooms	08	08	Own/state	16
Laboratories	04	03	Own/state	07
Auditorium	01	Nil	MF	01
Seminar Halls	01	Nil		01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-----	-----	-----	-----
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Office is fully computerised. All of the administrative staff is provided with a computer. All correspondences are made by computer generated letters. One of the official staff along with two DEOs is trained to work with computers. Library is fully automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books/ Reference Books	1895/143 98		191		16484	
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	12		3		15	
e-Journals						
Digital Database						
CD & Video			Nil	Nil		
Others (specify)	693				693	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Other s
Existing	40	02	14 mbps	Nil	02	04	08	Nil
Added		Nil	4 mbps	Nil	Nil	04	Nil	Nil
Total	40	02	18mbps	Nil	Nil	02	08	Nil

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

Up gradation (Networking, e-Governance etc.)

The college had a computer laboratory with internet facilities.

It has proposed to establish a network browsing centre in the college to provide internet facilities to the students and staff.

Faculty development programme has been conducted for the faculty members to enhance knowledge using computer technology in e-evaluation of answer scripts/Salary system of employees through HRMS/Admission of students.

Non teaching staff members have been provided training to work with computer automation of Office/Library

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.30
ii) Campus Infrastructure and facilities	2, 00,000
iii) Equipments	0.16
iv) Others	3.30
Total:	5.76

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The IQAC organises meetings with the new comers in the beginning of the session before the commencement of their classes for awareness of the various student support services in the college and other stake holders.

It encourages students participating in various extracurricular and co-curricular activities in college /inter-college/University level.

In the beginning of academic session the students are provided the college calendar which supports the students to get knowledge about the detailed of the college administration.

Open door policy is being followed for settling the grievance of the students.

Classes are being held for taking coaching to the students to entry in to service by Resources persons.

Different programmes viz. Plantation programme/HIV Aids/Active Citizen ship/Vigilance awareness etc are being conducted by IQAC to create awareness among the students

5.2 Efforts made by the institution for tracking the progression

Regular Observation

Regular meetings

Faculty involvement through counselling system

Unstructured regular feedback from students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
782			

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
267	142	51	319	3	782	219	191	77	478	2	967

Demand ratio 5.70:1

Dropout % 2.00

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

A UGC Sponsored coaching for SC/ST/OBC for entry to service was organised by the college to benefit the said category of students.

IQAC has involved the TIME organisation (Out source) to take competitive classes for the students of the college to face various competitive examinations.

No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

IQAC has arranged for the students to take career counselling classes involving visiting faculties from reputed organisation of the state.

No. of students benefitted

152

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

The Women Development Cell of the college works for gender sensitisation. The women development cell takes initiative to impart martial art to the girl students of the college and organised awareness meetings.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	119	778805
Financial support from other sources	6	2100
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Drinking Water problem: Water purifiers are installed exclusively for boys and Girls & Staff

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision-The institution is to spread higher education among the rural youth at affordable cost. The vision of the college is for all round development of the students through innovative methods of teaching and involving them in the extra and co-curricular activities and to enhance their employability.

Mission:

1. To impart qualitative higher education through personal, vocational, practical and creative skills to the students giving equal opportunity to eliminate the perception of discrimination.
2. To inculcate the habit of social, cultural and ethical activities among the students.
3. To build a knowledge society.
4. To produce disciplined morally and socially committed citizens.
5. To bridge the gulf between students of urban and rural areas.
6. To imbibe humanism and national integration in the younger generation.
7. To face the competitive examinations the institution conducts coaching for entry into service
Career Counselling Cell of the College.
8. Allow faculty members to go far Research activities in their core areas.

6.2 Does the Institution has a management Information System

Yes, management information system is being used in every sphere viz. Academic, administration and finance

Some of the MIS are Daily Collection Report

Daily absentee Report of staff and student

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

6.3.1 Curriculum Development

The College is an affiliated college of Berhampur University. It conducts teaching and learning activities as designed by the University. However, senior members of staff participate in Board of Study Meetings of the University to design the curricula for cognitive development of the students.

6.3.2 Teaching and Learning

Remedial classes for slow learners.

Monthly test

Mass teaching: Conventional lectures and taught lessons, Mass practical work, Smart Board teaching.

Group learning: Class discussions, Seminars, Group Tutorial

6.3.3 Examination and Evaluation

The college conducts qualifying examinations for the students as per the scheduled programme of the affiliating University. It also conducted test examinations to prepare the students for the qualifying examinations in the end of the year. Monthly test are also conducted regularly.

IQAC evaluates the performance of the students soon after the results are published and gives feed back to the concerned departments to improve standard of the students.

6.3.4 Research and Development

The members of staff are encouraged to take up research activities for Ph.D. 03 members of the staff are engaged in such activities.

Presenting papers in seminars.

Undertaking for publication of books.

Contributing articles in Research Journals.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library:-Printed Books-volume=16986, Reference books-volume=14398, Text Books-volume=1895, others-volume=693, Research journals-15, Daily Newspaper-No-15, the advisory committee of library finalize the budgetary allocation at the commencement of academic session. The committee suggest a list of books based on interaction with students and staff and forward to the concern authority for sanction and purpose of books.

I.C.T. Infrastructure:- LCD projector, Projector screen, Computer with accessories, Laptop, Photo copes with printer, printers, Refrigerators, Overhead projector, Power generator, recreation facility in staff Common room (T.V.), Drinking water facility,

Physical Infrastructure:- A well equipped smart room with internet facility, Having 13 nos. of class room, 6 nos. of Laboratory, 3 nos, of common rooms for staff and students separately, 7 nos, of lavatories for staff and students, One Botanical garden, One Herbal garden, One reading room.

Sports: The institution has several sports facilities like carom boards, Chess boards, Cricket kits, Football, Shot put, Discus, Javelin etc, are available.

6.3.6 Human Resource Management

- i. Forming committee as senior faculty members as the Heads.
- ii. Maintain Payroll.
- iii. Maintain attendance register.

6.3.7 Faculty and Staff recruitment

Permanent faculty members are sponsored by the Director of Higher Education, Government of Orissa and appointed by Governing Body which is ultimately approved by the Government of Orissa.

6.3.8 Industry Interaction / Collaboration

The I.R.P.M. Department of the college is intended designed to face the students to the industry. It aims to facilitate- the process of industry- students interaction and actively promoting fresh knowledge of the students in HRM. The IRPM department strives to enhance the industry interaction with students to bridge the gap between academic and corporative world. During the session the department organised a seminar on workers Education and invited an experts from the CBWE, Berhampur to impart knowledge to the students. Every year as per the curriculum the I.R.P.M final year students visit industries to improve their professional knowledge in HRM practically.

6.3.9 Admission of Students

A candidate should possess the eligibility of 10+2 or any other equivalent examination to take admission in Three year degree course or in B.C.A. E-admission has been introduced in the college. The admission strictly adheres to the rules and regulations as framed under SAMS, regulated by Dept. Of Higher Education, Govt. Of Odisha. An internet facility centre works in the college soon after the publication of results of C.H.S.E Odisha, This facilitates the applicant in filling the Common Application Form (CAF).

6.4 Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic			√	√
Administrative			√	√

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

For UG Programmes Yes No

For PG Programmes Yes No

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

CBCS system under consideration of the University.

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

Not applicable.

6.11 Activities and support from the Alumni Association

The Alumni interacts with the Principal and Governing body for all round development of the college. It organises a meeting on 1st July of every Year to celebrate the Foundation Day and suggests different measures for the quality enhancement.

6.12 Activities and support from the Parent – Teacher Association

Efforts have been made to invite the parents to participate in the quality enhancement programmes. A meeting of the parents and teachers was held in the beginning of the session during the honours counselling. The parents were requested by the Staff Association Secretary Sri P.K.Panigrahi, Lecturer in Odia to consult the teachers for any kind of difficulty in the progress of the learning outcome of their ward.

6.13 Development programmes for support staff

Special attention has been taken for support staff to relieve from stress through meditation and Yoga. Computer awareness has been mandatory to enhance the practical knowledge in computer training.

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

NSS and YRC units have taken initiative to plant more trees and clean the campus. The volunteers of these units in liaison with the Department of Social Forestry planted many trees in the campus.

Criterion – VII

7. Innovations and Best Practices

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

The provision made by the college:

- ❖ Taking extra classes to avoid dropout in ensuing University Exams.
- ❖ Supplying adequate study materials in terms of printed books, Xerox copies of Lecturer notes related to competitive exams under the entry into services.
- ❖ Creating a competitive environment among the students.
- ❖ Performing audit internally headed by the Principal. Beside it, the Department of Higher Education and Local fund auditors visit at regular intervals to keep track of academic management of the institution.

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

- Feedback of the students, staffs, Alumni, Parents about infrastructure and quality education.
- Permission are sought to attend Refresher courses, Orientation courses, Seminars conducted by different state level and National level institutions and Universities.
- Faculties under took MRP from financial institution like U.G.C.
- Efforts made to release funds towards purchase of books & equipments.
- The G.B of the college give effort to makes financial provisions for infrastructural development.

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

- The NSS units of the college organises special camps for Socio-Economic Development of the inhabitants of the adopted villages and hereby localities.
- All the departments of the college have organised seminars in regular intervals.
- Different awareness programmes are organised in regular intervals like Self-defence Training Programme for girl students, Gender sensitization Programme for women conducted by Women Research Development of Berhampur University.

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

7.4 Contribution to environmental awareness / protection

To create environmental awareness, the institution has organised different plantation programme, sanitary awareness in alum areas of our locality, Swachha Bharat Abhijan.

7.5 Whether environmental audit was conducted? Yes No

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

S-

- Adequate nos. Of staff members.
- Resourceful faculty.
- Hon's. In Arts & Science.
- Better output in Exam result
- Computerisation
- IT Lab.
- Better performance at extracurricular activities.

W-

- Inadequate cycle stand.
- Students from to rural and tribal areas.
- Inadequate hostel facilities for boys.
- Lack of communicative skill of students in English.
- Research Lab & Language Lab.
- Lack of college canteen.

O-

- Higher study for Hon's students.
- Employment facility by the Dept. Of Management.
- Existence of Self reliant course (B.C.A.)

T-

- To make the general graduate employee.
- Lack of opportunities towards soft skill.
- No financial benefits from state/central govt. to keep pace with the day to day changing of requirements.

8. Plans of institution for next year

- Renovation of few old classrooms.
- Automation towards library & Office/SMS facilities.
- To provide ICT facilities to students.
- Wi-Fi networks.
- To take step on teacher recruitment.

Bamadebo Misra
Signature of Coordinator IQAC
Name: Dr.Bamadebo Misra

M.K.P. Brahma
Signature of chairperson IQAR
Name: Dr.Mani Kamakshi Prasad Brahma
Principal,
Chikiti Mahavidyalaya,
Chikiti,Ganjam