

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution

MAHAPURUSH HADI DAS MAHAVIDYALAYA

1.2 Address Line 1

CHHATIA

Address Line 2

CHHATIA

City/Town

JAJPUR

State

ODISHA

Pin Code

754023

Institution e-mail address

mhdmahavidyalaya@rediffmail.com

Contact Nos.

06725- 288055

Name of the Head of the Institution:

Prof. Subash Chandra Biswal, Principal

Tel. No. with STD Code:

06725- 288055

Mobile:

09437611309

Name of the IQAC Co-ordinator:

Mr.Pradipta Kumar Satapathy

Mobile:

07735879964

IQAC e-mail address:

mhdiqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

NA

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/47/A & A/01

1.5 Website address:

www.mhdmahavidyalaya.org

Web-link of the AQAR:

<http://www.mhdmahavidyalaya.in/aqar-report> 2013-14

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C	<i>Institutional Score</i> 1.94	2009	January 28,2014
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

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

01/06/2008

1.8 AQAR for the year (for example 2010-11)

2013-14

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

- i. AQAR 2010-11 submitted to NAAC on 12-07-2011
- ii. AQAR 2011-12 submitted to NAAC on 25-06-2012
- iii. AQAR 2012-13 submitted to NAAC on 03-06-2013
- iv. AQAR 2013-14 submitted to NAAC on 19-08-2014

1.10 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 Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Utkal University

1.13 Special status conferred by Central/ State Government-- UGC

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held : 04

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

1. "Technology as a Catalyst for Rural development in India".
2. "Naturopathy on Food Habits".

2.14 Significant Activities and contributions made by IQAC

To fulfil the aim of the IQAC a number of activities were undertaken for academic, cultural and skill development of the students. Plans were undertaken for sustaining excellence in teaching and learning. Steps were taken to strengthen library service. Emphasis was given in academic class seminars and initiatives to make the teaching learning process more hi-tech. Communicative English classes were continued. NSS camps were organized. The IQAC contributes by organising various literary Competitions and Cultural programmes to enhance the latest skills among students. Besides these steps are also undertaken for infrastructure development which includes common rooms for boys and girls, conference hall and class rooms.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<p>1.Improvement of academic excellence.</p> <p>2.Publishing Academic Journal.</p> <p>3.To encourage the teachers and students to organize departmental academic seminars.</p> <p>4.Organising UGC sponsored Seminars and Conferences.</p> <p>5. Computer and Internet access and training to teachers and students.</p> <p>6.To extend the activities of the Alumni Association.</p> <p>7.Campus beautification.</p> <p>8.Construction of UGC Sports Infrastructure Project 1 & 2</p> <p>9.Purchase of books,Journals and equipments.</p> <p>10. To encourage students to participate in social activities through NSS and YRC wings of the college.</p> <p>11. Initiative towards Faculty Development Programme.</p> <p>12. To conduct various cultural and academic competitions among the students.</p> <p>13.Upgradation of Software in the Library.</p>	<p>1.Academic excellence is improved by remedial teaching measures& vacation classes.</p> <p>2.Not yet done.</p> <p>3 I.Q.A.C., M.H.D.Mahavidyalaya organised Seminars on “Teaching Degree Level :Quality and Concerns” and “Youth for Rural Progress” were organised.</p> <p>4.A UGC sponsored national Seminar on “Technology as a Catalyst for Rural development in India” was organized by the Department of Economics.</p> <p>5.The IQAC provides required training to the desiring employees and students as well in collaboration with Computer Point and Govt.of Odisha (OCAC).</p> <p>6.Activities of the Alumni Association continue.</p> <p>7. Tree plantation and garden maintenance works done.</p> <p>8.The Construction of UGC Sports Infrastructure Project 1 & 2 are under progress.</p> <p>9.Books, Journals and equipments are purchased from the UGC and College fund.</p> <p>10. Students of the Y.R.C unit of the college organized Voluntary Blood Donation Camp, Awareness Programmes and Seminars on Social issues and the N.S.S unit of the college organized special camps and celebrated National Days of importance.</p> <p>11.Notice circulated to the faculty members to apply FDP scheme.</p> <p>12.Various cultural and academic competitions are conducted among the students</p> <p>13. The software upgradation works of the Library is done.</p>

<p>14. Activities and support of the Parents –Teachers Association.</p> <p>15. Performance in Sports activities.</p> <p>16. Development in health services.</p>	<p>14. The PTA is involved in the developmental process of the college.</p> <p>15. The students were actively engaged in different sports and games activities in National and State Level.</p> <p>16. For the Yogic Training of students the PET of the college has under taken two orientation courses and health check up camp was conducted at regular intervals.</p>
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- *Attach the Academic Calendar of the year as Annexure.*

- **(Annexure (i) attached)**

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The AQAR has been approved by the statutory body.

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	B.A., 08 General 08 Honours	NIL	NIL	NIL
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	16	0	0	0
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	Annual

1.3 Feedback from stakeholders*

(On all aspects)

Alumni Parents Employers Students

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

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

(Annexure ii attached)

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

NA

As an affiliated college of the Utkal University the syllabus prescribed by the university is always followed.

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	18	17	01	NIL	

2.2 No. of permanent faculty with Ph.D.

04

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest: Nil	Visiting: Nil	Temporary: Nil
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Part Time

Nil

Contractual

Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	00	08	02
Presented papers	00	02	00
Resource Persons	00	00	00

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

- Use of Power Point
- Group Discussion
- Quiz
- Debating
- Essay Competition
- Poster Competition
- Expert talk
- Remedial Classes

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)

Test and Pre-test examination, Xerox copy of valued script to students, Revaluation, Examinations is conducted as per University rules.

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

02

2.10 Average percentage of attendance of students

82

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.Part III	Hons. 108	10	20	51	06	80.55
	Gen. 52	71.15 %				

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

IQAC as per UGC –NAAC guideline is formed in 01 June, 2013 as per earlier practices and there has been a monitoring and evaluating system for the Teaching and Learning processes:

- **The Academic Calendar is provided by Govt. of Odisha in the Department of Higher Education.**
- **College magazine is brought out so as to help students publish their creative writings.**
- **Departmental meetings are held.**
- **Necessary measures are taken for extra-classes to maintain parity between the plan and the progress.**
- **Remedial classes are taken by the teachers in addition to the lectures.**
- **Spoken English Classes are taken for the students.**
- **Lesson Plan and Progress register is maintained sincerely.**

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	NIL
HRD programmes	NIL
Orientation programmes	NIL
Faculty exchange programme	NIL
Staff training conducted by the university	NIL
Staff training conducted by other institutions	NIL
Summer / Winter schools, Workshops, etc.	NIL
Others	NIL

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	15	00	00	00
Technical Staff	Nil	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

Reducing the workload of the faculty involved in research activity.

Institution provides incentives and awards to the faculty if they publish papers in international journals and to the faculty who are rewarded with best research awards.

Teachers willing to present papers in seminar/ workshop were encouraged and allowed admissible leave.

Building up and sustain their professional morale.

IQAC of the college takes initiative to encourage and helps in applying Minor Research Project to UGC and other funding agencies. It also guides the staff in preparation of synopsis and thesis.

HODs of the Honours departments are advised to apply UGC Sponsored International and National Seminars.

3.2 Details regarding major projects NIL

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects: NIL

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	0	0	0
Non-Peer Review Journals	0	0	0
e-Journals	0	1	0
Conference proceedings	0	0	0

3.5 Details on Impact factor of publications: NA

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	NIL	NIL	NIL	NIL
Minor Projects	NIL	NIL	NIL	NIL
Interdisciplinary Projects	NIL	NIL	NIL	NIL
Industry sponsored	NIL	NIL	NIL	NIL
Projects sponsored by the University/ College	NIL	NIL	NIL	NIL
Students research projects <i>(other than compulsory by the University)</i>	NIL	NIL	NIL	NIL
Any other(Specify)	NIL	NIL	NIL	NIL
Total	NIL	NIL	NIL	NIL

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	0	01	0	0	2
Sponsoring agencies	0	0	0	0	1

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 : NIL

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year **NIL**

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 **NIL**

Total	International	National	State	University	Dist	College

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

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

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 State level
National level International level

3.22 No. of students participated in NCC events: NA

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

3.23 No. of Awards won in NSS:

University level	<input type="text" value="05"/>	State level	<input type="text" value="02"/>
National level	<input type="text" value="00"/>	International level	<input type="text" value="00"/>

3.24 No. of Awards won in NCC: NA

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="0"/>	Any other	<input type="text" value="0"/>

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

- Plantation Programme undertaken by NSS, YRC and Eco Club.
- Social service rendered by NSS wing in different localities.
- Awareness programme on various social issues.
- Awareness on HIV/AIDS.
- Road safety weeks organised.
- Blood donation camp organised by YRC.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area (8.0 Acres)	Built Up Area-19300sqft	4200sqft	College & UGC Fund	23500 sqft
Class rooms	11	4		15
Laboratories	02	0		02
Seminar Halls	0	0		0
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	40	19	College & UGC Fund	59
Value of the equipment purchased during the year (Rs. in Lakhs)	RS 26,56,147/-	Rs 1106000/-	College & UGC Fund	RS RS 37,62,147/-
Others	188	85	College & UGC Fund	273

4.2 Computerization of administration and library

- 1. E-admission ,e-form fill up are done under project SAMS.**
- 2. The software upgradation works of the Library is done.**

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2749	Rs 308155/-	166	Rs33,700/-	2915	Rs 341855/-
Reference Books	4355	RS 602190/-	223	Rs 40250/-	4578	Rs 642440/-
e-Books	0	0	0	0	0	0
Journals	0	0	0	0	0	0
e-Journals	0	0	1	0	1	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	03	01	01	01	01	01	08	00
Added	03	00	00	00	00	01	00	00
Total	06	01	01	01	01	02	08	00

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

- 1.) Internet facility is provided to library.
- 2) Computerization of library completed.
- 3) Xerox machine provided to the library.
- 4) Course in Computer Literacy provided to the staff and students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 8500/- (Appr.)
ii) Campus Infrastructure and facilities	Rs.2,12,000/- (Appr.)
iii) Equipments	Rs.6400/- (Appr.)
iv) Others	Rs.4800/- (Appr.)
Total :	Rs.231700/- (Appr.)

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

A literature published by highlighting updated data related infrastructure, Courses offered, Examination and valuation procedure, Scholarship and Facilities available.

Reprographic facility to the Students.

Pure Drinking Water facility available.

News paper supplied to the Reading Room.

5.2 Efforts made by the institution for tracking the progression

Career Counselling Cell, Placement Cell, Spoken English, Self-Defence Course for girl students, Extra Coaching is provided to Slow Learner's, Medical check-up, Quizzes, Competitions , Study tours and Personality development through various activities.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
599	NA	NA	----

(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
301	44	08	183	01	537	418	57	11	112	01	599

Demand ratio = **00**

Dropout % : **NA**

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

NIL

No. of students beneficiaries N.A.

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

The Career Counseling and Placement Cell create awareness among students about higher studies and employment opportunities available in their respective and connected field.

Students are trained to attend interviews by conducting programmes in spoken English, Communicative Skill and Personality Development.

Several employment magazines and journals to help the students to develop their more knowledge.

No. of students benefitted 41

5.7 Details of campus placement **NIL**

<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

Self-Defence

Lectures on social and legal issues

Health check-up

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	14	Rs 22000/-
Financial support from government	97	Rs 3,32,127/-
Financial support from other sources	0	0
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives **NIL**

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:

- Misbehaviour towards girl students: Sexual Harassment Prevention Cell has been established and is functioning in order to look into gender sensitive issues.
- Demand for introducing Self Financing, IGNOU ,PG course & NCC: The Management is trying to open PG,NCC and different self-finance courses in the next Academic Session.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: To empower the rural youth through access to education, particularly higher education, enabling them emancipate from the shackles of intellectually alive and socially responsible citizens. And above all, “to draw out the best in..... (their) mind, body and spirit”.

Mission: Inspiring the deprived rural poor to the mainstream of higher education.

Pursuing to achieve excellence in quality teaching, learning and research.

Fostering and encouraging innovation and creativity.

Recognising and accepting social responsibility.

Inculcating the spirit of unity in diversity and integrating to the global perspective with a motto ‘*Basudheiva Kutumbakam*’.

6.2 Does the Institution has a management Information System

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

6.3.1 Curriculum Development

The curriculum is designed by the Utkal University and the Institution adopts it.

6.3.2 Teaching and Learning

1.Orientation programme for the newly admitted students to aquant them with the college atmosphere, examination pattern and cultivation process, extra curricular and co-curricular activities.

2.Tutorial classes to slow learners

3.Extra Coaching to advance learners

4.Study groups are formed consisting of strong and weakness students.

5.Internet facility provided to staff and students

6.Teaching on Power Point Presentation

7.Videos, ICTs, Group Discussions.

6.3.3 Examination and Evaluation

The College has to follow the Examination pattern and schedule chalked out by the Utkal University.

In addition, Class Tests and monthly Tests are conducted.

The timetable for the conduct of examinations is published from time to time.

The results are displayed in the department notice boards and intimated to the parents. Class P.T.A. meetings are conducted and parents/ guardians of each student sign the progress report in the presence of teachers concerned. This method gives a chance to provide timely advice and proper guidance to students who under perform.

6.3.4 Research and Development

Faculty members are encouraged for seeking research grants from funding agencies like UGC.

Faculty members are given all support to pursue Doctoral work, Post Doctoral work and Course Work for research.

Teachers are also granted leave for paper presentation in seminars/ workshops

Students are encouraged to participate in Literary Competitions

6.3.5 Library, ICT and physical infrastructure / instrumentation

New books and journals are added in the library based on the suggestions of the Departmental heads from College and UGC Funds and also as donation.

Coaching in different indoor and out-door games provided to the students.

To encourage and support the students' participation in sports and games College honours the outstanding sports person with cash awards, scholarships and prizes and felicitate them at specially convened meetings.

6.3.6 Human Resource Management

Regular evaluation of the faculty by the students.

Evaluation by Peers.

Feedback from the PTA, employers, NGOs and other stakeholders are passed on to the respective units are acted upon.

Different committees are framed to execute and monitor the development in academic, administrative activities of the college.

6.3.7 Faculty and Staff recruitment

College Governing Body appoints Contractual Full time Teachers, and Non-teaching Staff to compensate the shortage of staff.

6.3.8 Industry Interaction / Collaboration

None so far

6.3.9 Admission of Students

Online admission through SAMS .

SAMS guidelines for admission are strictly followed. A Help Desk is there to guide the applicants to apply online for admission. Honours selection is made through Councelling process and the Merit List is prepared by the SAMS. Reservation and other policies of the Government are strictly followed. Govt. policy is strictly adhered to in the matter of admission.

6.4 Welfare schemes for

Teaching	Staff Development Fund All admissible leave GPF/GIS Assistance to avail loan from Nationalised Banks Group insurance
Non teaching	All admissible leave GPF/GIS Assistance to avail loan from Nationalise Banks Group insurance Staff Development Fund

Students	Free Laptops for selected Students from State Govt. Government aids for different students Scholarship under 'PRERANA' e-medhabruti for meritious students Poor Boys Fund Student Aid Fund Free Studentship Assistance from Redcross Students' Group Insurance
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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	YES	District Level Consultancy	No	
Administrative	YES	District Level Consultancy	No	

6.8 Does the University/ Autonomous College declares results within 30 days? **N.A.**

For UG Programmes Yes No

For PG Programmes Yes No

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

1. Online form fill up for the students done.
2. e-valuation work by the teachers for University Exams.
3. Chance from improvement of examination result is provided.

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

N.A.

6.11 Activities and support from the Alumni Association

Alumni Association meetings are held where different issues pertaining to development of college are discussed and they extend their helping hand in different activities of the college.

6.12 Activities and support from the Parent – Teacher Association

The main objective of the PTA is to foster and promote good relationship among the members of the teaching staff, students and their parents; to create in its members a keen interest for the smooth working and progress of the college, to maintain discipline and high academic standard and to provide amenities to the students of the college. In this regard Parent-Teacher Association meetings are held regularly and their feedbacks are given due importance.

6.13 Development programmes for support staff:

NIL

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

Plantation programmes are undertaken both inside and outside the campus by YRC , NSS and Eco Club.

“BANA MAHOTSAV” programme was organised by NSS unit of the College.

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.

- **A special drive was undertaken to create awareness among the students against drug addiction and country liquor.**
- **Student awareness is created by different extension activities.**
- **Women students are trained with skills like Appliqué work, Candle making, Incense-sticks making and Tailoring works etc.**
- **Special Yoga camps are organised for the physical and moral developments of the students.**

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

The plan of action decided the beginning of the year as implemented in the later years and the development has been made accordingly. The following ATR is made.

1. To organise more International ,National and State Level Seminars and workshops.
2. To provide Computer training to the employees and students
3. Activities of the Alumni Association to be continued.
4. Tree plantation and garden maintenance works to be done regularly.
5. The Construction of UGC Sports Infrastructure Project 1 & 2 to be completed.
6. Huge numbers of Books, Journals and equipments to be purchased from the UGC and College fund.
7. Blood Donation Camps are to be organised.
8. Seminars on Social issues are to be organised.
9. Various cultural and academic competitions are to be conducted among the students.
10. The software upgradation works of the Library is to be done.

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

1. Frequent parent-teachers meeting.
2. Well functioning forums for community service.

(Annexure iii attached)

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

7.4 Contribution to environmental awareness / protection

Tree plantation in campus.

Campus cleanliness programme

Environment awareness rally, poster competition, exhibition, eco-friendly Ganesh Idol Immersion.

7.5 Whether environmental audit was conducted? Yes No

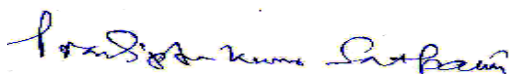
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

8. Plans of institution for next year

1. Organising Blood donation camps for students and staff.
2. Academic extension of new streams.
3. Promoting environmental consciousness among students and staff of the Institution.
4. Establishment of Language Lab.
5. Publishing Academic Journal.
6. Introduction of Lecture Series by Eminent Speakers.
7. Organising Institutional Seminars.
8. Organising UGC sponsored. Seminars and Conferences.
9. Extension of Remedial teaching.
10. Computer courses on Computer Animation and Tally.
11. Establishing Sexual Harassment Prevention Cell.
12. To extend the activities of the Alumni Association.
13. Construction of new toilet for girl students.
14. Renovation of Canteen .
15. Construction of UGC Womens' Hostel.
16. Construction of UGC Sports Infrastructure Project 1 & 2
17. Opening of NCC Unit both for Girls and Boys Students

Name: Mr. Pradipta Kumar Satapathy

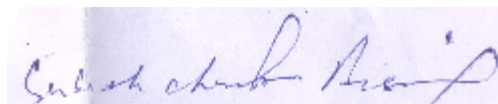
Co-ordinator IQAC



Signature of the Coordinator, IQAC

Name: Dr. Pradipta Kumar Das

Principal



Signature of the Chairperson, IQAC

Annexure i

Academic calendar

LIST OF HOLIDAYS:

MAHAPURUSH HADI DAS MAHAVIDYALAYA, CHHATIA, JAJPUR.

CALENDAR YEAR-2013-14.

Sl.No.	Name of the Festival	Date	Day of Week	No.of Days
01.	Rath Yatra	10.07.13	Wednesday	01
02.	Id-UI-Fitre	09.08.13	Friday	01
03.	Rakshyabandhan	20.08.13	Tuesday	01
04.	Janmastami	28.08.13	Wednesday	01
05.	Ganesh Puja	09.09.13	Monday	01
06.	Nuakhai	10.09.13	Tuesday	01
07.	Gandhi Jayanti	02.10.13	Wednesday	01
08.	Mahalaya	04.10.13	Friday	01
09.	Puja holidays	10.10.13	Thursday	10
		To	To	
		19.10.13	Saturday	
10.	Kali Puja	02.11.13	Saturday	01
11.	Moharrum	14.11.13	Thursday	01
12.	Bada Osha	16.11.13	Saturday	01
13.	Prathamastami	26.11.13	Tuesday	01
14.	X-mas day	25.12.13	Wednesday	01
15.	New Years Day	01.01.14	Wednesday	01
16.	Birthday of Prophet Mohammad/14.01.14		Tuesday	01
	Makar Sankranti			

17. Netaji Subash Ch. Boase Jayanti/ Veer urendra Sai Jayanti	23.01.14	Thursday	01
18. Saraswati Puja	04.02.14	Tuesday	01
19. Mahashiva Ratri	27.02.14	Thursday	01
20. Panchayati Raj Divas	05,03,14	Wednesday	01
21. Holi	17.03.14	Monday	01
22. Utkal Divas	01.04.14	Tuesday	01
23. Shree Ramanavami	08.04.14	Tuesday	01
24. Dr. B.R.Ambadkar Jayanti/ Mahavisuba Sankranti	14.04.14	Monday	01
25. Good Friday	18.04.14	Friday	01
26. Summer Vacation	09.05.14 to 18.06.14	Friday to Wednesday	41
Reserve in hand-			<u>02</u>
<u>Observation Day</u>			
Independence Day	15.08.2013	Thursday	01
Republic Day	26.01.2014	Sunday	01

Annexure (ii)

Analysis of the feedback from Stakeholders

Among the stakeholders, the Management, the Principal and faculty initiate the dialogues on planning the academic programmes and the management scrutinizes, approves and implements the decisions. At the level of planning the academic programmes, students and staff members are consulted to decide on the use and feasibility of the new courses.

The parents are regularly informed about the activities of their children and more particularly regarding the performance of their children. Parents teacher co-ordination meeting are held periodically.

The college provides ample opportunities for interaction with the Alumni. They provide the necessary bench-mark for excellence and act as a reference group for our students.

The Grievance Redressal Cell meets periodically, where the staff and students sit with the authorities concern to address on various issues that arise. A suggestion box has been placed in the college for the students to register their grievance. An open door policy allows people to take up and resolve their grievance at the earliest.

Teachers also get feedback from academic peers like external examiners during the conduction of practical examinations and also from guest speakers who are invited to deliver lecture in different seminars.

Annexure (iii)

Best Practices of the Institution

The parents are regularly informed about the activities of their children and more particularly regarding the performance of their children. Parents teacher co-ordination meeting are held periodically.

Need based community developments programmes are planned through a dynamic process of communication between the college and the community. This turn helps the students to enrich themselves through community services and interventions.