



YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	MRS HAGHAI DEGREE COLLEGE
• Name of the Head of the institution	DR. AMIYA KUMAR JENA
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06727295333
• Mobile No:	9437364644
• Registered e-mail	marshaghaicollege@rediffmail.com
• Alternate e-mail	pravatlenka68@gmail.com
• Address	Marshaghai College
• City/Town	Kendrapara
• State/UT	Odisha
• Pin Code	754213
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	Grants-in aid

• Name of the Affiliating University	Utkal University, Vani Vihar, Bhubaneswar				
• Name of the IQAC Coordinator	Dr. Pravat Ranjan Lenka				
• Phone No.	06727295333				
• Alternate phone No.	9937179779				
• Mobile	6370979755				
• IQAC e-mail address	mciqac1980@gmail.com				
• Alternate e-mail address	pravatlenka68@gmail.com				
3. Website address (Web link of the AQAR (Previous Academic Year))	http://marshaghaicollege.ac.in/				
4. Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://marshaghaicollege.ac.in/wp-content/uploads/2021/09/2020-21-academic-calender-marshaghai-college-323120-ZqbfMDNj.pdf				
5. Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	65.85	2006	02/02/2006	01/02/2011
Cycle 2	B+	2.65	2016	02/12/2016	01/12/2021
6. Date of Establishment of IQAC			19/02/2009		
7. Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
FANI GRANT BY STATE	RENOVATION	GOVT. OF ODISHA	JULY 2020 UP TO DECEMBER-2020	2300000
INFRASTRUCTURE DEVELOPMENT GRANT	INFRASTRUCTURE DEVELOPMENT	GOVT. OF ODISHA	MARCH-2021 TO DECEMBER-2021	1000000

8. Whether composition of IQAC as per latest NAAC guidelines	Yes
<ul style="list-style-type: none"> Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	07
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> If yes, mention the amount 	

11. Significant contributions made by IQAC during the current year (maximum five bullets)

The significant contribution to inculcate scientific temper and new scientific developments in the minds of young students made by the IQAC during the year includes. The IQAC, as a part of its learner centric environment conducive to quality education. • Dissemination of knowledge by organizing seminars, webinars and Gender sensitization programme : The IQAC as a part of its Institutional development has organized a training programme for placement, Mentorship programme and 231 departmental seminars, doubt clearing &

Remedial classes, Monthly test, Notice to irregular students and personality development programmes. • Societal connection : Signed MOU with KIIT University, BBSR, Kendrapara Autonomous College and Five different nearby degree colleges for Cultural exchange, Student Exchange and Faculty exchange. Research collaboration and Gender Sensitization programmes are conducted by mutual co-operation. • Adhere to Statutory requirements : Conducted Administrative Audit, Academic Audit, Energy Audit & Environment Audit. Alumni Meeting, Students satisfaction survey, Alumni Feedback, Teacher Feedback and employer feedback through online mode, Feedback analysis and action taken on feed back. • Accelerated ICT and Infrastructural facilities : Wi-Fi facility upgraded, Website upgraded, Computer lab renovated, Parent teacher meeting, all examinations , Mentor Mentee programme , Monthly tests, Mark distribution during COVID-19 Pandemic period are done through ICT facility, Herbal Garden, Vermi composting, Rain water harvesting, process for Solar Cell installation. • Training development activities for Students Faculties & Staff : In spite of CORONA-19 Pandemic IQAC conducted 11 recharge programmes for staffs and teachers with help of students plantation work done , 13 no. of National Webinars and 31 no. of State webinars on different field conducted. Conducted Certificate Course. The Quick Response Team monitored the self trafficking , Cyclone devastated area and Accident black spots to gather knowledge to face the future challenges.

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

Plan of Action	Achievements/Outcomes
Proposed for promoting collaboration with different institutions	MOU signed with KIIT University and six different colleges for student exchange staff exchange & research Collaborations
Proposed for involvement of all students for seminar talk	275 no. of students Seminars are conducted and all 1192 students involved
Proposed for completeion of students Seminar room	All new Seminar rooms completed and used by the students
Proposed for conduct of University and internal examination by online mode	All exams conducted in online mode in Covid-19 Pandemic Period
Proposed for increase the band width of Wi-Fi	By using optical fibre Wi-Fi connection upgraded to all

	corner of campus
Proposed to conduct Certificate course	Certificate courses for 30 days conducted and around 407 students benefited by such programme
Proposed for doubt clearing in online mode	Doubt clearing conducted in online mode in Covid - 19 Pandemic.
Proposed to conduct webinars of state and national level	State and national level webinars conducted
Suggested to conduct parent teacher meeting in online mode	Parent Teacher meeting conducted from 16.11.20 to 25.11.20 for all departments.
Suggested to communicate internal & monthly test marks to the parents & students on online mode in Pandemic	Posted marks of monthly examination and internal examination in groups of each subject for students & parents
Suggested for sanitization of campus from time to time during Covid-19 Pandemic	Four times Campus sanitized during Covid - 19 Pandemic with help of Odisha fire wing
Suggested for installation of solar cells to reduce energy	Solar cell installation work is on progress
Suggested for conservation of rain water	Rain water conservation work completed
Proposed for a herbal garden	Herbal plants with garden completed
Proposed for Vermi composting unit in college campus	Vermi composting unit completed
IQAC meeting conducted	Meeting conducted on 02.07.20,23.09.20, 03.10.20,27.10.20,02.01.21,22.03.21,28.05.21. All proposals & action taken are tabled for discussion
13.Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
IQAC MEETING	28/05/2021

14. Whether institutional data submitted to AISHE

Year	Date of Submission
YES	08/02/2020

Extended Profile**1. Programme**

1.1	03
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	1192
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	540
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	402
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic	
3.1 Number of full time teachers during the year	34
File Description	Documents
Data Template	View File
3.2 Number of Sanctioned posts during the year	1
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	27
4.2 Total expenditure excluding salary during the year (INR in lakhs)	6847668.65
4.3 Total number of computers on campus for academic purposes	43

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Since Right to Education is our motto and quality teaching is our principle, we have the credit to attract and enroll more number of students than our counter-parts not only from this locality but also from outside.
- Distinction of imparting training in Communicative Skills, Technical Skills, Conceptual Skills, Analytical Skills, Job-Skills and all other related soft skills for survival in the midst of chaos.
- Science stream Students are given impetus to go ahead in

future to pursue agriculture with modern improved technology.

- When virtue is at a discount, morality is on the wane, religious and fundamental values are at subsidies, value-based classes, at regular intervals.
- IT classes designed for the purpose of helping the students for an access to Computers and Internets.
- In the recent days when there is a craze for Engineering and Technical Education and diminishing trend & demand for General Education, Our demand because of our standards built upon years of struggle.
- When Higher Education has become very costly and expensive, we still go on imparting teaching without increase in the Fee-Structure taking into active consideration of the poor agricultural economy of the parents.
- Curricular and Extra-Curricular activities are on-going.
- College administration was watchful and vigilant on all affairs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/111the-institution-ensures-effective-curriculum-delivery-through-a-well-planned-and-documented-process-276702-buSctFCp.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Internal Examination and its evaluation is a continues process of this college. There is an Examination committee to look in to the lack in Evaluation system.The students evaluation result updated in the departmental noticeboards. A time limit is given to apply for recheck mark and expected marks from the students who are not satisfied with the evaluation system. The committee members with help of the evaluator, re-evaluate the scripts in presence of two committee members. Then a meeting is called to see the authenticity of evaluation in internal test marks. coding system is followed in order to maintain secrecy in evaluation. The head of the examination system is authorized to appoint a third examiner to confirm the evaluation process.
- Normally a few students apply for re-valuation. the reforms

taken will shift from one that is submissive and primarily tests rote memorization skills 1-competency 2- critical thinking 3-conceptual clarity 4- tests helps to revised teaching learning process.5-optimism learning development 6- application of knowledge in real life situations 7-stress reduce due to revision.

- The question pattern are both objective and prescriptive type. The reforms aims for competencies rather than months of coaching or memorization.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/112-continuous-internal-evaluation-cie-494061-OgN3GnSS.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.

A. All of the above

Academic council/BoS of Affiliating University

Setting of question papers for UG/PG programs

Design and Development of Curriculum for Add on/ certificate/ Diploma Courses

Assessment /evaluation process of the affiliating University

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

6

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

407

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

143

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Gender studies Focused by Dept. of sociology, English, Odia,

Political Science & Botany. It points on social construction of gender, gender feminism, gender development index, gender politics in the society, radical liberal feminism, eco feminism etc.

Human values are taught by subjects like sociology, Education, History, political Science and Philosophy. It basically focuses on health programme, different theories and different Philosophy, communicable and non communicable diseases, early socialization and value formation, values across different cultural wings of society and human rights.

Environment - Subjects like Botany, zoology, Bio-physics, Economics and Chemistry focuses on economical environment, Green chemistry, atmospheric pollution, natural resource management etc.

Sustainability is taught in subjects like Commerce, Economics, Sociology and Political science, Rural development, Industrial sociology, globalization, political process and governance.

As regards to ethics at work place discipline, integrity, punctuality, positive attitude, cross cut cultural consciousness are taught in the departments of History, Education, Philosophy, Sociology, Political science.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

15

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

402

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/u/0/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1440

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

208

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

SPECIAL PROGRAMS FOR ADVANCED LEARNERS AND SLOW LEARNERS

The College organizes orientation program for the parents and the

students at the commencement of new batch regarding curricular and co-curricular activities, facilities, rules and regulations etc.

Every year students are given a training on communication skills, personality development, time management and motivational sessions. IQAC identifies slow & Advanced learners. Arrange Guest lectures .

Advanced learners:

- High performing students are identified on the basis of internal assessment, university examination, involvement in class
- Advising to participate in group discussions, technical quizzes to improve presentation skills.
- Various club activities are conducted
- Students are encouraged to do micro projects in the 3rd year.
- Providing opportunities to develop their creativity .
- Encouraging them with extra care to obtain University ranks.
- Take up competitive exams.
- Final Toppers and university rank holders are encouraged.

SLOW LEARNERS:

- By robust student academic counseling process. During the time of admission Principal interacts with students and group of students are assigned to a faculty for counseling.
- The counselors monitor their academic performance
- We communicate performance, report card and attendance of students to parents regularly.
- Faculty members interact with parents .
- Learning material prepared.
- Conduct remedial classes, provide course notes .
- Regular class tests.

File Description	Documents
Link for additional Information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/221-slow-and-advance-learners-617511-5L80yOCH.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1192	34

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

As a part of participative learning and problem solving methodology. Team works, Debates, Seminar Quizzes and case studies are reflected in project work, Field Visit, Industrial visit & guest lectures.

Specifically the students centric methodology include

1. Experiential Learning

1.1.1 Project work is carried out by last semester students.

1.2 Participation in competition at National and International Level

1.3 Field Visits and Surveys

1.4 Industrial Visits are Organized for students to provide exposure to industrial work culture.

1.5 Guest Lecture are organized 2. Participated Learning

2.1 Team work All Departments organize students activities to promote the spirit of Team work The activities and Camp of NSS, institutional social responsibility through Red Cross ,Village Adoption, Tree plantation, Swatchh Bharat and Health awareness camp.

2.2 Debates are organized

2.3 Group work Practical's and workshops are conducted.

3. Problem solving Methodology

3.1 Case studies method is adopted in teaching learning process to make the students to have logical thinking and practical knowledge

to develop problem solving ability.

3.2. All questions in examination are based on analysis and reasoning.

3.3 Discussion College follows the discussion methods in many of the subjects as it makes the students to think wide.

3.4 Quizzes are conducted

File Description	Documents
Upload any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/student-centric-method-807152-D01KH0C1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT enabled tools for effective teaching-learning process. ICT Tools: 1. Projectors- 06 projectors 2. Desktop and Laptops 3. Printers 4. Photocopier machines - Five Photostat machines available in Office, SAMS Room and library. 5. Scanners- Multifunction printers are available. 6. Seminar Rooms- equipped with ICT facilities. 7. White Board & Green Board- White Board & Green Board are available in classrooms and seminars. 8. Auditorium- equipped with mike, projector, cameras and computer system. 9. Online Classes through Zoom, Google Meet 10. E-Library access in codination with KIIT University Digital Library resources

Use of ICT By Faculty- A. PowerPoint presentations- Faculties are encouraged to use power-point presentations B. Meeting Hall- Seminar and Conference room are equipped with ICT where guest lectures. C. Online Examination D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications. E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online Feedback System with Google forms are conducted for all stakeholders (Students, Teachers, Employees, Alumni, Parents & Employer.

G. Webinars- Teachers use various ICT tools for conducting webinar

on latest methods such as SPSS, Programming languages, simulations etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/232-teachers-use-ict-enabled-tools-for-effective-teaching-775156-M5inDVWb.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc.

/ D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)**2.4.3.1 - Total experience of full-time teachers**

618:34

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

There is an Examination committee to look in to the lack in Evaluation system. The students evaluation result updated in the departmental notice boards. A time limit is given to apply for recheck mark and expected marks from the students who are not satisfied with the evaluation system. The committee members with help of the evaluator, re-evaluate the scripts in presence of two committee members. Then a meeting is called to see the authenticity of evaluation in internal test marks. Coding system is followed in order to maintain secrecy in evaluation. The head of the examination system is authorized to appoint a third examiner to confirm the evaluation process. Normally a few students apply for re-valuation. The reforms taken will shift from one that is submissive and primarily tests improves memorization skills 1-competency 2-critical thinking 3-conceptual clarity 4- tests helps to revised

teaching learning process.5-optimism learning development 6-application of knowledge in real life situations 7-stress reduce due to revision. The question pattern are both objective and prescriptive type.The reforms are as per the N.C.E.R.T and U.G.C guidelines. Faculties are provided autonomy to innovate on the matters of pedagogy and assessment within the frame work of higher education.

File Description	Documents
Any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/251-mechanism-for-cie-076235-tRXgsbFS.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances.

Internal Assessments: Immediately, after the unit test, the solution of the test along with question wise marking scheme is displayed on notice board within an hour after the test to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of conduction of test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student.

Project evaluation- In a semester two internal evaluations of the project is conducted in front of the panel consisting of group of faculties. The rubric is designed for these two presentations having criteria - quality of problem formulation, literature analysis, presentation, team work, etc. With these systems in place, very well exhibits transparency in the mechanism of dealing with grievances related to the internal assessment.

If the examinee is not satisfied then there is a provision to apply to Principal for re-assessment. Within seven days the Grievance committee sits and reappoints third examiner for valuation. No such fault is yet detected.

File Description	Documents
Any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/252-mechanism-for-examination-grivance-516887-5KE2g3JY.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

PROGRAMME OUTCOMES, PROGRAMME SPECIFIC OUTCOMES, COURSE OUTCOMES

Mechanism of Communication:

The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism is followed by the institution to communicate the learning outcomes to teachers and students.

- At least five hours are spent by the teachers for introducing the subject and Graduate attributes to the Students.
- Outcomes of the Programs and Courses are observed and measured periodically.
- Soft Copy of Curriculum , Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers, HOD meetings, Staff council Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorials, classes , different seminar meetings and general Meetings.
- Demonstrate conceptual understanding in the core areas of all the subjects with the support of mathematics.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy for solution.
- Use software tools to perform mathematical operations, statistical analysis.
- Use laboratory equipments correctly and effectively.
- Locate existing scientific research relevant to a given topic
- Communicate the results of scientific work effectively

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/course-outcome-2021-22-277951-cfYrnCkh.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Response: Marshaghai College, Marshaghai, Kendrapara has adopted outcome based education mechanism to ensure the attainment of course outcome and program outcomes. The objective and outcomes are properly mapped for testing and evaluation of students so that PSO's are attained through the competency mapping in terms of knowledge and skills. The Departments adopt both direct and indirect methods of assessment to ensure attainments of PO's and CO's. Direct Assessment methods • Internal Test • Group discussion • Laboratory performance (Term work) • Student projects • Assignments • Semester Exam The score of this assessment is taken into account for evaluation CO's.

Indirect Assessment Methods • Feedbacks from all stake holders • Alumni survey • Co-curricular activities • Extracurricular activities Feedback mechanism is used to improve Teaching learning process in outcome based education. Internal assessment is the requirement for assessment and essential for the fulfillment of the COs and PO's. This college initiates Unit Tests, Field Survey, Study Tours, Practical Work, Seminars etc. This college conducts the activities such as cultural activities, N.S.S, Red Cross, Career Counseling, Personality Development Program, and Communication Skills, organizations of Scholarly Lectures Health Awareness Programs etc. Direct Method Displays Students knowledge and Skills while indirect method reflects learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/specific-outcome-806814-IkGEH9CZ.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

402

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://marshaghaicollege.ac.in/wp-content/uploads/2021/07/6th-semester-menor-mentee-418366-cw7PUlWm.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://docs.google.com/forms/d/10pof-wWWjaRjg6eRGsc2Tx5mlcmu24oHh4doD26pe4Y/edit#responses>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

275

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities.

- Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, empowerment of girls, Swachha Bharat Programme and Corona Awareness Programme.
- Continuous voluntary activities by students to maintain cleanliness in and around the Campus.
- Two Blood Donation camps have been organized.
- Two Corona testing Camp organized.
- Awareness of Legal Rights

Impact & Sensitization: Such activities sensitize the students towards social issues, legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons

etc. The activities conducted lead imbibing the values of social responsibility such as: 1.To help people in need and distress 2.To understand and share the need of under privileged children 3.To acquire deep interest in environmental related issues. Learning outcomes of the activity: 1.Enlarge the knowledge regarding societal issues.

2.To carry forward humanitarian work in future. 3.Develop a passion and brotherhood towards community, affected people/animals and destitute.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/09/2020-21-academic-calender-marshaghai-college-323120-ZgbfMDNj.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

27

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1192

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response: The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus area is 8.20 acres, on which building construction is 5909.29 Sq.m. ALL Departments of Arts, Commerce and Science streams, Classrooms, Laboratories, Administrative Office, Library and Seminar Halls ,are well equipped along with computing system and Internet facility. College has spacious playground & Gymnasium Hall for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of NSS and NCC.The College has a small pond for water storage under rain water harvesting scheme. The college campus is maintained with cleanly and neatly atmosphere. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus.

- Well-furnished classrooms. • 06 ICT enabled classrooms. • 02 ICT enabled Computer laboratories. • Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories. • Black Boards, White Boards and Green Boards are available in the classrooms. • A well-furnished computerized administrative office
- Well-equipped 05 Laboratories. • Well ventilated Auditorium .

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/411-college-building-and-class-room-additional-photo-c-727568-L6WiPpu9.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institute integrates sports and extra-curricular activities as essential components. Marshaghai College has large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Badminton, Volleyball and Kho-kho. Gymnasium are also available with all physical Exercise. Auditorium and Gandhi Mandap is available for cultural activities with capacity of 250 and 2000 students respectively. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in the Girls Hostels. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal Festival competitions organized by the Utkal University. Some of the faculty members serve as instructors for Yoga. Special classes on self-defense are organized specially for female students. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honor of the Chief Guest by NCC students, an impressive march past of students of all faculties on the beats of the students' band and organization of athletic events. . Students present cultural programme on the in National and International Conferences organized by the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/412-cultural-and-sports-photo-c-694519-AP3Jq8tT.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/4131-lcd-class-room-587357-uR7TINhn.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)**4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)**

4879668

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource**4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

The college has central library building. Library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 52 students at a time

and provides conducive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras. The library has developed the database of its own collection through the library software. Library is fully computerized. Reprographic, Book Bank facility is available in the central library. OPAC which is used students and faculty member for search of books by Title, Author, Subject name etc.

Resources: Library provides more than 24634 books and 8667 journals to students and faculty member.

Library Automation: All the active book collection is update in the library software database and the online public access catalogue (OPAC) is available for students and faculty members. The issue and return of book have been activated manually. Besides 15 Honours departments have departmental libraries opened for department honours students and also facility of issue of books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://marshaghaicollege.ac.in/central_library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources D. Any 1 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

33654

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

51

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

4.3.1 Institution frequently updates IT facilities including Wi-Fi
 There are 01- smart classrooms, 01- Computer Lab and 01- digitally equipped conference hall and 05- digitally equipped laboratories available in the college. A well equipped computer lab is also functioning in the college. The students of the college and staff access the computer lab. The main building, Science Block, RUSA building, Seminar Blocks and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Computer is formatted in regular basis. College itself formats the computer without no fees and by the help of computer operator. Anti-virus is regularly

installed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/4131-lcd-class-room-587357-uR7TINhn.pdf

4.3.2 - Number of Computers

43

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

4879668

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has well established systems and procedures. The Principal takes care of all the assets and co-ordinates the same through the different committees and Heads of Departments, Administrative staffs, laboratory attendants, Librarians and Library assistants. Well trained security personals are on duty round the clock in the campus who looks after all the infrastructure. Campus is under CCTV surveillance. The proper and optimal use of electric appliances/projectors/ Desk/Bench/Table/Almirah/Air Conditioners are ensured. The playground, gymnasium, sports infrastructure are under custody of PET. Every day all the classroom, laboratories, office, library and college roads are cleaned by the sweepers. Walls windows, doors, grills are painted regularly. Toilets and washrooms are cleaned every day. Up-gradation and purchase of hardware and software are also taken care of by the administrative team. 1- Laboratory responsibility is given to Laboratory assistance and Attendant and supervised by respective HODs .2- Library responsibility is given to Librarian and Attendants and supervised by Prof I/C, Library 3- Sports responsibility is given to PET and supervised by Prof I/C, Sports 4-office responsibility is given to Head Clerk and supervised by Administrative Bursar.5- Teachers, Boys & Girls common Rooms responsibility are given to attendant & Prof. I/C, Common Room.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2020/07/co-curricular-activities-2020-21-510753-Xtf5eInD.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

592

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

27

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills
Language and communication skills Life skills
(Yoga, physical fitness, health and hygiene)
ICT/computing skills**

A. All of the above

File Description	Documents
Link to institutional website	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/513-skill-development-c-914485-scSaiYbN.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

16

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

64

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The true spirit of democratic decentralization is reflected in our institution. It has an active students union comprising of elected student members. Advisor is from the senior faculty members. Every year the Students Union election is held obeying Lingdo Commission guideline. Election is held for Dramatic Society, Magazine Representative, Days scholar Association, Social service Guild, Athletic Society and Science Society. The Dramatic Society organizes different competitions, Athletic Council organizes sports competitions, Science Society organizes quiz programe, Essay and debate competition. The students participate directly and indirectly

with the college management decision making process. All these are done on the prerogative of democratic principles. Students union is constituted by 1- President 2-Vice President 3-General Secretary 4-Assistant Secretary 5-Class Representatives from 1st Year, 2nd Year, 3rd Year of Arts, Science and Commerce Classes. So there are 13 elected members in the students union. Due to proper representation of students in administration and curricular activities of the college the students avail all the opportunities and the selected members acts as a bridge between college administration and students. It inculcates the hidden talents and choose a bright future. One also builds the career. This year Election was not conducted due to Covid-19 Pandemic.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/532-students-union-c-293348-MgF1MXCR.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Marshaghai College has a well established Alumni Association with a few number of member at its initial stage. The Alumni is managed as well as governed by a vibrant Executive Committee with members and a working Committee with five number of members. It has an Advisory Committees consisting of three numbers of members. The Executive Body of the Association meets twice in a year to plan its vision and mission for the forthcoming year. The Alumni association have some prominent activities in different segments like campus development, Swachha Bharat Mission , Gender equality, fight against drug abuses , campus cleanness etc. It plays measure role to help the new students during their admission. It helps the poor students of the institute and supervise the academic works of the students. It gives necessary suggestions to the administration for better implementation of Government guidelines and maintains a healthy atmosphere inside the college campus. The association also acts as a bridge between parents and administration. It fosters the need of the parents, students and eradicates the feelings among them. It also monitors the campus activities and plays a vital role in establishing the academic future of the august temple of learning.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/alumni-photo-273714-oNtM6mSU.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year E. <1Lakhs (INR in Lakhs)

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

- To fulfill the dream, aspiration and hope of the local

downtrodden and under privileged people.

- To spread the basic facilities in Higher Education through dissemination of knowledge.
- To impart quality in Higher Education with social responsibility family commitment and economics viability of the rural youth matching with the present trends of globalization.
- To promote education for girl students.
- To strength computer literacy.
- To make our temple of learning as potential of Excellence.

Mission

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

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/611-mission-vission-655825-9yLj5OIR.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative exercises are ensured academic as well as administrative activities of the college . Both these activities are followed by co curricular activities . The college

administration is decentralized with different Heads of Administrations like Administrative Bursars, Academic Bursars, Accounts Bursars, Heads of departments and Coordinators. Periodical meetings of the Constituted committees for different activities are held to plan-out, execute, monitor and evaluate the intend activities both for the current academic year and for the next five Years. The bench mark is set for every activity to ensure quality sustenance through combined efforts of the all the stake holders. The periodical review of syllabus and curriculum is regularly done for each discipline/departments to upgrade and deliver quality education. The faculty members are also involved in the decision making process . . The staff members hold various administrative positions which are as follows: Administrative Bursar, Academic Bursar, Accounts Bursar, HODs, Coordinator of the I.Q.A.C, Coordinator R.U.S.A and the Governing Body. The staff members are encouraged to assist the management in decision making . The qualitative and quantitative factors of decision by any department are analyzed by the Governing Body. Vision is reflected through leadership.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2020/07/co-curricular-activities-2020-21-510753-Xtf5eInD.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Teaching and Learning

The pedagogical skills of different departments includes formal teachings, assignments, seminars, projects, field trips, industry visit, internship and laboratory works.

Admission of Students

The college has constituted different committee for admission. The Admission is done by SAMS, Govt. of Odisha, so SAMS, Odisha and

P.T.C frames the rules for the process of admission and ensures the admission rules framed by the affiliated University.

Industry Interaction/ Collaboration

The college is in collaboration with KIIT University and Six colleges

Library, ICT and Physical Infrastructure / Instrumentation

There is an semi-automated library with relevant stock of books, research based journals, magazines, periodicals and newspapers. The library and reading room is well equipped with computers, printers, scanners, Photo copiers.

Research and Development

In order to seat for final examination one research article must be published by the student in the departmental wall magazine in every month.

Examination and Evaluation

Transparency in continuous evaluation is ensured at the institutional level. The students performance is judged continuously through internal as well as external evaluation process.

Curriculum Development

For our college the curriculum is designed by Utkal University procedure is placed in syndicate for designing the Curriculum

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/621-administrative-training-programme-c-467081-5nnQGBiV.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Functioning of Institution

Details

Planning and Development

The Planning Committee prepares the annual budget for various departments for the funds allocation at the beginning of the year. The Internal Audit team of the college passes those bills after scrutiny. Finally the Local Fund auditor , Govt. of Odisha prepares a audited certificates each year.

Administrative set up

The college has a data management system covering various aspects of academics and administrative activities. The students attendance, continuous internal assessment, registration for the students and the purchase of various requirements are effectively managed. Principal, Administrative Bursars, Head Clerk supervise the process.

Finance and Accounts, Policies and Procedures

The Finance Committee supervises audited statements of resources and application of forms of respective academic year and prepares the budgets for the academic year. The committee approves the budget and Accounts Bursar supervised it. The Construction committee of the college on its sittings decides the mode of purchase.

Appointment

The G.B. of the college approves the requirements of college after proper advertisement and screening committee and interview committee finalizes the name of selected persons for appointment. Final approval is made by president G.B.

Service Rules

Rules of Odisha Government for Non-Govt. Colleges are followed.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/27012022-screen-shots-of-e-governance-469483-zmdq07ja.pdf
Link to Organogram of the Institution webpage	http://marshaghaicollege.ac.in/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

College organizes various development programmes for support its staff.

1-The college organizes yoga and mediation classes, health checkup camps and recreational activities for its support staffs to enable them to be mentally and physically sound.

2-Computer literacy training programme was also conducted to enable the support staffs to become digitally sound. 3-For Administrative and Accounts related skill development activities, the support staffs have been facilitated to attend different training programmes organized by Govt bodies/semi Govt bodies/Private bodies from time to time.

4- College provides EPF to the beneficiaries every month and deposit the needed amount.

5- The employees facing accidental death or any serious disease are provided with a token of grant from the members of the staff.

6- Rehabilitation scheme is also used for the employees died in the period of service.

7- Health check up camps are organised for members of the employees time to time.

8-The college grants an advance amount to the needy employees at the time of their son or daughter marriage and in time of medical treatment for family members.

9- Annual Picnic arranged for all the employees and their families.

10-yoga,self disciplined classes arranged for all staffs.

11.College felicitates the employees on retirements.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/631-066476-szglZuEL.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self appraisal form is used for ensuring the achievements of organisational mission and vision. It plays a crucial role in managing the organisation in an efficient manner. In line with this, the Institute is following the appraisal scheme suggested by Higher Education Department, Odisha.

The performances are of three categories (i) Teaching, Learning and Evaluation related activities (ii) Co-Curricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions At the end of each academic year, the data pertaining to the above categories are collected from each faculty member in the proforma suggested by DHE(Odisha). Based on the data collected the Principal consults with senior members and recommend for promotion to next higher position. Further, at the end of each year, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. A team consisting of the Head of the Department and Senior faculty members, analyze feedback forms collected from the students and suggest suitable measures. As such there is no performance appraisal system for non teaching staff in the institute.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/635-appraisal-form-616773-rBRcF2gf.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Optimum utilization of resources are implemented by our college in order to avoid misuse of financial resources. The College practices financial prudence through proper audit undertaken by the Local Fund Audit, Government of Odisha and chartered accountants for different project works, Govt. Grants and RUSA Grants. The accounts are audited in a regular basis by the Chartered Accountants. The internal audit is also conducted by the College Management itself. All queries

raised by the Chartered Accountants are duly clarified. No queries remains pending. The accounts bursar , accountant, cashier regularly submit the cash strategy and updated cashbook to the principal. On every working day the collected cash is deposited in the respective accounts/ banks. No cash is kept in hand of the cashier or accountant. The principal is authorized by the Governing Body to bring out irregularities in financial transactions to the governing body. the large amount expenditures are placed before the governing body for approval. the construction committee also approves the financial strategies of the college and also the audited statements.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/414-641-audit-report-123684-tLl6iwkU.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response:- Sources of funds are as follows:

1. **Fees:** Fees charged as per the university and government norms from students for different courses.
2. **Salary Grant:** The College receives salary grant from the State Government. This grant includes salaries of all staff. Bill preparation is made through HRMS Portal.

3. UGC Grants: Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. Grants are received and utilized.
4. We generate corpus fund from Cabin Rent.

Our resource mobilization policy and procedures are as follows:

1. The institution set up a UGC Committees to monitor the UGC Grants.
 2. The UGC Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds.
 3. The Purchase Committee takes care of purchases in accordance with the rules.
 4. The College Construction Committee review the mobilization of funds in periodical meetings.
 5. Regular internal audits from the Chartered Accountant and external audits from the government done properly .
 6. The time-table committee monitors classes.
 7. .The Library Advisory Committee takes care of the resources in library.
8. Campus cleanness is monitored by Beautification Committee.
9. RUSAgants are monitered by RUSA Project monitoring committee with help of Govt agencies.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/643-cabin-c-911194-Z9V0rLKv.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

S1.

No.

Plan of Action

1

Proposed for promoting collaboration with different institutions

2

Proposed for involvement of all students for seminar talk

3

Proposed for completeion of students Seminar room

4

Proposed for conduct of University and internal examination by online mode

5

Proposed for increase the band width of Wi-Fi

6

Proposed to conduct 6 more number of Certificate course

7

Proposed for doubt clearing in online mode

8

Proposed to conduct webinars of state and national level

9

Suggested to conduct parent teacher meeting in online mode

10

Suggested to communicate internal & monthly test marks to the parents & students on online mode in Pandemic

11

Suggested for sanitization of campus from time to time during Covid-19 Pandemic

12

Suggested for installation of solar cells to reduce energy

13

Suggested for conservation of rain water

14

Proposed for a herbal garden

15

Proposed for Vermi composting unit in college campus

16

IQAC meeting conducted on 02.07.2020,23.09.2020,30.10.2020,27.10.2020,02.01.2021,22.03.2021,28.05.2021 & resolutions are taken , action taken report was placed in the next meeting for above plans . Most of the plans are acheived during the year in spite of Covid-19 Pandemic.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/2020-21-193042-DmZ1RSWX.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures & methodologies of operations through IQAC. The IQAC holds meetings with the Heads of the Departments under the chairmanship of principal to review the progress of academic activities such as, the number of classes held, syllabi covered in subject ,Internal Examinations . Teaching lesson plans and progress are verified with annual plan and also to identify, bottlenecks, if any .Reviews are made on students seminar ,National seminar ,webinars ,wall magazine publication ,mentor mentee activity ,progress of slow learners, question bank, cultural activity of Departments .IQAC reviews the progress in respect of college administration and steps taken / to be taken for improvement. IQAC conducts periodic review of the

academic and administrative functioning. Further, the IQAC collects feedback information from students on Teaching - Learning performance at the end of each year. The information obtained is analyzed and steps taken for necessary improvements. The Learning - Outcomes are reviewed after conduct of Internal Examinations and it calls for one-to-one meeting with the faculty of each department to make an assessment of their performance. It evolves mechanism to record and monitor the performance of each student through concerned mentors of each Department.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/2020-21-193042-DmZ1RSWX.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/academic-audit-c-122375-v1NK8MOF.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Marshaghai College Shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere for Sensitization of the students in following areas, .

- Safety and security *Hi-Tech Surveillance system: E- Surveillance with high resolution cameras records data in campus, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus .
- *Hostels: Two Ladies hostels exist on the campus. Behavior of students is monitored under set of well defined rule under the guidance of wardens. All student and staff use their ID cards at all times on the campus thus ensuring non entry of outsiders .

Security personnel: This college has strong security personnel deployed round the clock. *Medical Facilities: Marshaghai CHC is 100m away from college gate and round the clock emergency medicine and ambulance facilities are available. .

- CounselingMentoring inculcating academics ,social, Moral and ethical values are practice of the institute. .
- Common Room: . Separate Girl's common room is created with facilities like indoor games, first aid box and newspapers. .
- Gymnasium facility available for staffs.

File Description	Documents
Annual gender sensitization action plan	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/711-additional-765723-v6hWX9ra.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/711-gender-audit-report-2020-21-updated-857090-OH3zGd8T.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

7.1.3 Solid Waste Management & Waste recycling system

As our motto is to prepare a zero-waste campus, we maintain clean campus and green campus, we recycle and reuse the waste materials.

- For the above purpose we collected waste in segregation manner, work on vermicomposting process.
- We recycle the oldest news paper by wrapping answer paper bundles for storage and specially we wrap glassware materials of science labs for storage purpose.
- We prepare decorative items from waste paper.
- We prepare dustbins from news paper for collecting dry waste in the college campus
- We organize one waste management awareness orientation programme by NSS volunteers regarding waste management
- There are ponds to receive the rain water and liquid wastes except chemicals by using limestone and custicsoda. we convert it in to pure water used for gardening purpose.
- the e- waste managements are done with help of our computer vendor.
- Hazardous chemicals obtained from Chemistry Laboratory are put in to a well and with addition of necessary degradable chemicals, it is converted to soil, which is used as fertilizer.
- Biomedical wastes are handed over to the medical team nearer to college. They collect every day and make the campus free from bio waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/713-solid-waste-management-105230-z0iITaEj.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and **A. Any 4 or all of the above**

energy initiatives are confirmed through the following
1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment
Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

5.

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Observation of Communal Harmony Week

Our College observed Communal Harmony Week from 19th to 25th November 2020. All the Staff members and 296 students have taken the oath to provide assistance for the physical and psychological rehabilitation of the child victims of Communal caste, ethnic or terrorists violence with special reference to their care, education and training. Pledge for peace and communal harmony are

1. support truth without fear and prejudice.
2. Oppose all forms of communalism, casteism and chauvinism.
3. Will not co-operate with people opposing these values.
4. Shall not support violence and intolerance
5. Proud to be Indian
6. work for unit of Indians
7. Will think for progress, good will and peace of our nation
8. work for progress of our nation

Observation of Flag Day

The last working Day of the Communal Harmony Week was observed as Flag Day of the foundation. All Staffs and 246 students were present themselves on the said day.

Observation of NSS Day

On the eve of NSS Day on 24.09.2020, NSS Units of Marshaghai College organised an orientation Programme for its Volunteers. In this Programme newly enrolled Students had given various tips on NSS. PO's and Senior Volunteers taught Clapping, NSS Song and other Voluntary activities of NSS.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- Constitution Day observed on 26th November 2020. All staffs and 214 students participated and take oath "WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC & FRATERNITY assuring the dignity of the individual and the unity and integrity of the Nation; IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION
- NSS Units organised an awareness rally on the eve of National Road Safety Awareness week from 2nd February 2020 to 8th February 2020 . A street play also played by Volunteers.
- A voters awareness Programme had organised by NSS Units on 25.01.2020 on the eve of National voters Day. In this Programme Young Students and volunteers aware about participation in voting process on theme "NO VOTERS SHOULD LEFT BEHIND".
- Communal Harmony Week observed from 19th to 25th November 2020. All the Staff members and 296 students have taken the oath to provide assistance for the physical and psychological rehabilitation of the child victims of Communal caste.
- The last working Day of the Communal Harmony Week was observed as Flag Day. All Staffs and 246 students were present.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **A. All of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Observation of International Women's Day

NSS Units of Marshaghai College organized a debate competition on 08.03.2020 on the theme "Role of Women in Nation Building" on the eve of International Women's Day. All Staff members and 235 students were present in this programme. 21 students participated in the debate competition and shared their views on the particular topic and made the programme successful.

Observation of AIDS Day

NSS Units of Marshaghai College organised an awareness Programme on the eve of world AIDS day

AIDS Day on 01/12/2020. This Programme had organised Virtually for the Volunteers of NSS .

Observation of Yoga Day

NSS Units of Marshaghai College observed International day of Yoga on 21.06.2020. On the eve of this day yoga Demonstration Programme had organised by our NSS Units with the help of P.E.T Mr. B. Nayak, He delivered an outstanding speech on the usefulness of yoga in our day to day life. Subrta kumar Barik Volunteer of NSS Unit -2, Demonstrated various Yogamudra in this day.

Observation of Gandhi Jayanti

NSS Units of Marshaghai College, Marshaghai organised an awareness rally on Plastic waste free from Campus to Community on the eve of Gandhi Jayanti.

National Unity Day

On the eve of National Unity Day, NSS Units of our College organized a Webinar on "National Unity and its Importance". Resource Person of this Webinar Mr. H.K. Behera, Lect.in History, Mohatma Gandhi College, Baisinga Mayurbhanj delivered an inspirational speech on Importance of National Unity. This day has observed on the Birth day of Sardar Vallabhbhai Patel for a tribute to his extraordinary role for Uniting our Nation also explained by the speaker. More than 94 Volunteers virtually connected in this programme.

Observation of National Youth Day.

National Youth Day had observed on 12.01.2021 by NSS Units of Marshaghai College strictly following all the Covid-19 SOP. Honourable Principal, Dr. Amiya Kumar Jena, Dr. Pravat Ranjan Lenka, IQAC co-ordinator, Mr. Govinda Chandra Behera, Administrative Bursar delivered speech on the importance of Youth in Nation Building.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

7.2: Best Practices

1 Title of Best Practices

A Quick Response Team to rescue the people affected by flood, cyclone & road accident .

2. Objectives of the Practices:

- To render services with ODRAF team at the time of flood and cyclone
- To rescue the people affected by flood and cyclone, and provide first aid and relief.

- To rescue the people who are facing road accident and help them to reach the Hospital soon.
- To render services at the time of natural disaster in the State.
- To help people for evacuation before the arrival of natural disaster.
- To perform search and rescue operation by providing essential first aid services in the flood hit areas

3. The Context

A Quick Response Team has been constituted in our college to render services to those who are affected by flood, cyclone and road accident. At the time of implementing the practices, the following challenging issues were come before the volunteers:

- Volunteers need technical training from time to time.
- They need regular exposure to the latest skills.
- Due to conservative attitude of people, they are unable to take the help and also they do not co-operate at the time of rescue and evacuation.
- At the time of constitution of Quick Response Team, active students having good social service mentality should be recognized.
- They need training for immediate use of first-aid treatment to the accident-injured persons.

4. Practice

Quick Response Team actively works in the areas which were affected by Flood and Cyclone and helps in providing rescue, rehabilitation, and reintegration.

- Performs search and rescue operation providing any needed first aid services in flood hit areas, evacuation to higher ground or safety cyclone shelters.
- Provide relief to the needy and affected people.
- This practice will help students to develop social service quality among them.
- Helps in clearing the uprooted trees from roads and houses of people, provide relief materials, medicines in the villages.
- After flood and cyclone our Quick Response Team visited the affected villages and cleared the water, help the ODRAF team and doctors in duty in order to stop the spread of diarrhoea, fever, cholera and infected diseases.
- This practice will help students to develop social service

quality among them.

- It helps to develop life skill i.e. empathy among the students.
- This practice develops human values like helping needy persons, cooperativeness, sacrificeness among students.

5. Evidence of Success

- When Cyclone AMPHAN heated Odisha at 2020 our Quick Response Team evacuate 15 people from Kusunpur village, 20 from Juna village, 17 from Bandhasahi, 31 from Balakosoti village.
- 20 number of pregnant women are evacuated before the cyclone and hospitalized in Marshaghai community health centre.
- They have shifted more than 17 elderly persons, 43 children and 7 bed ridden patients suffering from different diseases from their water locked houses to safety place.
- Lactating mothers and their babies are transferred to the college building; however the government provided necessary first aid and cooking foods for them.
- After flood and cyclone our college NSS volunteers and QRT visited the affected villages and cleared the water, help the ODRAF team and the doctors in duty in order to stop the spread of pandemic like diarrhoea, cholera, and infected diseases.
- Helps in clearing the uprooted trees from roads and houses of people, provide relief materials, medicines in the villages.
- During COVID-19 pandemic our QRT helped the medical team for two times blood testing. Created awareness among students and nearby villages, on the eve of it, "Hand Washing"(Hatha Dhua Diwas) was organized in the college campus.

6. Problems Encountered and Resources Required

At the time of providing service the volunteers of Quick Response team faced the following problems:

A-Lack of proper technical training

B-Balancing time between teaching workloads and Quick Response Team Responsibilities for teacher organizers.

C- Conservative mentality of the people to take help from the unknown person

D- Belongingness among people not to leave their own house at the time of natural calamities

E-Due to COVID -19 pandemic, staff members and students stay at home which create hindrance to facilitate the programme.

Best Practice-II

1. Title of Practice - Responsibility towards Environment

1. Objective- (a)To develop sense of responsibility (b)To create awareness among student, Staff and Society. (c)To help Individuals to acquire knowledge of pollution and awareness on its hazards. (d) To promote Environmental decision making.
2. The Context-Marshaghai College believes to create unpolluted environment and create awareness among all the stakeholders and issues relating to their responsibilities. We communicate this message internally and externally. Our efforts are more in the direction to improve our environment impact to support the nature.
3. The Practice- We continuously encourage our students and staffs to contribute for the green campus. The Institution focuses on promotion of recycling and reuse practices & sustainable environmental management that entails the Principal of the '3 R' i.e. Reduce, Refuse & Recycle. The institute performs energy audit to reduce less consumption of Electric energy & more use of day lighting in class room, office & library by exposing sunlight & free ventilation to all rooms. Encourage students & staffs to turn of light & fans in unoccupied places, avoid electrical appliances in standby mode. Our college creates awareness by staff to save drink water.
4. Evidence of Success- Responsibility towards environment is implemented in a very efficient manner by reducing water, electricity, paper consumption & making campus unpolluted by prohibiting plastics, paper & pen throw in campus.
5. Problem encountered- (a) Lack of inherent willingness among students. Resource required- counseling (b)Happy go lucky as well as dilly-dally attitude. Resource required- Mentorship, counseling, sharing and virtual films.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Institution provides financial/academic/personal support to the poor and needy students.
- Remedial classes for slow and advance learners.
- Institution provides soft skill training to the students.
- Being a rural based college with maximum poor and needy girl students this college provides physical, academic support systems to them in the door step.
- The college conducts different gender sensitization programmes.
- The college conducts regular national seminars/webinars , departmental student seminars and extramural lecturers.
- It is distinct from the other colleges of the state due to its discipline campus, teacher students relation, ample opportunity and scope of teaching and learning process.
- The college emphasizes on ethics.
- Quick response team helps the victims of flood, cyclone, Thunder storm and devastated people. The NSS and Red cross students of our college usually helps the victimized persons and create a new hope of belongingness among them.
- The Ek Bharat Srestha Bharat (EBSB) programmes are only conducted by this institute.
- All the teachers and students use cycle on Friday of every week to conserve energy and reduce carbon dioxide.
- This institute aims to find peace and tranquility in the face of the surrounding.
- Academic and Administrative Audit conducted on 21.05.2021

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

- Since Right to Education is our motto and quality teaching is our principle, we have the credit to attract and enroll more number of students than our counter-parts not only from this locality but also from outside.
- Distinction of imparting training in Communicative Skills, Technical Skills, Conceptual Skills, Analytical Skills, Job-Skills and all other related soft skills for survival in the midst of chaos.
- Science stream Students are given impetus to go ahead in future to pursue agriculture with modern improved technology.
- When virtue is at a discount, morality is on the wane, religious and fundamental values are at subsidies, value-based classes, at regular intervals.
- IT classes designed for the purpose of helping the students for an access to Computers and Internets.
- In the recent days when there is a craze for Engineering and Technical Education and diminishing trend & demand for General Education, Our demand because of our standards built upon years of struggle.
- When Higher Education has become very costly and expensive, we still go on imparting teaching without increase in the Fee-Structure taking into active consideration of the poor agricultural economy of the parents.
- Curricular and Extra-Curricular activities are on-going.
- College administration was watchful and vigilant on all affairs.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/111the-institution-ensures-effective-curriculum-delivery-through-a-well-planned-and-documented-process-276702-buSctFCp.pdf

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

- Internal Examination and its evaluation is a continues process of this college. There is an Examination committee to look in to the lack in Evaluation system. The students evaluation result updated in the departmental noticeboards. A time limit is given to apply for recheck mark and expected marks from the students who are not satisfied with the evaluation system. The committee members with help of the evaluator, re-evaluate the scripts in presence of two committee members. Then a meeting is called to see the authenticity of evaluation in internal test marks. coding system is followed in order to maintain secrecy in evaluation. The head of the examination system is authorized to appoint a third examiner to confirm the evaluation process.
- Normally a few students apply for re-valuation. the reforms taken will shift from one that is submissive and primarily tests rote memorization skills 1-competency 2- critical thinking 3-conceptual clarity 4- tests helps to revised teaching learning process.5-optimism learning development 6- application of knowledge in real life situations 7-stress reduce due to revision.
- The question pattern are both objective and prescriptive type. The reforms aims for competencies rather than months of coaching or memorization.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/112-continuous-internal-evaluation-cie-494061-OgN3GnSS.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/

A. All of the above

Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
15	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
6	
File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
407	

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

143

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Gender studies Focused by Dept. of sociology, English, Odia, Political Science & Botany. It points on social construction of gender, gender feminism, gender development index, gender politics in the society, radical liberal feminism, eco feminism etc.

Human values are taught by subjects like sociology, Education, History, political Science and Philosophy. It basically focuses on health programme, different theories and different Philosophy, communicable and non communicable diseases, early socialization and value formation, values across different cultural wings of society and human rights.

Environment - Subjects like Botany, zoology, Bio-physics, Economics and Chemistry focuses on economical environment, Green chemistry, atmospheric pollution, natural resource management etc.

Sustainability is taught in subjects like Commerce, Economics, Sociology and Political science, Rural development, Industrial sociology, globalization, political process and governance.

As regards to ethics at work place discipline, integrity, punctuality, positive attitude, cross cut cultural consciousness are taught in the departments of History, Education, Philosophy, Sociology, Political science.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

15

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

402

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	View File
URL for feedback report	https://docs.google.com/forms/u/0/
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
1440	
File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

208

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

SPECIAL PROGRAMS FOR ADVANCED LEARNERS AND SLOW LEARNERS

The College organizes orientation program for the parents and the students at the commencement of new batch regarding curricular and co-curricular activities, facilities, rules and regulations etc.

Every year students are given a training on communication skills, personality development, time management and motivational sessions. IQAC identifies slow & Advanced learners. Arrange Guest lectures .

Advanced learners:

- High performing students are identified on the basis of internal assessment, university examination, involvement in class
- Advising to participate in group discussions, technical quizzes to improve presentation skills.
- Various club activities are conducted
- Students are encouraged to do micro projects in the 3rd year.
- Providing opportunities to develop their creativity .
- Encouraging them with extra care to obtain University ranks.
- Take up competitive exams.
- Final Toppers and university rank holders are encouraged.

SLOW LEARNERS:

- By robust student academic counseling process. During the time of admission Principal interacts with students

and group of students are assigned to a faculty for counseling.

- The counselors monitor their academic performance
- We communicate performance, report card and attendance of students to parents regularly.
- Faculty members interact with parents .
- Learning material prepared.
- Conduct remedial classes, provide course notes .
- Regular class tests.

File Description	Documents
Link for additional Information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/221-slow-and-advance-learners-617511-5L80yOCH.pdf
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1192	34

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

As a part of participative learning and problem solving methodology. Team works, Debates, Seminar Quizzes and case studies are reflected in project work, Field Visit, Industrial visit & guest lectures.

Specifically the students centric methodology include

1. Experiential Learning

1.1.1 Project work is carried out by last semester students.

1.2 Participation in competition at National and International Level

1.3 Field Visits and Surveys

1.4 Industrial Visits are Organized for students to provide exposure to industrial work culture.

1.5 Guest Lecture are organized 2. Participated Learning

2.1 Team work All Departments organize students activities to promote the spirit of Team work The activities and Camp of NSS, institutional social responsibility through Red Cross ,Village Adoption, Tree plantation, Swatchh Bharat and Health awareness camp.

2.2 Debates are organized

2.3 Group work Practical's and workshops are conducted.

3. Problem solving Methodology

3.1 Case studies method is adopted in teaching learning process to make the students to have logical thinking and practical knowledge to develop problem solving ability.

3.2. All questions in examination are based on analysis and reasoning.

3.3 Discussion College follows the discussion methods in many of the subjects as it makes the students to think wide.

3.4 Quizzes are conducted

File Description	Documents
Upload any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/student-centric-method-807152-D0lKH0C1.pdf

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT enabled tools for effective teaching-learning process. ICT Tools: 1. Projectors- 06 projectors 2. Desktop and

Laptops 3. Printers 4. Photocopier machines - Five Photostat machines available in Office, SAMS Room and library. 5. Scanners- Multifunction printers are available. 6. Seminar Rooms- equipped with ICT facilities. 7. White Board & Green Board- White Board & Green Board are available in classrooms and seminars. 8. Auditorium- equipped with mike, projector, cameras and computer system. 9. Online Classes through Zoom, Google Meet 10. E-Library access in codination with KIIT University Digital Library resources

Use of ICT By Faculty- A. PowerPoint presentations- Faculties are encouraged to use power-point presentations B. Meeting Hall- Seminar and Conference room are equipped with ICT where guest lectures. C. Online Examination D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications. E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

F. Online Feedback System with Google forms are conducted for all stakeholders (Students, Teachers, Employees, Alumni, Parents & Employer.

G. Webinars- Teachers use various ICT tools for conducting webinar on latest methods such as SPSS, Programming languages, simulations etc.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/232-teachers-use-ict-enabled-tools-for-effective-teaching-775156-M5inDVWb.pdf

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

33

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

34

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

618:34	
File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File
2.5 - Evaluation Process and Reforms	
2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.	
<p>There is an Examination committee to look in to the lack in Evaluation system.The students evaluation result updated in the departmental notice boards.A time limit is given to apply for recheck mark and expected marks from the students who are not satisfied with the evaluation system. The committee members with help of the evaluator, re-evaluate the scripts in presence of two committee members. Then a meeting is called to see the authenticity of evaluation in internal test marks. Coding system is followed in order to maintain secrecy in evaluation. The head of the examination system is authorized to appoint a third examiner to confirm the evaluation process. Normally a few students apply for re-valuation. The reforms taken will shift from one that is submissive and primarily tests improves memorization skills 1-competency 2- critical thinking 3-conceptual clarity 4- tests helps to revised teaching learning process.5-optimism learning development 6- application of knowledge in real life situations 7-stress reduce due to revision. The question pattern are both objective and prescriptive type.The reforms are as per the N.C.E.R.T and U.G.C guidelines. Faculties are provided autonomy to innovate on the matters of pedagogy and assessment within the frame work of higher education.</p>	
File Description	Documents
Any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/251-mechanism-for-cie-076235-tRXgsbFS.pdf

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

A transparent, time-bound and efficient method is being followed in terms of dealing with internal examination related grievances.

Internal Assessments: Immediately, after the unit test, the solution of the test along with question wise marking scheme is displayed on notice board within an hour after the test to maintain transparency and uniformity in the assessment of the internal tests. The faculty evaluates the papers within a week of conduction of test. The evaluated answer sheets are shown to students in class and faculty undertakes individual grievances with a student on the paper if required by the student.

Project evaluation- In a semester two internal evaluations of the project is conducted in front of the panel consisting of group of faculties. The rubric is designed for these two presentations having criteria - quality of problem formulation, literature analysis, presentation, team work, etc. With these systems in place, very well exhibits transparency in the mechanism of dealing with grievances related to the internal assessment.

If the examinee is not satisfied then there is a provision to apply to Principal for re-assessment. Within seven days the Grievance committee sits and reappoints third examiner for valuation. No such fault is yet detected.

File Description	Documents
Any additional information	View File
Link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/252-mechanism-for-examination-grivance-516887-5KE2g3JY.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

PROGRAMME OUTCOMES, PROGRAMME SPECIFIC OUTCOMES, COURSE OUTCOMES

Mechanism of Communication:

The College adopts Outcome based education rather than input oriented bell shaped curve of learning. The following mechanism

is followed by the institution to communicate the learning outcomes to teachers and students.

- At least five hours are spent by the teachers for introducing the subject and Graduate attributes to the Students.
- Outcomes of the Programs and Courses are observed and measured periodically.
- Soft Copy of Curriculum , Learning Outcomes of Programmes and Courses are uploaded on the Institution website for reference.
- The importance of the learning outcomes has been communicated to the teachers,HOD meetings, Staff council Meeting.
- The students are also communicated about the Programme outcomes, Programme Specific Outcomes and Course outcomes through Tutorials, classes , different seminar meetings and general Meetings.
- Demonstrate conceptual understanding in the core areas of all the subjects with the support of mathematics.
- Identify the most relevant concepts that arise in everyday life, and devise a strategy for solution.
- Use software tools to perform mathematical operations, statistical analysis.
- Use laboratory equipments correctly and effectively.
- Locate existing scientific research relevant to a given topic
- Communicate the results of scientific work effectively

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/course-outcome-2021-22-277951-cfYrnCkh.pdf
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Response: Marshaghai College, Marshaghai , Kendrapara has adopted outcome based education mechanism to ensure the attainment of course outcome and program outcomes. The objective and outcomes are properly mapped for testing and evaluation of students so

that PSO's are attained through the competency mapping in terms of knowledge and skills. The Departments adopt both direct and indirect methods of assessment to ensure attainments of PO's and CO's. Direct Assessment methods · Internal Test · Group discussion · Laboratory performance(Term work) · Student projects · Assignments · Semester Exam The score of this assessment is taken into account for evaluation CO's.

Indirect Assessment Methods · Feedbacks from all stake holders · Alumni survey · Co-curricular activities · Extracurricular activities Feedback mechanism is used to improve Teaching learning process in outcome based education. Internal assessment is the requirement for assessment and essential for the fulfillment of the COs and PO's. This college initiates Unit Tests, Field Survey, Study Tours, Practical Work, Seminars etc. This college conducts the activities such as cultural activities, N.S.S, Red Cross ,Career Counseling, Personality Development Program, and Communication Skills, organizations of Scholarly Lectures Health Awareness Programs etc. Direct Method Displays Students knowledge and Skills while indirect method reflects learning.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/specific-outcome-806814-IkGEH9CZ.pdf

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

402

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://marshaghaicollege.ac.in/wp-content/uploads/2021/07/6th-semester-menor-mentee-418366-cw7PULWm.pdf

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://docs.google.com/forms/d/10pof-wWWjaRjg6eRGsc2Tx5mlcmu24oHh4doD26pe4Y/edit#responses>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

275

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

0

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institute promotes regular engagement of faculty, students and staff with neighborhood community for their holistic development and sustained community development through various activities.

- Various awareness programs, workshops, rallies and road shows with themes like cleanliness, green environment & tree plantation, gender sensitization, traffic rule awareness, demonetization and digital payment, empowerment of girls, Swachha Bharat Programme and Corona Awareness Programme.
- Continuous voluntary activities by students to maintain cleanliness in and around the Campus.
- Two Blood Donation camps have been organized.
- Two Corona testing Camp organized.
- Awareness of Legal Rights

Impact & Sensitization: Such activities sensitize the students towards social issues, legal and social remedies for matters like domestic violence, dowry, child abuse, beggars, female child, victims of violence, old and infirm, refugees and displaced persons etc. The activities conducted lead imbining the values of social responsibility such as: 1.To help people in need and distress 2.To understand and share the need of under privileged children 3.To acquire deep interest in environmental related issues. Learning outcomes of the activity: 1.Enlarge the knowledge regarding societal issues.

2.To carry forward humanitarian work in future. 3.Develop a passion and brotherhood towards community, affected people/animals and destitute.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/09/2020-21-academic-calender-marshaghai-college-323120-ZgbfMDNj.pdf
Upload any additional information	View File

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

27

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1192

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

7

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Response: The college has adequate physical and academic facilities required as per University Grant Commission guidelines to run the different programs. The college campus area is 8.20 acres, on which building construction is 5909.29 Sq.m. ALL Departments of Arts, Commerce and Science streams, Classrooms, Laboratories, Administrative Office, Library and Seminar Halls ,are well equipped along with computing system and Internet facility. College has spacious playground & Gymnasium Hall for sports activities. The college has cultivated an atmosphere providing the importance to Extra Curricular and support services organized by departments of NSS and NCC.The College has a small pond for water storage under rain water harvesting scheme. The college campus is maintained with cleanly and neatly atmosphere. 'Eco-Friendly Open Class Room' is an initiative to provide the importance of Nature in the process of teaching and learning, cultivated in the campus.

- Well-furnished classrooms.
- 06 ICT enabled classrooms.
- 02 ICT enabled Computer laboratories.
- Cleanliness, light and ventilation facilities are maintained in the classroom and laboratories.
- Black Boards, White Boards and Green Boards are available in the classrooms.
- A well-furnished computerized administrative office

• Well-equipped 05 Laboratories. • Well ventilated Auditorium .

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/411-college-building-and-class-room-additional-photo-c-727568-L6WiPpu9.pdf

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institute integrates sports and extra-curricular activities as essential components. Marshaghai College has large playgrounds with provision for multiple games, such as, Athletics, Cricket, Football, Badminton, Volleyball and Kho-kho. Gymnasium are also available with all physical Exercise. Auditorium and Gandhi Mandap is available for cultural activities with capacity of 250 and 2000 students respectively. Facilities for outdoor and indoor sports and games that include badminton, volleyball, basketball, carrom, table tennis and chess, gymnasium and cultural activities also exist in the Girls Hostels. Intra-faculty and inter-faculty games and sports competitions are organized regularly every year for students. Students are specially trained for participation in Zonal and Inter-Zonal Festival competitions organized by the Utkal University. Some of the faculty members serve as instructors for Yoga. Special classes on self-defense are organized specially for female students. National Independence Day and Republic Day are celebrated in the Institute by unfurling the national flag followed by a guard of honor of the Chief Guest by NCC students, an impressive march past of students of all faculties on the beats of the students' band and organization of athletic events. . Students present cultural programme on the in National and International Conferences organized by the Institute.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/412-cultural-and-sports-photo-c-694519-AP3Jq8tT.pdf

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

21

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/4131-lcd-class-room-587357-uR7TINhn.pdf
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

4879668

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college has central library building. Library has a huge collection of Text books, Reference books and others books with foreign, peer-reviewed journals and bound volumes of journals. The reading room is well furnished to accommodate 52 students at a time and provides conducive environment for study. A visitor record is maintained for students and faculty members, New Arrivals of books and journals are displayed on rack. The library has under closed circuit television (CCTV) surveillance Cameras. The library has developed the database of its own collection through the library software. Library is fully computerized. Reprographic, Book Bank facility is available in the central library. OPAC which is used students and faculty member for search of books by Title, Author, Subject name etc.

Resources: Library provides more than 24634 books and 8667 journals to students and faculty member.

Library Automation: All the active book collection is update in the library software database and the online public access catalogue (OPAC) is available for students and faculty members. The issue and return of book have been activated manually. Besides 15 Honours departments have departmental libraries opened for department honours students and also facility of issue of books.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	http://marshaghaicollege.ac.in/central_library/

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	D. Any 1 of the above
--	------------------------------

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

33654

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

51

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

4.3.1 Institution frequently updates IT facilities including Wi-Fi There are 01- smart classrooms, 01- Computer Lab and 01-digitally equipped conference hall and 05-digitally equipped laboratories available in the college. A well equipped computer lab is also functioning in the college. The students of the college and staff access the computer lab. The main building, Science Block, RUSA building, Seminar Blocks and the library building are facilitated with the Wi-Fi connectivity. There is a plan to extend the Wi-Fi connectivity facility to the newly constructed building (under the RUSA scheme). There is open access of Wi-Fi connectivity to all student and the staff members of the college. All the departments of the college are provided with computer and other related accessories. All teaching staff member use the ICT in the classrooms and laboratories, whenever needed. The different educational sites are shown to the students with the help of digital device. Most of the official work is being done with the help of ICT. The college regularly maintains the IT facilities. Computer is formatted in regular basis. College itself formats the computer without no fees and by the help of computer operator. Anti-virus is regularly installed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/4131-lcd-class-room-587357-uR7TINhn.pdf

4.3.2 - Number of Computers

43

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

4879668

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The college has well established systems and procedures. The Principal takes care of all the assets and co-ordinates the same through the different committees and Heads of Departments, Administrative staffs, laboratory attendants, Librarians and Library assistants. Well trained security personals are on duty round the clock in the campus who looks after all the infrastructure. Campus is under CCTV surveillance. The proper and optimal use of electric appliances/projectors/ Desk/Bench/Table/Almirah/Air Conditioners are ensured. The playground, gymnasium, sports infrastructure are under custody of PET. Every day all the classroom, laboratories, office, library and college roads are cleaned by the sweepers. Walls windows, doors, grills are painted regularly. Toilets and washrooms are cleaned every day. Up-gradation and purchase of hardware and software are also taken care of by the administrative team. 1- Laboratory responsibility is given to Laboratory assistance and

Attendant and supervised by respective HODs .2- Library responsibility is given to Librarian and Attendants and supervised by Prof I/C, Library 3- Sports responsibility is given to PET and supervised by Prof I/C, Sports 4-office responsibility is given to Head Clerk and supervised by Administrative Bursar.5- Teachers, Boys & Girls common Rooms responsibility are given to attendant & Prof. I/C, Common Room.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2020/07/co-curricular-activities-2020-21-510753-Xtf5eInD.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

592

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

27

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	A. All of the above
File Description	Documents
Link to institutional website	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/513-skill-development-c-914485-scSaiYbN.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File
5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year	
0	
File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

<p>5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees</p>	<p>A. All of the above</p>
File Description	Documents
<p>Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee</p>	<p>View File</p>
<p>Upload any additional information</p>	<p>View File</p>
<p>Details of student grievances including sexual harassment and ragging cases</p>	<p>View File</p>
<p>5.2 - Student Progression</p>	
<p>5.2.1 - Number of placement of outgoing students during the year</p>	
<p>5.2.1.1 - Number of outgoing students placed during the year</p>	
<p>16</p>	
File Description	Documents
<p>Self-attested list of students placed</p>	<p>View File</p>
<p>Upload any additional information</p>	<p>View File</p>
<p>5.2.2 - Number of students progressing to higher education during the year</p>	
<p>5.2.2.1 - Number of outgoing student progression to higher education</p>	
<p>64</p>	

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The true spirit of democratic decentralization is reflected in our institution. It has an active students union comprising of elected student members. Advisor is from the senior faculty members. Every year the Students Union election is held obeying Lingdo Commission guideline. Election is held for Dramatic Society, Magazine Representative, Days scholar Association, Social service Guild, Athletic Society and Science Society. The Dramatic Society organizes different competitions, Athletic Council organizes sports competitions, Science Society organizes quiz programe, Essay and debate competition. The students participate directly and indirectly with the college management decision making process. All these are done on the prerogative of democratic principles. Students union is constituted by 1- President 2-Vice President 3-General Secretary 4- Assistant Secretary 5-Class Representatives from 1st Year, 2nd Year , 3rd Year of Arts, Science and Commerce Classes. So there are 13 elected members in the students union. Due to proper representation of students in administration and curricular activities of the college the students avail all the opportunities and the selected members acts as a bridge between college administration and students. it inculcates the hidden talents and choose a bright future. One also builds the career. This year Election was not conducted due to Covid-19 Pandemic.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/532-students-union-c-293348-MgF1MXCR.pdf
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Marshaghai College has a well established Alumni Association with a few number of member at its initial stage. The Alumni is managed as well as governed by a vibrant Executive Committee with members and a working Committee with five number of members. It has an Advisory Committees consisting of three numbers of members. The Executive Body of the Association meets twice in a year to plan its vision and mission for the forthcoming year. The Alumni association have some prominent activities in different segments like campus development, Swachha Bharat Mission , Gender equality, fight against drug abuses , campus cleanness etc. It plays measure role to help the new students during their admission. It helps the poor students of the institute and supervise the academic works of the students. It gives necessary suggestions to the administration for better implementation of Government guidelines and maintains a healthy atmosphere inside the college campus. The association also acts as a bridge between parents and administration. It fosters the need of the parents, students and eradicates the feelings among them. It also monitors the campus activities and plays a vital role in establishing the academic future of the august temple of learning.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/alumni-photo-273714-oNtM6mSU.pdf
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision

- To fulfill the dream, aspiration and hope of the local downtrodden and under privileged people.
- To spread the basic facilities in Higher Education through dissemination of knowledge.
- To impart quality in Higher Education with social responsibility family commitment and economics viability of the rural youth matching with the present trends of globalization.
- To promote education for girl students.
- To strength computer literacy.
- To make our temple of learning as potential of Excellence.

Mission

- To inculcate supreme message "Satyameba Jayate" among the students.
- To provide quality education in humanities, science, commerce and vocational courses.
- To improve "all round development" (Educational, Physical, Social, Moral, Mental and Spiritual) in students.
- To inculcate the idealistic, patriotic and imperative

potentialities among the students.

- To upgrade the institution of excellence and exemplary at the university level.
- To rouse and spread the essence of the volcanic slogan "unity in diversity".
- To provide quality improvement of higher education to all students of all section of society, with a view to bringing in them, social, moral, spiritual, physical academical and professional growth to serve the society and nation with love, justice & truth.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/611-mission-vission-655825-9yLj50IR.pdf
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative exercises are ensured academic as well as administrative activities of the college . Both these activities are followed by co curricular activities . The college administration is decentralized with different Heads of Administrations like Administrative Bursars, Academic Bursars ,Accounts Bursars, Heads of departments and Coordinators. Periodical meetings of the Constituted committees for different activities are held to plan-out, execute, monitor and evaluate the intend activities both for the current academic year and for the next five Years. The bench mark is set for every activity to ensure quality sustenance through combined efforts of the all the stake holders. The periodical review of syllabus and curriculum is regularly done for each discipline/departments to upgrade and deliver quality education. The faculty members are also involved in the decision making process . . The staff members hold various administrative positions which are as follows: Administrative Bursar, Academic Bursar, Accounts Bursar, HODs, Coordinator of the I.Q.A.C, Coordinator R.U.S.A and the Governing Body. The staff members are encouraged to assist the management in decision making . The qualitative and quantitative factors of decision by any department are analyzed by the Governing Body.Vision is reflected through leadership.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2020/07/co-curricular-activities-2020-21-510753-Xtf5eInD.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Strategy Type

Details

Teaching and Learning

The pedagogical skills of different departments includes formal teachings, assignments, seminars, projects, field trips, industry visit, internship and laboratory works.

Admission of Students

The college has constituted different committee for admission. The Admission is done by SAMS, Govt. of Odisha, so SAMS, Odisha and P.T.C frames the rules for the process of admission and ensures the admission rules framed by the affiliated University.

Industry Interaction/ Collaboration

The college is in collaboration with KIIT University and Six colleges

Library, ICT and Physical Infrastructure / Instrumentation

There is an semi-automated library with relevant stock of books, research based journals, magazines, periodicals and newspapers. The library and reading room is well equipped with computers, printers, scanners, Photo copiers.

Research and Development

In order to seat for final examination one research article must be published by the student in the departmental wall magazine in

every month.

Examination and Evaluation

Transparency in continuous evaluation is ensured at the institutional level. The students performance is judged continuously through internal as well as external evaluation process.

Curriculum Development

For our college the curriculum is designed by Utkal University procedure is placed in syndicate for designing the Curriculum

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/621-administrative-training-programme-c-467081-5nnQGBiV.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Functioning of Institution

Details

Planning and Development

The Planning Committee prepares the annual budget for various departments for the funds allocation at the beginning of the year. The Internal Audit team of the college passes those bills after scrutiny. Finally the Local Fund auditor , Govt. of Odisha prepares a audited certificates each year.

Administrative set up

The college has a data management system covering various aspects of academics and administrative activities. The students attendance, continuous internal assessment, registration for the students and the purchase of various requirements are effectively

managed. Principal, Administrative Bursars, Head Clerk supervise the process.

Finance and Accounts, Policies and Procedures

The Finance Committee supervises audited statements of resources and application of forms of respective academic year and prepares the budgets for the academic year. The committee approves the budget and Accounts Bursar supervised it. The Construction committee of the college on its sittings decides the mode of purchase.

Appointment

The G.B. of the college approves the requirements of college after proper advertisement and screening committee and interview committee finalizes the name of selected persons for appointment. Final approval is made by president G.B.

Service Rules

Rules of Odisha Government for Non-Govt. Colleges are followed.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/27012022-screen-shots-of-e-governance-469483-zmdq07ja.pdf
Link to Organogram of the Institution webpage	http://marshaghaicollege.ac.in/
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

College organizes various development programmes for support its staff.

1-The college organizes yoga and mediation classes, health checkup camps and recreational activities for its support staffs to enable them to be mentally and physically sound.

2-Computer literacy training programme was also conducted to enable the support staffs to become digitally sound. 3-For Administrative and Accounts related skill development activities, the support staffs have been facilitated to attend different training programmes organized by Govt bodies/semi Govt bodies/Private bodies from time to time.

4- College provides EPF to the beneficiaries every month and deposit the needed amount.

5- The employees facing accidental death or any serious disease are provided with a token of grant from the members of the staff.

6- Rehabilitation scheme is also used for the employees died in the period of service.

7- Health check up camps are organised for members of the employees time to time.

8-The college grants an advance amount to the needy employees at the time of their son or daughter marriage and in time of medical treatment for family members.

9- Annual Picnic arranged for all the employees and their families.

10-yoga,self disciplined classes arranged for all staffs.

11.College felicitates the employees on retirements.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/631-066476-szglZuEL.pdf
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

11

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	View File
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

2

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Self appraisal form is used for ensuring the achievements of organisational mission and vision. It plays a crucial role in managing the organisation in an efficient manner. In line with this, the Institute is following the appraisal scheme suggested

by Higher Education Department, Odisha.

The performances are of three categories (i) Teaching, Learning and Evaluation related activities (ii) Co-Curricular, Extension and Professional Development related activities (iii) Research Publications and Academic Contributions At the end of each academic year, the data pertaining to the above categories are collected from each faculty member in the proforma suggested by DHE(Odisha). Based on the data collected the Principal consults with senior members and recommend for promotion to next higher position. Further, at the end of each year, feedback forms are issued to the students for each of the courses attended by them. The feedback forms in the form of questionnaire collect information about the teacher and different aspects pertaining to the teaching process. A team consisting of the Head of the Department and Senior faculty members, analyze feedback forms collected from the students and suggest suitable measures. As such there is no performance appraisal system for non teaching staff in the institute.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/635-appraisal-form-616773-rBRcF2gf.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Optimum utilization of resources are implemented by our college in order to avoid misuse of financial resources. The College practices financial prudence through proper audit undertaken by the Local Fund Audit, Government of Odisha and chartered accountants for different project works, Govt. Grants and RUSA Grants. The accounts are audited in a regular basis by the Chartered Accountants. The internal audit is also conducted by the College Management itself. All queries raised by the Chartered Accountants are duly clarified. No queries remains pending. The accounts bursar , accountant, cashier regularly submit the cash strategy and updated cashbook to the principal. On every working day the collected cash is deposited in the

respective accounts/ banks. No cash is kept in hand of the cashier or accountant. The principal is authorized by the Governing Body to bring out irregularities in financial transactions to the governing body. The large amount expenditures are placed before the governing body for approval. The construction committee also approves the financial strategies of the college and also the audited statements.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/414-641-audit-report-123684-tLl6iwkU.pdf
Upload any additional information	View File

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Response:- Sources of funds are as follows:

- 1. Fees:** Fees charged as per the university and government norms from students for different courses.
- 2. Salary Grant:** The College receives salary grant from the State Government. This grant includes salaries of all staff. Bill preparation is made through HRMS Portal.
- 3. UGC Grants:** Our College is under 2F and 12B as per UGC Act and Permanent Affiliation of the University. Grants are received and utilized.

4. We generate corpus fund from Cabin Rent.

Our resource mobilization policy and procedures are as follows:

1. The institution set up a UGC Committees to monitor the UGC Grants.
 2. The UGC Committee, in close coordination with the CDC and the IQAC, monitors the mobilization of funds.
 3. The Purchase Committee takes care of purchases in accordance with the rules.
 4. The College Construction Committee review the mobilization of funds in periodical meetings.
 5. Regular internal audits from the Chartered Accountant and external audits from the government done properly .
 6. The time-table committee monitors classes.
 7. .The Library Advisory Committee takes care of the resources in library.
8. Campus cleanness is monitored by Beautification Committee.
9. RUSA grants are monitored by RUSA Project monitoring committee with help of Govt agencies.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/01/643-cabin-c-911194-Z9V0rLKv.pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

S1.

No.

Plan of Action

1

Proposed for promoting collaboration with different institutions

2

Proposed for involvement of all students for seminar talk

3

Proposed for completeion of students Seminar room

4

Proposed for conduct of University and internal examination by online mode

5

Proposed for increase the band width of Wi-Fi

6

Proposed to conduct 6 more number of Certificate course

7

Proposed for doubt clearing in online mode

8

Proposed to conduct webinars of state and national level

9

Suggested to conduct parent teacher meeting in online mode

10

Suggested to communicate internal & monthly test marks to the parents & students on online mode in Pandemic

11

Suggested for sanitization of campus from time to time during Covid-19 Pandemic

12

Suggested for installation of solar cells to reduce energy

13

Suggested for conservation of rain water

14

Proposed for a herbal garden

15

Proposed for Vermi composting unit in college campus

16

IQAC meeting conducted on 02.07.2020,23.09.2020,30.10.2020,27.10.2020,02.01.2021,22.03.2021,28.05.2021 & resolutions are taken , action taken report was placed in the next meeting for above plans . Most of the plans are acheived during the year in spite of Covid-19 Pandemic.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/2020-21-193042-DmZ1RSWX.pdf
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews its teaching learning process, structures & methodologies of operations through IQAC. The IQAC holds meetings with the Heads of the Departments under the chairmanship of principal to review the progress of academic activities such as, the number of classes held, syllabi covered in subject ,Internal Examinations . Teaching lesson plans and progress are verified with annual plan and also to identify, bottlenecks, if any .Reviews are made on students seminar ,National seminar ,webinars ,wall magazine publication ,mentor mentee activity ,progress of slow learners, question bank, cultural activity of Departments .IQAC reviews the progress in respect of college administration and steps taken / to be taken for improvement. IQAC conducts periodic review of the academic and administrative

functioning. Further, the IQAC collects feedback information from students on Teaching - Learning performance at the end of each year. The information obtained is analyzed and steps taken for necessary improvements. The Learning - Outcomes are reviewed after conduct of Internal Examinations and it calls for one-to-one meeting with the faculty of each department to make an assessment of their performance. It evolves mechanism to record and monitor the performance of each student through concerned mentors of each Department.

File Description	Documents
Paste link for additional information	http://marshaghaicollege.ac.in/wp-content/uploads/2021/12/2020-21-193042-DmZ1RSWX.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/academic-audit-c-122375-v1NK8MOF.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities**7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year**

Marshaghai College Shows gender sensitivity through various initiatives and actions for creating safe, Secure and healthy atmosphere for Sensitization of the students in following areas,

- Safety and security *Hi-Tech Surveillance system: E-Surveillance with high resolution cameras records data in campus, entry of unwanted element is monitored through these cameras. This system ensures that all Female staff, students can move freely in the campus and feel assure that they are secure at all the time in the campus . *Hostels: Two Ladies hostels exist on the campus. Behavior of students is monitored under set of well defined rule under the guidance of wardens. All student and staff use their ID cards at all times on the campus thus ensuring non entry of outsiders .

Security personnel: This college has strong security personnel deployed round the clock. *Medical Facilities: Marshaghai CHC is 100m away from college gate and round the clock emergency medicine and ambulance facilities are available. .

CounselingMentoring inculcating academics ,social, Moral and ethical values are practice of the institute. . Common Room: . Separate Girl's common room is created with facilities like indoor games, first aid box and newspapers. . Gymnasium facility available for staffs.

File Description	Documents
Annual gender sensitization action plan	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/711-additional-765723-v6hWx9ra.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/711-gender-audit-report-2020-21-updated-857090-OH3zGd8T.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/

D. Any 1 of the above

power efficient equipment

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

7.1.3 Solid Waste Management & Waste recycling system

As our motto is to prepare a zero-waste campus, we maintain clean campus and green campus, we recycle and reuse the waste materials.

- For the above purpose we collected waste in segregation manner, work on vermicomposting process.
- We recycle the oldest news paper by wrapping answer paper bundles for storage and specially we wrap glassware materials of science labs for storage purpose.
- We prepare decorative items from waste paper.
- We prepare dustbins from news paper for collecting dry waste in the college campus
- We organize one waste management awareness orientation programme by NSS volunteers regarding waste management
- There are ponds to receive the rain water and liquid wastes except chemicals by using limestone and custicsoda. we convert it in to pure water used for gardening purpose.
- the e- waste managements are done with help of our computer vendor.
- Hazardous chemicals obtained from Chemistry Laboratory are put in to a well and with addition of necessary degradeble chemicals, it is converted to soil, which is used as fertilizer.
- Biomedical wastes are handed over to the medical team nearer to college. They collect every day and make the campus free from bio waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	http://marshaghaicollege.ac.in/wp-content/uploads/2022/02/713-solid-waste-management-105230-z0iITaEj.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

- 1. Restricted entry of automobiles**
- 2. Use of Bicycles/ Battery powered vehicles**
- 3. Pedestrian Friendly pathways**
- 4. Ban on use of Plastic**
- 5. Landscaping with trees and plants**

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and

A. Any 4 or all of the above

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Observation of Communal Harmony Week

Our College observed Communal Harmony Week from 19th to 25th November 2020. All the Staff members and 296 students have taken the oath to provide assistance for the physical and psychological rehabilitation of the child victims of Communal caste, ethnic or terrorists violence with special reference to their care, education and training. Pledge for peace and communal harmony are

1. support truth without fear and prejudice.
2. Oppose all forms of communalism, casteism and chauvinism.
3. Will not co-operate with people opposing these values.
4. Shall not support violence and intolerance
5. Proud to be Indian
6. work for unit of Indians
7. Will think for progress, good will and peace of our nation
8. work for progress of our nation

Observation of Flag Day

The last working Day of the Communal Harmony Week was observed as Flag Day of the foundation. All Staffs and 246 students were present themselves on the said day.

Observation of NSS Day

On the eve of NSS Day on 24.09.2020, NSS Units of Marshaghai College organised an orientation Programme for its Volunteers. In this Programme newly enrolled Students had given various tips on NSS. PO's and Senior Volunteers taught Clapping, NSS Song and other Voluntary activities of NSS.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

- Constitution Day observed on 26th November 2020. All staffs and 214 students participated and take oath "WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC & FRATERNITY assuring the dignity of the individual and the unity and integrity of the Nation; IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION
- NSS Units organised an awareness rally on the eve of National Road Safety Awareness week from 2nd February 2020 to 8th February 2020 . A street play also played by Volunteers.
- A voters awareness Programme had organised by NSS Units on 25.01.2020 on the eve of National voters Day. In this Programme Young Students and volunteers aware about participation in voting process on theme "NO VOTERS SHOULD LEFT BEHIND".
- Communal Harmony Week observed from 19th to 25th November 2020. All the Staff members and 296 students have taken the oath to provide assistance for the physical and psychological rehabilitation of the child victims of Communal caste.
- The last working Day of the Communal Harmony Week was observed as Flag Day. All Staffs and 246 students were present.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

A. All of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Observation of International Women's Day

NSS Units of Marshaghai College organized a debate competition on 08.03.2020 on the theme "Role of Women in Nation Building" on the eve of International Women's Day. All Staff members and 235 students were present in this programme. 21 students participated in the debate competition and shared their views on the particular topic and made the programme successful.

Observation of AIDS Day

NSS Units of Marshaghai College organised an awareness Programme on the eve of world AIDS day

AIDS Day on 01/12/2020. This Programme had organised Virtually for the Volunteers of NSS .

Observation of Yoga Day

NSS Units of Marshaghai College observed International day of Yoga on 21.06.2020. On the eve of this day yoga Demonstration Programme had organised by our NSS Units with the help of P.E.T Mr. B. Nayak, He delivered an outstanding speech on the usefulness of yoga in our day to day life. Subrta kumar Barik Volunteer of NSS Unit -2, Demonstrated various Yogamudra in this day.

Observation of Gandhi Jayanti

NSS Units of Marshaghai College, Marshaghai organised an awareness rally on Plastic waste free from Campus to Community on

the eve of Gandhi Jayanti.

National Unity Day

On the eve of National Unity Day, NSS Units of our College organized a Webinar on "National Unity and its Importance". Resource Person of this Webinar Mr. H.K. Behera, Lect.in History, Mohatma Gandhi College, Baisinga Mayurbhanj delivered an inspirational speech on Importance of National Unity. This day has observed on the Birth day of Sardar Vallabhbhai Patel for a tribute to his extraordinary role for Uniting our Nation also explained by the speaker. More than 94 Volunteers virtually connected in this programme.

Observation of National Youth Day.

National Youth Day had observed on 12.01.2021 by NSS Units of Marshaghai College strictly following all the Covid-19 SOP. Honourable Principal, Dr. Amiya Kumar Jena, Dr. Pravat Ranjan Lenka, IQAC co-ordinator, Mr. Govinda Chandra Behera, Administrative Bursar delivered speech on the importance of Youth in Nation Building.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

7.2: Best Practices

1 Title of Best Practices

A Quick Response Team to rescue the people affected by flood, cyclone & road accident .

2. Objectives of the Practices:

- To render services with ODRAF team at the time of flood and cyclone
- To rescue the people affected by flood and cyclone, and provide first aid and relief.
- To rescue the people who are facing road accident and help them to reach the Hospital soon.
- To render services at the time of natural disaster in the State.
- To help people for evacuation before the arrival of natural disaster.
- To perform search and rescue operation by providing essential first aid services in the flood hit areas

3. The Context

A Quick Response Team has been constituted in our college to render services to those who are affected by flood, cyclone and road accident. At the time of implementing the practices, the following challenging issues were come before the volunteers:

- Volunteers need technical training from time to time.
- They need regular exposure to the latest skills.
- Due to conservative attitude of people, they are unable to take the help and also they do not co-operate at the time of rescue and evacuation.
- At the time of constitution of Quick Response Team, active students having good social service mentality should be recognized.
- They need training for immediate use of first-aid treatment to the accident-injured persons.

4. Practice

Quick Response Team actively works in the areas which were affected by Flood and Cyclone and helps in providing rescue, rehabilitation, and reintegration.

- Performs search and rescue operation providing any needed first aid services in flood hit areas, evacuation to higher ground or safety cyclone shelters.
- Provide relief to the needy and affected people.
- This practice will help students to develop social service quality among them.
- Helps in clearing the uprooted trees from roads and houses of people, provide relief materials, medicines in the villages.

- After flood and cyclone our Quick Response Team visited the affected villages and cleared the water, help the ODRAF team and doctors in duty in order to stop the spread of diarrhoea, fever, cholera and infected diseases.
- This practice will help students to develop social service quality among them.
- It helps to develop life skill i.e. empathy among the students.
- This practice develops human values like helping needy persons, cooperativeness, sacrificeness among students.

5. Evidence of Success

- When Cyclone AMPHAN heated Odisha at 2020 our Quick Response Team evacuate 15 people from Kusunpur village, 20 from Juna village, 17 from Bandhasahi, 31 from Balakosoti village.
- 20 number of pregnant women are evacuated before the cyclone and hospitalized in Marshaghai community health centre.
- They have shifted more than 17 elderly persons, 43 children and 7 bed ridden patients suffering from different diseases from their water locked houses to safety place.
- Lactating mothers and their babies are transferred to the college building; however the government provided necessary first aid and cooking foods for them.
- After flood and cyclone our college NSS volunteers and QRT visited the affected villages and cleared the water, help the ODRAF team and the doctors in duty in order to stop the spread of pandemic like diarrhoea, cholera, and infected diseases.
- Helps in clearing the uprooted trees from roads and houses of people, provide relief materials, medicines in the villages.
- During COVID-19 pandemic our QRT helped the medical team for two times blood testing. Created awareness among students and nearby villages, on the eve of it, "Hand Washing"(Hatha Dhua Diwas) was organized in the college campus.

6. Problems Encountered and Resources Required

At the time of providing service the volunteers of Quick Response team faced the following problems:

A-Lack of proper technical training

B-Balancing time between teaching workloads and Quick Response Team Responsibilities for teacher organizers.

C- Conservative mentality of the people to take help from the unknown person

D- Belongingness among people not to leave their own house at the time of natural calamities

E-Due to COVID -19 pandemic, staff members and students stay at home which create hindrance to facilitate the programme.

Best Practice-II

1. Title of Practice - Responsibility towards Environment

1. Objective- (a)To develop sense of responsibility (b)To create awareness among student, Staff and Society. (c)To help Individuals to acquire knowledge of pollution and awareness on its hazards. (d) To promote Environmental decision making.

2. The Context-Marshaghai College believes to create unpolluted environment and create awareness among all the stakeholders and issues relating to their responsibilities. We communicate this message internally and externally. Our efforts are more in the direction to improve our environment impact to support the nature.

3. The Practice- We continuously encourage our students and staffs to contribute for the green campus. The Institution focuses on promotion of recycling and reuse practices & sustainable environmental management that entails the Principal of the '3 R' i.e. Reduce, Refuse & Recycle. The institute performs energy audit to reduce less consumption of Electric energy & more use of day lighting in class room, office & library by exposing sunlight & free ventilation to all rooms. Encourage students & staffs to turn of light & fans in unoccupied places, avoid electrical appliances in standby mode. Our college creates awareness by staff to save drink water.

4. Evidence of Success- Responsibility towards environment is implemented in a very efficient manner by reducing water, electricity, paper consumption & making campus unpolluted by prohibiting plastics, paper & pen throw in campus.

5. Problem encountered- (a) Lack of inherent willingness among students. Resource required- counseling (b)Happy go lucky as well as dilly-dally attitude. Resource required-

Mentorship, counseling, sharing and virtual films.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

- Institution provides financial/academic/personal support to the poor and needy students.
- Remedial classes for slow and advance learners.
- Institution provides soft skill training to the students.
- Being a rural based college with maximum poor and needy girl students this college provides physical, academic support systems to them in the door step.
- The college conducts different gender sensitization programmes.
- The college conducts regular national seminars/webinars , departmental student seminars and extramural lecturers.
- It is distinct from the other colleges of the state due to its discipline campus, teacher students relation, ample opportunity and scope of teaching and learning process.
- The college emphasizes on ethics.
- Quick response team helps the victims of flood, cyclone, Thunder storm and devastated people. The NSS and Red cross students of our college usually helps the victimized persons and create a new hope of belongingness among them.
- The Ek Bharat Srestha Bharat (EBSB) programmes are only conducted by this institute.
- All the teachers and students use cycle on Friday of every week to conserve energy and reduce carbon dioxide.
- This institute aims to find peace and tranquility in the face of the surrounding.
- Academic and Administrative Audit conducted on 21.05.2021

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

1. Steps taken to get autonomous status.
2. More no of webinars/Seminars/to be conducted.
3. Each departmental National seminars will be conducted
4. To continue the M.O.U. with different organizations for skill development.
5. Career-Counselling and placement cell must be fully operational and functional. Besides conduct of regular orientation programmes in collaboration with Engineering / Management / Technical Institutes / Organizations, National, Multi-National Companies, I.T. Centres and corporate Houses, the cell shall provide all relevant and up-to-date information regarding latest careers and placements towards employability
6. Initiatives shall be taken to conduct workshops on various subjects.
7. 'Gymnasium' for physical exercise fully operational with all equipments.
8. Steps shall be taken towards completion of boundary walls and staff quarters in the college.
9. Steps shall be taken for expansion of reading room space.
10. Steps shall be taken for Wi-Fi & broadband expansion.
11. Opening of NCC in both wings.
12. New sophisticated seminar rooms.
13. New sophisticated Toilets for Girls & Boys
14. Steps for college cleaning on every Sunday.
15. Digitalisation Platform introduced in meeting halls.
16. Steps shall be taken e-library with world leadership programme.
17. steps to construct new drainage system with heip of Drainage division, Govt of Odisha
18. Expansion of QRT activities on self trafficking.