



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	MAHARISHI COLLEGE OF NATURAL LAW, BHUBANESWAR
Name of the head of the Institution	MAHARISHI COLLEGE OF NATURAL LAW
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06742542216
Mobile no.	9437020962
Registered Email	maharishicollegebbsr@gmail.com
Alternate Email	iqacmcnl15@gmail.com
Address	SAHEED NAGAR, BHUBANESWAR
City/Town	BHUBANESWAR
State/UT	Orissa
Pincode	751007

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	DR ASHOK KU DASH
Phone no/Alternate Phone no.	06742542216
Mobile no.	9437033054
Registered Email	iqacmcnl15@gmail.com
Alternate Email	maharishicollegebbsr@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.maharishicollege.ac.in/Attachment/AOAR201718.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.maharishicollege.ac.in/Attachment/ACADEMICCALENDARMCNL201819.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.04	2015	03-Mar-2015	02-Mar-2020

6. Date of Establishment of IQAC	06-May-2014
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Feedback from students,	29-Apr-2019	545

parents and teachers.	2	
Academic Audit	15-Apr-2019 2	72
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
INSTITUTION	IDP	WORLD BANK	2018 1825	5000000
FACULTY	FACULTY DEVELOPMENT PROGRAMME	UGC	2019 730	300000
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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

FEEDBACK from student, teachers and parents Academic Audit Blood donation camp with NSS and Red Cross. Stage play on Conservation of Energy in association with IOCL

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

Plan of Action	Achievements/Outcomes
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Capacity building of the teachers for their academic excellence by encouraging them to pursue research, attend seminars, workshops, publication of research articles and books.	Partially achieved
Conduct of unit tests as per CBCS syllabus	Achieved
Special emphasis on CBCS syllabus and its implementation as per university guidelines.	Achieved
Preparation of lesson plan and progress report by the faculties	Partially Achieved
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
GOVERNING BODY	28-Sep-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	30-Jan-2019
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief description and a list of modules currently operational (maximum 500 words)	Maharishi College of Natural Law has Management Information System (MIS) through Student Academic Management System (SAMS). 2. The financial management of the institution is done through CAPA (College Automated Procedure of Accounting). 3. Human Resources Management System (HRMS) is the flagship project of Center for Modernizing Government Initiative - CMGI, a society under the General Administration Department, Government of Odisha. HRMS is a database - and application software to carry out personnel transaction of government employees online through Internet. This aims to be the primary vehicle of
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transactions of government employees. HRMS is the repository of all the service records of the employees of Government of Odisha through HRMS, an employee may apply for leave, loan, or send their reports, requests or grievances. They can receive the sanction or reply online from their office. HRMS software automatically prepares all accounts and registers of an employee, like Service Book, Leave Account, Loan Account, Salary Account, Incumbency Chart etc., retrieving relevant data from transactions. It also helps the superannuating employees to prepare their pension papers on the click of buttons and help authorities to process pension papers easily and quickly. Past transactions are captured as legacy data and incorporated into the database, and subsequent transactions are recorded in real time. The Service Book of each employee is the most complete repository of such transactions. Hence, service data of each employee from the service book is the backbone of HRMS database.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The college believes in adopting a holistic approach and emphasizes on effective delivery of the curriculum through a structured and transparent process. From the design, planning and implementation there's a methodical approach in the effective completion of the curriculum. The institution follows a principle of delivering value-based quality education to its students in order to promote human values and ethical practices. Hence the institution has a well-planned mechanism for curriculum delivery with proper documentation of the same. As the college is affiliated to Utkal University, Bhubaneswar, therefore it has adopted the CBCS pattern of academic syllabus for the session 2016-17 as designed by the university. Every individual teacher of the institute prepares lesson plan and accordingly classroom delivery of lessons is done. The progress is maintained both by the individual teacher as well as the departmental register. Academic audit is conducted to evaluate the progress of the academic activities as per the syllabus by the members of the IQAC. Besides, Academic Bursar and Principal/Head of the institution supervises periodically the progress of the academic activities in every department. In addition to this unit tests are conducted on regular basis in various departments. Every department organizes departmental seminars from time to time for the academic development of the students and to foster analytical learning skills. Resource persons with expertise are invited to the seminars to deliver lectures which adds to the learning process. In these seminars, students are encouraged to present their papers on different topics with respect to their

syllabus. These papers are documented in the respective departments for future reference of the students. Doubt clearing classes are also conducted by every department for every paper after the completion of a unit. For effective implementation of curricular delivery academic calendar has been prepared by every department and updated in the college website. The faculties of every department prepare the lesson plan for every academic session.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NIL	Nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	NIL	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Odia, History, Political Science, Economics, Psychology, Philosophy, Education	18/06/2018
BSc	Physics, Chemistry, Mathematics, Botany, Zoology	18/06/2018
BCom	Accounting, Management	18/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
nil	Nil	Nil
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	2/11/2018 Field Study Budha budhiani dam + Similijhara-Nayagardh (To collect Algae, Vanda and Rasna Plant) Botany Dept	45
BSc	1/3/2019 Field Study on	70

	horticultural techniques, Sericulture and tissue culture at Directorate of Horticulture, Deras, Khorda Botany Dept	
BSc	Field Study at National Historical Regional Museum, 20/12/2018, Zoology Dept	25
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	No
Parents	Yes

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

Feedback Obtained
<p>The institution has developed a practice of obtaining feedbacks from different stakeholders like students, teachers, and parents on a regular basis. Feedback formats have been designed by the members of IQAC and circulated among the stakeholders. The feedback from the students and the teachers are collected by the heads of the departments and handed over to the principal who with the help of IQAC coordinator along with the members of IQAC analysed the feedback minutely and impartially. The feedback data is analysed using a statistical method. The shortcomings reflected in this analysis are considered seriously and action plans are made to mitigate the shortcomings. These feedbacks involve different areas starting from infrastructure, teaching methodology, campus environment so on and so forth. In addition to these, feedback is collected on various support services such as library, reading room, student's common room, sports and various extracurricular activities.</p>

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	COMMERCE	128	2332	125
BA	SANSKRIT	9	91	8
BA	PSYCHOLOGY	16	210	16
BA	POLITICAL SCIENCE	16	614	16
BA	PHILISOPHY	16	163	16
BA	ODIA	9	619	9
BA	HISTORY	17	319	16

BA	ENGLISH	16	397	16
BA	EDUCATION	16	542	16
BA	ECONOMICS	16	341	16
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1313	Nil	69	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
69	8	6	1	1	2
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The mentoring system of Maharishi College of Natural Law ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. Although there was no established mentoring system, yet the faculties of the departments mentored the students for pursuing higher education and for career development. Teachers as Mentor coordinate with the parents regarding the progress of the students. This system was meant to enhance the students' confidence and challenges them by setting higher goals, taking risks and ultimately guiding them to achieve higher levels. This fosters individual recognition and encouragement, psychosocial support at the time of need. Students get an exposure to diverse academic and professional perspectives, and experiences in various fields. The mentors lay the foundation for the students to reach greater heights in their professional lives thereby contributing to lasting student-teacher relationship.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1313	69	1:19

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
71	69	2	Nil	26

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level,	Designation	Name of the award, fellowship, received from Government or recognized
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	international level		bodies
2018	Flt.Lt Mihir Ranjan Saran, NCC Air wing troops	Lecturer	Kalinga Terriers, Indian Army
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	010116	I,II,III	12/04/2019	25/06/2019
BA	010114	I,II,III	12/04/2019	25/06/2019
BA	010109	I, II,III	12/04/2019	25/06/2019
BA	010104	I, II, III YEAR	12/04/2019	25/06/2019
BA	010105	I,II,III	12/04/2019	25/06/2019
BA	010106	I,II,III	12/04/2019	25/06/2019
BA	010115	I,II,III	12/04/2019	25/06/2019
BA	010117	I,II,III	12/04/2019	25/06/2019
BA	010119	I,II,III	12/04/2019	25/06/2019
BSc	020102	I, II, III	12/04/2019	25/06/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college follows university norms on CIE. Internal evaluation is mandatory and is a part of requirement from university . The college ensures that there is a transparent method of assessment. This is maintained uniformly throughout the college across all the streams. There is a detailed Course Handout or a Semester planner that is prepared by the respective subject teacher for the papers that will be handled by her/ him. The students are informed in advance about these assignments, assessments, weightage of each of these. This helps them to prepare for the same. The departments have regular unit tests and assignments to enhance the learning outcome. The teachers participate in orientation and refresher course conducted by the government and the universities to make themselves familiar with the new CBCS curriculum. Remedial and doubt clear classes are conducted for the relatively weaker students. Feedbacks are regularly obtained from students , parents, alumni and stakeholders for the overall improvement in the academics, culture, administration and infrastructure. The college ensures transparency, frequency and variety in this way.

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

An Academic Calendar is prepared by the College at the beginning of the academic year. The college is affiliated to Utkal University and the guidelines provided by the university are strictly adhered to. The students are updated about their curriculum through their website. The calendar includes academic and co-curricular activities, holidays, tentative examination schedule. This

allows the teachers, students as well as the Institution to approach the academic and non-academic activities in a structured and disciplined manner. It ensures that the internal assessment process is not affected by the cocurricular activities in the college. The students are also benefited by such a structured approach. They can pre-plan their activities and be ready for all activities without being rushed. This instils in them a sense of punctuality and responsibility. An Academic Calendar guarantees transparency in conducting the Continuous Internal Assessment. If the students have any concerns, they can approach the examination committee who guide them down the right path to find a solution.

2.6 – Student Performance and Learning Outcomes

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

<http://www.maharishicollege.ac.in/Attachment/COURSEOUTCOME201819.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
010104	BA	BA in Economics	15	10	66.66
010105	BA	Education	15	15	100
010106	BA	English	12	11	91.66
010109	BA	History	15	13	86.66
010114	BA	Odia	15	11	73.33
010115	BA	Philosophy	14	14	100
010116	BA	Political Science	14	13	91.66
010117	BA	Psychology	14	14	100
010119	BA	Sanskrit	5	3	60
020102	BSc	Botany	39	37	94.87

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2.7 – Student Satisfaction Survey

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

<http://www.maharishicollege.ac.in/Attachment/STUDENTSATISFACTIONSURVEYREPORT201819.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	Nil	NIL	Nil	Nil

No file uploaded.

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NIL		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nil	Nil	Nil	Nil
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
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3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
NA	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	ENGLISH	1	Nil
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ENGLISH	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
NIL	Nil	Nil	Nil	Nil	Nil	Nil
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	3	5	Nil	50
Presented papers	1	2	Nil	40
Resource persons	Nil	1	2	Nil
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
NSS Special Camp (Puja Vacation at Satya Nagar) 25/08/2018	NSS	3	10
Seminar on Swachhata, Swalpata, Swabhilambita 19/07/2018	NSS	2	74
STEM CELLS Donation Programme, 05/03/2019 (44 Donors Volunteered)	YRC	2	45
Road Safety Awareness Rally 04/03/2019 (Ekamra Haat to Jayadev Bhavan)	YRC	2	50
One Day Camp at Odisha Red Cross Office, (competitions) 12/01/2019	YRC	1	5
Voting right awareness among students on Voter's Day 25/01/2019	YRC	2	50
AIDS Awareness Rally, 1/12/2018 (From Master Canteen to Jayadev Bhavan,	YRC	1	40

/Bhubaneswar)			
CHILD ABUSE Awareness Rally, 19/11/2018(From Master Canteen to Jayadev Bhavan, /Bhubaneswar)	YRC	2	40
Debate, Essay and Art competition @ Swachha Bharat Abhiyan, 15/08/2018	YRC	2	20
Plantation Programme in the college campus 8/8/2018	YRC	2	40
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
PLAY AT ODISHA CITIZEN'S FORUM 2/10/2018	FIRST PRIZE	ODISHA CITIZEN'S FORUM	12
ENGLISH DEBATE 2/10/2018	FIRST PRIZE	ODISHA CITIZEN'S FORUM	1
ENGLISH DEBATE 10/10/2018	FIRST PRIZE	Institute of Health Science, BBSR	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
NSS, NATIONAL ADVENTURE CAMP	NSS AND AVIMAS	NATIONAL ADVENTURE CAMP	2	2
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	Nil	Nil	Nil
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry	Duration From	Duration To	Participant

		/research lab with contact details			
NIL	Nil	Nil	Nil	Nil	Nil
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nil	Nil	Nil
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1574000	1574000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Seminar halls with ICT facilities	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
BIBLIOLOGY	Partially	11.0	2004

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9990	1544973	1019	257337	11009	1802310
Reference Books	5643	1027471	Nil	Nil	5643	1027471
e-Books	145	Nil	Nil	Nil	145	Nil

Digital Database	13604	Nil	2130	Nil	15734	Nil
Library Automation	13604	Nil	2130	Nil	15734	Nil
Others (specify)	5656	1527333	812	219061	6468	1746394
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	Nil	Nil	Nil
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	17	1	7	0	1	3	12	100	0
Added	1	1	2	0	0	1	0	100	0
Total	18	2	9	0	1	4	12	200	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
632811	560000	861824	813624

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

All the infrastructure facilities such as classrooms, laboratories, library, common amenities like girls' common room, indoor and outdoor game facilities etc. are utilized optimally. Library caters to the academic and cocurricular needs of the students and staff. Annual Stock taking of Library books is conducted. The maintenance of laboratories is done by the Laboratory Assistant
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under the supervision of the HOD. They are required to maintain an inventory of the equipment and carry out Annual Stock checking and withdrawal/Scrap. Repairs and maintenance are handled as per the common policy of the college. General Maintenance: The office maintains register(s) to record the complaints related to AC, furniture, fixtures, plumbing, electrical work etc. Depending upon the nature of the complaints, the majority of them are resolved by the inhouse staff. If required, the experts from outside agencies are called. Annual Maintenance Contracts are signed for AC, Water Purification and Coolers. Annual Budget is prepared by the Budget Committee and is approved by the Governing Body. The principal forms different committees to look after the utilisation of allotted funds earmarked for physical, academic and support facilities. The budget committee strictly adheres to the financial regulations of the state government of Odisha.

<http://www.maharishicollege.ac.in/Form/RulesRegulation.aspx>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Prerna (sponsored by state govt)	169	760500
Financial Support from Other Sources			
a) National	Nil	Nil	Nil
b) International	Nil	Nil	Nil
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Skill Junction, Language Lab	13/08/2018	120	IN HOUSE
Self Defense	12/11/2018	50	In house
No file uploaded.			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	NIL	Nil	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal

Nil	Nil	Nil
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5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NO DATA	Nil	Nil	Nil	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	8	B.Sc	BOTANY	UTKAL UNIVERSITY, CENTURION UNIVERSITY, RAMA DEVI, FAKIR MOHAN UNIVERSITY, KIIT UNIVERSITY	M.Sc
2019	1	B.Sc	Botany	ICFAI HYDERABAD	MBA
2019	1	BA	EDUCATION	KODALA COLLEGE OF TEACHER EDUCATION	B.Ed
2019	2	BA	EDUCATION	UN AUTO. , RAVENSHAW UNIVERSITY	MA
2019	1	BA	HISTORY	RAVENSHAW UNIVERSITY	MA
2019	4	BA	ENGLISH	RAVENSHAW UNIVERSITY, RAMA DEVI, BERHAMPUR UNIVERSITY, SB WOMENS COLLEGE	MA
2019	2	BA	ENGLISH	ICFAI HYDERABAD	MA
2019	2	BA	ENGLISH	NALINI DEVI B.Ed Education, Teaching College Koraput	B.Ed
2019	4	BA	PHILOSOPHY	UTKAL,	MA

				RAVENSHAW UNIVERSITY	
2019	1	BA	ODIA	UTKAL UNIVERSITY	MA
View File					

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

Items	Number of students selected/ qualifying
NET	Nil
No file uploaded.	

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

Activity	Level	Number of Participants
ATHLETIC MEET	INSTITUTIONAL	275
CULTURAL EVENT TO PAY HOMAGE TO MARTYRS ON KARGIL DIVAS	INSTITUTIONAL	50
NSS DAY	INSTITUTIONAL	30
FAREWELL OF OUTGOING STUDENTS	INSTITUTIONAL	1200
FRESHER'S WELCOME	INSTITUTIONAL	1200
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nil	NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

The Students Union of the college consists of President, Vice-President, General Secretary, Class Representatives and other executive posts. Under the guidance of the union advisors, they have conducted different activities like sports, cultural meet, seminars, different literary programmes and competitions. Besides this, the students union actively organizes awareness programme like legal literacy, environment preservation, waste water management, human rights and the programmes related to gender discrimination, AIDS awareness etc. However, as students election was cancelled due to unavoidable circumstances, the opinion of students was taken on various issues and students actively participated through NSS, YRC, NCC, Rovers and Rangers. Students feedback on institution and faculty plays a significant role in planning and implementation of various academic and administrative policies and activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

To create a top class alumni network that maintains a symbiotic relationship between the alma mater and its alumni To facilitate constant interactions with the alumni, maintain support mechanisms for the alumni network and create a healthy and sustainable relationship with the alumni.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

For this purpose, a mechanism has been developed by delegating and distributing authority as well as responsibility to different committees formed at the beginning of every academic year. These committees are empowered with operational autonomy for carrying out their respective responsibilities. Every committee is headed by the principal and is approved by governing body. Committees are formed with different members of faculties as well as office staff. These committees perform the duties of conducting various activities related to academic, cultural, athletic and other assignments involving the institution. Besides, the student bodies are formed in a democratic way by holding elections. These student bodies like Students Union, Dramatic Association, Athletic Association etc play a great role in conducting different cultural and academic programme with the help of faculty members assigned for this specific purpose. For effective functioning and improvement of the institution, a number of committees, namely, Budget Committee, Purchase Committee, Library Committee have been formed for smooth administrative functioning. Besides, Academic Council comprising faculty members look after the related issues like examination, analysis of results etc.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	? Curriculum Development: The college follows the prescribed syllabus of the affiliated university i.e. Utkal University. The college is not entitled to develop or modify the syllabus independently. There are various initiatives taken by the institution to enhance the teaching learning experience beyond the university syllabus by conducting seminars, workshops, awareness programme etc.

Many faculty member are a part of the Board of Studies and Conducting board of other institutions which reflect their expertise in ? Curriculum Development: The college follows the prescribed syllabus of the affiliated university i.e. Utkal University. The college is not entitled to develop or modify the syllabus independently. There are various initiatives taken by the institution to enhance the teaching learning experience beyond the university syllabus by conducting seminars, workshops, awareness programme etc. Many faculty member are a part of the Board of Studies and Conducting board of other institutions which reflect their expertise in curriculum development.

Teaching and Learning

The following strategies are adopted for Teaching and Learning: 1. A well planned course handout for each subject as prescribed by Utkal University with objectives and learning outcomes is uploaded in the website. 2. Conduct value added programmes to enhance and equip students to take on career challenges. 3. Doubt clear classes to cater to different needs of the students. 4. Departmental seminars to encourage students to present papers for enhancing their presentation skills as well as develop a better understanding of the subject.

Examination and Evaluation

The college strictly adheres to the examination guidelines of Utkal University for conducting examination and for the evaluation process. Unit tests and Mid-Semester examination are a part of the examination system. The college follows the pattern prescribed by the university while setting question papers for mid-semester examination, practical examination etc. Results of the mid-semester exams are displayed on the department's notice boards to keep the students well-informed about their performance.

Research and Development

Being an institution offering undergraduate courses, there is less provision for research activities. However, the teachers are encouraged to pursue M.Phil and PhD programmes. They are also encouraged to take up minor research projects under UGC. Besides, the departments are encouraged to visit research institutes with the students

	<p>to expose them to various research areas and recent trends associated with it. The teachers are encouraged to participate in various seminars and workshops conducted at state, national and international level. They are also encouraged to publish research articles, book chapters, edit volumes and expose themselves various areas of research associated with their subject for continuous improvement.</p>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<p>The college has a well-stocked library catering to diverse needs of the students and faculty. Besides the departments also have a seminar library exclusively based on their subject. The college campus is spread over an area of 4.5 acres of land. The total number of computers is 16.</p>
<p>Human Resource Management</p>	<p>Human Resource Management is well-streamlined and the institution adopts the regulations of the state government. The HRMS portal caters to various information related to the employees. The service records, pay structure and various HR related issues are addressed through it. At the institutional level, the Principal, Academic Bursar, Administrative Bursar and Accounts Bursar and various committees involving faculties and office staff work for the effective management of the institution.</p>
<p>Industry Interaction / Collaboration</p>	<p>Study tours and awareness programmes are organized to expose students to emerging areas related to their subject to make them competent for better career opportunities.</p>
<p>Admission of Students</p>	<p>The college follows the E-Admission process through SAMS (Students Academic Management System) for the process of admission which is based merit and due weightage is give to students from SC/ST/ Persons with disability/NCC/Sports etc as per the regulation of govt. The detailed information related to it is highlighted in the college website and the admission portal of the Department of Higher Education, Government of Odisha.</p>

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

E-governace area	Details
<p>Planning and Development</p>	<p>E Governance in the area of Planning and Development is implemented in the</p>

	following forms: 1. The plan of action of IQAC is updated online. 2. The course outcome and academic calendar is also updated in the website. 3. CAPA is used for financial management. 4. State government portal for HRMS E-Despatch portal of state government is used for sending and receiving letters and government orders of HEIs.
Administration	E-Despatch portal of state government is used for sending and receiving letters and government orders of HEIs.
Finance and Accounts	The college uses CAPA (College Accounting Procedure Automation) for its financial management.
Student Admission and Support	The students admission process is entirely managed through SAMS (Students Academic Management System). All the support related to admission, payment of admission fees, transfer and scholarship is done through SAMS for an error free and transparent procedure. In addition to it, the details regarding admission, scholarship etc are also updated in the college website. https://samsodisha.gov.in/Degreeeweb.aspx
Examination	Examination, updation of marks and publication of result is done by the Utkal University online portal for examination and results. https://uems.in/

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	NIL	NIL	NIL	Nil
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	NIL	NIL	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
FDP "GLOBAL BUSINESS FOUNDATION SKILLS"	1	21/01/2019	24/01/2019	04
FDP "GLOBAL BUSINESS FOUNDATION SKILLS"	1	29/10/2018	01/11/2018	04
No file uploaded.				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
NIL	NIL	NIL

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institution conducts external and internal financial audits regularly. External audit is done by local fund audit while internal audit is done by principal and the accounts bursar.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	Nill	Nill
No file uploaded.		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	PRINCIPAL AND IQAC
Administrative	Yes	LOCAL FUND AUDIT	Yes	PRINCIPAL AND BURSARS

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. PARENTS TEACHERS MEETING CONDUCTED AS PER THE GOVT GUIDELINES 2. FEEDBACK COLLECTED FROM PARENTS 3. SUGGESTIONS OF THE PARENTS SOUGHT FOR IMPROVEMENT OF ACADEMIC ATMOSPHERE

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Regular interaction with students through feedback collection. 2. Academic Audit towards the end of every year to ensure the progress and completion of syllabus on time. 3. Regular evaluation of students performance through unit tests apart from mid-semester and end-semester examinations along with conduct of departmental seminars to boost subject knowledge and presentation skills of students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	PLANTATION PROGRAMME WITH NSS	19/07/2018	19/07/2018	19/07/2018	24
2019	TREE RESTORATION ACTIVITY AFTER CYCLONE FANI	22/06/2019	22/06/2019	22/06/2019	30
No file uploaded.					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
nil	Nil	Nil	Nil	Nil

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

Solar equipment installed by Azure Power Mercury Pvt limited that complies by Central Electricity Authority in the college campus.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Provision for lift	No	Nil
Ramp/Rails	Yes	10
Braille Software/facilities	No	Nil
Rest Rooms	Yes	Nil
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	Nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
COLLEGE CALENDAR	31/07/2018	The College Calendar, the handbook of information for Students and other stakeholders contains details with respect to human values, ethics, modalities to academic outlook and intellectual curiosity for the purpose of enabling the students to act as model citizens. http://www.maharishicollege.ac.in/Attachment/collegecalendar1819.pdf

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
. CULTURAL EVENT TO PAY HOMAGE TO MARTYRS ON KARGIL DIVAS	26/07/2018	26/07/2018	50
. WORLD AIDS AWARENESS PROGRAMME (NCC RED CROSS)	01/12/2018	01/12/2018	70

No file uploaded.

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

Installation of green energy project to enable the campus to be operated through energy generated from solar panels by which around 50 of the electricity consumption has been reduced. 2. Every year vanmahotsav is being celebrated in which plantation programmes are conducted in the campus with an objective to make the campus green campus. 3. Even after extensive damage of plants and trees in the campus by a cyclone, initiatives were taken to restore the trees to their original position by erecting cemented walls around it. 4. Regular campus cleaning activities is undertaken by the NSS units of the college to retain its status as clean and green campus. 5. As a part of waste management initiative, waste disposal bins have been kept at several points which are cleaned at regular basis every day, with a regular supply of running water to different toilets and washrooms of the institutions.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Academic audit involving in-time course completion. 2. Maintaining clean and green campus.

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

7.3 – Institutional Distinctiveness

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

The college aims to integrate human values, ethics, modalities to academic outlook and intellectual curiosity for the purpose of enabling the students to act as model citizens. To achieve student satisfaction in interactive, participative and supportive teaching feedback and evaluative system have properly augmented. The college have been prioritizing to achieve national goals and update knowledge through teaching learning activities. In a drive to develop the infrastructural facilities, the institution is all set to develop lab facilities with sophisticated equipment, computerization, adequate books to support the students need. The institution puts emphasis on the extracurricular activities of the students besides the normal practice of academic excellence in promoting the field work, interdisciplinary awareness seminars. The college puts emphasis on inculcating in the students a sense of social responsibility through extension activities like NCC, NSS, YRC, ROVERS and RANGERS. There is also a focus on development of aptitude and inclination to music, dance, gardening, art and painting, among students as a part of extracurricular activities.

Provide the weblink of the institution

<http://www.maharishicollege.ac.in/Attachment/InstitutionalDistinctivenessQAC.pdf>

8.Future Plans of Actions for Next Academic Year

- Equity management should be given priority. However, the college is having functional anti-ragging and sexual harassment prevention cell to keep a strict watch on any sort of irregular behaviour or misconduct.
- The accounts of the college are being managed online under the system CAPA which needs to be maintained with regularity.
- Regular monitoring of MIS system should be

introduced and functional. • Remedial classes for the students with weak learning capacity would be treated as a priority in the coming academic year. • Unit tests are to be conducted on regular basis after the completion of each unit in the syllabus. • Student friendly attitude of the teachers should be encouraged as a matter of priority and institutional value.