SELF STUDY REPORT

FOR

1ˢᵗ CYCLE OF ACCREDITATION

MAHAMAYEE MAHILA MAHAVIDYALAYA

GANDHI NAGAR, NEAR PARAMJYOTI HALL
760001
www.mmmv.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Mahamayee Mahila Mahavidyalaya being recognized by the state government and affiliated to the Berhampur University, is a premier institute of higher learning in Berhampur, District- Ganjam, Odisha offering Bachelor of Arts, Science and Commerce in regular basis and honours programme under the Choice Based Credit System- CBCS.

It was established in 1990 (degree wing) situated at the heart of Berhampur city in its own plot of land which covers an area of about 0.264 decimal. The populated location, serene and eco-friendly location of second campus on an area of Acre 1.503 decimal with two of gardens and two playgrounds which provides feasibility for students of science and students of sportive spirit.

In 1980s the leading citizens of Berhampur town decided to establish an institute of higher education in the heart of the city with the name of Mahamyee Mahila Mahavidyalaya by conveying gratitude to the famous Goddess Mahamayee in the name of "Budhi Thakurani" which they hoped Goddess Mahamayee would act as a constant guiding spirit and also will inspire the students to strive for higher ideals in future.

The College provides an ambiance where students from diverse cultural and linguistic communities collectively pursue their goals to build a strong academic and cultural environment. Being situated in an urban area the institution has been giving boost to students belonging to the General as well as SC/ST/OBC and other Minority categories besides a large number of students hailing from the economically weaker sections. In addition to the regular courses, the college also offers 1 PG Programme (MA in Education) and BA programme in all subjects including the professional courses BBA/BCA in regular mode.

Vision

- To emerge as one of the leading colleges of Odisha
- To provide holistic education to girl students of the locality
- To transform the girl students most of who hail from the economically weaker sections to become able citizens of our nation
- Empowering the girl students academically to take the challenges to shape their social status in future.
- To set a benchmark in community service for upliftment of various sections of the society

Mission

- In keeping with its motto 'Asotoma sadgamaya and tamasho ma jyotirgamaya' which translates into 'lead the students on a right path and also will lead from darkness to the light', the mission of Mahamayee Mahila Mahavidyalaya is to impart quality higher education in arts, science and commerce catering to the diverse groups of multilingual students of Berhampur and other adjacent areas
- To prepare the students of the institution with necessary skills required to acquaint with th emerging society
- To provide holistic education and make it accessible for the girl students from various strata of the

society in Ganjam District.

- To make students aware of the various issues of our society, region and country as a whole
- To respect and uphold the diversity of our rich culture of Odisha and leave a footprint in higher education of Odisha
- To empower the girl students of the institution by providing the scope to make better choices in terms of career in particular and life in general
- To provide a healthy environment for nurturing and promoting harmony among the students and staff alike

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Principal is our biggest strength, under whose leadership Mahamayee Mahila Mahavidyalaya reached to its apex and also marching towards its progress.
- Principal has taken a number of initiatives for the development of the college starting from punctuality of staff members, dedication towards duties, carrying out extension activities etc.
- Mahamayee Mahila Mahavidyalaya has a strong management which supports academically and financially due to which our college reached to its zenith with two larger educational institutions within 5 kms radius.
- Dedicated staff of our college is another major strength. Sincerity and regularity of our staff members to their respective duties is another feature of the college.
- Involvement of female teaching staff members in every sphere of work of the college is a testament to women empowerment of our college.
- Our college has received permanent recognition in all the streams due to which our college became a full-fledged institution.
- Our students have secured good academic results in the University level semester exams, securing ranks in respective subjects year after year.
- Student enrolment is highly satisfactory.
- As the College is at the heart of the city, makes feasible to the students for higher studies and its ideal location also attracts the students in a larger scale.
- In terms of placement, it is a matter of huge pride that seven number of Alumni of Mahamayee Mahila Mahavidyalaya are presently working as teaching faculties in the institution itself and four numbers of alumni as non-teaching faculties till date.
- Promotion of regional cultural heritage is regularly done by organizing cultural programmes and other awareness programmes regularly involving the students with the community.
- The values of teacher-student relationship are always in practice in and outside the classroom. The history of the institution reveals zero ragging incidents since 1981 and no incident of teacher- student clashes which is an admirable fact for an educational institution.
- The New Education Policy (NEP) about to be implemented in Odisha, whereas the idea of interdisciplinary programmes has already been implemented in our curriculum through CBCS pattern.

Institutional Weakness

- Absence of Hostel facilities for girl students.
- The institution suffers from various infrastructural weaknesses such adequate ICT enabled classrooms

or smart classrooms, auditorium, e-library facility etc.

- Need of Librarian and Assistant Librarian for the smooth functioning of the library.
- Absence of a gymnasium, indoor sports facility, day care facility and health care facility.
- Transportation is an issue for most of the students which leads to irregular attendance in the class as they are travelling from the distant parts of the district.
- Engagement of the faculty in research is not satisfactory due to lack of grant facility.
- Absence of sufficient number of add-on or certificate courses for students.
- Campus placement is yet to be implemented
- The need of MOUs will open up the opportunities for the students of the institution in compensating for various technological and infrastructural absences.

Institutional Opportunity

- Our college has the potential of a multidisciplinary campus.
- More students will be attracted once the college offers more M.A. programmes (in regular mode) in other subjects.
- The 0.264 decimal campus and the 1.503 acre second campus of the institution has ample scope for infrastructural additions and augmentations.
- The faculty members can undertake research activities, FDP Programmes and Refresher Courses for the benefit of themselves as well as the institution.
- Collaborations with various government agencies like MOUs, Certificate courses can open up multiple opportunities to work for the economically and socially backward sections of the society.
- The existing classrooms of the institution can be converted to smart classrooms or ICT enabled at the very least and the college is working towards it.

Institutional Challenge

- Online classes during the last pandemic had seriously affected the students of our College as most of them were unable to attend classes in online mode due to the absence of a single smartphone in their households. With the fear of future pandemics looming large, and the growing emphasis on blended modes of learning with online modes of teaching and learning gradually gaining prominence, it poses a gigantic challenge for our institution
- Most of the students fall under the Below Poverty line (BPL) category and as such it becomes a moral responsibility of the institution to provide some sort of financial relief to them, or minimizing fee structure becomes a big challenge of the institution.
- Reduction of absenteeism among students is another serious challenge to the institution as students choosing to engage in part-time jobs and getting admission from distant parts through e-admission tend to remain absent from regular classes and consequently drop-out of the institution before final examinations.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Mahamayee Mahila Mahavidyalaya, an institution of higher education permanently affiliated to Berhampur

University, Odisha, and recognized by the state goverment, has a systematic mechanism for sincerely implementing the curriculum of its affiliating University.

An annual Academic Calendar is prepared along with a time-table by the College to ensure effective implementation and timely completion of syllabus. Before the commencement of the academic year, a meeting of the Academic Council is held to discuss about the upcoming academic year and its related activities. The Extra-Curricular activities committee is set up for different cells and the work is distributed among the staff. Course plans and lesson progress registers are maintained where details of each and every class taken is recorded according to the routine centrally prepared for the entire college.

The college has effectively implemented the Choice Based Credit System (CBCS) of Berhampur University. The Academic Council of the college takes great care to enforce the various multidimensional issues present in the rich curriculum. Additionally, one of the faculty members (Dr. Rajalaxmi Dash) has also been involved in 'question setting' of the Khallikote Autonomous College and she has also been a member of Board of Studies in DPIASE training college. Two of our faculty members (Dr. Mamata Ku. Padhy and Dr. Swarnalata Patnaik) has also been involved in the Board of Studies Committee of the affiliating Berhampur University.

Students' seminars, workshops, projects, educational tours, field trips are organized to encourage participative learning and a healthy academic ambience. Teachers discuss the answer scripts of class tests and sessional examinations to point out the omissions and mistakes the students have committed. Mentoring of students is prioritized and remedial classes are provided to slow learners where their progress is closely monitored. Feedback forms are distributed among students, parents, guardians and stakeholders for collecting, analyzing and taking positive and corrective measures with regards to any shortcoming in curriculum delivery as well as the general academic and administrative environment of the college.

Teaching-learning and Evaluation

The college has properly planned and organized the teaching learning and evaluation process by following the Academic Calendar of its affiliating university. The institution has applied the necessary mechanism from admission to evaluation process. As the admission process is of e-admission, the admission process is given purely on the basis of merit. Teachers of the college are highly qualified and experienced who always try to give their best to the students in the teaching learning process and also try to engage them to develop their abilities and skills.

In the teaching-learning process, teachers use student centric methods for enhancing the learning experiences of students. The college has adopted different strategies and methodologies for effective curriculum delivery such as experimental, participative and problem solving methods. Student centric methods used are group discussion, project work, field visit/field work, seminar, workshop, team work, quiz, debates etc. Educational trips are organized at the institutional level.

Students are encouraged to participate in seminar, workshop, and various competitive examinations. Co-curricular activities are organized by the college for the all-round development of students. Departments make use of WhatsApp groups and Email for assignments and project work and also for sharing necessary educational and institutional information. The college identifies slow learners and advanced learners and special care is given to them as per their respective and individual needs.

The college follows the system of continuous evaluation timely and effectively to achieve the goal of academic

excellence. Internal assessment inclusive of sessional examination, home assignment, seminar, workshop, field visit/field work, classroom activities, class attendance etc. is conducted at the college level by the examination committee.

In case of any grievances in the evaluation process, the concerned faculty or HOD addresses it immediately and final examination related complaints are forwarded to the affiliating university by the Principal at the earliest.

Research, Innovations and Extension

The college has a dedicated research committee which looks after the various research related activities conducted in the institution. The faculty members of the college have been attending various online programs on different topics.

The teachers of the institution always try to make the students aware of methodologies of research work. The syllabus of the affiliating Berhampur University provides scope for research in the under graduate level as various papers prescribed in the syllabus require field work, dissertations etc. The college authority encourages the teachers for their involvement in research works. The institution had 14 Ph.D. degree holders and 16 M.Phil. degree holders.

The college has an Extension Cell and the activities of the cell have been lauded by various organizations of the area. Many teachers of our college go for teaching in some of the schools in the locality in addition to plantations in neighbouring areas. The college organizes various awareness programs, meetings etc. to make the students aware of various problems such as health and hygiene, sanitation, environment, women empowerment, education, domestic violence, child labour etc.

The college's NSS unit has adopted the nearby leprosy colony (Purnabasi colony) to extend out possible humanitarian aid. Student volunteers in big numbers have taken part in several camps conducted by NSS and helped the needy people in getting medical assistance, like free health checkup, eye checkup, health awareness program, importance of sanitization and cleanliness etc.

Infrastructure and Learning Resources

The college has two campuses, existing campus on an area of 0.264 decimal and new campus acre 1.503 decimal of land ensuring adequate availability and optimal utilization of the limited physical infrastructure for teaching learning and various cultural activities.

The institute focuses on overall development of students through participation in co-curricular activities and extracurricular activities. Outdoor and indoor sports are encouraged amongst students to groom them with qualities of leadership, team spirit as well as competitiveness.

Parts of the campus has been made internet friendly and Wi- Fi enabled so that most of the official as well as academic works of the institution can be done without any hassles.

Keeping in mind the safety and security of the girl students of our institution, the 'Girls' Common Room is

also there in the campus separately with attached washroom cum toilet.

The Library of the institution has a diverse collection of 12888 books in multiple disciplines such as Arts, Science, Commerce and foreign author books are also available in the library. It is carefully designed for the students, teacher and other visitors with a seating capacity of 30 persons at a time for the purpose of reading. There are separate seating arrangements for students, teachers and visitors.

CCTV survelliance have been adopted in important locations for ensuring the safety and security of all.

Student Support and Progression

The institution has been endeavouring to provide all possible support and facilities to the students in academic as well as co-curricular activities. Though our institution is located in the heart of the city and urban area, 70% of our students hail from economically weaker sections of the society. The institution facilitates to provide scholarship to students belonging to SC/ST/OBC category as per the guidelines of the government.

The institution has a Career Counselling Cell that conducts programmes under the supervision of a Programme Officer entrusted for the purpose. As per record, many students were benefitted by guidance and support of the cell for state level examinations of the government.

With a view to keep the students physically fit, the institute organizes camp of yoga in the campus by inviting trained instructor for the purpose. Health check-up camps and blood donations camps are organized by the college in collaboration with the Health department of the State to create awareness about health among the students.

Anti-ragging and Anti-Sexual Harassment committees have been formed to ensure a sense of safety and security among the student community.

Governance, Leadership and Management

The vision and mission are the driving factors that imply the governance and leadership of the institution as every administrative decision is taken keeping in mind the goal of their fulfilment. The institution is governed by the Governing Body which is constituted according to the rules laid down by the Govt. of Odisha and the President is appointed by the Directorate of Higher Education, Odisha. The Principal of the institution is the Secretary of the Governing Body and the entire administration of the institution is taken care of bythe Principal who looks after the day-to-day activities including conduct of classes, examinations, sanction of leaves etc.

The Internal Quality Assurance Cell (IQAC) of the institution established in the year 2015 dated 23.04.2015 as per NAAC guidelines plays a significant part in the overall growth and development of the institution. The teaching-learning process is accelerated by the IQAC which encourages and supports the departments in conducting various offline and online events including seminars, workshops, lecture series etc. The IQAC functions as the coordinator of the various cells and committees of the institution and is responsible for assigning responsibilities of individual bodies to the faculty members and documentation of all institutional records and activities.

The system of collecting feedback from students for courses, institution and every teacher is done by the IQAC

who prepares the 'Feedback Analysis' report based on the reports of all the Heads of the departments and on the basis of that analysis report, further course of action is decided. The Feedback system is affective from the last three years after the pandemic.

The institution spends money since the date of provincialisation, proper mobilization of funds and optimal utilization of its resources is reflected in the way money spent in managing the overall expenses without overstepping the boundaries of the previously fixed budget.

The institution has implemented e-governance in administration, finance and admission. The website of the institution provides an interface for students' admission, notices, events and important news related to classes and examinations. Shortcomings in finances and infrastructure has not been able to hamper the efficient governance and management of the institution thereby showcasing able leadership.

Institutional Values and Best Practices

In addition to some prescribed subject specific courses, the institution sincerely promotes gender equity and equality by following a gender-neutral approach in and through various activities. Gender sensitive issues are taken care of by the Sexual Harassment Cell. To sensitize students and employees to the constitutional obligations, values and responsibilities, the institution observes important days such as Republic Day, Independence Day, Constitution Day, Human Rights Day, International Women's Day, World Environment Day, National Voters' Day, International Day of Yoga, Swachh Bharat Abhiyan etc. and conducts NSS Activities, Self-Defence programme, Youth Red Cross, Plantation Drives etc. Patriotic song and dance competition are regularly organized in the annual college week.

To enhance green coverage in the campus there has been plantation of saplings from time to time. The in-campus lighting is done by LED bulbs in the campus that ensure low power consumption. There are separate dustbins for degradable and non-degradable wastes. The liquid waste is drained into the soak pits at different locations of the college.

In order to create awareness for protection of the environment, the college campus has been maintained as a tobacco free zone. The college always tries to promote tolerance and harmony among students coming from different cultural, religious, regional, linguistic, communal and socio-economic strata of the society by celebrating and observing their different festivals and cultural events.

The institution tries its level best within its limited resources on making higher education easy and feasible to access teaching-learning process of the time.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MAHAMAYEE MAHILA MAHAVIDYALAYA
Address	GANDHI NAGAR, NEAR PARAMJYOTI HALL
City	BERHAMPUR
State	Orissa
Pin	760001
Website	www.mmmv.in

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Kabita Satapathy	0680-2225335	9853175132	0680-2220517	mmmahavidyalaya @gmail.com
Associate Professor	Akankshya Chand	091-9490390373	9873751391	091-9777751145	akankshyachand@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Orissa	Berhampur University	[View Document](#)

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	09-04-2018	[View Document](#)
12B of UGC	09-04-2018	[View Document](#)

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	GANDHI NAGAR, NEAR PARAMJYOTI HALL	Urban	0.446	18200

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Economics,	36	HIGHER SECONDARY	English	16	14
UG	BA,Education,	36	HIGHER SECONDARY	English,Oriya	64	63
UG	BA,English,	36	HIGHER SECONDARY	English	16	16
UG	BA,History,	36	HIGHER SECONDARY	English,Oriya	64	61
UG	BA,Home Science,	36	HIGHER SECONDARY	English,Oriya	64	63
UG	BA,Odia,	36	HIGHER SECONDARY	Oriya	32	31
UG	BA,Political Science,	36	HIGHER SECONDARY	English,Oriya	64	63
UG	BSc,Botany,	36	HIGHER SECONDARY	English	64	52
UG	BSc,Chemistry,	36	HIGHER SECONDARY	English	64	22
UG	BSc,Mathematics,	36	HIGHER SECONDARY	English	9	8
UG	BSc,Physics,	36	HIGHER SECONDARY	English	56	37
UG	BSc,Zoology,	36	HIGHER SECONDARY	English	64	53
UG	BCom,Commerce,	36	HIGHER SECONDARY	English	128	82

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				16			
Recruited	0	0	0	0	1	4	0	5	3	13	0	16
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				12			
Recruited	0	0	0	0	0	0	0	0	0	12	0	12
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				21
Recruited	15	6	0	21
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				7
Recruited	4	3	0	7
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	2	0	0	11	0	14
M.Phil.	0	0	0	0	1	0	2	6	0	9
PG	0	0	0	0	1	0	1	8	0	10
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	565	0	0	0	565
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	76	55	61	69
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	32	50	45	76
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	184	144	189	166
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	303	260	218	228
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	32	37	27	22
	Others	0	0	0	0
Total		627	546	540	561

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The college is affiliated to Berhampur University and follows its curriculum and academic calendar. Since 2016, an interdisciplinary curriculum has been offered as a part of Choice Based Credit System

	(CBCS) at the under-graduate level to provide students with overall academic advancements. As the students pursue degree courses, they must have to prepare themselves for a bright career during graduation. A degree is not a just a piece of paper, that can be framed and hanged on a wall, rather the institution must equip the students with the skill and knowledge they need to succeed in their areas of interest. Our college Mahamayee Mahila Mahavidyalaya is one of the premier institution in the arena of Berhampur Silk City which mitigates the Bachelor qualification with innovative curriculum, that includes credit-based courses and projects in the area of community engagement and services, environmental education and disaster management and fosters teaching the subjects like Ethics and Values, Quantitative Aptitude and Logical Thinking and Elective subjects are given to the students according to their choices in three streams- Arts, Science and Commerce.
2. Academic bank of credits (ABC):	Academic Bank of Credit provisions provided in the proposed NEP to permit numerous entry and exit points in their academic programmes. Furthermore, according to the guidelines a centralized database in addition to the college database will be established to digitally store the academic credits earned by the students from various courses so that the credit earned previously by the students can be forwarded when the student enters the programme again. This is yet to be implemented in our college but we are working towards it.
3. Skill development:	As an affiliated college, we adhere to the University's designed curriculum. There are some Skill Enhancement courses like Communicative English and another paper Quantitative & Logical Thinking which helps students to get proficiency in various skills. In terms of skill development, we want to provide courses in computer programming and office management among other things subject to University affiliation and the building of appropriate infrastructure.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The integration of the Indian Knowledge System (Teaching in Indian language, culture etc.) into the curriculum has already been implemented through the introduction of compulsory course of AECC-2 in the CBCS Pattern for all streams in language Odia-

	"Jogajoga mulaka Matrubhasa". In addition, frequent field trips to local historic sites/museums will help the students acquaint with their culture and tradition. The college provides medium of instructions in Odia and English in Arts subjects being approved by Berhampur University.
5. Focus on Outcome based education (OBE):	Our college follows an approach of Outcome Based Education (OBE) system which inculcates student-centred learning and teaching methodology. The Programme Outcomes (POs) and Course Outcomes (COs) are carefully crafted catering to local, regional and global needs and are aligned with the national goals and institutional vision and mission of higher education. Each department has curated on their respective course outcomes and planned the academic year which helps in covering the course in a timely-manner. This type of educational methodology focus on OBE has many benefits like clarity on the subject, flexibility for the students to select subjects as per their choice. OBE also helps in involving different departments in subjects like AECC, EVS, Ethics and Values, SECC and attending inter-disciplinary seminars.
6. Distance education/online education:	During the COVID-19 pandemic, all the teaching faculties of our institution delivered excellent online classes. Both teachers and students got proficiency in online teaching and evaluation tools. The college has provided students with books, study materials through whatsapp and allowing them to study e-content for all topics throughout all semesters.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Yes, The Electoral Literacy Club (ELC) has been setup in the institution on 18/10/21, as per the direction by the ERO-cum-Sub collector, sub-divisional magistrate berhampur with L.N 11198/Election dt 11/10/21
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	For the session 2021-22: Students coordinator and Asso. Coordinator members are appointed by the college and the Electoral Literacy Club is functional. The Ex-Dist. Programme coordinator,NSS Dr.Swarnalata Patnaik is the coordinator and Miss

	Subhashree Sahu(ph.no7325823367) as the students representative/ambassador of the college as per 23/2021/ER(S)Vol(111)dt-03/08/21. For session 2022-23: Miss Gayatri Mandal appointmented as students ambassador (ph.no-9078007555), ref.no-5586/Elect.dt-10/08/22 For the session 2023-24: The college appointed Miss Subhasri Tripathy and Smt. Pallabi Mohanty as coordinators and Three students volunteers. Yes, The ELC of Mahamayee mahila Mahavidyalaya is representative in character.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	This institute initiates various activities to promote and enhance the election process among the students as well as for society. 1.Essay competition (Odia/English) on the theme : "Apanaka matadana apanaka bhabishya" and 'your vote is your future'/ vote for better India on 16/11/21 2.Quiz competition: Democracy and Election in India on 17/11/21 3.Art competition: Election in India on 18/11/21 4. Voter awareness campaign usage of voters helpline app through form-6B. 5 Election rally to awareness. 6. Voter awareness programme at college in presence of deputy commissioner , assistant collector on 11/08/23
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Voter pledges by signature campaign. Celebration of 12th national votes day_2022 on 25/01/22 at Town hall Celebration of 13th national votes day 2023 on 25/01/23 Election rally on occasion of 13th national votes day Celebration of 14th votes day by constructing human chain at ramalingam park in presence of Sub collector, dist. Sub magistrate berhampur This institute awarded for excellent performance of ELC in Dist level and sub divisional level as well by the dist. Collector , Ganjam and sub collector , berhampur.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	ELC of this institute organize special campaigns to register new voter Card , voter Card correction and link between voter card to Aadhar card.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1647	1713	1796	1843	1777
File Description			**Document**	
Upload Supporting Document			[View Document](#)	
Institutional data in prescribed format			[View Document](#)	

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 47

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
35	37	40	38	38

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
91.19	77.04	72.28	72.2	99.75

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

- Mahamayee Mahila Mahavidyalaya, since its inception aims to impact quality education by involving all the departments to develop, review and improvise from time to time the various action plans and to implement the different aspects of the curriculum prescribed by Berhampur University.
- All the UG programmes offered by the college have been in form of CBCS and Semester system since 2016-17.
- The Time-table committee prepares the Master Time-table which is distributed to the entire department HOD's for implementation by preparing their own Departmental Time-table. The Governing Body of the college recruits Management staffs as per the DHE guidelines to conduct the curricular activities smooth.
- The arrangements of Internal Examination and End Semester examinations are performed by the examination committee maintaining, the examination guidelines as prescribed by the Berhampur University.
- During odd or even semester, Internal Examinations are conducted by the college and final semester examination is held at the end of the semester as per rules prescribed by the Berhampur University for Academic Progress of the students.
- The principal, HOD's, IQAC and the academic committee of the college keep a regular eye-watch on the academic atmosphere of the college.
- The HOD's and the departmental faculties evaluate the progression of the syllabus in a regular manner.
- All departments organize study tours in every year. Departmental seminars are conducted at every month ending.
- The lesson plan and progress register is maintained by each teacher which is counter signed by the HOD and Principal on the last working day of every month.
- Students are encouraged to visit the library on a regular basis for reading to collect previous year question papers, reference books, make notes from text of the subjects beyond college hours.

.

File Description	Document
Provide Link for Additional information	[View Document]()

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 0

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

Mahamayee Mahila Mahavidyalaya follows the curriculum being prescribed by Berhampur University as per the CBCS Pattern. The institution incorporates various multidimensional issues relevant to professional ethics, gender, human values environment and sustainability in to the curriculum.

Gender Equity

Being a women's college, we take pride in empowering the girls for a better future. Internal complaints committee women's empowerment cell, sexual harassment committee, and Anti-Ragging cells are engaged in providing equitable opportunity.

Environment and Sustainability

The university has included a compulsory paper on environmental study to make students aware which is AECC-1 Paper. Disaster management is a chapter in EVS to learn students about human impact on environment. The NSS unit of our college organises various programmes like Vana Mahotsav, World Environment Day ,No Plastic Use & cleanliness programmes are remind to us of our duty to protect "mother earth".

Human Values & Ethics

The syllabus prescribed by the Berhampur University includes specific course in every semester carrying of 25 marks with the title of ethics & values might from the year 2021-22. It has been introduced as a regular & compulsory course.

In semester one, issues relating to women-like Gender equality, social progress, gender related values, sexual awareness, marriage practices like child marriage, practice of dowry, women & family violence, violence against women in public spaces, women at work, women & property rights & Indian system of law, women empowerment.

In second semester, through ethics & values, we impart knowledge about Indian Constitution, Patriotism, Voluntarism & Work Ethics, Patriotic value & ingredients of nation building concept of citizenship, duties, rights & qualities of citizenship, Voluntarism & leadership, social service through leadership & voluntarism, environmental protection etc. Through ethics & values, we impart, the values & salient features of the preamble & its objectives of Indian Constitution, Secularism & Democracy etc.

In third semester, we impart values & ethics through creating awareness about health & social hazards of drugs, tobacco & alcohol addiction, socio-economic impact of drugs & alcoholism etc.

In fourth semester, we impact values of academics and goals of education, creating an awareness about unethical practices in academics, developing a positive social environment, anti-ragging, fair means of examination, need for educational counselling etc. Conservation of energy, green preacher, concept of ethical leadership, leadership in college, importance of curricular and co-curricular activities

In fifth semester, through ethics & values, we create awareness amongst the students about the need for dignity and equality, for the vulnerable sections of the society, students will be aware of child exploitation, trafficking, sexual exploitation, rights of PWD, equal opportunity, prevention of discrimination and social justice etc.

In sixth semester, though there is a compulsory paper in semester one on Environmental Studies still then, we impart knowledge on environment and techno-ethics through ethics and values to get aware the students of environment and work towards sustainable development, green technology, ecological values, valuing nature, recycling, renew of chemicals, cyber ethics-crimes, ethical hacking, social media like

whatsapp, facebook, twitter and others.

.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 29.33

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 483

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: D. Feedback collected

File Description	Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 82.3

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2022-23	2021-22	2020-21	2019-20	2018-19
561	540	546	627	623

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
704	704	704	704	704

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 33.83

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2022-23	2021-22	2020-21	2019-20	2018-19
144	97	87	101	92

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
308	308	308	308	308

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 47.06

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Holistic Teaching – Learning Environment : Education of Mahamayee Mahila Mahavidyalaya are encouraged to cultivate a holistic teaching learning environment. This approach aims to inspire students to actively engage in the educational process, transforming if into an interactive exchange of ideas. Recognizing the diverse multilingual backgrounds of the students, this college leverages it experience in multilingual education. For instance, Odia & English are utilized in general classes.

Field – Based Research and Educational Trips : Over the past few year, students have visited notable locations such as IISER Berhampur, NISER Bhubaneswar, college of Pharmaceutical Science Mahuda and Nandankanan Zoological Park. Despite financial limiting these excursion, the institution strives to maximize the educational value of available resources. For Example, students of the Department of

Botany Undertake significant project work in their sixth semester while those from Department of Zoology conduct various surveys in neighboring areas. Students of Humanities also visit place like Budhist monarchy Santistupa at Dhaulagiri Bhubaneswar and Tribal Museum to enhance their knowledge about the tribals of odisha.

Class Room Activities and Participative Learning: To foster a Participative learning environment, the institution organizes various classroom activities, including seminars, paper presentation, group discussions, and quiz programs. Since 2021, a formal student-mentor program has been in place,where students are equally divided among teachers for guidance.This program ensures personalized attention, addvessing the unique needs and challenges of each student.

Infrastructural and ICT Challenge: Despite commitement to student centric learning, the institution faces significant infrastructural challenge. Currently the institution operates with minimal ICT resources including just two projectors used in conjuction with individual laptops for digital presentation. Makeshift digital classrooms are set up to facilitate these presentations.

Library and Digital Resources: The library is well – stocked supporting the academic needs of students and facilitating effective learning. Experimental Learning: The college places a strong emphasis on experimental learning, organizing educational trips field. Industrial tours and study tours through various departments. These activities cover a wide range of subject including Botany, Zoology,Physics, Chemistry and many more subject in humanities. These tours provide students with practical knowledge and aiding on the development of scientific temper. Laboratories are well-equipped to conduct practical session, with students performing experiments under the supervision of their teachers.

Participative Learning : To broaden students perspective, the institution regularly organizes seminars. Participative learning activities such as debates, project work, quiz competition and group discussion areb integral to the curriculum, fostering communication skills, leadership qualities and time management. Students are encouraged to participate in co-curricular activities,summer camps and awareness programs organized by NSS and NCC, which promote social and civic responsibility. Celebration of significant days such as Teacher's Day, Gandhi Jayanti and Environmental Day further enhance the participative learning experience.

File Description	Document
Upload Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 91.71

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
41	41	41	41	41

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 57.98

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
14	22	25	24	24

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Mahamayee Mahila Mahavidyalaya is affiliated to Berhampur University and follows the CBCS pattern, which is a higher education reform system. The college has a dedicated examination committee which oversees the flawless operation of both internal and end semester examination. The committee constitutes with convener some senior faculty members and some non-teaching personnel are also a part of the committee to maintain the documents, posting of marks in the university portal and other clerical duties for the smooth conduct of both internal and semester examinations.

The students are appraised about the internal examination system after their induction classes by the concerned departments. The internal examinations are held prior to the semester examination. The examination schedule is announced at least one week before the internal test. It is notified in the notice board and conveyed to the students by whatsapp through the concerned departments.

The examination committee after finalizing the date calls for the question papers from the different departments. The question papers are set by the appropriate department in accordance with the CBCS model curriculum.

After completion of examinations, the HODs of different departments submit the valued answer scripts along with mark foil in the examination section where it is preserved for further queries if any. The marks of the internal assessment are uploaded in the university website once it opens.

Students are given the opportunity to clarify their doubts if any regarding the marks. The students who are absent and who want to improve their marks are given a chance to do so as and when they take their grievance to the committee. The examination committee looks after the smooth conduct of end semester examination and the works related to the examination.

The examination committee along with the HODs of different departments with the chairmanship of the Principal take any decision regarding the examination both internal and end-semester examination. Infrastructural logistics are taken care of such as photocopier machine, scanners, printers; computers are well maintained to avoid any setback in conducting the examinations.

The Examination Committee with all transparency takes care of conductinmg the examinations, keep the statement of marks and other information regarding examination till the posting of the marks in the website.

File Description	Document
Upload Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The institution offers the Bachelor of Arts (BA) , Bachelor of Science (B.sc) and Bachelor of Commerce(B.com) Regular & Honours   programmes under the Choice Based Credit System (CBCS) of its affiliating Berhampur University. The college strictly follows the programme and course outcomes laid down by the university. A consolidated syllabus is uploaded in the website of the institution for public viewing.

The course learning outcomes of each course is communicated to the students in the beginning of each semester so that what can be expected after completing each semester is clear in their minds. The programmme enables the students for further courses of higher education to appear in regional and national level examinations.

Commerce students able to understand inclusive areas related to Accounting, Human Resource Management, Marketing ,Business laws, Corporate secretaries, Taxation, International Business ,Entrepreneurship.

Botany students impart knowledge on origin, evolution, structure, reproduction and interrelationships of microbes and early plant groups with in a phylogenetic framework. It helps in study of crops and crop yield hence increase economic productivity.

Chemistry enables the students to understand matter and its behavior. The students can explore Natural Science which deals with the properties of substances, the changes they undergo and the natural laws that describes the changes.

Physics students ables to understand the structure of matter and how the fundamental constituents of the universe interact .It explains the Forces, Motion and Energy of daily life.

Zoology enables the students to understand the origin and evolution of different species of animals. Students specialize in Marine Biology, Ornithology, Entomology etc.

Mathematics students make a good career in Intelligence Analysis, Statistical Research, Logistics, Financial Analysis, Market Research, Data Scientist and a good Mathematicians.

English after completing as a Honours subject , students will communicate effectively with people from all over the World, makes bilingual at the minimum, helps to improve memory and be a critical thinker.

Economics students pursue careers as an Economist, Financial Analyst, Data Analyst, Market Researcher, Policy Analyst and Consultant. Students able to develop critical thinking and problem solving skills to make good decisions.

Political science is a dynamic subject , students can learn about different political systems, political institution and   political behavior. It create civic sense of students, aware their political role   and responsibility in a Democratic regime.

History enables the students to pursue careers as an Archaeologist,Historian, Museum curator, Archivist, Cultural officers Content writing , Heritage Management, Travel and Tourism Industry.

Home science students make career in areas like Food and Nutrition ,a Dietitians , Nutrionists, work in food analysis, also helps to improve family relationships.

Education helps students how to transfer knowledge, skills and character traits. It highlights the academic qualification .

Odia embodies the cultural heritage and identity of the people of Odisha. It not only enriches language and literature but also infuses the idea of Odia Ashmita among the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The institution meticulously achieves and assesses **program outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs)** using various approaches. The institution has maintained a stringent evaluation process. The aim is to develop critical thinking and enhance analytical skills of students. The institution also tries to recognize different value systems by inculcating ethics and morales among students. Social interaction by eliciting diverse viewpoints, mediate disagreements are one of the methods used by the institution.

Summative and Formative evaluation : The summative assessment of students take place through the final semester examinations for 80 marks conducted by the University and the college conducts internal examination of 20 marks. According to the University guidelines it is mandatory for 6th semester final year students to undertake a project work on 100 marks, of which 70 marks are for theory and 30 marks for presentation or viva-voce. The students are permitted to choose the topic of their interests and are guided by the subject expert as per their project topic.

The aim of the formative assessment is to monitor *student learning* to provide ongoing feedbackas well as to help students identify their strength and weakness and target areas which need work.It also help faculties to recognize where students are struggling and address problems immediately.

Academic Monitoring : The teachers play a pivotal role by employing different methods such as tutorial classes, special remedial classes, doubt clearing sessions, mentor-mentee system and assist the slow and advanced learners to achieve best Pos and Cos. In addition to that teachers use digital methods such as use of **MOOC, SWAYAM, Swayamprabha,** providing **E-Texts** through **WhatsApp** etc. Seminars regularly held by the HODs of respective departments for all round development of students.

The students' performance in the classroom, attendance, performance in the mid-semester examinations, performance in the project viva, theory, practical assignments all are taken into considerations.

Co-curricular activities : Apart from monitoring outcomes of students based on examinations, the institution also opt for different co-curricular activities such as observation of different national and international dayssuch as constitution day, voting awareness programme, anti-tobacco celebration etc. to inculcate values among students. The institution also provides conducive atmosphere to celebrate different cultural days, the activities such as Plantation programme, observation of world Aids Day, Swatch Bharat Programme,International Yoga Day, and Self-defense programme etc.

Enhancing Creative/ Innovative Potentiality : The institution aims to enhance creative potentialities of students by equipping them with digital literacy in order to face the contemporary challenges. The teacher community put their effort aware students about environment sustainability through different environment awareness programme, tree plantation work etc. Nonetheless the institution also tries to develop leadership skills through different programmes, empowering them to transform into an aware and proactive citizen.

The Lesson Plans and Self-Evaluation Document of each teacher is submitted to the **IQAC**, as part of external and internal audit. The **IQAC** reviews the successful incorporation of programme and course outcomes in pedagogy which is helpful to maintain the accountability and transparency in the institutions.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 68.1

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
372	371	425	349	306

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
523	533	554	529	538

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.37

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Mahamayee Mahila Mahavidyalya being situated in the center of the city with a small garden inside the institution and to create a sustainable ecosystem with a hanging garden created by NSS in the year 2021 along with a number of trees planting in the institution through the NSS activities and keeping the institution a plastic free zone.

The college in its vision provides a comprehensive teaching. Students are encouraged to participate seminar, project work. All the respective departments of the institution promotes students for their subjects and environmental related project work every year. B.Sc Botany students conduct seminars like plant diversity of different locality, study of ecosystem and importance of speciation in plants and impact of plant on environment.

B.Sc. zoology student conducts seminars and project work like culture diary farming, poultry farming, animal husbandry and ecology.

B.Sc. chemistry student conducts seminars like application of bio fertilizer, pollutance of environmental pollution etc.

The career counseling cell organizes mental health awareness programmes, literacy programme by the Chartered Accountant of India , awareness programmes to provide concentration, coordination and communication skills to students, E-yuva scheme awareness programme.

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 8

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	4	2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.02

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

1. Welfare:

The students of MAHAMAYEE MAHILA MAHAVIDYALAYA, BERHAMPUR being a part of the NSS have reached the nearby society with many purposeful activities that will be an assistant to the society. The college's NSS unit has adopted the nearby leprosy colony (Purnabasi colony) to extend out possible humanitarian aid. Student volunteers in big numbers have taken part in several camps conducted by NSS and helped the needy people in getting medical assistance, like free health checkup, eye checkup,

health awareness program, importance of sanitization and cleanliness etc. The college main aim is to bring the society and the students into one page where the students would not have the feeling of discrimination in the society.

2. Civil awareness:

The college has extended out support to the local governing bodies like the district administration, municipality corporation etc. in the successful conducting of awareness rallies, volunteering for road traffic Management, voters awareness programs, AIDS awareness, Gender sensitization rally etc. By all these above stated programs the college ensures that the students learn about the responsibility and action they vest as a young citizen of the country.

3. Swachh Bharat Abhiyan:

The college has done a remarkable job in Swachh Bharat Abhiyan and also Swachh sagar abhiyan. 200+ students have taken part in these activities cleaning local areas and college premises. On the international coastal cleanup day, the students of NSS have taken part in the plugging run along the Gopalpur& Haripur beach, collecting a huge amount of single use plastic waste and other waste materials from the beach. On addition to this student have also taken part in plantation drives and afforestation programs to have a green and healthy premises.

4. Responsibility towards society:

Odisha being a Cyclone prone state gets hit by many devastating cyclones. The college and Students have always lend an helping hand to ensure to compensate the cyclonic effect that is done to the environment by planting trees. Also with the local governing bodies and Self-help groups they have participated in ration distribution, emergency kit distribution, and medicinal supplies.

5. During COVID-19 pandemic:

The students have made handmade masks and distributed it in their locality. They have made posters about the importance of sanitization and social distancing in the public. College and Students have also distributed day to day needs to the needy, free sanitizers, hand wash, masks and gloves. They have educated the people about the importance of all the preventive measures that the government guidelines had and made it easy for the illiterate mass of people by translating and explaining in local language. Youth Red Cross- Volunteers of Youth Red Cross and Red ribbon club of this college always ready to donate blood for wellbeing of society. Electoral Literacy Club of this college carries out different activities related to raising awareness about voter rights, including new voter ID cards.

File Description	Document
Upload Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government

recognised bodies

Response:

Extension activities have given a practical aspect to the students besides their studies. In real time environment students grasp more knowledge and retain it for long through experience. The activities that are followed by the college for the involvement of students focus on communicating new ideas, way of life, and using of technology in a optimal manner for the benefit of all the classes of the society. The extension activities brings the students and other people together making their personality better by teaching them empathy, teamwork, communication and dedic ation in life. Participants get to learn leadership, and also they work better as a team and strive in achieving the goal of upliftment of the society. Students personality also gets developed through community services. These activities really help students to learn more about the ground realities of the society, the problems they face and thus helps the participants to critically analyse the situation and act positively upon it. NSS, NCC, Red cross and self defence programmes and Electoral literacy club that the government has been promoting is a promising platform where students can get a chance to explore the society and get their insights and efforts in making it better. Participants get to know about more beyond their subject syllabus and some show excellent dedication and determination towards this field.

- Dr Swarnalata Patnaik, NSS programme officer , awarded best program officer on 2015-16 by NSS Bureau, Berhampur University And NSS unit, Mahamayee Mahila Mahavidyalaya, Berhampur awarded best Unit 2015-16,by State NSS cell, Govt of Odisha.
- Miss J. Krishna Shyamala received Best state NSS volunteer award by Dept of Higher education, Govt of odisha As well as Best volunteer at University level by NSS Bureau, Berhampur University for the year 2019-20
- Miss Radhika Padhy received Best state NSS volunteer award by Dept of Higher education, Govt of odisha As well as Best volunteer at University level by NSS Bureau, Berhampur University for the year 2020-21
- Dr Swarnalata Patnaik received Nation Builders award by Rotary India Literacy Mission 2022.
- Dr Swarnalata Patnaik received Youth Empowerment Award at Youth Enclave Function on 25.02.2023.

Mahamayee Mahila Mahavidyalaya, Berhampur awarded by the COLLECTOR Ganjam in presence of PD DRDA for the best performance in Electoral processes in Dist level as well as sub divisional level for the year 2023-24

File Description	Document
Upload Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 9

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	1	5	2

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

The college is situated in the prime locality of Gandhinagar, 3rd Lane, Berhampur on an area of 0.264Dec. .To meet the critical needs of students , the college has a good basic infrastructure with 3 storage building. There are 18 classrooms, 7 laboratories including 1 computer room, fully equipped library, SAMS room, one common room for girls with safe drinking water and hygienic toilets, a canteen and a spacious two-wheeler stand. The classroom and laboratories are well ventilated. The institution has staff rooms. In order to facilitate effective and efficient teaching , an extension of new campus running at Meenakshya Nagar ,main road near Mango Market on an area of acre 1.503 dec.

- **Classrooms – 18:** The institute has 18 classrooms in the Academic Building. White boards along with black boards are used in the classroom for learning process.
- **Seminar Hall:** The institute has one Seminar Hall cum Conference Hall. These Halls are regularly used for conducting seminar and other meetings. The group discussions, Quiz Competitions and various events, programs and social and cultural activities has organise in the seminar hall.
- **Library:** The college has well-furnished Library Room located the 1st Floor of college building having more than 12000 Books. It has the collection of both latest and oldest books on different subjects belongs to the streams like arts ,science and commerce along with magazines and newspapers.
- **Girls Common Room** is there with clean toilets for the students use.
- **There is presence of CC Survelliance, Canteen, Water purifiers, Science Laboratories etc.**
- **Sports:** The college has a small area of playground in which the students use to perform all sorts of games both indoor and outdoor. The college provides sports material for indoor games like Volleyball, Kabaddi, Kho-Kho, badminton etc. Some students own prizes in games i.e regional, university, state and national level competition.
- **Internet and Wi-Fi:** Internet and Wi-Fi facilities available for the administrative work experience and to meet the academic and administrative needs of both students and faculty members.
- **Botanical Garden:** There is asmall area for botanical garden in our college. To conduct the Botany practical classes both the balcony of Botany Department and botanical garden is being used for the benefit of practical knowledge of the students.
- **Principal Chamber :** The Principal is the academic and administrative leader of the college .Principal s chamber is the prime chamber having air conditioned. It has TV, Computers with

internet facility and a latest installation of monitor .
- **Administrative office:** One administrative office is present at just the entrance of the college.
- **Examination Branch**: College has 2 examination branch for conducting both internal and semester examination. Both the examination branch situated at 1st floor.

File Description	Document
Upload Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 0.13

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
0.09126	0	0	0.377	0.0673

File Description	Document
Institutional data in the prescribed format	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

Mahamayee Mahila College Library was established as a vital component of the institution. The institution is working towards e-library and Integrated Library Management System and will achieve the goal of automated library in the future.

As of now, the library has 12888 books in multiple disciplines, such as science, the arts, and commerce

and foreign author books are available in the library. This extensive collection comprises both reference materials and text books. The library possesses a collection of books, journals, and newspapers such as Sambad, Samaj, Pramaya, The Times of India, Indian Express, and Employment News. Old Magazines and Journals. Old newspapers are preserved in the library and copies are available as of now. One weekly newspapaer- Employent News is also subscribed for the benefit of students to gather news about new jobs available and new opportunities.

An initiative for an e-library is in progress. The library has under-CCTV surveillance for the safety of students and staff at the college.

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The institution has recently updated its IT infrastructure significantly in order to keep up with modern trends and enable seamless interaction with the digital world. While most of the official and academic work of the institution may be completed without any problems, some parts of the campus have been made internet-friendly and equipped with Wi-Fi.

In terms of modern assistance accessibility, the institution recently brought in two projector sets for smart classrooms, six desktop computers for students to learn about computers and their applications, and six computer tables and chairs. There are 5 Computers and 6 Laser Printer are available for official use , 1 Xerox available in the College. 1 desktop computer, 1 CCTV camera, 2 Wall TV and AC have been available in The Principal room. The institution has BSNL broadband internet and Wi-Fi available for the teachers, office, and IQAC, which has supported everyone's daily tasks. Every computer has a LAN connection to the internet, and if needed, each laptop and mobile phone can be rapidly connected via Wi-Fi. The Conference Hall of the institution has 1 Projector and CCTV camera and sound system.

The institution has 38 CCTV cameras installed in all of its departments and classrooms. Six CCTV surveillance systems around the college and a total of seven CCTV cameras have been installed in the corridors to improve security on the serene campus of the institution. The common space for students and staffroom is equipped with three CCTV cameras. In the library, two CCTV cameras have been installed.

The institution has implemented e-governance, as evidenced by the implementation of a real-time

electronic biometric attendance system with facial and finger print identification technology for each employee.

File Description	Document
Upload Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 549

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 3

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 78.02

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2022-23	2021-22	2020-21	2019-20	2018-19
90.69	51.06	45.04	69.31	65.71

File Description	Document
Institutional data in the prescribed format	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 15.01

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
431	355	260	28	243

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0.32

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
28	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

Response: B. 3 of the above

File Description	Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 1.65

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
13	9	6	2	0

5.2.1.2 **Number of outgoing students year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
372	371	425	349	306

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 0

5.3.1.1 *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 wise during the last five years*

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	3	3

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

This institute constructed a non- registered Alumni Association that contributes a huge support Academically as well as socially.

College has built as a strong contribution commensalism of staff engaged as faculty in various departments of college as well as Alumni members of association indicates a great achievement of our institution.

This college associate with the alumni through social media Group and updates different activities of the college through this group.

 College encourage seeking advice from alumni by inviting many alumni for Actively taking part and join in different functions like welcome, farewell and annual days and inspire students for their future guidance and support for all round development of this institution.

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The institutional governance and leadership of Mahamayee Mahila Mahavidyalaya, demonstrate a commendable alignment with the institutional mission and vision. The college is situated in the heart of the city, is unequivocally dedicated to the provision of accessible, high-quality higher education, illuminating the path of knowledge for every student, even in the most distant corner of the region.

Vision :

The vision of the institution is to emerge as one of the leading Women's colleges that provides holistic education to transform the students most of who hail from the village areas into capable future innovators and leaders. This vison is in line with its mission to prepare the students of the institutions with necessary skills required to acclimatize to the emerging technology driven society so that the world of opportunities in terms of career and service may be accessible to them.

Mission :

- **Affordable and Quality education :** The college is dedicated to extend affordable higher education opportunities to rural students simultaneously maintain a stringent academic standard comparable to urban institution.
- **Access and inclusivity :** The institution unwaveringly commits to providing equitable access to education, promoting an inclusive learning environment that celebrate diversity and advances the cause of social equity.
- **Holistic Education :** The college promotes holistic education through a comprehensive range of c0-curricular activities, sports, cultural programmes and community service opportunities, thereby empowering students to effectively address real world challenges.
- **Local Development :** Proactively contributing to the socio- economic advancement of the local community, the institution align its academic programme wit regional needs, thereby facilitating skill development and stimulating employment opportunities.
- **Research and innovation :** The institution actively encourages research and innovation among both faculty and students, serving as a pivotal platform for knowledge creation and regional development.
- **Responsible Citizen :** Ethical values, social responsibility and leadership skills are diligently installed in students, emphasizing the importance of integrity, empathy and environmental consciousness.

Regarding governance and perspective planning, the principal secured as institution's leader, responsible

for executing policies formulated by governing body, such as Berhampur University and Department of Higher Education, Odisha. To ensure seamless operation of the college, a multitude of committees have been established, each entrusted with distinct responsibility.The college is aligned with NEP by promoting multidisciplinary education through a flexible curriculum, robust online education infrastructure, faculty training, and a blended learning approach cater to diverse learners, bridging the urban-rural education gap.

The Governing Body's steps are followed by the College. A hierarchy is followed within the framework established by it. The Principal is the Institution's Head, who is assisted by the Academic Bursar for academic purposes and the Administrative Bursar for administrative purposes. The Accounts and Establishment Sections are centralised, allowing the College to run smoothly. Under the direction of the Principal, Coordinators of various activities/committees steer the programmes to achieve the College's goals. The faculty members are assigned clearly defined roles in this exercise. The Administrative Bursar performs administrative duties and is assisted by the Head Clerk, clerks, and peons.

File Description	Document
Upload Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

M.M.Mahavidyalaya emphasizes importance of effectively deploying the institutional perspective plan and maintaining an efficient institutional body. The governance structure of our college is comprehensive involving key stakeholders including the Director of the Dept of Higher Education, Odisha, the Governing body, the principal, the staff members, students and an array of committees.

The apex body of the college is Governing body, the highest decision making body at the top of the hierarchy & the president of Governing body is appointed by DHE for five years. The principal of the college is the ex-officio secretary of the governing body. Two members are nominated by Berhampur University, two teachers and one office staff is selected from the institute and three guardian members are nominated as per the guidelines of the state govt. The principal as the chief administrative officer operates in unison with the Governing body to meticulously execute policies devised to create and sustain an environment that fosters academic excellence. Administrative offices such as the Administrative Bursar and the Account Bursar, along with staff councils, including non-teaching staff are entrusted with the responsibility of relaying daily college activities to the principal. Their contribution is instrumental in maintain the institution's operational efficiency.

All fresh recruitments are made in a transparent manner, Promotion of faculty members and office staffs

are governed and carried out in accordance with the rules & guidelines given by the Dept of Higher Education. The functionality and efficacy of our institutions are further enhanced by a plethora of committees & councils, comprising both faculty and students, Noteworthy among these are staff council, Examination committee, IQAC, Sexual Harassment comity, grievance redressal cell,

NCC, NSS, construction committee, Discipline committee, anti-ragging cell, sports and cultural committee, career cocenseling & several oaths. These entities collectively contribute to the institute's comprehensive development in various aspects.

The college has a perspective plans for development which aligns with the vision and mission of the college. At the beginning of every Academic year, various bodies & committees that constitute the organogram of the institutions lay down the strategic plan of events & activities which will support the growth & development of the college. One area which has successfully implemented strategic planning and deployment is that of teaching & learning.

Standard Operating And Procedures:-

Service rules & procedures- Standard Operating Procedures (SOP) are created for various academic & and administrative process. HR policy & administrative manuals provides rules & regulations, responsibilities & guidance in the process of recruitment, selection, promotion, training & creating comfortable working condition.

At the end of every academic session, the principal forms the verification committee for annual verifications of every department and discusses the short comings with the convenors for further improvement. Directions are given to every department to conduct the curricular and extra curricular activities effectively. The college has taken various steps like creating help desks for admission, providing pure water through RO-purifier, cleanliness of college areas, awareness programmes, importance on afforestation, etc.

File Description	Document
Upload Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Mahamayee Mahila Mahavidyalaya is committed to the welfare and development of both teaching and non-teaching staff. The institution recognizes that a supportive and enriching work environment is essential for staff to perform their duties effectively and efficiently. To this end, a variety of welfare measures and performance appraisal systems have been implemented.

Welfare Measures for Teaching and Non-Teaching Staff:

- **Encouragement for Professional Development:** The college actively encourages its teaching staff to attend various seminars, conferences, workshops, and symposia.
- **Authorization for Refresher and Orientation Courses:** To further academic excellence, the institution authorizes its faculty to attend refresher and orientation courses.
- **Access to Technology:** The college provides computers and internet access to both teaching and non-teaching personnel.
- **Health Education Initiatives:** The institution has implemented health education initiatives for both staff and students. Additionally, maternity leave is granted to female employees for six months.
- **Canteen Facilities:** The college maintains a temporary canteen that offers clean and healthy food to students and employees.
- **Provident Fund and Pension Plan:** The institution has established a provident fund and pension plan for both teaching and non-teaching staff. These financial benefits provide after retirement.
- **Variety of Leave Options:** The institution provides a wide range of leave benefits, including Maternity Leave, Child Care Leave (CCL), Duty Leave, Special Leave, Extraordinary Leave, Casual Leave, and Emergency Leave.
- **Compliance with Regulations:** All leave policies are in accordance with the regulations of the Government of Odisha (Higher Education).
- **Retirement Benefits (Teaching & Non-teaching Staff): - Provident Fund Contributions:** Employees are enrolled in the provident fund from the date of their appointment (GPF, NPS, EPF).
- **Retirement Gratuity:** Upon retirement, employees receive a gratuity payment as a token of appreciation for their years of service.
- **Recognition upon Retirement:** The institution recognizes the contributions of staff members who retire by celebrating their achievements and contributions during the Annual Staff Report Gathering.

- **Annual Increments:** In accordance with government regulations, employees receive annual increments, ensuring that their salaries remain competitive and reflective of their experience and contributions.
- **Free Wi-Fi Access:** The college provides free Wi-Fi access to teachers and employees, facilitating communication, research, and administrative tasks.
- **Performance Appraisal System: HRMS: -**After the Government implements the Human Resource Management System (HRMS) to regulate the service conditions of approved personnel.
- **Confidential Appraisals:** -Performance appraisal reports are prepared confidentially to ensure each employee is fairly assessed.
- **Financial Support for Professional Development: Percentage of Teachers Provided with Financial Support:** Over the last five years, no financial support has been provided to teachers for attending conferences and workshops.

Conclusion

Mahamayee Mahila Mahavidyalaya is dedicated to staff welfare through comprehensive academic, financial, and health benefits, alongside a fair performance appraisal system. Despite lacking financial support for professional development in recent years, the institution fosters a supportive and enriching work environment.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 2.75

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	1	1	4

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
35	35	35	35	35

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

1. Funding source:

This institution has a definite system of mobilization of funds basically includes collection from the students at the time of Admissions & Re-admissions and by way of assistance from the state government under various schemes from time to time. Further this institution receives salary in the shape of Grant-in-aid from the State Government for the staff working under Direct Payment Scheme. Apart, from this institution also receives interest on its deposits with various banks.

2. Expenditure:

The fundamental expenditures of this college includes payments to the statutory government bodies under different departmental heads like Department of Higher Education, Berhampur University, Council of Higher Education, Odisha,Youth Red Cross-Odisha, Insurance payments, E.P.F. contributions etc. Payments are also being made towards (1) maintenance of the building with respect to cleaning & sanitisation, (2) updating the electrical and electronic equipments of the institution, (3) salary of the staff under management scheme, etc.

All the routine expenditures are made directly under the supervision of Accounts Section including Accounts Bursar, Administrative Bursar and Principal so as to reduce the chances of fraudulent expenditures. Further non-routine expenditures are being made by following due procedures of the OGFR Rules and with the prior approval from the President GB to maintain the transparency and accuracy.

3. Budgetary Provisions:

For the purpose of optimal utilization of resources available, at the beginning of each financial year, a budget is being prepared taking into consideration the budgetary provisions and actual expenditures of the previous financial year. This in turn forwarded to the President, GB for approval as a measure of general fiscal policy. For preparing such a budget, all the sectional heads are asked to submit their requirements in writing after which a consolidated format of requirements is prepared. Accordingly and with due discretion of the chair, either centralised purchasing or departmental purchasing is opted for, by which the resources available can be used in a prudent manner.

4. Audits:

The purpose of the audit is to maintain the mathematical accuracy of the accounts and to check the manipulation/frauds/embezzlements of funds and to ensure the efficacy of the financial operations of the institutions.

For the purpose above, this institution maintains a main Cash Book, Subsidiary Cash Books, Bank Ledgers, a Credit Vouchers Guard file, Counter foils of the deposits made in the banks, Fixed Deposit Ledger, a Cheque Issue Register etc. wherein all the transactions are recorded on daily basis in the concerned books of accounts. All such books of accounts are verified and signed by the Account Bursar and Principal on daily basis.

However, External is audit is being done for each year by the D.H.E., either through the Local Fund Audit or through the Chartered Accountant Firms approved by the Local Fund Audit authorities or even, at times by the CAG.

However, the External Audit of the college upto 2022-23 has been completed and College Accounting Procedure Automation (CAPA) has been completed upto 2022-23.

File Description	Document
Upload Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

In pursuance of its action plan for performance evaluation, assessment and accreditation and quality up-gradation of the institutions of Higher Education, the NAAC(National Assessment and Accreditation Council) propose that every accredited institution should establish IQAC cell as a quality sustenance measure since quality enhancement is a continuous process, the IQAC will become a part of the institutions system and work towards the realization of the goals of quality enhancement and sustenance. The prime task of IQAC is to develop a system for conscious, consistent & catalytic improvement in the overall performance of institution. The college assure its quality through IQAC. The IQAC was established on dt.23.04.2015. After its establishment, IQAC has initiated the process of the enhancement of quality standard for academic & administrate activities of the college.

Feedback system- IQAC has developed feedback mechanism from different stakeholders like students, parents, Teachers & alumni. After getting feedback it analyze them. On the basis of these feed buck suggestions actions are being taken.

Orientation Program: -

Orientation programs has been introduced by IQAC in which it provides information regarding various facilities like library, NSS, red cross society, scholarship, extracurricular activities conducted by various committees. Students are being motivated to take part in these activities.

1. Improving teacher's quality :

- In order to improve the teacher's quality, the IQAC has been motivating the teachers to attend different national & international workshops/seminars
- ? Different departments organize various seminars & workshops on current issues like managing changes and teacher as a mentor.

2. Promoting Research culture:

- The IQAC work hard to create a research-friendly environment. ? The students are engaged to

present case studies and research papers. ? Much effort is being made to bring about a reformation in the teaching learning process for the enhancement of qualitative education by utilizing modern technology and putting less emphasis on traditional methods of teaching.

3. Community Awareness campaign: IQAC extend its role beyond the institutions boundaries by launching awareness campaign within the local community. This include critical initiatives during COVID-19 pandemic where the institutions served as a quarantine center.

4. Advance Action Planning- HOD's, Co-ordinators from all units are invited to IQAC meeting. It is implemented on the initiative of the institutions by the principal and all the sections of the college. The academic calendar is created prior to the start of academic session.

5. Student's Satisfaction with Overall Instituitional Performnace- From the final semester students, the IQAC cell of the college conduct a manual student feedback system on overall institutional performance regarding the teaching learning process, evaluation process, library service and administration by the college.

6. ICT Integration- IQAC promotes ICT, enables learning by facilitating ICT classes, ensuring students in utilising the technology as a learning tool.

In summary our IQAC is a dynamic, proactive entity dedicated to upholding & enhancing the quality of education & fostering a culture of continuous improvement. It's contribution extends to various domains, ensuring that our institution remains at the forefront of providing quality education and holistic development.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: D. Any 1 of the above

File Description	Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

Our college has taken different safety and security measures for all female students and staffs within our academic institution over the past five years. This period has seen significant progress in a range of areas, encompassingcurricularandco-curricularinitiatives,theprovisionofessentialfacilitiesforwomen,and robust security measures on campus.

1. **Gender-Neutral Curriculum:** Our curriculum of CBCS provided by Berhampur University now encapsulates a gender-neutral approach, recognizing and embracing diverse gender perspectives. This is achieved through the incorporation of gender-focused modules that encourage critical examination of gender discrimination, women's rights, and the broader spectrum of gender-related issues.
2. **Gender Sensitization Workshops:** To this essence, the institution has embarked upon to

- Conduct gender equity programs for the students to understand the fact that equality is the essence of democracy
- Maintain a good workplace free from discrimination.
- Enable and encourage young women to have a wider role in decision-making
- Preventing and responding to gender-based violence.
- Foster gender equality in teaching and education systems.
- Supporting teachers to create gender inclusive learning environment.

3. Self Defense Programs: After attending the training program participants enable themselves to:

- Protect them against anything that's unacceptable in terms of social conduct
- Analyse a dangerous situation and take actions to overcome them effectively
- Empower and encourage them to deal with stressful and dangerous situations independently. The programme was started with inauguration ceremony. In this programme, Chairperson and members of our college staffs and girls students were present. College Principal Smt.Kabita Satapathy has given welcome speech and introduced trainer. She has also explained why is self defence important.

·**4. Safety:**

- The primary importance of self-defense is for women to be able to protect themselves against anything that's unacceptable in terms of social conduct.

- Confidence: There is nothing more empowering than having the confidence to analyse a dangerous situation and take actions to overcome them effectively
- Empowerment: It empowers women to lead a healthy and fulfilling life by encouraging them to deal with stressful and dangerous situations independently.
- Discipline: It teaches discipline which transfers over to all other areas of life. It helps women be calmer, understanding, and flexible, gain body and mind control, be more responsive than reactive, more observant, and achieve cognitive awareness.
- Reduces Dependency: Just because you're a woman, you shouldn't be asked to travel with a companion! That's what learning self-defense does – it makes you independent, helping you protects yourself in every situation. ·Health and Fitness: Self-Defence programs are also a fun way of exercising and building a healthy body, thereby improving physical and mental health.
- Reduces Discrimination/Sexism: Crimes against women can be curbed in a significant way when women are empowered to fight back against any discrimination and sexism.

File Description	Document
Upload Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: C. 2 of the above

File Description	Document
Geo-tagged photographs/videos of the facilities.	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: E. None of the above

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

Mahamayee Mahila Mahavidyalaya has made nice & commendable efforts and taken numerous initiatives in providing an inclusive environment which promotes tolerance ,harmony and diversity , the aim of these initiatives are to embrace cultural, linguistic ,regional, communal and socioeconomic diversity within the college community in addition to this the college has been actively engaged in sensitizing teachers and students to their constitutional obligation the values,rights,duties and responsibilities of citizens.

Cultural events contribute to the holistic development of students through participation. In our college are celebrating Saraswati Puja,Ganesh Puja every year for the bright and better future of the Student, student also participating in different culture programs like Dance , Song ,folk dance, musical instruments of different communal, religious group, we also celebrate independence day ,republic day in our college as national festivals.

Linguistic diversity is the heart of Multilingualism College plays an important role of promoting untrusting linguistic diversity; diversity is promoted through the use of multiple languages in education as a medium and subjects.

College plays a crucial role in developing a peaceful society by promoting tolerance, understanding and open mindness, it can contribute through education, fostering inclusivity and we are conducting different awareness (NSS) programs for the students " NO TOBACCO" ," VOTER AWARENESS",NATURAL DISASTER" through which students get aware how to overcome safely in most critical situation.

College has taken steps to eradicate socio-economic factors like parental level of education, parental income, financial and material support and improve the standard of student education and special interests has been taken by the college to improve the level of interest,motivation,independence,self advocacy skills, knowledge about self .

There is a special paper in 2nd semester of +3 1st year students is environmental science which imparts knowledge open the students about the advantages and disadvantages of air ,water, noise and soil pollution and how to keep environment healthy.

In our college we are also conducting sports for the better physical development of our students. Every year students participating in different games both indoor and outdoor games like badminton, running race,kabbadi,football,discuss throw,shotput,carom,chess,ludo etc for the exercise of both body and Mind of our students.

College poster a sense of community among students, encouraging teamwork and promoting collaborative learning by nurturing positive relationships, teachers create a supportive atmosphere where students feel comfortable expressing themselves and taking risks in their learning journey.

This Committee includes faculty, staff and student representatives, this committee aims to promote and develop a culture of collaboration and inclusion in the college interaction with people from diverse cultural and religious backgrounds teacher valuable people skills.

Open forum is a platform where the students can share their freedom of speech and expression open forums and debates are organized where students and teachers are encouraged to express their opinions on various social issues.

File Description	Document
Upload Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Objective:

Discipline contributes institutional effectiveness. It is highly esssential for academic success within the college campus. Discipline is necessary for institutions for not only the improvement of education but also success in personal development, character building, following good habits and to be a good citizen that's why M.M.Mahavidyalaya strictly follows a well-planned method of discipline through forming a committee of members within the college campus. By applying CCTV Surveillance for the students, the committee members keeps an eye-watch upon the students.

Context:

To promote educational discipline in college campus, steps were taken by banning the smart phones and its misuse within the college campus.

The Practice:

The college constitutes a disciplinary committee every year to ensure that the students should be aware of the dress code which is mandatory. The students are repeatedly made aware of the campus code of conduct i.e. to maintain discipline, friendly attitude, maintain peace and to respect the teachers. The committee guided by the Principal and senior faculty members work towards organizing goals and initiate steps to reduce violence, confrontation among the students to a zero level.

Attendance and punctuality have a significant impact on students' academic performance. Framing of timetable makes students and teachers in keeping track of their assigned duties and responsibilities. Crafting the scheduled timetable has been implemented, maintaining 8 hrs study that prioritizes from 8

am to 4:30 pm which is an ideal one. The subject-wise timetable helps the students to be organized and focused on their education.

Success Story:

The successful efforts of the staffs and students is demonstrated through various activities like maintaining a sound and healthy environment in the college. That's why, self-defense classes are introduced which is a flagship programme of Higher education dept. under State Youth Policy 2013. Since then, in every academic session large no. of girl students undergoing this training successfully. Through self defense training, the girl students become psychologically, intellectually and physically strong to enable themselves in the challenging spciety.

Problems encountered and resources required:

This institution encompasses adequate and stable funding,equipments, technology, informational resources and programme materials. That,s why, our college can implement different technologies like capacity planning, resource levelling, balancing team workload, recruitment of staffs, identifying regular evaluation can enable such a large college to operate in many projects.

Objectives:

Career counselling is a process focuses on career guidance, imparting training in communication skills to improve the employment opportunities for the girl students.

The Context:

Being aware of the social, cultural and linguistic base counselling skills are set of abilities and techniques used by trained professionals.

The Practice:

Committee of teachers deployed to counsel the students to make career decisions in various spheres. Conversation between a counsellor and students as well as assessments, activities and projects helps to take decisions and provide necessary knowledge and skills. The first career counselling meeting was conducted on 29.02.2022. The second meeting was held on 30.07.2022. The third meeting was held in collaboration with HCL Technology on 28.10.2022.

Success Story:

Through a career counselling meeting conducted on 05.01.2023 by the District Employment Exchange Centre, 08 nos. of students got placement through Agni-Vayu Indian Air force with enrollment of 45. Consequently, the career counselling meeting organized by college career counselling committee members from time to time to guide the students propoerly in different fields not only professional but entrepreurship and small skills industries etc.

Problems encountered & resources required:

Mahamayee Mahila Mahavidyalya needs needs qualified and professional counselors. An MOU must be signed by different industrial institutes, who will encourage the students for placement and build up their careers.

Objectives:

The Youth Red Cross focuses activities on health, service, emergency relief, integration and internal friendship. It helps the students to inculcate the ideas and idelas of humanitarian service among themselves.

The Context:

The 'Youth Red Cross' is a constituent of Indian Red Cross Society. A wing of YRC has been formed of students between 18 to 25 years of age to conduct various awareness programmes related with society. The volunteers work on creating awareness among the students all about health and hygiene, disaster risk management awareness, blood donation campaign, Swachh Bharat Abhiyan, zero waste management and many more.

The Practice:

The Youth Red Cross of Mahamayee Mahila Mahavidyalya is an important platform for students to contribute towards social and community services. The Youth Red Cross unit of our college involves the students in the activities regularly like blood donation camp, cleanliness and awareness programmes, literacy campaign, communal harmony, girl childcare, first aid, environmental revolution programmes like tree plantation, organizing yoga classes etc. Through these activities, a sense of strong bond is created between teachers and students.

Success Story:

The Youth Red Cross and Red Ribbon Club of M. M. Mahavidyalaya organized a blood donation camp on 13.10.2023 at college premises where 30 units of blood collected by Odisha Blood Centre, MKCG MCH, Berhampur. Sickle cell anemia awareness program was conducted on 28.06.2024 by Dr. Chinmaya Ranjan Swain, PG Resident, Dept. of Transfusion Medicine.

Problems encountered and Resources required:

For the development and execution of initiatives more projects must be brought which can also be formed as a part of regular curriculum in collaboration with govt. organization & NGOs to support community is required.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Nestled among the hamlet's of Berhampur city Mahamayee Mahila Mahavidyalaya,Berhampur stood out as a reputed women's institution of higher education. The college also has measures to ensure the safety and security of female students and teachers alike. Further, it is the policy of the college management to ensure that everyone's right is taken care of. Mahamayee Mahila Mahavidyalaya,Berhampur grasp innumerable linchpin that bridges the gap between textbook and digital learning.

- **Live classes via Zoom and Google Meet :**

Digitalization is the only benefit from COVID pandemic. Mahamayee Mahila Mahavidyalaya,Berhampur perceives the trendy video conferencing tools in the form of Zoom and Google Meet. These platforms serve as the conducts for delivering live classes. Instructors can share their screens or present slides, documents and videos and making it easier to convey complex information alive. Also host can record information for later review.

- **Material distribution through Messaging Apps :**

The institution have made it a necessity for teachers and students to make the best use of messaging apps. With the increase of e-learning platforms, the institution can aid benefits such as lower cost of operation, higher efficiency and easier management by using messaging apps. To enable students to access educational materials with ease, the institution exploit messaging apps such as Whatsapp and Telegram.

- **Online Degree Examination :**

Identifying the pliability and accessibility the institution has evolved to online degree examination during covid-19. This progressive stride allows girl students to complete assessments from their own cozy.

Thrust

Every tear 24th September is celebrated as NSS day in the college. The motto of NSS is "NOT ME BUT YOU". The NSS unit of our college having female volunteers which organizes various special camping programmes at remote areas during vacations to aware the people of community about the use of toilet,

sanitation, health, awareness of Malaria, AIDS etc. Some volunteers of our college got best volunteer award at college level and university level. The International women's day has been celebrated on 8th March by NSS unit every year.

The girl students of our college are undergoing the self-defense programme from this year. Self-defense involves defending oneself against potential threats while also ensuring personal safety. The most obvious reason for learning self-defense is to defend against danger, builds self-esteem and confidence, encourages physical fitness and boosts focus, control and balance in girl students.

The Youth Red Cross wing of our college is an addendum of activities for the institution. The motto of YRC is "to serve". Every year the YRC unit of college organizes blood donation camp in the college premises. The college has well equipped Laboratories with ample equipments for all subjects separately like Botany, Chemistry, Physics, Zoology and Home Science.

Our students have secured position in University semester examination. Rank holding in University examination is one of the distinctive features of the institution. Our students are also participating in state and national level sports activities such as inter-university badminton (women) tournament held at OP Jindal University, Rayagada in the year 2022-23.

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

5. CONCLUSION

Additional Information :

M. M. Mahavidyalaya established in the year 1981 and the degree wing started right from 1990, imparting education to the girl students, hailing from various strategies of the society. Both of its buildings situated at the heart of the city, i.e., Berhampur town is accessible to everyone coming from distant parts due to E-admission process.

In the growth of the institution, the role played by Dr. Babuji Samal, Ex-President, GB, Mahamayee Mahila Mahavidyalaya in nurturing the institution, displaying his incredible versatility as the guardian of the College is acknowledged by all. From 2016 onwards, a few posts of the institution were provincialized by the Govt. of Odisha through State Selection Board brought a great surge of relief to the teaching staff.

The institute received grant from World Bank which was utilized to construct the New Academic Building and also witnessed a massive rise with the construction of new PG rooms, conference hall, library room, students common room with the college fund.

Construction of a ICT enabled Conference Hall is a new addition to the institution. This will enable both teachers and students to get the benefits of ICT integration in education. The renovation of 'Girls Common Room' and College Canteen is one of the highlights of various construction works.

The highly qualified faculty members, imparting knowledge not only through curricular or teaching methods but also always try their level best to maintain the students-teachers relation, a friendly one and they also try to establish a healthy & condusive atmosphere within the college campus as well as outside the campus.

National Service Scheme Unit in the college has opened up new avenues for community based social activities which has strengthened the bond between the students and the members of the community. Adoption of the Purnabasi (leprosy) colony of Dharmanagar has endeared the institution for social activities in the community.

Extension Activities in and around the region of Berhampur as well Ganjam District has consolidated the position of our College as one of the renowned institution of higher education and has resulted in the influx of students in enrolment in every year.

Concluding Remarks :

Students of Mahamayee Mahila Mahavidyalaya also following the footsteps of teachers and their ideas & ideals always remain conscious not only about their studies but also in other Co-curricular activities. They take participation in college, inter-state & inter-university level sports competitions and they use to bring pride & glory for the college.

In cultural sphere also, students remain at the forefront by participating in various cultural activities like odissi dance, modern dance forms, music, solo dance, duet performances in art & paintings etc.

In literary sphere, the students of the college take participation in elocation, essay writing, quiz competition which were being conducted from time to time by local bodies, district level & university level.

Students of N.S.S., N.C.C, YRC also activity take participation in various social service activities like health check up camps, blood donation camps, programmes on diabetes, sickle cell anemia, tree plantation, eradication of illiteracy programmes, traffic & road safety, anti-ragging, self-protection etc.

Our institution has emerged as one of the glamorous and renowed college of Berhampur town with the financial support of academic aid of the college from time to time. The growth of the institution can be assessed from the gradual increase in student enrolment in every year. Being the third larger center of higher education in the area it becomes challenging for the institution during the time of admission.

Establishment of IQAC in 2015 is a big step in quality assurance initiatives which has made possible the recent preparations of the institution to invite the NAAC for assessment and accreditation to ensure quality education and to take our institution to its zenith in the level of higher education institutions.

Thus, Mahamayee Mahila Mahavidyalaya has set up many goals and achieved success in various spheres and thriving for its excellence.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 485 Answer after DVV Verification: 483
1.4.1	*Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website* Answer before DVV Verification : B. Feedback collected, analysed and action has been taken and communicated to the relevant bodies Answer After DVV Verification: D. Feedback collected
2.1.2	*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years* 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)** Answer before DVV Verification:

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
145	106	105	108	108

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
144	97	87	101	92

2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

| 2.4.2 | *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**
Answer before DVV Verification: |

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
20	22	25	24	24

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
14	22	25	24	24

3.2.2	*Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*
	3.2.2.1. Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
3	2	1	4	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	1	1	4	2

3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**
	3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
4	3	0	0	2

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	0	0	0

3.3.2	**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**
	3.3.2.1. Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
1	1	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

3.4.3	*Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

3.4.3.1. **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
15	4	2	1	5

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
1	0	1	5	2

4.1.2	*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	15	0	10

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0.09126	0	0	0.377	0.0673

Remark : Values have been updated considering only the expenditure on Lab development under expenditure for infrastructure development and augmentation.

4.3.2	**Student – Computer ratio (Data for the latest completed academic year)**

4.3.2.1. **Number of computers available for students usage during the latest completed academic year:**

Answer before DVV Verification : 2

Answer after DVV Verification: 3

	Remark : Value has been updated as per the stock register.
4.4.1	*Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)* 4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)** Answer before DVV Verification: 	2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
91.19	77.04	57.28	72.2	89.75 | Answer After DVV Verification : | 2022-23	2021-22	2020-21	2019-20	2018-19
---	---	---	---	---
90.69	51.06	45.04	69.31	65.71	 Remark : Values have been updated as per the supporting document provided by the HEI however HEI has not provided the income-expenditure statement highlighting the expenditure on repair and maintenance of infrastructure.

5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability*
	
	  1. Soft skills
	  2. Language and communication skills
	  3. Life skills (Yoga, physical fitness, health and hygiene)
	  4. ICT/computing skills
	
	  Answer before DVV Verification : B. 3 of the above
	  Answer After DVV Verification: C. 2 of the above
	 Remark : Value updated as per supporting document.

5.1.4	*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*
	
	  1. **Implementation of guidelines of statutory/regulatory bodies**
	  2. **Organisation wide awareness and undertakings on policies with zero tolerance**
	  3. **Mechanisms for submission of online/offline students' grievances**
	  4. **Timely redressal of the grievances through appropriate committees**
	
	  Answer before DVV Verification : A. All of the above
	  Answer After DVV Verification: B. 3 of the above

5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
350	390	336	364	330

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
372	371	425	349	306

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 last five years

5.3.1.1. *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 wise during the last five years*

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
2	0	0	0	1

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
18	0	0	9	7

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	3	3

6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*
	6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
9	2	1	2	9

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
3	1	1	1	4

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
0	0	0	0	0

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
35	35	35	35	35

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 54 Answer after DVV Verification : 47
1.2	**Number of teaching staff / full time teachers year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
39	37	40	38	38

Answer After DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
35	37	40	38	38