# Yearly Status Report - 2018-2019

| Part A | |
|--------|--|

**Data of the Institution**

| | |
|--|--|
| **1. Name of the Institution** | **SRI SATHYA SAI COLLEGE FOR WOMEN** |
| Name of the head of the Institution | **Dr. Santa Mishra** |
| Designation | **Principal** |
| Does the Institution function from own campus | **Yes** |
| Phone no/Alternate Phone no. | **06742353253** |
| Mobile no. | **9437211371** |
| Registered Email | **iqac@ssscwbbsr.org** |
| Alternate Email | **sathyasaicollege2015@gmail.com** |
| Address | **PLOT NO. Plot no.1560/7782 & 1975/7783, JAGAMARA, GANDAMUNDA** |
| City/Town | **BHUBANESWAR** |
| State/UT | **Orissa** |
| Pincode | **751030** |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Women** |
| Location | **Urban** |
| Financial Status | **state** |
| Name of the IQAC co-ordinator/Director | **Dr. Niharika Das** |
| Phone no/Alternate Phone no. | **06742353253** |
| Mobile no. | **9437517119** |
| Registered Email | **sathyasaicollege2015@gmail.com** |
| Alternate Email | **ssscwbbsr2015@gmail.com** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | [http://www.ssscwbbsr.org/aqar2018-19.doc](http://www.ssscwbbsr.org/aqar2018-19.doc) |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | [https://ssscwbbsr.org/wp-content/uploads/2022/07/academic-calender-2018-19.pdf](https://ssscwbbsr.org/wp-content/uploads/2022/07/academic-calender-2018-19.pdf) |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **1** | **B** | **2.4** | **2009** | **08-Mar-2009** | **07-Mar-2014** |

## 6. Date of Establishment of IQAC

| | |
|---|---|
| **6. Date of Establishment of IQAC** | **22-Sep-2008** |

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |

| | | |
|---|---|---|
| A workshop on ICT tool | 21-Jun-2018 1 | 46 |
| Interactive session on research methodology | 15-Sep-2018 1 | 55 |
| ICPR National Seminar on business ethic and Bhagawat Gita | 09-Nov-2018 1 | 80 |
| Institutional values and social responsibilities | 23-Jul-2018 1 | 45 |
| Seminar talk on the equity between man and women | 20-Nov-2018 1 | 52 |
| Seminar talk on problems of adolescents | 04-Jan-2019 1 | 45 |
| Certificate Course on Food Processing and Preservation | 11-Jul-2018 21 | 32 |
| Organization of Self-Defense Program | 18-Nov-2018 15 | 392 |
| certificate Course on Mushroom Cultivation | 07-Aug-2018 21 | 24 |
| FDP on computer basics | 05-Feb-2019 1 | 44 |
| [View File]() | | |

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| FACULTY | MRP | UGC | 2018 730 | 245000 |
| [View File]() | | | | |

| | |
|---|---|
| **9. Whether composition of IQAC as per latest NAAC guidelines:** | **Yes** |
| Upload latest notification of formation of IQAC | [View File]() |
| **10. Number of IQAC meetings held during the year :** | **4** |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | **Yes** |
| Upload the minutes of meeting and action taken report | [View File]() |

| 11. Whether IQAC received funding from any of the funding agency to support its activities during the year? | No |
| --- | --- |

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

For Students : To familiarize the freshers to an unknown campus environment, its faculties and infrastructure, the SSSCW organized an orientation programme for the new ones. Remedial classes for slow learners. Seminars, workshops and field visits organized by different departments. Observation of different days, self defense training, career counselling programme, Environment Awareness programme, NCC Camps, Foundation Day, Interdisciplinary programmmes, Bank Nationalization Day, NCC Day were conducted. Certificate course on food processing and preservation and mushroom cultivation introduced.

For Institution : To remove signature of the staff member in Attendance Register Biometrics has been introduced. To sensitize the students about the importance of medicinal plants in daily life, more plants were added to the existing herbal garden. New Equipments purchased for the smooth conduction of the classes.

For Faculty : Encouraged the faculties to attend refresher and orientation courses. Initiation have been made to encourage the faculties to pursue their M.Phil. and Ph.D. Course. Motivated to participate and present papers in National and International seminars and conferences. Motivated the faculties to publish paper in different journals and also to enroll for Minor and Major Research Project. Interdisciplinary seminars are made. Review meetings with HODs and students on teaching learning evaluation were organized and necessary action taken for improvement. FDP organised.

Accreditation : Preparation of AQAR and Criterion wise Filling. Regular meetings of IQAC towards quality improvement. Feedback were collected from the stake holders.

Overall Activities : Value based classes were taken, yoga classes were conducted by the trained teachers, skill and career counselling programmes were organised. Cultural sports and academic competitions were held for the students. External Eminent Resource persons were invited to guide the students.

[View File](#)

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

| Plan of Action | Achivements/Outcomes |
| --- | --- |
| To observe National and International Days | 1. International Yoga Divas was observed on 21st June. 2. Foundation Day was celebrated on 10th August. 3. 73rd Independence Day was observed on 15th August. 4. Raksha Bandhan was celebrated by Prajapita Brahma Kumaris by tiding Rakhi on wrist of each |

| | |
|---|---|
| | student and staff. 5. Teachers Day was observed on 5th September. 6. Birthday of Bhagavan Sri Sathya Sai Baba was celebrated on 23rd November. 7. Cultural week organized by Cultural Committee in the month of November, where students participated in various competitions. 8. Students participated in many indoor and outdoor games in the month of December. 9. YRC and NSS observed the World AIDS Day on 1st December. 10. Human Rights Day was observed on 10th December. 11. National Voters Day was celebrated on 25th January. 12. YRC induction Programme was conducted where debate, slogan, painting competitions among students were held. Around 56 students were participated. |
| To organise selfdefence training for students | Self defence training programme was held for the students from 18.11.18 to 03.12.2018 which help in empowering them to be self independent and self reliant in matters of their security, confidence, safety, dignity. |
| Planning of academic activities. | 1. Time table was published before the commencement of the session in distributed among faculties. 2. The progress register was maintained properly by all the faculty members duly signed by the Principal. 3. Departmental Progress Register was maintained regularly in verified by the Principal. 4. Annual Departmental Report was submitted in the month of February |
| To Collect feedback from stakeholders | The feedback from the students, parents alumini collected. |
| To plan for the Academic, Administrative Audit | Internal Academic Administrative Audit Completed |
| To organise seminar workshop, peer teaching by different departments | "Seminars, Workshops, Field visit were organised by different department. Peer teaching method used by students in a particular subject area only to belief that "To teach is to learn twice"." |
| To strengthen research environment in the institution | "Five teacher published their research papers in peer review and UGC journal." |
| [View File](#) | |

| | |
|---|---|
| **14. Whether AQAR was placed before statutory body ?** | Yes |

| Name of Statutory Body | Meeting Date |
|---|---|
| GOVERNING BODY | 18-Aug-2018 |

| | |
|---|---|
| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | Yes |
| Date of Visit | 25-Feb-2009 |
| **16. Whether institutional data submitted to AISHE:** | Yes |
| Year of Submission | 2019 |
| Date of Submission | 26-Mar-2019 |
| **17. Does the Institution have Management Information System ?** | Yes |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | To provide all vital information regarding admission, examination, holidays timetable and different observations days , the college deploys a Management Information System. Online applications are invited SAAMS portal for UG level admission of the students in a stipulated time period of time. After application received validation, Selection, Admission is made. Once Admission is over regular classes are taken. Edespatch system which is a part of egovernance of Govt. of Odisha whichis adopted for Official communication. Finance automation is facilitated through Public Finance Management System (PFMS). Students Parents are connected through emailing system. Sri Sathya Sai College for Women, Bhubaneswar is developed for getting an overall feedback about the function of institution in Academic/Administrative/Hostel/Library/Sports. The Library is fully automated ,biometric attendance system is installed, CCTV installed in the college campus especially in different classroom, office, exam Section including the campus for survilance The Biometric attendance system is installed in the college for both teaching and nonteaching staff. Our college has various modules of MIS for Administrative, Accounts, Admission, |

and Sports. The HRMS Odisha is a digital portal designed for Govt. employees. They can access their salary slips, loans, information of all deductions like GPF, NPS. One can download of the pay slip of self.. The HRMS play plays a vital role in the disbursement of Salary. HRMS provides the complete account of employee service book, leave account, loan account salary account, PAR more on login.

## Part B

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

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

Our college is committed to provide the distinctive learning environment and skills, for understanding self and others, to learn to solve personal and social problems and continually improving the overall performance at the "Quality Management Systems". The college has a motto for "Developing new paradigms in education management, computer application, student education and national values leading to student empowerment with an inclination for creative and cohesive group functioning in the global scenario" The institution has to develop a holistic approach in students, inculcating national and human values in them through academic, co-curricular and socially meaningful activities. 1. All the departments follow the curriculum designed and prescribed by the University. The parent University updates the syllabus periodically for UG courses. All the courses are offered in semester mode. There is a strict adherence to the time table and course plan. Guest lectures by eminent personalities in the relevant areas are also modes of imparting quality education. 2. The traditional classroom teaching is supplemented by regular tests, group discussions, projects and seminars. The entire approach is student centric. The classroom environment is congenial and makes learning proactive and the students learn a sense at team spirit, responsibility and professional integrity. It helps in building a healthy student faculty bond, which develops students to their fullest potential and harnesses the best in the teachers. 3. For well-planned curriculum delivery, lesson plan file is prepared by every faculty member before commencement of semester. As per lesson plan the contents are delivered to the students and it is monitored by respective program coordinators and head of the departments and members at IQAC committee. 4. Food Processing and preservation is introduced with a view to create opportunities for self-employment. The institution receives regular updates of circular through letters and emails from the university regarding changes or modification in the curriculum and also implements the unitary syllabus at the UG level for the college all coming under the CBCS syllabus.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|---|---|---|---|---|---|
| Certificate Course in | NIL | 11/07/2018 | 21 | Focus on employability | Skil Development |

| | | | | |
|---|---|---|---|---|
| Food Processing and Preservation | | | | |
| certificate Course on Mushroom Cultivation | NIL | 07/08/2018 | 21 | Focus on employability | Skill Development |

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|---|---|---|
| BA | Eng, M.I.L. (HINDI, ODIA, ENGLISH), Home.Sc., History, Odia, Pol.Sc, Philosophy, Sanskrit, Soc. | 05/03/1984 |
| BA | Eco, Hist, Pol. Sc.(HONs.) | 21/06/2017 |
| BSc | Botany, Chem, Physics, Zoology(HONS) | 27/07/2016 |
| BA | Psychology Elective | 27/07/2016 |
| BSc | Math | 21/06/2017 |
| B.A.BEd | Psychology (HONS) | 06/09/1991 |
| No file uploaded. | | |

### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| BSc | Physic, Zoology, Botany, Chemistry, Mathematics | 15/09/2016 |
| BA | ENGL, ECON, HIST, POL.SC, ODIA, PSYCH, PHILO, SANS, SOCI, H. SC | 15/09/2016 |

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

| | Certificate | Diploma Course |
|---|---|---|
| Number of Students | 56 | 0 |

## 1.3 – Curriculum Enrichment

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

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| SPIRITUAL | 10/08/2018 | 324 |
| SELF DEFENSE | 18/11/2018 | 392 |
| Food Processing | 11/07/2018 | 32 |
| Mushroom Cultivation | 07/08/2018 | 24 |

| 1.3.2 – Field Projects / Internships under taken during the year | | |
| --- | --- | --- |
| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
| BA | PSYCHOLOGY | 16 |
| BSc | BOTANY | 15 |
| BSc | ZOOLOGY | 15 |

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
| --- | --- |
| Students | Yes |
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

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

Feedback Obtained

The Institution has developed and collected feedback format from all the stakeholders namely: Students, Teachers, Parents Alumni on the basis of feedback required by the IQAC. The feedback collected have been analyzed and summarized. The major suggestions have been communicated to the higher authority for useful action. Students were satisfied on quality of teaching, practical activity, laboratory work, examination and evaluation, interaction with teachers outside the class and guidance counseling. Feedback on curriculum is obtained from the final year students, faculties, Parents, Alumni. The question focuses on the aspects like programme structure, unity of course, relevant electives, the order of courses in semester, practical equipment, lab facilities and availability of library books. Feedback was analyzed and necessary action has been initiated after thorn discussion for further improvement. Feedback from the parents are taken by interacting with them during parent teacher meet. All suggestion was looked into by the institutional head along with IQAC co-ordinator. All stakeholders were satisfied with cleanliness, ambience, security arrangement. Students have low degree of satisfaction on canteen facilities, sanitation facilities but they have appreciated the teaching learning process and satisfied with academic and extended activities. Action Taken - On the basis of all the feedback collected, the institution took proper initiatives to upgrade the facilities of the canteen, toilets as well as the play ground.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the Programme | Programme Specialization | Number of seats available | Number of Application received | Students Enrolled |
| --- | --- | --- | --- | --- |
| BSc | BOTANY, MATHEMATICS, CHEMISTRY, | 64 | 544 | 51 |

| | PHYSICS, ZOOLOGY | | | | |
|---|---|---|---|---|---|
| BA | ECO, ENG, HIST, HOME SC., ODIA, PHILOSOPHY, POL.SC., PSYCHOLOGY, SANS, SOC | 128 | 858 | 114 |
| | | View File | | | |

## 2.2 – Catering to Student Diversity

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

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2018 | 516 | 0 | 45 | 0 | 0 |

## 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 43 | 41 | 30 | 6 | 0 | 6 |
| View File of ICT Tools and resources | | | | | |
| View File of E-resources and techniques used | | | | | |

### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a very well organised mentoring system at academic, personal and psychological level. The institute has an integrated mentoring system where the faculty acts as a link between students and the institution. At the time of admission every mentor prepares a list of students assigned to her with details of name, class, roll number, contact number and parents details. Commencement of the mentoring system, a meeting was convened by the principal with the proctorial committee. The HODs distribute the proctorial format to all faculty members of their respective departments and collected the information relating to the student's personal as well as curricular details. In addition, tutorial class and student faculty committee (SFC) meetings are important to facilitate one-to-one interaction between mentor-mentee. In the tutorial classes, the teachers meet smaller groups of students to help them in resolving their - • curricular • personal • academics • career counselling • psychosocial support etc. In these classes students can discuss their academic and discipline related problems without any hesitation. In the beginning of academic session each student allotted a mentor to look after her all-round academic development keeping in mind the progression to higher education and placement opportunities. Mentors discuss with parents for giving more attention to their wards while at home. The mentoring committee takes special care for physically challenged students too. Mentors help the students to know about: • university exam pattern • compulsory attendance of 75 in each paper. • how much to write to 10 marks and 5 marks questions and • time management in the examination hall. Hence, our mentoring system acts as a mechanism to improve bond between students and teachers

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| 516 | 45 | 1:11 |

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|---|---|---|---|---|
| 52 | 34 | 18 | 9 | 14 |

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

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|---|---|
| 2018 | 2 | Lecturer | Resource person |
| 2018 | 1 | Professor | Resource person |

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## 2.5 – Evaluation Process and Reforms

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

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| BA | UG | 6TH/FINAL YEAR | 13/03/2017 | 24/04/2017 |
| BSc | UG | 6TH/FINAL YEAR | 13/03/2017 | 24/04/2017 |

[View File](#)

### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

College is affiliated to Rama Devi Women's university, Bhubaneswar and follows all the guidelines of the examinations of the university. At the commencement of the session IQAC under the supervision of Head of the Institution plan the CIE system. Mid-Semester examination in all discipline for all the papers are conducted, which have the provision of 20 marks per paper in all non-practical subjects and 15 marks for practical subjects. In addition, the institute has introduced different measures for student's improvement. They also • Group Discussion • Monthly Test • Two Assignments • Quiz Test • Surprise Test • Class Presentation • Seminar Presentation The CIE system is performed by every department carefully and seriously. At the beginning of system, students are informed about the syllabus and evaluation process. Whenever there is a change in the evaluation method as per the direction of the university, all the faculties are communicated by circulating the direction of the university most care is taken by the faculties to increase the performance of the students. The students are apprised of their strength and weakness and given proper guidance for further improvements by the faculty. The IQAC more for the evaluation process in its meeting and provide suggestion for the improvement of the students. Students are encouraged continuously to study sincerely for better performance. The institute has a examination committee to carry out the internal assessment and the semester exams effectively. It has framed guideline for conducting CIE in line with the calendar of the affiliated university.

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

words)

Since the college is an affiliated college of RDWU, the academic calendar prepared by the university for conduct of examinations and other related matters are strictly followed by the college. The university norms relating to examination pattern are communicated to the students through college calendar and also during orientation programme. The university circular in this regard is circulated to the faculty members and administrative staff time to time and are also displayed on the notice boards for the students. Besides, departmental meetings were conducted at the commencement of each semester. Faculties prepare teaching plans of topics to be covered in the semester as well as course file which includes details of lecture plan, notes and other study material, previous year university question papers along with solution etc. Institute conducts mid semester tests, Unit tests, surprise test during the term. Student's academic performance in these tests is evaluated and accordingly the students are identified as either fast or slow learners. In order to motivate the slow learner's special remedial classes are arranged departmentally to bridge the gap between slow and fast learners. At the end of the term, University conducts examination and evaluate the student's performance and offers result for the same.

## 2.6 – Student Performance and Learning Outcomes

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

https://ssscwbbsr.org/wp-content/uploads/2022/07/PSO-PO.pdf

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| UG | BA | ECO, ENG, HIST, HOME SC., ODIA, PHILOSOPHY, POL.SC., PSYCHOLOGY, SANSKRIT, SOCIOLOGY | 100 | 87 | 87 |
| UG | BSc | BOTANY, CHEM, MATHEMATICS, PHYSICS, ZOOLOGY | 49 | 36 | 73 |
| View File | | | | | |

## 2.7 – Student Satisfaction Survey

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

https://ssscwbbsr.org/wp-content/uploads/2022/07/SSS-2018-19.pdf

# CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

## 3.1 – Resource Mobilization for Research

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

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Minor Projects | 730 | UGC | 245000 | 147000 |
| View File | | | | |

## 3.2 – Innovation Ecosystem

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

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| RESEARCH METHODOLOGY INDIGENOUS PSYCHOLOGY OF INDIA | PSYCHOLOGY | 15/09/2018 |
| YOGA ORIENTATION PROGRAMME | ALL SCIENCE | 30/08/2018 |
| SANSKRIT DIWAS | SANSKRIT | 28/08/2018 |
| SEMINAR ON ECONOMICAL BENEFITS OF HOUSE PLANNING | HOME SC. | 04/08/2018 |
| SEMINAR ON IMPORTANCE OF MANAGEMENT FOR AN ORGANIZATION DEVELOPMENT | HOME SC. | 07/09/2018 |
| One Day seminar on Film and literature | English | 25/08/2018 |
| Indo-USA relation in present scenario | Political Science | 19/09/2018 |

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

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| Ph.D. | APARAJITA MOHAPATRA | S.O.A UNIVERSITY | 28/11/2018 | Lecturer |
| 2nd in Hindi, 1st in Odia Debate, 2nd in Inter college Odia in RDWU | Laxmipriya Mahapatra | Vigillanace Awareness Week- Syndicate bank | 24/09/2018 | Student |
| ist in English Debate, 2nd in spiritual quiz, 2nd in English essay, Inter college English Debate competetion, 2nd and 3rd english essay | Ankita Pattanaik | Vigillanace Awareness Week- Syndicate bank | 24/09/2018 | Student |
| 2nd in English debate in RDWU | Swagatika Panda | Vigillanace Awareness Week- Syndicate bank | 24/09/2018 | Student |
| No file uploaded. | | | | |

**3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year**

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| NIL | NIL | NIL | NIL | NIL | Nill |

No file uploaded.

## 3.3 – Research Publications and Awards

**3.3.1 – Incentive to the teachers who receive recognition/awards**

| State | National | International |
|---|---|---|
| 3 | 0 | 0 |

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

| Name of the Department | Number of PhD's Awarded |
|---|---|
| physics | 1 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| National | PSYCHOLOGY | 1 | Nill |
| National | PHILOSOPHY | 1 | Nill |
| International | BOTANY | 3 | 5.26 |
| International | HIndi | 2 | 1.56 |

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**3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year**

| Department | Number of Publication |
|---|---|
| NIL | 0 |

No file uploaded.

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

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| NIL | NIL | NIL | Nill | 0 | NIL | 0 |

No file uploaded.

**3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)**

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
|---|---|---|---|---|---|---|
| NIL | NIL | NIL | Nill | 0 | 0 | NIL |

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**3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :**

| Number of Faculty | International | National | State | Local |
|---|---|---|---|---|

| Resource persons | 0 | 0 | 2 | 0 |
|---|---|---|---|---|
| Attended/Seminars/Workshops | Nill | Nill | 4 | Nill |
| Presented papers | Nill | 1 | Nill | Nill |

[View File](#)

## 3.4 – Extension Activities

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

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
|---|---|---|---|
| ORIENTATION PROGRAMME ON YOGA | NSS | 30 | 100 |
| RADIO CHOCLATE CONTEST | NSS | 30 | 120 |
| SWACHA BHARAT | NSS | 10 | 50 |
| YOGA AWARNESS RALLY AT IDCOL, BBSR | NSS | 3 | 101 |
| YOGA CAMP | NSS | 5 | 66 |
| PATANJALI YOGA PEETH | NSS | 5 | 27 |
| YOGA AWARENESS CAMP | NSS | 5 | Nill |

[View File](#)

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| Cultural Activity | Award | RDWU, Syndicate Bank | 8 |

**No file uploaded.**

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| SWACHH BHARAT ABHIYAN | NSS | CAMPUS CLEANING | 10 | 50 |

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## 3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|

| NIL | NIL | NIL | 0 |
|:---:|:---:|:---:|:---:|
| No file uploaded. | | | |

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|:---:|:---:|:---:|:---:|:---:|:---:|
| FIELD VISIT | SAMPLE COLLECTION (BOTANY DEPT | KANTILO SONOPURI MEDICINAL BELT MAHANDI | 24/01/2019 | 24/01/2019 | 40 |
| FIELD VISIT | PROJECT WORK | OPEN LEARNING CENTRE, BHUBANESWAR | 22/11/2018 | 22/11/2018 | 32 |
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|:---:|:---:|:---:|:---:|
| Bionic Properties Ltd., Baramunda, Bhubaneswar | 24/07/2018 | skill development | 62 |
| Thee Trust | 21/08/2018 | Health Care and Social Service | 58 |
| Sri Sathya Sai Seva Organization | 17/07/2018 | Social Service and academic development | 67 |
| No file uploaded. | | | |

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

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

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|:---:|:---:|
| 6115600 | 1251957 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|:---:|:---:|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Value of the equipment purchased during the year (rs. in lakhs) | Existing |

| Classrooms with Wi-Fi OR LAN | Existing |
|---|---|
| No file uploaded. | |

## 4.2 – Library as a Learning Resource

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

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| SMILE SOFT WARE | Fully | 6.01 | 2019 |

### 4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 13013 | 331967 | 464 | 123418 | 13477 | 455385 |
| Reference Books | 2068 | 9569600 | 143 | 32115 | 2211 | 9601715 |
| Journals | 22 | 3760 | 4 | 920 | 26 | 4680 |
| Others(specify) | 1240 | Nill | 150 | Nill | 1390 | Nill |
| No file uploaded. | | | | | | |

### 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives &amp; institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| NIL | NIL | NIL1 | Nill |
| No file uploaded. | | | |

## 4.3 – IT Infrastructure

### 4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/ GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 15 | 1 | 1 | 5 | 10 | 4 | 1 | 100 | 0 |
| Added | 2 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 17 | 1 | 1 | 5 | 10 | 4 | 1 | 100 | 0 |

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

| 100 MBPS/ GBPS |
|---|

### 4.3.3 – Facility for e-content

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

## 4.4 – Maintenance of Campus Infrastructure

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

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
|---|---|---|---|
| 5614127 | 933128 | 501473 | 318829 |

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

Maximum importance has been given to prepare the policies and the procedures maintaining and utilizing physical, academic and support facilities The policies are - - Renovation of the infrastructures. - AMC to be paid for ICT and Aqua guard. Procedure and policies for maintaining and utilizing physical academic and support facilities- laboratory, library, sports complex, computers, classrooms etc. 1. To cater the needs of classrooms the incomplete work of science block was done. All these were done by the college development fund (CDF) with the approval of the College Construction Committee G.B., biometric was introduced in the college. 2. Academic Facilities: - Some CCTVs were installed in the classroom. Each year some repairing works are done to maintain infrastructure of the institute. All the seven laboratories of the institute are well equipped and maintained by the concerned head of the department. 3. Support facilities: Laboratory: The Laboratories are used by both 2 and 3 students. These are upgraded from time to time with the supervision of concerned heads of the departments. 4. Library: The library is fully automated so far as graduate course is concerned. It is headed by one Asst. Librarian. Library attendant and bearer manage the day to day activities. Each year some books of 2 and 3 level is purchased along with news paper, magazine almirah. The maintenance of books is taken care of by the library attendant and bearer under the supervision of Asst. Librarian library committee. The registers are maintained very well. 5. Sports Complex: The institution has its own playground and the physical education teacher looks after it. Each year annual sports is conducted on our playground. It is also used by nearby schools and organizations for their functions. 6. Computer Facilities: The computer laboratory is used for IT, Physics, and mathematics students. Online admission takes place under the agency of SAMS, the portal of the Government of Odisha.

https://ssscwbbsr.org/wp-content/uploads/2022/07/4.4.2.-link.docx.pdf

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

**5.1 – Student Support**

5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
|---|---|---|---|
| Financial Support from institution | Student Aid | 8 | 9600 |
| Financial Support from Other Sources |  |  |  |
| a) National | POST METRIC FELLOWSHIP | 4 | 18000 |
| b)International | Nill | Nill | Nill |
| View File | | | |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial

coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
|---|---|---|---|
| Spiritual class | 30/08/1981 | 311 | All Arts Sc. Dept. |
| Yoga Camp | 04/10/2018 | 64 | Pitambar Sahu Yuvu Bharat Prabhat |
| Self Defense | 03/12/2018 | 140 | Biswadarshini Supakar Manasi Behera Puja Sethi Rojalin Jena |
| Mushroom Cultivation | 07/08/2018 | 24 | Bionic properties LTD. BBSr |
| Food Processing and Preservation | 11/07/2018 | 32 | Dept. of Home Sc. |
| Personality Development | 27/11/2018 | 125 | Dept. of Psychology |
| No file uploaded. | | | |

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

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
|---|---|---|---|---|---|
| 2018 | career counselling | 148 | 74 | 20 | 8 |
| No file uploaded. | | | | | |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
|---|---|---|
| 14 | 14 | 15 |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|---|---|---|---|---|---|
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| No Data Entered/Not Applicable !!! | | | | | |
| No file uploaded. | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
|---|---|---|---|---|---|

| 2018 | 27 | SSSCW | ECO, ENG, HISTORY, HOME SC., ODIA, PHIL, POL SC., PSYCHOLOGY, SANSKRIT, SOCIOLOGY | UU,RDWU, RU, IGNOU, NU | MA, M.SC., MBA, MCA |
|---|---|---|---|---|---|

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| 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) | |
|---|---|
| Items | Number of students selected/ qualifying |
| Nill | 0 |

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

| Activity | Level | Number of Participants |
|---|---|---|
| ALL COMPETITION | COLLEGE LEVEL, ANNUAL FUNCTION, VIGILANCE AWARENESS WEEK, INTER CLASS LEVEL | 250 |

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## 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---|---|---|---|---|---|---|
| 2018 | 2nd in Hindi, 1st in Odia Debate, 2nd in Inter college Odia in RDWU | National | Nill | 3 | Nill | Laxmipriya Mahapatra |
| 2018 | 1st in English Debate, 2nd in spiritual quiz, 2nd in English essay, Inter college English Debate competetion, 2nd and 3rd | National | Nill | 5 | Nill | Ankita Pattanaik |

| 2018 | 2nd in English debate in RDWU | National | Nill | 1 | Nill | Swagatika Panda |

**No file uploaded.**

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

Students' Representative (SR) is an indispensable part of Academic and Administrative bodies/committees of our institution. They actively represent in the College, IQAC. Library Committee, Admission Committee, Sports Committee, Annual College Social Committee, Annual Cultural Committee, Seminar Committee, Grievance Cell and other subcommittees. The institution selected student representatives from different class on the basis of their marks for the formation of student representative committee (SRC). The students securing the highest mark with Co-curricular activities will be the secretary and the representatives will be treated as the member of the committee. These representatives act as a bridge between principal and the students. They actively participate in College cleaning Programs with NSS. They motivate and encourage the students to take part in all the Enrichment activities organized by the college throughout the year. They help the teaching staff of the college to organize departmental seminars/Workshops/Special Lectures and quiz. The students organize Saraswati Puja, Ganesh puja, Independence Day, Republic Day etc. in the college under the leadership of Students Representatives. The IQAC in our institution is an administrative Body, responsible for all quality matters. There is a provision of students representations in the formation of IQAC. The Student Representative Committee plays an important role by actively participating and providing suggestions for overall improvement of the academic ambiance and to build the culture of excellence.

## 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

356

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni Meet was organized on dated 5th July 2017 more than 60 students participated in the meet. A plantation programme by the Alumni and college students was conducted in the campus. Around 60 saplings were planted throughout the college campus. A cultural programme was presented by Aumni on that date. All the Alunmi were invited to share their experiences and give feed back to the institute for quality improvement.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

words)

Sri Sathya Sai College for Women, BBSR is named after the great saint, Philosopher, philanthropist, visionary and above all an educationist of the present century Sri Sathya Sai Baba. Sri Sathya Sai College for Women, Bhubaneswar has adopted a decentralized and participative style of functioning under which day to day governance is administered through committee based decisions. The success of an Institution is the result of the efforts of all who work towards attaining the vision of the Institution. Practice of decentralization is having own signification in the management. Right from the president of the management committee to the staff and students, all the stakeholders have a role to play in building of the college. The leadership of SSSCW, BBSR though periodical review meeting of various committees constituted for bringing improvement in the governance of the college. The recommendations and reports of the internal committees were subsequently considered and monitored by the college Authority bodies. The college follows all the norms laid down by Govt. of Odisha and R.D.W.U. Management committee takes care of infrastructure facilities which fulfill the quality and the required needs of the higher education bodies to reach the set goals of the Institution. College Governing Council takes care of financial management and the implementation of facilities for the Institution. It guides and articulates the available resources and provides free hand to the head of the Institution to carry out different activities. Parents-teacher committee is available in college taking care of students from 1st year of students admission. The general financial rules have been adopted and successfully implemented. Accounts of the Institution are audited regularly by the office of the comptroller and Auditor General. The Institution enhance the quality at various levels :-Management, college development committee, Governing Council, Principal, IQAC committee, NAAC committee, various committee administrative and non teaching staff, NSS, all the stakeholders involve in decentralization and participative management all are working together for efficient functioning of the Institution. 1. The Governing council delegates all the academic and operational decision based on policy to the Academic monitoring committee headed by the principal to fulfil the vision and mission of the institute. 2. Principal of Sri Sathya Sai College for Women is the member secretary of the governing body and chairperson of the IQAC. The principal in consultation with the teachers of different committees for planning and implementation of different academic, students administration and related policies. 3. As part of quality improvement and quality initiative, the Institution and its concern IQAC and college Development Committee and other statutory committees continuously work on quality improvement. IQAC monitors the academic and administrative activities. Mentorship is introduced in all the Departments and is effectively monitored by the principal. 4. The faculty members are encouraged to develop leadership skills by overseeing various Academic co-curricular and extracurricular activities. They are given authority to conduct study tours and organizing seminars/workshop/conferences. 5. For effective implementation and improvement of institute different committees are formed like sports, library, cultural, admission, examination etc.

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

Yes

## 6.2 – Strategy Development and Deployment

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

| Strategy Type | Details |
| --- | --- |
| Research and Development | The college motivates the faculties to participate in seminars, |

| | |
|---|---|
| | conferences, refresher and orientation programmes at State and National and International level. The college also supports its faculty for applying and submitting minor and major research project. They are provided with various facilities such as free internet access, augmentation of the laboratory and library facilities etc. by the college. It encourages its staff to engage in interdisciplinary and interdepartmental research activities. Teachers are encouraged to acquire higher qualification like Ph.D., D.Litt. and to participate and present their paper in National and International conferences for which they are given DL. Currently the college has thirteen. |
| Human Resource Management | High focus on research, overall employee wellness and healthy environment was built. Overall satisfaction among employees is indicative of fairly good practices. The college has adopted various method to evaluate the performance of the faculty. The function of various bodies take important decision on finance, construction, renovation, maintenance etc. The service rules, procedures, recruitment and promotions are as per the eligibility criteria by the UGC and Higher Education. Students are motivated to enrich themselves through interactive teaching learning process. |
| Library, ICT and Physical Infrastructure / Instrumentation | The Library is fully Automated. The hostel, community, canteen, classroom, laboratory, Lavatory, generator, public addressing system etc. are available i the college. i. Every year Text and Reference books are purchased forLibrary and seminar library for every department. ii. Journals, competitive magazines and newspapers necessary for students are available. iii. Reading room. iv. Fire Extinguishers v. CCTV |
| Admission of Students | Admission process in the college are carried out by the E-Admission under SAMS (Students' Academic Management System). |
| Industry Interaction / Collaboration | Different organizations in various sectors were invited by the Career Counselling Cell of the college for employability of the students. |
| Examination and Evaluation | 1. The CBCS pattern of examination is |

| | |
|---|---|
| | introduced since 2016-17. 2. The candidate of bachelor of Arts and Science shall be required to appear at all six semester examination. Each semester ordinarily comprises of 15 to 18 teaching weeks with a minimum of 90 teaching days. 3. Each semester consists of two types of examination. Mid- semester Examination and End semester Examination. 4. Each Mid semester examinations question papers are prepared by respective departments and then evaluated. 5. The Mid semester marks uploaded through a link which is provided by the university. 6. The process related to the conduct of examination, declaration of result are controlled and monitored by the examination committee of the institute together with the faculty members. 7. Centralized conduct of internal and end semester examination like seating and invigilation for internal class tests and end semester examination are organized at the institute area. 8. Different types of practice questions with answers distributed by faculty members before each semester examination. 9. Faculty members are actively engaged in central evaluation process. |
| Teaching and Learning | 1. The students are given freedom of choosing inter disciplinary subjects under elective courses and skill enhancement course. 2. A special feature of the college is holding of the spiritual education classes once a week. The aim of these classes is to develop moral and spiritual values of students. 3. The college starts with prayer. Participation of the students, teacher and other staff members in the college prayer is compulsory. 4. Thetraditional classroom teaching is supplemented by regular class, group discussion, projects, seminar etc. 5. The institute organizes induction programmes for freshers both at college level and department level. 6. The teaching and learning schedules are strictly as per the academic calender notified by the R.D. University.the institute promote reward and facilitated meritorious students and provides mentors to each and every mentee. Mentor provides extra time for slow learners. |

| Curriculum Development | Our College has been following curriculum which is prepared by Rama Devi Womens University. Since the institution is affiliated to RDW University, it doesn't have a strategy of its own. However the faculty members play an indirect role in their capacities as member of Board of studies of Rama Devi University to suggest and amend the syllabus in their respective board meetings. The institution focuses on developing new paradigms and inculcating national values for holistic development of the students. Academic activities are conducted as per the CBCS syllabusintroduced this year by RDW University. The teaching, learning and evaluation schedules are strictly as per the Academic calendar prepared by the prospectus committee and the IQAC. Time table committee designs Time table for U.G. as per the University norms. The institute has well qualified, dedicated and experienced faculty. The traditional classroom teaching is supplemented by regular test, group discussion, projects, seminars. The institute promote reward and felicitate meritorious students. This institute provides proctor to each and every student to deal with their curricular and co-curricular activities that means the entire approach is student centric. For well planned curriculum delivery, lesson plans are prepared by every faculty member before commencement of semester. As per the Lesson plan the contents are delivered to the students and it is monitored by the head of the departments. Internal tests are conducted to evaluate the performance of students. Besides this Value Added Courses like spiritual and yoga and certificate courses are introduced for enhancing their skill. |
| --- | --- |

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

| E-governace area | Details |
| --- | --- |
| Planning and Development | In this academic year our college plans and makes developmental strategies as per the guidelines and regulation provided by the Department of Higher Education, Govt. of Odisha. Apart from this the college has under taken number of developmental works by utilizing college development fund. |

| | |
|---|---|
| | Planning and development has been done on infrastructure both physical and academic areas. All notices and vital information is regularly updated on the college website. The prospectus committee along with the IQAC prepares the Academic calendar which is put online in the website regularly for information and implementation. |
| Administration | The college authorities can exercise full supervision of all service modules in the office through internet. The principal liaises with governing body members through email. Fully automated, cureless office with 24x7 internet facility. The college office is linked through internet with principal's office for online supervision by the management. |
| Finance and Accounts | The accounts of the institution are maintained through Tally software. The most financial transaction of the govt. and the salary of the staffs are done through the cash less transactions. All accounts of the college are being audited by local fund audit, Govt. of Odisha in every end of financial year. |
| Student Admission and Support | Student admission is carried out through the SAMS with online support provided by the Institution. The Principal makes action plans in consultation with faculty members to review of outcomes from the implementation of action plans through meetings with functional committees and makes necessary changes in action plans if required. |
| Examination | The examinations are filled online and details need to be submitted in both hard and staff copy. Under the CBCS method of examination introduced and marks of mid semester are submitted to R.D.W. University through online portal. All type of programmes including registration of students, verification of students, registration cancellation, compilation and declaration of results. |

## 6.3 – Faculty Empowerment Strategies

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

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|

| 2018 | Dr. Santa Misra | Nill | Nill | 0 |

**No file uploaded.**

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

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| 2018 | NIL | SAMS Training | 12/07/2018 | 12/07/2018 | Nill | 2 |
| 2018 | Nill | CAPA | 19/12/2018 | 19/12/2019 | Nill | 2 |
| 2019 | FDP on computer basics | Nill | 05/02/2019 | 05/02/2019 | 38 | 6 |

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

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| ORIENTATION OF ACADEMIC COUNCELLOR | 1 | 16/03/2019 | 16/03/2019 | 1 |
| RESEARCH METHODOLOGY USING SPSS AMUS | 6 | 01/09/2018 | 01/09/2018 | 1 |

View File

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

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| 1 | 1 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| EPF, GPF, GIS, NPS | EPF, GPF, GIS, NPS, | SCHOLARSHIP, CASH PRIZES, FOR SCORING HIGHEST MARKS IN UNIVERSITY EXAMS |

## 6.4 – Financial Management and Resource Mobilization

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

Yes, Auditing is an important part of the functioning of college. All the expenses made by the college and by its different units were audited by the

local fund Audit, Govt. of Odisha at the end of every financial year regularly. The Audit report is uploaded by a chartered firm. The internal audit was conducted by the Principal and Accounts Bursar at the end of every month and every year.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
|---|---|---|
| philanthropies | 10050 | 0 |

**No file uploaded.**

## 6.4.3 – Total corpus fund generated

| 1398473 |
|---|

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | No | Nill | Yes | Nill |
| Administrative | No | Nill | Yes | Nill |

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

Parent-Teacher Meetings were organized atleast twice a year with the main objective to create a common platform where parents and teachers come together to discuss students performance and device ways to enrich their learning experience. Parents mostly extend their supportive hands Suggestions regarding academic and administrative reforms Heartily welcomed and implemented.

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

SAMS training programme, for the smooth conduct of admission process. Awareness Training Programmes on spiritual and ethical values are organized.

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

1) Certificate Course on Food preservation and Mushroom cultivation have been introduced. 2) Internal academic audit was conducted. 3) Internal Administrative Audit was conducted. 4) Faculties are encouraged for pursuing their Higher Degrees in M.Phil/Ph.D./D.Litt. 5) FDP organized. 6) ICPR National seminar organized by the Dept. of Philosophy.

### 6.5.5 – Internal Quality Assurance System Details

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

### 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|---|---|---|---|---|
| 2018 | Research methodology | 15/09/2018 | 15/09/2018 | 15/09/2018 | 85 |

| | | | | | |
|---|---|---|---|---|---|
| | indigenous psychology of India | | | | |
| 2018 | Seminar on importance of management for an organization devlopment | 07/09/2018 | 07/09/2018 | 07/09/2018 | 65 |
| 2019 | Seminar talk on problems of adolescents | 04/01/2019 | 04/01/2019 | 04/01/2019 | 45 |
| 2018 | ICPR National Seminar on business ethic and Bhagawat Gita | 09/11/2018 | 09/11/2018 | 09/11/2018 | 80 |
| 2018 | Seminar talk on the equity between man and women | 20/11/2018 | 20/11/2018 | 20/11/2018 | 52 |
| 2018 | FDP on computer basics | 05/02/2019 | 05/02/2019 | 05/02/2019 | 44 |
| 2018 | Certificate course on Mushroom cultivation | 11/07/2018 | 11/07/2018 | 31/07/2018 | 24 |
| 2018 | Certificate course on Food Processing and preservation | 07/08/2018 | 07/08/2018 | 27/08/2018 | 32 |
| No file uploaded. | | | | | |

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| Talk by the parvesh Rohani on the topic | 20/11/2018 | 20/11/2018 | 52 | Nill |

| equality between men and women | | | | |
|---|---|---|---|---|
| Problem of Adolescents | 04/01/2019 | 04/01/2019 | 45 | Nill |

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

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| This year special instruction has been given by the authority to the students and staff to switch on the power only when required. LED lights have been installed in various departments, hostel and the campus for less consumption of electricity. CFL bulbs are used in various places. |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| Rest Rooms | Yes | 2 |
| Ramp/Rails | Yes | 2 |

7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| 2018 | Nill | Nill | 23/11/2018 | 1 | "Narayan Seva"- prasad sevan with nearby slum children | Spiritual activity | 83 |
| 2018 | Nill | Nill | 03/10/2018 | 1 | Awareness programme on road safety | Road safety | 14 |
| 2019 | Nill | Nill | 04/03/2019 | 1 | Plantation of trees adjoining college boundary | Environmental consciousness | 56 |
| No file uploaded. | | | | | | | |

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

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| Basic human values, by Nayyaran Sara (State | 01/01/2019 | Human values refer to those values which are at |

| | |
|---|---|
| President Sathya Sai Samiti) | the cox of being muman the basic interval values are truth, love, peace etc. because they bring and the fundamental goodness of human being. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| CELEBRATION OF INTERNATIONAL YOGA DAY | 21/06/2018 | 21/06/2018 | 89 |
| Celebration of Rakshya Bandhan by Prajapita Brahmakumari | 25/08/2018 | 25/08/2018 | 97 |
| Celebration National Voters Day | 25/01/2019 | 25/01/2019 | 78 |
| **No file uploaded.** | | | |

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

1) Plantation of trees. 2) Plastic free environment. 3) Use of LED bulbs. 4) Restriction on heavy vehicles. 5) Rain Water Harvesting. 6) Restriction on unnecessary use of electricity and water consumption. 7) Avoidance of Land pollution.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

Best Practices-1 "MISSION KAUSHAL" SKILL DEVELOPMENT LEARNING The college, this year has introduced a practice of preparation of certain household commodities by the students in order to develop their skills to prepare hygienic product and to avoid unnecessary expenditure. Things like phenyl, soap, surf, and different sauces, Jam, Jelly and Stitching of clothes are made by our students. Skill development means a process which enables trainees and the working age people to gain access to dexterity. Knowledge and ability, career ethics and good working attitude by skill training establishing skill standard and other relative activities. AIMS AND OBJECTIVES OF THE PRACTICE 1. Right skill development reduces under employment, increase productivity and improve standard of living. 2. It places the ownership of learning in the hands of the students and helps them restrict the big gap of understanding. 3. Main objective of skill development learning is to provide adequate training in moral relevant skills. 4. It aims to create opportunities for the development of talent within the country and improve the overall slope and space for under developed sectors. 5. It provides training to economically weaker section women and men to produce a skilled labour force for self-employment. 6. It instills more confidence is young professionals. As their employability increases unemployment rate decreases leading to the nation's financial growth. 7. Its learning practices are the means for increasing productivity social participation. 8. It enhances improvement in productivity in the work place. Evidence of Success: 1. Apart from attending everyday classroom learning, the students learned preparation of phenyl Surf on 05.11.2018 and 03.12.2018 2. Soap has been made by our students which is an important thing for keeping themselves hygienic. Soaps were made on 02.02.2019 and 08.02.2019 3. Apart from these things, Chili Sauce, Tomato Sauce preparations was made by them on 15.03.2019, 22.03.2019 and 25.03.2019 4. To get fast food at home, Jam and

Jelly have been prepared by the students by using fruits like guava and Apple so that students could use them in breakfast without wasting time for cooking. 5. In addition to these practices, basic stitching knowledge was given to students, patchwork, applique work, fabric paint and embroidery has also been taught to them on 12.02.2019 and 15.02.2019 Problems encountered: 1. Problem arises when raw materials for preparation of these commodities are not arranged in time. 2. Sometimes students with all raw materials for preparation wait for the teacher but he/she does not arrive in time. 3. Little carelessness of students, causes accident and they use fire and various chemical products. 4. Sometimes students show more interest in learning such skills rather than studying. Best Practices 2- 2018-2019 Manav Seva Hi Madhav Seva – Baba "Service to mankind is service to God" True seva is a way of life – an inner attitude of giving. The truest form of selfless service is when we give without anything in return. Service is done from the heart and soul is the spirit of helping others. This attitude has power to heal. Aims and Objective: • To build good citizen of India. • To inculcate brotherhood ness among the students. • To motivate the students to develop selfless attitude towards the society. • To attune with the feelings of "Vasudeva Kutumbakam" • To be empathetic, kind, considerate towards other beings. • For proper coordination of thought, word and deed. • For character building and inward awakening benefit for integrated development. Evidence of Practices: • A free medical camp (on General Health) in collaboration with Thee Trust , Odisha was organized on 18th October 2018. Dr. Abhishek Sanyal and Dr. Asima Sanyal did the medical checkup for 58 patients from nearby slums. We distributed free medicines according to the prescription. • Bal Narayana Seva was conducted on the Birthday of Bhagawan Sri Sathya Sai Baba on 23rd November 2018. 80 children were benefitted from the programme. Each of them was provided with free lunch, notebooks, pens pencils and toys. • A competition was arranged among the inmates of "Amaghara(orphanage)"and distributed prizes to the winners on 8th January 2019.(photo) • Fruits, biscuits and plastic mats were distributed in Capital hospital, Medicine ward on Aradhana Divas i.e. 24th April 2019. • Awareness Training Programme was conducted in the nearby slum on the topic "Health Hygiene" by the Department of Home Science on 6th January 2019. Problems encountered: • Lack of funds to organize more such events. • Lack of own transportation facilities.

| Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link |
| --- |
| https://ssscwbbsr.org/wp-content/uploads/2022/07/two-best-practice-of-2018-19.docx.pdf |

## 7.3 – Institutional Distinctiveness

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

The vision of this institution is to mould and empower students in the pursuit of knowledge, values and social responsibilities and help them achieve excellence in various fields there by preparing them to face challenges. Sri Sathya Sai College for women is an institution has some clear visionaries and principles which have been stated in the prospectus of the college. Equity excellence and expansion in the field of higher education is the vision of the college. Equity means providing equal opportunities of Higher Education to all irrespective of race, class, sect and religion . 1. Our college caters to the education expectation of 1st generation students residing in nearby slums thus making them skilled, responsible, discipline and socially conscious citizens. 2. The college aims to deliver an exceptional academic excellence and to make significant contribution to society on the whole. 3. The campus is ever vibrant with opportunities galore to nurture talent, build competency and confidence

among students to face any challenge in life. 4. The college is known for its rich vedic heritage, traditional values and Indian culture 5. The distinctive area of the institute is socio-economic upliftment of rural students through quality education. 6. Since the establishment of the institute, it has successfully been marching ahead and taking efforts endlessly for the betterment of socio economically backward section of the society. 7. We help the students to imbibe the traditional along with new technology. 8. The institute has been playing a pivotal role in the development of such students through the means of education. 9. As it is a womens college emphasis is given on the students physical, mental and emotional well being. 10. The college vibrates with Satya Sai's teaching like "ABC- Always Be Careful" and 3D-Duty, Devotion and Discipline"

| Provide the weblink of the institution |
|---|
| https://ssscwbbsr.org/wp-content/uploads/2022/07/distinctiveness-18-19.pdf |

## 8.Future Plans of Actions for Next Academic Year

1. Preparation of Academic Calendar for the session 2019-20. 2. Induction cum Orientation Program for 1st year students. 3. Collection of feedbacks from Student, Parents, Teachers and Alumni. 4. Enhancing the quality of teaching-learning and evaluation. 5. To conduct more certificate course. 6. Faculty improvement programme 7. Academic Audit, Green Audit, Administrative Audit, Environmental Audit are to be conducted. 8. To create awareness and initiate majors for protecting and promoting environment. 9. To encourage and facilitate research culture. 10. Organization of seminars, workshops by the IQAC to promote the quality improvement strategies in curricular and extra-curricular activities. 11. Skill and career counselling training program to be organized. 12. To Organize inter-college sports meet. 13. Pursuing for an Auditorium. 14. Upgradation of library. 15. Organizing students and faculty exchange program with reputed institution. 16. To construct a smart classroom in campus. 17.To formation of Eco Club .