



Yearly Status Report - 2016-2017

Part A

Data of the Institution

1. Name of the Institution	SRI SATHYA SAI COLLEGE FOR WOMEN, BHUBANESWAR
Name of the head of the Institution	Mrs. Arunima Das
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06742353253
Mobile no.	9439537301
Registered Email	sathyasaicollege2015@gmail.com
Alternate Email	ssscwbbsr2015@gmail.com
Address	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. Debjani Singh
Phone no/Alternate Phone no.	06742353253
Mobile no.	9438360109
Registered Email	iqac@ssscwbsr.org
Alternate Email	sathyasaicollege2015@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://ssscwbsr.org/wp-content/uploads/2022/07/The-Annual-Quality-Assurance-Report-2015-16-final.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://ssscwbsr.org/wp-content/uploads/2022/07/academic-calender-2016-17.pdf

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.47	2009	25-Feb-2009	24-Feb-2014

6. Date of Establishment of IQAC	12-Sep-2016
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7. Internal Quality Assurance System

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

Certificate course on Spoken English	05-Jul-2016 21	94
Various cultural programmes and sports activities conducted - Active Citizenship Film Show Programme	27-Jul-2016 1	119
A workshop on Eggless Bakery product by Home Sc. Dept.	04-Jun-2016 1	45
Biju Pattanaik Birth Centenary attended by NCC Cadets	08-Nov-2016 3	9
Attended 'Rajya Stariya' Cycle Rally By NCC Cadets	07-Nov-2017 3	7
FDP on 'Stress Management' By B.K. Durgesh Nandini, Center In-charge, Prajapita Brahma kumari	18-Jan-2017 1	93
Workshop cum Training Programme by Prof. Bibhuprasanna Patra, Professor in business ethics, XIMB, Bhubaneswar and Smt. Nirupama Nayak, an eminent educationist on 'Business ethics' and 'Role of values in modern days society.	08-Feb-2017 1	58
A seminar on Electronic Media and Youth Violence by Dept. of Psychology	27-Aug-2016 1	45

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Psychology	MRP	UGC	2017 730	245000

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9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC	View Link
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 Uploaded 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)	
<p>For Institutions : Facilities provided to the students and staff include more number of classrooms, renovation of lavatories, opening of new Hons and elective courses, replacement of Black Board with white board. Conducted Internal Academic and administrative audit.</p>	
<p>For Faculty : Encouraged the faculties to attend refresher and orientation courses. Initiate the teachers to pursue their M.Phil. and Ph.D. Course. Motivated to participate and present papers in National and International seminars and conferences and to publish papers in different journals and also to enroll for Minor and Major Research Project. Interdisciplinary seminars were conducted among the departments.</p>	
<p>Accreditation : Preparation of AQAR and Criterion wise Filling. Regular meetings of IQAC towards quality improvement. Feedback were collected from the stake holders.</p>	
<p>Overall Activities: Value based classes were taken, yoga classes were conducted by the trained teachers, skill and career counselling programmes were organized. Cultural sports and academic competitions were held for the students. Encouraged units of NSS, NCC and YRC to do more extension services in the community. External eminent Resource persons were invited to guide the students.</p>	
<p>For Students : Our College took initiative for providing orientations to the 1st year students, After completion of two months of classes slow learners and advance learners are picked up basing on their performance, provision of remedial and doubt clearing classes. To solve the internal problems of the students in teaching, learning and other activities if any, the college has set up a Grievance Cell. It takes various initiatives to solve the problems of the students as far as possible. Internal Evaluation system as per CBCS requirement. To develop the character building of the students, NCC wing opened. Observed days of National Importance. Celebrated HIndi Diwas, Cultural Fest.(Meena Bazar) and other cultural and literary activities. Conducted certificate Course on spoken English, Organized Active Citizenship Program in the college sponsored by sports and youth services, Govt. of Odisha. Study tours and field trips to different place by different departments. Environmental awareness programme such as World</p>	

Environment Day, National Vigilance Week, Swachh Bharat Abhiyan, cultural and sports activities among the students, value Base spiritual class, study circle, skill and career counselling training programme, workshop, seminar, Yoga classes for the students and faculties have been organized.

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

Plan of Action	Achivements/Outcomes
Preparation of academic calendar of the year for the smooth conduct of all activities of the college	Non Negotiable Academic Calendar Prepared on the basis of common minimum standard guidelines of the DHE, Odisha and RDW University
Implementation of CBCS by orienting teachers, students, staff	Orientation of teachers and students has been done in order to implement the new course and syllabus.
To celebrate national and international days	National Youth Day and International Womens day were celebrated. Vigilance Awareness week, World Environmental Day and Swachh Bharat Abhiyan were observed. Birthday of Bhagawan Sathya Sai Baba and Aradhana Divas were celebrated.
To encourage teachers to apply for MRP and to attend UGC sponsored state and national level seminars, conference and workshops.	One faculty from department of psychology got MRP and many teachers also attended state, national and international seminar and conferences.
To strengthen NCC wings	NCC Cadets attended various camps and participated in Rajyastariya Cycle Rally.
Organising seminars, workshops, field visit for quality enhancement etc./	Seminars were held in the following topics : Prof. Bibhuprasanna Patra, Professor in business ethics, XIMB, Bhubaneswar and Smt. Nirupama Nayak, an eminent educationist had delivered their lectures on the topics Business ethics and Role of values in modern days society. Sri Rajanikanta Das, ExManager SBI was invited to deliver a speech on Value of sincerity. B.K. Durgesh Nandini, Center incharge, Prajapita Brahma kumari was invited to deliver a talk on stress management under FDP. Sri Umesh Biswal gave a lecture on The role of Sai Education for a better society, Workshop on Eggless bakery product was conducted on 4.07.2016. Radhanathankasahityare pranaya chetana, sachirout ray nka kavita re chitra kalpa by dept. of Odia and Electronic Media and Youth Violence

	by Dept. of Psychology on date 27.08.2016, Vakyam Rasatmakam Kavyam by the dept. of Sanskrit were arranged.
To organize Skill and Career Counselling training programme	Skill and Counselling programme were held by various organisations.
To conduct various cultural, sports and academic competitions among students	Many cultural, sports and academic competitions were held among the students where students participated in Rangoli, Music, Dance, Sloka Chanting, One act Play, Essay, Debate, cooking, flower arrangement and mehndi competitions.
To organize review meeting with HOD's and students on teaching learning evaluation process	Review meeting was organized by the principal IQAC team.
To take Initiation for opening of Hons Subject in Botany and Chemistry and elective in Psychology.	Eight seats for Botany and Eight seats for Chemistry, sixty four seats for psychology elective were granted by R.D.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body	12-Sep-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
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Date of Visit	25-Feb-2009
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2017
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Date of Submission	05-Aug-2017
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	The college deploys a Management Information System for facilitating communication of relevant information among students and parents. The college has its own website in which all important information regarding Admission, Examination, Holidays, Time
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Table, Notices of different Observations days etc. are uploaded. The MIS of the college was functional. The Admission process of the college is done in online mode by SAMS. Student Academics Management System is an integrated portal which provides a common platform for admission in to various courses across the state through E Admission which helps the college to overcome the challenges in the process of college admission. Online applications are invited for admission at UG level within stipulated time period. The Members of Admission Committee validated the received applications and admission was made as per the selection. HRMS: The HRMS Odisha is a digital portal designed for Govt. employees. They can access their salary slips, loans, information on deduction and download of the pays lip. The HRMS does play a vital role in the disbursement of Pay slip, leave application to every individual for state govt. employee. HRMS provides the complete account of employee service book, leave account, loan account salary account, PAR etc. PIMS for personal information of staff is uploaded as and when called for by GOVT of Odisha. The process of purchase is facilitated through government E market place. e Dispatch system which is a part of e governance of Govt. of Odisha is adopted for Official communication. Finance automation is facilitated through Public Finance Management System (PFMS). The library is fully automated.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The institution ensures effective curriculum system through a well-planned process. 1. The three years degree course leading to the bachelor's degree in Arts/ Science (UG Programme) under the Choice Based Credit system is adopted by our institution in the year 2016-17. 2. The CBCS Provides an opportunity for the students to choose courses elective or skill-based course which helps for the holistic development of the student. The course structure provides an evaluation process which comprises of grade system and conventional marks. The system provides flexibility in designing curricular and assigning credit based on the course content and teaching method. 3. The time table committee headed

by the principal frames the units of time for academic as well as co-curricular aspects. For effective implementation of curriculum a meeting is held with all HOD's under the chairmanship of the principal. The principal informed the HOD's to carry-out the academic duties and also to maintain academic records. The departments strive for effective implementation of curricular delivery through innovative method. 4. Faculty members take utmost care to complete the syllabus on time. They prepare the lesson plan keeping in mind paper-wise units and semester time limits before the commencement of the classes. The lesson plans are verified by the departmental HOD's and then it is submitted to the principal. Students are encouraged to meet faculty for doubt clearing and discussions. There is also the provision of extra classes for the slow learner. Parent-teacher meetings are organized by the college from time to time. So, interaction among students, parents and teachers are well maintained. 5. To Ensure successful curriculum coverage faculty members maintained and record the daily progress in the lesson plan and progress register. The lesson plans and progress registers of all the departments are verified by the respective HOD's before they are submitted to the head of the institution for verification every month. 6. Another basic concept of the institution is that the name of the college is Sri Sathya Sai College for Women, hence value based spiritual class, Self-Defense classes etc. are taken to improve the moral standard of the young minds. College starts with prayer. Special lectures are delivered by eminent scholars on topics related to the curriculum and value-based education. Thus, the teaching learning process of the institution is well planned to make it effective, productive and learner centered. 7. A new certificate course on Spoken English is introduced with a view to create opportunities for self confidence and self employment.

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 on Spoken English	00	05/07/2017	21	Focus on E mployability	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	Psychology elective	27/07/2016
BSc	Botany Hon's, Chemistry Hon's	27/07/2016
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ENGLISH, ODIA, HOME SCIENCE, PHILOSOPHY, SANSKRIT, PSYCHOLOGY, SOCIOLOGY, MIL(HINDI), COMP. APPL.	15/09/2016

BSc	Physics, Zoology, Botany, Chemistry, MIL(HINDI), INFORMATION TECHNOLOGY	15/09/2016
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1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	94	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	10/08/2016	165
Self Defense Training	02/02/2017	158
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	PHILOSOPHY	12
BSc	ZOOLOGY	15
BSc	BOTANY	8
BA	PSYCHOLOGY	12
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	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
<p>Feedback is collected from the final year student's, faculties, parents and alumni. The Feedback form is just like a questionnaire pertaining different questions regarding teaching skill, administration, syllabus, examination, infrastructure, library facilities, reading room, common room facilities, lab facilities, ICT facilities etc. Then the questionnaire is distributed among the students. To maintain the secrecy about the students they are advised not to write their name and roll number in the feedback form. The feedback form is collected from the students within 10 minutes. So that students can not be biased by any other. After received the feedback forms, analyses is made by inter-changing the department. (For ex- The feedback of Psychology department is analysed by Economics department but not Vice versa). After Final result the feedback of the teachers is provided by individually in a sealed envelop with a signature of the principal and head of the feedback committee. Similarly analysis is made as per the feedback of the students regarding teaching skill,</p>

administration, syllabus, examination, infrastructure, library facilities, reading room, common room facilities, lab facilities, ICT facilities. After analysis suggestions for improvement of all these indicators is forwarded to the respective section. All the department gives their requirement to the principal regarding their improvement of their department. Again a committee will consider all these requirements to fulfil the needs as per the budget constraint. Feedback is collected from the parents through a questionnaire in the parent-teachers meeting. The questionnaire pertaining different questions like infrastructure, reputation, safety and security, implementation of ICT tools, staff positions etc. Then the questionnaire is distributed among the parents. The feedback form is collected from the parents within 10 minutes in order to avoid the biasness. After analysis basing on the frequency of the requisites, the college tries to solve the problems on priority basis. Alumni feedback is collected at the time of issue of certificate. Action taken - Psychology elective, Botany Hons, Chemistry Hons Certificate course on spoken English NCC Wing were introduced as per the demands made by the students.

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
BA	ENGLISH, HOME SCIENCE, ODIA, PHILOSOPHY, PSYCHOLOGY, SANSKRIT, SOCIOLOGY	128	430	114
BSc	BOTANY, MATHEMATICS, CHEMISTRY, PHYSICS, ZOOLOGY	64	265	51

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	454	0	42	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	Number of smart classrooms	E-resources and techniques used
42	40	31	2	0	5

[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 mentoring system (Proctorial System) of Sathya Sai College ensures that the students adapt to the dynamic learning environment and lead their ways into highly successful careers. 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
454	42	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
34	33	1	7	12

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
2017	Dr. Prasanta Kumar Pradhan	Lecturer	Ph.D.
2017	Dr. Archana Pattanaik	Lecturer	Ph.D.

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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	All Hons. and Elective	2017	13/03/2017	24/04/2017

BSc	All Hons. and Elective	2017	13/03/2017	24/04/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college ensures that there is a transparent method of assessment. This is maintained uniformly throughout the college. - The institute follows all the evaluation reforms prescribed by the RDW University. - Presently at the UG level, two types of systems (CBCS and Non-CBCS) are running in this college. In the old system (Non-CBCS), the students have to appear in the university examinations as part-I examination at the end of 1st year, part-II examinations at the end of 2nd year and part-III examination at the end of 3rd year of final year. Mid term Examinations are conducted by the college. - Regular class tests are organized department wise. The Principal through the academic committee of the college monitors the effective implementation of the schedules. - Final exams and assignments are there to enhance the learning outcome. Those are conducted as per a scheduled time-table which is declared in advance so that students can prepare well. Assignments are mostly in the written form. - Besides the college also has practice of assessing students by :- - Seminar presentation organized by each department. Students present their paper in groups. - Monthly test conducted after completion of every unit. - Assignments are given. .- Quiz test are conducted. The college ensures transparency and frequency in this way. It is observed that CIE system of the college has proven to be effective and helpful for the students.

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

A non-negotiable academic calendar is prepared by the college at the beginning of each year as per the guidelines of common minimum standard published by DHE, Odisha and RDW University to which it is affiliated. As per university rules and regulation academic activity run in college throughout the year. The calendar includes the curricular and co-curricular activity schedules for smooth functioning of the institution for the academic session. In academic calendar institute adheres to available working days, holidays, National public holidays, admission schedule, tentative university examination dates of each year, internal assessment work, seminar activities, practical assignment. As per the academic calendar the institution follows all the related curricular, cocurricular and extra-curricular activities. Extra-curricular activities like participation in sports, participation in inter college competitions organized by the RDW University are included in the academic calendar. The college also arranged the curricular and co-curricular activities as suggested by the RDW University time to time.

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://ssscwbsr.org/wp-content/uploads/2022/07/2.6.1.-PSO-PO-2.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	BSc	PASS (CBZ AND PCM)	33	26	78.78

UG	BA	PASS (POLITICAL SCIENCE AND HISTORY)	14	11	78.57
UG	BA	SOCIOLOGY	12	12	100
UG	BA	SANSKRIT	9	4	44.4
UG	BA	PSYCHOLOGY	11	11	100
UG	BA	PHILOSOPHY	8	7	90
UG	BA	HOME SCIENCE	12	8	90
UG	BA	ODIA	14	14	100
UG	BA	ENGLISH	4	4	100

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2.7 – Student Satisfaction Survey

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

<https://ssscwbsr.org/wp-content/uploads/2022/07/sss2016-17.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
Minor Projects	730	UGC	113000	113000

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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
workshop on eggless bakery product	Home Science	04/06/2016
Radhanathnka Prakruti Preeti	Odia	23/09/2016
Kabi Sitakanta Nka Kabitare JIban Bodha	Odia	24/09/2016
A Talk on Shakespeares Hamlet	English	03/02/2017
Electronic media and youth violence	Psychology	27/08/2016
Kavyasu Natakum Ramyam	Sanskrit	23/09/2016
Vakyam Rasatmakam Kavyam	Sanskrit	24/09/2016

A seminar on lac operon concept	zoology	24/01/2017
A talk on Stress Management By B.K. Durgesh Nandini, Center In-charge, Prajapita Brahma kumari	Philosophy	18/01/2017
A talk by Prof. Bibhuprasanna Patra, Professor in business ethics, XIMB, Bhubaneswar and Smt. Nirupama Nayak, an eminent educationist on Business ethics and Role of values in modern days society.	Philosophy	08/02/2017
Learning to speak English confidently	English	27/07/2016
Orientation Programme on Defense recruitment and Counselling strategies	Psychology	20/07/2016

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
Best Cadet	Sanjukta Moharana	NCC	14/09/2016	Student
LT	Saibalini Behera	NCC	28/04/2016	Teacher
LLC	Dr. Santa Mishra	Global Clinical Psychology USA	12/10/2016	Teacher

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
2	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
0	0

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)
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National	Psychology	5	0
National	Physics	1	2.5
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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
Psychology	1
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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
Structural and electrical Properties of Bi ₂ La ₃ Ti ₃ Fe O ₁₅	Mrs. Aparajita Mohapatra	JMSE	2016	0	ITER , SOA University	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the 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
Structural and electrical Properties of Bi ₂ La ₃ Ti ₃ Fe O ₁₅	Mrs. Aparajita Mohapatra	JMSE	2016	0	0	ITER , SOA University
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	0	0	1
Presented papers	1	0	0	0
Resource persons	1	0	0	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
RALLY FOR WORLD AIDS DAY	NSS	10	50
ACTIVE CITIZENSHIP FILM SHOW PROGRAMME	NSS	10	120
ATTENDING BLOOD DONATION PROGRAMME	NCC	1	5
CYCLE RALLY FOR CELEBRATING BIJU PATTANAİK BIRTH CENTENARY	NCC	1	5
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NCC	THE SAINİK CAMPS	T.SC DELHI	1
NCC	ATC-1	ATC-1, BBSR	15
NCC	ATC-2	ATC-2, BBSR	16
NCC	ATC-3	ATC-3, BBSR	5
NCC	PRE TSC PHASE-I	PHASE -I TSC	5
NCC	PRE TSC PHASE -II	PHASE - II TSC	5
NCC	NATIONAL INTEGRATION CAMP	NIC, BIHAR	6
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
RAILLY FOR WORLDS AIDS DAY	NSS	AIDS AWARENESS	10	50
WOMENS ROLE IN NATION BUILDING A TALK BY SMT. GITASHREE MOHANTY	SSSCW	GENDER EQUITY PROGRAMME	10	35
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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
0	0	0	0

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
FIELD TRIP	PROJECT WORK (PSYCHOLOGY DEPARTMENT)	J.P. DAS LEARNING CLINIC	24/01/2017	24/01/2017	8
FIELD TRIP	EXPOSURE VISIT BOTANY	SEA BEACH PURI	12/12/2016	12/12/2016	08
FIELD TRIP	SHARING RESEARCH FACILITIES (ZOOLOGY DEPT)	CIFA, BBSR	22/12/2016	22/12/2016	15
FIELD TRIP	SAMPLE SPECE MEN COLLECTION (ZOOLOGY DEPT)	SEA BEACH PURI	12/12/2016	12/12/2016	13

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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
NIYATI, KALINGA VIHAR, BHUBANESWAR	25/08/2016	Sustainable Development	62

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
4228076	2781222

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
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
SMILE	Fully	6.0.1	2009

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	Text Books	12394	1970900	336	95000	12730
Reference Books	1940	300090	60	24100	2000	324190
Journals	14	2350	4	530	18	2880
Others (specify)	1100	0	80	530	1180	530

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	00	0	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	14	1	14	1	9	4	1	100	0
Added	0	0	0	0	0	0	0	0	0
Total	14	1	14	1	9	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
No	Nil

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
1072190	935378	4120780	1845844

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)

1) Maintenance of physical Facilities : Maintenance of physical facility like civil work i.e. renovation of zoology laboratory, hostel rooms, electrical repairing work, purchase of furniture, renovation of hostel college lavatories, coloring of the main building etc. are done from the college development fund (CDF) with the approval of the President Governing Body college Construction Committee. 2) Academic: Renovation of laboratories and classrooms are done through college development fund. The institution has its laboratories with adequate equipment to cater the needs of the student of Science Department and as well as Social Science Departments having practical components. Lab-In charge along with HOD look after day to day maintenance activity. 3) Support Facilities : 1. This involved facilities like library, play ground, laboratories, computer lab, hostel, canteen, cycle stand, SAMS Lab and 24X7 security system. 2. The laboratories are well-equipped and used by students. These are upgraded time to time with the supervision of concerned HOD. 3. The library is fully automated. It is headed by librarian, library attendant and bearer, who manage the day to day issues system. Each year books are purchased for each department as per the requirement. 4. Sports wing is headed by Coordinator and its members and PET is maintaining the sports infrastructure. The institution has its own playground and the PET looks after it. Every year annual sports meet is conducted. This play ground can also be used by near by schools and organizations for conducting sports events. 5. The computer lab headed by faculty, Department of Information Technology contains 9 computers. The maintenance of computers, internet facilities are taken upon by maintenance cell. 6. The website of the college is maintained by Prof. In-charge website, along with Victor technology support team.

<https://ssscwbbsr.org/wp-content/uploads/2022/07/4.4.2.-2016-17.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 Achievement Aid	9	10050
Financial Support from Other Sources			
a) National	NIL	0	0
b) International	NIL	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
---	-----------------------	-----------------------------	-------------------

Spiritual Class	20/06/2016	325	Faculty Members in collaboration with Sathyasai Samiti org.
Meditation	20/06/2016	325	Faculty Members
Remedial Coaching	20/06/2016	56	Faculty Members
Spoken English	05/07/2016	94	Dept. of English
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	Career Counselling	110	20	20	5
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
10	10	15

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	4	134	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	4	Psychology	SSSCW	Revenshaw University, BBSR, GIFT, Chetana, UU	PG
2017	4	English	SSSCW	IGNOU, BJB College, DDC	B.ED, PG
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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
Nil	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
Music	College level	23
Dance	College level	11
Sloka	College level	7
Spiritual Quiz	College Level	8
Essay	College Level	22
Debate	College Level	25
Mehendi	College Level	12
Jhothi	College Level	15
Wealth out of Waste	College Level	7
Cooking	College Level	11
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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/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	Best Cadet	National	1	0	15APS1907H012	Sanjukta Maharana
2016	District level Cricketer (Women)	National	1	0	15APS1907H012	Sanjukta Maharana
2016	5th position in TSC, New Delhi	National	1	0	15APS1907H012	Sanjukta Maharana
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

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 ambience and to build the culture of excellence. 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. The student representatives put the grievances of the student's (if any) before the

principal and the principal resolves the problem through convenor of respective committee. The committee meeting discusses and resolves various issues relating to student's need. The representative of the committee encourages and promotes various sports and cultural activities, to involve in YRC NSS activities too.

They take initiatives in organizing events as varied and diverse as Jhoti competitions, chanting of Sanskrit Shlokas, Rangoli, Mehendi competitions within the college and inter college functions. Students also take active part in conducting Teachers Day, Matru-pitru Divas, welcome and farewell functions and also take on the task of maintaining discipline on the campus. Students also show lot of support in innovative practices and best practices that include participation in activities related to gender consciousness, gender equity, spoken English course. NCC is one of the active units in our college that enhances the social and interpersonal skills of the students. They attend many camps and participate in Rajyastariya Cycle Rally, Independence Day, Republic Day. Our college also takes pride in engaging the students in value-added courses that help in creating a socially, responsible citizen. Students also work as conscious citizens by promoting environmental awareness through preparation of projects on environmental related activities. Students avail of the opportunity of developing the soft skills that enhance their employability and make them more confident.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

304

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Alumni are great role models for current students and are often well placed to offer practical support to the college as when necessary. The college has a Alumni body named as 'Sai Jyoti' since 1990. Alumni Meet was organized on 25th October 2016. Around 75 students participated in the meet. They shared their experiences and expertise with the college students and a few agreed to provide skill-based courses like beautician, appliqué work, tailoring etc. to the students to prepare them for a career. The meet ended with vote of thanks and Arati.

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, 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 significance 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 through 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, 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.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<p>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 syllabus introduced 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</p>

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.

Teaching and Learning

The different methods used for effective teaching and learning schedules are 1) The classroom teaching is supplemented by regular class, group discussion, projects, seminar etc. 2) Proctorial class taken for effective communication with the students and also for their doubt clearing. 3) Remedial classes and extra classes for slow learner. 4) Extra care for thalassemia student. 5) Group Discussion, presentation of seminar paper. 6) The institutor organizes induction programmes for freshers both at college level and department level. The facilities in the college and the scope of the subjects being learnt are introduced in these sessions. These processes helps as a base for monitoring the future progress of the students. 7) Our college starts with prayer. Participation of the students, teacher and other staff members in the college prayer is compulsory. 8) A special future 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.

Examination and Evaluation

Since the college is affiliated to Rama Devi Women's University from 2015-16 onwards, Examination and Evaluations are conducted as per the norms of the university. Presently at the UG level, two types of systems (CBCS and Non-CBCS) are running in this college. In the old system (Non-CBCS), the students have to appear in the university examinations as part-I examination at the end of 1st year, part-II examinations at the end of 2nd year and part-III examination at the end of 3rd year of final year. Mid term

Examinations are conducted by the college. - Regular class tests are organized department wise. The Principal through the academic committee of the college monitors the effective implementation of the schedules. - Final exams and assignments are there to enhance the learning outcome. Those are conducted as per a scheduled time-table which is declared in advance so that students can prepare well. Assignments are mostly in the written form. - Besides the college also has practice of assessing students by :- - Seminar presentation organized by each department. Students present their paper in groups. - Monthly test conducted after completion of every unit. - Assignments are given. .- Quiz test are conducted. The institution has a well established and efficient continuation evaluation system with different types of assessments spread through duration of each semester as per the norms of R.D.W. University. 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. 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.

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 twelve Ph.D. degree holders and one faculty is pursuing her Ph.D.

	and one for D.Litt.
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 in the college. i. Every year Text and Reference books are purchased for Library 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
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.
Industry Interaction / Collaboration	Different organizations in various sectors were invited by the Career Counselling Cell of the college for employability of the students.
Admission of Students	Admission process in the college are carried out by the E-Admission under SAMS (Students' Academic Management System).

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

E-governance area	Details
Student Admission and Support	Student admission in this college is made through SAMS, a government portal. The selection procedure is being done by following guidelines as mentioned in govt. portal. While selecting the students to 3 1st year Degree course, due weightage has been given to Cast (SC/ST), NCC, Rovers, Sports. Various scholarships, declaration of results, issue of admit card and migration certificate of students are all done through online mode.
Examination	Examinations are done as per the guidelines stipulated by Rama Devi Women's University. Presently at the UG level, two types of systems (CBCS and

Non-CBCS) are running in this college. In the old system (Non-CBCS), the students have to appear in the university examinations as part-I examination at the end of 1st year, part-II examinations at the end of 2nd year and part-III examination at the end of 3rd year of final year. Mid term Examinations are conducted by the college. - Regular class tests are organized department wise. The Principal through the academic committee of the college monitors the effective implementation of the schedules. - Final exams and assignments are there to enhance the learning outcome. Those are conducted as per a scheduled time-table which is declared in advance so that students can prepare well. Assignments are mostly in the written form. - Besides the college also has practice of assessing students by :- - Seminar presentation organized by each department. Students present their paper in groups. - Monthly test conducted after completion of every unit. - Assignments are given. - Quiz test are conducted.

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 undertaken 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 has an elaborate and comprehensive Management information system. The progression of students as well as Teaching and non-teaching staff is monitored and is facilitated by regular updates. The information of each department is forwarded through the head of the department including the yearly progress report, leaves of all kind. Accounts and audit systems too are regulated through the MIS which

	helps in maintaining and updating salaries of teachers and staff, maintaining financial records and data, generating salary slips and TDS statements etc. Self-appraisal forms, payroll are also maintained by the head of the college.
Finance and Accounts	The salary of teaching and nonteaching staff, reimbursement of arrears and all financial transactions are done through e-governance on PFMS, HRMS portal. Even the scholarships to the students are paid online in their respective bank accounts. All accounts of the college are being audited by local fund audit, Govt. of Odisha in every end of financial year.

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
2017	DR. Santa Misra	AGHE CONFERENCE AT WESTIN LONG BEACH, CARLIFONIA, USA	00	0
2016	DR. Santa Mishra	international conference in Global Clinical Psychology, Malaysia	00	0
2017	DR. Santa Mishra	international conference in Gerentological Issues and Higher Education at CUTM	00	0
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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)
2016	Nill	SAMS Training	04/07/2016	04/07/2016	Nill	1

2016	Nil	CAPA Training	21/11/2016	21/11/2016	Nil	2
2017	Computer Training on Microsoft Office	Computer Training on Microsoft Office	02/02/2017	02/02/2017	5	2
2016	Nil	Accounts Training	19/10/2016	19/10/2016	Nil	1
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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
Training Program for parents and caregivers for children with ASD as a Psychologist.	1	26/05/2017	27/05/2017	2
PREP, COGENT AND MATH MODULE	1	02/04/2017	03/04/2017	2
National Conference: Good Governance Then, Now and beyond	1	04/02/2017	05/02/2017	2
Bhagvat Gita : a Basic need for modern life	1	22/01/2017	23/01/2017	2
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
5	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GIS, EPF, GPF	GIS, EPF, GPF	Student AID

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	Welfare of the students
View File		

6.4.3 – Total corpus fund generated

1131662

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	NIL	Yes	NIL
Administrative	No	NIL	Yes	NIL

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) Initiation for opening of Hons Subject in Botany and Chemistry and elective in Psychology. 2) Certificate Course on Spoken English have been introduced. 3) Internal academic audit was conducted. 4) Internal Administrative Audit was conducted. 5) Faculties are encouraged for pursuing their Higher Degrees in M.Phil/Ph.D./D.Litt.

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
2017	A talk on Stress Management By B.K. Durgesh	18/01/2017	18/01/2017	18/01/2017	45

	Nandini, Center In-charge, Prajapita Brahma kumari				
2016	A seminar on Electronic Media and Youth Violence by Dept. of Psychology	27/08/2016	27/08/2016	27/08/2016	45
2016	Certificate course on Spoken English	05/07/2016	05/07/2016	25/07/2016	94
2016	Opening of Hons Subject in Botany, Chemistry and Psychology Elect.	27/07/2016	27/07/2016	27/07/2016	Nil
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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
"Women's Role in Nation Building" - a talk by Smt. Gitashree Mohanty	05/05/2016	05/05/2016	35	0
Training programme on "Gender Issues and Laws" at Gopobandhu Academy of Administration	04/02/2016	04/02/2016	4	0
Self Defense competition among girls	15/12/2016	15/12/2016	30	0

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

The College from the beginning only, has provided the inmates with a Boring well and an open Well, so that when the open well dries up in summer, It becomes easier to get regular water supply from the boring well. The hostel kitchen wastes are stored in pits dug by the gardener, which produces compost for facilitating growth of plants. Every Department of the college follow the policy of switching on the power only when required. CFL lights have been also provided to classrooms and hostel for minimum consumption of electricity. The Authority restricts entry of heavy vehicles inside the college campus. Regular plantation of medicinal plants, papaya and banana trees has been a regular practice of the college in order to provide fresh vegetables to hostel inmates. Polythene, plastics and papers are removed by the students and gardener to maintain the quality of the soil and make it pollution free. Spiritual classes and yoga classes are conducted twice in a week by trained teachers. In these classes, meditation, value-based education and 'Yoga Nidra' are practiced by staff and students. Students sometimes clean the college campus during Spiritual classes. The hostel inmates start the day with "Supravatam" at 6 AM and "Sarbadharma prayer "before commencement of classes. Before lunch, the hostel inmates chant " Brahmaarpan" and at evening they all assemble in the prayer hall for evening prayer. Veda chanting is taught by trained teachers. Students along with teachers visit Orphanages and distribute food packets and clothes among them. Competitions are organized and prizes are also distributed. Like every year this year also the birthday of Sri Sathya Sai Baba along with "Narayan Seva" has been celebrated. Nearby slum children are invited on Baba's birthday to have prasad with the college inmates. Every meeting of the college starts with three times " Omkar" and ends with three times " Om Shanti".

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Rest Rooms	Yes	5

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
2016	1	1	16/08/2016	1	Conducted Rally on prevention of plastics and cleaning of college campus	Cleanliness	48
2016	1	1	07/09/2016	1	Road safety awareness programme	Awareness on Rules	50

2016	1	1	15/11/2016	1	Cleaning of near by Sathya Sai Temple	Cleanliness drive	45
2016	1	1	23/11/2016	1	Narayan Seva with slum children	Spiritual activity	50
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
"Business Ethics"- A talk by Smt. Debolina Senapaty	25/08/2016	Business Ethics is the study of appropriate business policies and practices regarding potentially controversial subjects including corporate Governance, Bribery, corporate social responsibilities. It is a practice that determines what is right, what is wrong and what is appropriate in the workplace. It is often guided by laws and these principles keep companies and individuals from engaging in illegal activities. The seven business ethics are politics without principle, wealth without work, commerce without morality, knowledge without character, science without humanity, pleasure without convenience, work without sacrifice. Business ethics examines ethical principles and moral ethical problems that can arise in a business environment.
" S.B.I Tie-up with Tata Construction" - A talk by S.B.I Manager	13/09/2016	Business Ethics is the study of appropriate business policies and practices regarding potentially controversial subjects including corporate Governance, Bribery, corporate social

responsibilities. It is a practice that determines what is right, what is wrong and what is appropriate in the workplace. It is often guided by laws and these principles keep companies and individuals from engaging in illegal activities. The seven business ethics are politics without principle, wealth without work, commerce without morality, knowledge without character, science without humanity, pleasure without convenience, work without sacrifice. Business ethics examines ethical principles and moral ethical problems that can arise in a business environment.

"Basic Human Values - A talk by Sri. Narayan Sara

16/08/2016

Human Values are for example respect, acceptance, considerations, openness, affection, gratitude, empathy and love towards other human beings. The values which are considered basic inherent values in human include truth, honesty, loyalty, love, peace etc. because they bring out the fundamental goodness of human beings and society at large. Human values are virtues that guide us to take into account the human element when we interact with other human beings. Human values are so important that people are and should be ready to sacrifice almost anything to live with their values. Integrity, happiness, love are some of the values that human beings seek to attend practice and live with.

Activity	Duration From	Duration To	Number of participants
Celebration of birthday of Sri. Sathya Sai Baba Narayan Seva	23/11/2016	23/11/2016	55
Celebration of International Yoga Day	21/06/2016	21/06/2016	55
Celebration of Raksha Bandhan	18/08/2016	18/08/2018	60
Celebration of Pitru - Matru Pujan	14/02/2017	14/02/2017	49
Active Citizenship Film Show	17/02/2017	17/02/2017	119
Celebration of Guru Purnima	19/07/2016	19/07/2016	50
Vigilance Awareness Day	26/10/2016	26/10/2016	25
View File			

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

A botanical garden within the campus is well maintained. Medicinal plants have been grown. This year five to six varieties of medicinal plants have been planted. Number of Neem trees and Tulsi plants are grown this year to provide the college inmates a healthy environment. During campus cleaning the students and gardener remove plastic, paper and polythene from the soil so that the soil does not get spoiled. Cement tanks have been constructed in order to conserve rain water. Pits have also been dug to store hostel kitchen wastes to produce compost for healthy growth of plants.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practices -1 Title of the topic - 'Go Green and Grow Healthy' A significant part of knowledge and tradition is currently being eroded due to modernization, acculturation and availability of alternatives. Therefore, it is urgent to inculcate young minds to realize the fascinated knowledge and tradition associated with these resources and help them to understand the immense potentialities of herbal plants possess for the future. Objective • To acquire the knowledge of all the synonyms of plants. •. Promoting herbal garden in the institution was an initiative started to help students, teachers learn about and recognize the importance of the herbal plants that are part of our everyday life. • To encourage students to use herbs in food and health. • To educate students in identifying different types of herbs their medicinal uses. • To encourage and promote students to introduce herbal garden concept. • To inculcate a sense of familiarity with surrounding bio-diversity and its conservation especially herbal plants. Practice: The institution sanctioned an area inside the premises for herbal garden. Medicinal plants have been integral part in health care. Some of the very popular and religiously important ones like Holy Basil, Neem, Aegle, Aloe Vera etc. have been planted in the herbal garden. Not only the Botany department but also taking great interest in the herbal garden. Evidence of Success: The plants in the herbal garden are not fully grown. Still students of Botany often visit the garden for identification

of plants species. The process of development is going on, if it is properly developed, it will be beneficial for students and research worker of botany.

Problems encountered: • Enough space, financial assistants are the main problems. • Maintaining different species of plants, watering, weed-eradication, preparation of organic manure are biggest challenges. Making an herbal garden is an opportunity to grow herbs for use and simultaneously it helps in popularising the usefulness of commonly available and frequently used medicinal plants among the various stakeholders and sensitize the students about our traditional knowledge. Best Practices 2- Yoga for Well being "Karo Yog, Raho Nirog" The word "Yoga" is derived from the Sanskrit root "Yoj" meaning to join or to unite. It involves physical possess, concentration and deep breathing. A regular yoga practice can promote endurance, strength, calmness, flexibility and well-being. Yoga is now a popular form of exercise around the world. Objective : The main objectives of yoga are • To integrate the body and mind. • To enable the students to have good health. • To maintain emotional stability. • To improve self-awareness within students. • To integrate moral values and spirituality. • Helps in reducing stress, anxiety and frustration as well as improving memory. Practice : • Yoga classes were conducted once a week for all the faculties and students. • Awareness training programs on Yoga were organized by the YOGA trainer of Patanjali Seva Samiti. • Meditation is practiced in the value based spiritual class being allotted in the time table. • Yoga Nidra sessions were being conducted by the well-trained teachers. • Yoga sessions for nearby slum children were organized by NSS volunteers. Problems Encountered : • Lack of space in the college to arrange Yoga Training classes more than 60 students. • Rain hinders the yoga practices during rainy season. Yoga combines strength and flexibility exercises with relaxation and meditation. Studies have revealed that yoga can help in curing a wide range of mental and physical health problems.

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

<https://ssscwbsr.org/wp-content/uploads/2022/07/2-best-practices-2016-17.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 college with a brilliant history of 35 years has created a niche for itself as a pioneer in women's education in the state capital of Odisha. Sri Sathya Sai College features among the top women's institution of the twin cities. An evidence of our distinctiveness is in providing quality education that looks beyond academic accomplishments to nature academic excellence with life skills for their personal fulfillment and professional success. • Value-based education being its priority, Sathya Sai Women's College has gained a wide reputation among parents and academia as the most trusted name for integrated/holistic development of students. • The trust area of building transformative multi faceted learning at Sathya Sai Women's College is primarily embedded in its vision of creating a distinctive environment of educational excellence with human values and social responsibilities "through a plethora of beyond the curriculum activities" for promoting knowledge that is blended with right skills , attitude and values for lifelong success and wholesome living. • Academic activities inculcate enthusiasm among students to go beyond the curriculum to develop innovative ideas, team building and leadership skills. • Since its inception the institution has been dedicatedly working for the poor students through skill development courses. • Social responsibility, gender sensitization, valuable and environmental consciousness is imbibed through several programmes conducted by NSS,YRC • The college campus is ever vibrant with celebrations like Independence Day, Women's Day, National

Youth Day, International Yoga Day, Guru Purnima , Foundation Day ,Ganesh Chaturthi, Annual Cultural Athletic Meet, Sathya Sai Baba's Birthday, Basant Panchami etc. • It caters to the educational expression of majority of Ist Generation students residing in slums. • The institution lays priority on value based education and believes that it is vital for individual success as well as for society. Hence we give our students 'learning experience beyond the classroom' where campus is vibrant with opportunities to nurture talent build competencies and confidences among students to face challenges in the context of a rapidly changing scenario.

Provide the weblink of the institution

<https://ssscwbbsr.org/wp-content/uploads/2022/07/Institutional-distinctiveness-2016-2017.pdf>

8.Future Plans of Actions for Next Academic Year

1. Preparation of Academic Calendar for the session 2017-18. 2. Induction cum Orientation Program for 1st year students. 3. Collection of feedbacks from Student, Parents, Teachers and Alumni. 4. Procuring more CBCS books for the library. 5. Promoting activities such as Yoga, Physical exercise, meditation etc. related to the physical and mental development of student, faculty and staff. 6. Academic Audit, Green Audit, Administrative Audit, Environmental Audit are to be conducted. 7. Organization of seminars, workshops by the IQAC to promote the quality improvement strategies in curricular and extra-curricular activities. 8. Skill and career counselling training program to be organized. 9. To Organize inter-college sports meet. 10. Provision for an Auditorium. 11. Provision for Ramp for differently abled students. 12. Upgradation of library. 13. Furnishing the reading room with computers and other accessories. 14. Organization of scientific exhibition to inculcate scientific tempo of the students. 15. Organizing students and faculty exchange program with reputed institution. 16. MOU to be signed with renowned organizations.