



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>	
	SARBATI DEVI WOMEN'S COLLEGE, RAJGANGPUR, SUNDARGARH, ODISHA
• Name of the Head of the institution	BIPIN CHOUDHURY
• Designation	PRINCIPAL (in-charge)
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06624-220352
• Mobile No:	7008635162
• Registered e-mail	sdwcrgp@gmail.com
• Alternate e-mail	sdwcrgpdeg@gmail.com
• Address	SARBATI DEVI WOMEN'S COLLEGE, RAJGANGPUR, SUNDARGARH, ODISHA
• City/Town	RAJGANGPUR
• State/UT	ODISHA
• Pin Code	770017
<b>2.Institutional status</b>	
• Type of Institution	Women
• Location	Semi-Urban
• Financial Status	Grants-in aid

• Name of the Affiliating University		SAMBALPUR UNIVERSITY			
• Name of the IQAC Coordinator		MR.SAPAN KUMAR PANDA			
• Phone No.		06624220352			
• Alternate phone No.		7978570569			
• Mobile		9238582320			
• IQAC e-mail address		iqac.sdwcrgp@gmail.com			
• Alternate e-mail address		sdwcrgp@gmail.com			
3.Website address (Web link of the AQAR (Previous Academic Year)		<a href="http://www.sdwcrgp.ac.in/aqar/AOAR-2019-20.pdf">http://www.sdwcrgp.ac.in/aqar/AOAR-2019-20.pdf</a>			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		<a href="http://www.sdwcrgp.ac.in/pdf/ACADEMIC%20calender%2020-21.pdf">http://www.sdwcrgp.ac.in/pdf/ACADEMIC%20calender%2020-21.pdf</a>			
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C	1.89	2010	28/03/2010	27/03/2015
Cycle 2	C	1.76	2018	26/09/2018	25/09/2023
6.Date of Establishment of IQAC			15/01/2010		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
HIGHER EDUCATION	OHEPEE	WORLD BANK	2019-20 5YEARS	4.52Cr	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>	
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>	
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>	
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>	
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>		
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>		
APM(Annual performance Milestone) achieved i.e. Blended Learning, Installation of Suggestion Box And CAPA( College Accounting Procedure Automation)		
Online Yoga Sessions for the students during Pandemic		
Regular and Smooth conduct of Classes, Internal Assessments and Examinations via online mode		
Representation of Alumni through the State Govt. initiative named as " Mo College Abhijaan"		
Preventive Measures for containment of COVID-19		
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>		

Plan of Action	Achievements/Outcomes
APM FOR 2020-21	Suggestion box were successfully installed,E-learning modules were prepared by individual faculties to assist students with blended learning. CAPA is being implemented successfully.
ONLINE Yoga Classes	Yoga sessions were carried out by P.E.T
Conduct of Classes, Internal Assessments & Examinations via online mode	Classes were carried out using online platforms like zoom and google meet. Assessments & Examinations were conducted as per the guidelines stated by Sambalpur University.
Registration of Alumni under Mo college Abhijan	The Institution registered itself in the digital portal of Mo College Abhijaan. A college level committee is also created to carry out the activities related to Alumni
Standard Operating Measures for containment of COVID-19	Covid protocols were properly followed like complete santization of college campus before commencement of classes, creation of an Isolation Ward in the hostel building for containment of the disease,using Mask inside the college premises

<b>13.Whether the AQAR was placed before statutory body?</b>	Yes
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- Name of the statutory body

Name	Date of meeting(s)
President, Governing Body	01/11/2021

<b>14.Whether institutional data submitted to AISHE</b>
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Year	Date of Submission
2020	15/02/2020

### 15. Multidisciplinary / interdisciplinary

In order to inculcate interdisciplinary teaching and learning process, the institution in alignment with the affiliated Sambalpur University allows students to choose subjects namely an elective course from an unrelated discipline/subject, with an intention to seek exposure beyond discipline/s of choice termed as a Generic Elective. The purpose of this category of papers is to offer the students the option to explore disciplines of interest beyond the choices they make in Core and Discipline Specific Elective papers. The Institution offers two papers each in two subjects as GE or four papers one subject. Depending on the subject, students can choose their GE1 and GE2 subjects listed in each Honors syllabus. However, as a general practice language teachers are assigned to teach AECC2. Life Science Faculty are assigned to teach Environment Studies, English Faculty for Communicative English, Mathematics faculty to quantitative aptitude and Logical Reasoning, etc.

Ability Enhancement Compulsory Courses (AECC) also provides students with a scope to develop their interest and learning in the disciplines related to Language and environmental Science. At present the Institution offers two papers for the following. Paper I: Environmental Science & Disaster Management

Paper II :MIL Communication ( English / Odia / Hindi )

### 16. Academic bank of credits (ABC):

At present the Institution provides Choice based Credit System (CBCS), as the Institution is affiliated to Sambalpur university and it follows guidelines laid down by the University in terms of the model syllabus.

### 17. Skill development:

The main purpose of these courses is to provide students life-skills so as to increase their employability. A Student opting for Honors is offered two SEC papers. The institution offers two Skill Enhancement Courses (SEC), Communicative English (SEC-I) and Quantitative and logical thinking (SEC-II)

Communicative English -This course aims to engage the students more creatively to improve their English language and communication skills. The main intent of this paper is to strengthen the language competency of graduate students, majority of who are set to enter the job market with high hopes. Needless to say, a good command over English language is one skill which various companies expect from the prospective employees. The course content is adopted from the study material of Infosys Foundation. They have had the experiences of conducting faculty development programme under Project Genesis in Odisha.

Quantitative and logical thinking -The main intent of this paper is to strengthen the quantitative & logical thinking of undergraduate students, majority of who are set to enter the job market with high hopes. Needless to say, a good command over Quantitative Aptitude and Logical Thinking is one skill which various companies expect from their prospective employees.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The Institution is affiliated to Sambalpur university and it follows guidelines laid down by the University in terms of the model syllabus. At present there is no such provision and instruction for imparting online courses individually for Indian languages to the undergraduate students.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

To attain outcome based learning each department has developed the PO-CO & PSO's to monitor student 's performance. The faculty members monitor, track student's performance in terms of PO-CO & assessments for continuous outcome improvement.The Mentoring system is very functional and active to guide the students. Further through organising carrer counselling sessions regularly in the campus by inviting eminent persons , we focus on employability of the students.

**20.Distance education/online education:**

The Institution is affiliated to Sambalpur University and currently the students can enroll themselves under Odisha State Open University, Sambalpur to pursue various PG & UG courses, Diploma and post Graduate Diploma Courses and Certificate based courses. Online attendance management system at all study centres is available for academic monitoring of counseling and skill training sessions.

## Extended Profile

### 1.Programme

1.1	<b>11</b>
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	<b>811</b>
Number of students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.2	<b>429</b>
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	<b>248</b>
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	<b>29</b>
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	32
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

#### 4. Institution

4.1	25
Total number of Classrooms and Seminar halls	
4.2	33,48,738.00
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	17
Total number of computers on campus for academic purposes	

### Part B

#### CURRICULAR ASPECTS

##### 1.1 - Curricular Planning and Implementation

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

Sarbati Devi Women's College follows the Choice Based Credit and Semester system (CBCSS) under Sambalpur University, Burla, and Odisha. There are a total of 11 undergraduate programmes including the Arts and Science Stream. The undergraduate programme syllabus is designed by the University and is carried out accordingly. Keeping in view the tentative schedules, the Institution also prepares an Academic Calendar and the following is circulated among Faculty members and the students. The same is reflected in the college website and college notice board. The Departmental Heads download the syllabus and circulate among the other members and the students. Lesson plans are prepared and documented. Remedial and doubt clearing classes, Lectures are arranged for all students and efforts are made to assist the students for better learning outcomes. Due to unavoidable circumstances caused by the pandemic, Blended -Learning was introduced to cover the syllabus. Blended Learning in the form of "Guided Student Self Study "25% of the syllabus is earmarked for the students taking admission in the 2019-20 academic session and thereafter. The decision was immediately implemented as instructed

by Vice Chairperson, Odisha State Higher Education Council.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

For midterm internal assessments in all subjects and papers, the self study portion of the syllabus was selected for evaluating the learning outcomes. The students were informed in advance about the assessment markings and criteria. Due to the COVID situation the internal assessments were conducted via online mode. The practical subjects have a credit score of 2 and the non practical subjects have credit score of 1. The faculty members were informed to take questions from the entire 2nd Unit for each subject and paper as directed in the letter no.20119 given by Higher Education Department, Odisha. The department heads prepare the answers and the scheme of evaluation of the internal assessment papers. The midterm test dates are mentioned in the academic calendar and assignment submission dates are informed by the course faculty members. The internal Assessment mechanism includes various tools like unit test, Students Seminar, Viva- Voce, Paper Presentation, Multiple-Choice question Test, Class Participation. The internal assessment test records are maintained and kept for future reference as required by respective departments. The scores are also maintained in forms, soft and hard copies.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	Nil

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

**B. Any 3 of the above**

**Academic council/BoS of Affiliating University  
Setting of question papers for UG/PG  
programs Design and Development of  
Curriculum for Add on/ certificate/ Diploma  
Courses Assessment /evaluation process of the  
affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

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

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

### B. Pharm

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

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

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

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File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

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

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File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

**1.3 - Curriculum Enrichment**

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

Gender sensitization is an effective tool that can be used in the educational institutions to change the stereotype mind set of men and women, a mindset that strongly believes that men and women are unequal entities and hence have to function in different socio-economic space. The need and realization for this sensitivity education has been a topic of concern in these recent times and even before generations. Instilling positive thoughts on gender issues will enable and enhance the future population from practicing gender discrimination. Gender discrimination is a basic problem in Indian society. Traditional patriarchal mindset has placed women to secondary status within the household and workplace. Implementing curriculums on gender sensitization, human values enables students to learn that gender roles are interchangeable and that they are free to choose what they want to become or do depending on their likes rather their biological creation.

Integrating sustainable development in the learning process and educational curriculum will help students develop a sense of responsibility for present and future generations and care for the environment as a responsible citizen. These issues are integrated in the courses and the students are educated and instructed about the importance of these things in a societal structure

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

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

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File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	<a href="#">View File</a>

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

NIL

File Description	Documents
Any additional information	<a href="#">View File</a>
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

## 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution

B. Any 3 of the above

from the following stakeholders Students  
Teachers Employers Alumni

File Description	Documents
URL for stakeholder feedback report	<a href="#">View File</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View File</a>
Any additional information(Upload)	No File Uploaded

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

**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	<a href="https://www.sdwcrgp.ac.in/ssr-feedback.php">https://www.sdwcrgp.ac.in/ssr-feedback.php</a>

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

320

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

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

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

01

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

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

The college has student mentoring system in each department to monitor the academic performance of the student and they interact on monthly basis to assist any difficulties that the student is facing. A set of 20 -30 students are assigned to a mentor in the beginning of each semester to look after the academic needs of the student or any other problems she is facing on personal basis. Attendance and internal assessment marks are recorded to identify the slow learners and advanced learners. Remedial classes are arranged course wise on Saturdays to clarify any doubts. Learning materials and course notes are provided to students especially the slow learners. Students are provided with university question bank and mentors personally assist with ways of presenting their answers in the exam .Faculty members and mentors periodically interact with parents about student performance.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
Nil	Nil

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

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

Experiential Learning is the process of learning by doing. Students are engaged in hands-on experiences and reflection, by which they are able to connect the theories and knowledge learned in the classroom to real-world situations. Through active experimentation learners test the theories arrived at through the previous abilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Link for additional information	Nil

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

The faculty members of SD Women's College use the IT enabled learning tools such as PPT, Video clippings, Audio system, online sources, to expose the students for advanced knowledge and practical learning. During covid periods the online classes were carried on through Google meet, zoom ,webex etc.

#### Use of ICT by Faculty-

**Presentation Tools:** Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped to use online search engines and websites to prepare effective presentations.

**Multi-sensory Lecture delivery-** Use of text, graphics, animation, sound and audio inputs in online classroom teaching

**Representational Tools:** Teaching complex information and critical thinking calls for the use of graphical representations like Contextual diagrams, Data flow diagram, flowcharts, story boards, etc. Mentors often inculcate these tools in their teaching activities.

**Online Assessments-** Faculties also prepare assessments for students

after the completion of units using GOOGLE FORMS.

Online Platforms - Students attended the classes with the help of Zoom / Google meet applications. Faculty members are well trained to use these apps and effectively communicate during online course.

Video lecture- Video based learning provides better communication opportunity, allows for brainstorming concepts and ideas. Interactive video lecture links are provided to retain the learning. Students can easily able to access these links via Department whatsapp groups and email using their phones.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="http://www.sdwcrgp.ac.in/ict.php">http://www.sdwcrgp.ac.in/ict.php</a>

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

#### 2.3.3.1 - Number of mentors

12.3

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

29

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

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

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

1

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

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

**2.4.3.1 - Total experience of full-time teachers**

13

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**2.5 - Evaluation Process and Reforms**

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

- Sambalpur University guidelines relating to internal assessment syllabus, course-wise examination pattern are

communicated to the students through the respective departments. The university circulars in this regard are circulated to the faculty members and administrative staff time to time and are also displayed on the notice boards for students.

- The internal assessment tests schedules are prepared in accordance to the University Academic schedule. The mid-term internal assessment schedules are informed in advance in the college academic calendar and are reflected in the website. The syllabus is informed department wise.
- Internal assessment test is conducted after the completion of 2nd Unit of each course as directed in the letter for 'Blended learning'.
- The internal assessment answer sheets are shared in the department to the students for self-evaluation of their performance after evaluation.
- An examination committee in the college level coordinates the internal and external practical examination related activities and communicates the following to the students, teachers and administrative staff regarding assessment or practical examinations.
- The records of internal and practical assessment marks are maintained both department wise and in the examination section. Both hard and soft copies of the mark records are maintained for any future reference.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

- The evaluated internal assessments papers are shown to the students departmentally to self assess their academic performance.
- Any grievance related to the internal assessment test marks, the student can consult the particular subject handling faculty and the Department HOD to resolve any evaluation or scrutinization issue.
- Any grievance related to the University question paper in terms of out of syllabus content, is immediately reported to Principal and the Examination Section. The same is quickly informed to the university via email and phone call.

- The uploading of UG Mid-term (Internal/Practical/Project) marks of various semesters after evaluation is duly filled in the affiliated University web-portal of lokseba adhikar.
- As per Sambalpur University norms, grievances, complaints or compliance, verification of marks regarding semester results can be lodged within 30 days of publication of the results. However, photocopies of answer scripts or practical examination marks or viva-voce aren't supplied to the candidates.
- Grievances, complaints are only to be sent by email to the Controller of Examination (COE) from the email id of the Principal along with the forwarding letter with relevant documents within 30 days of publication of the result.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

## 2.6 - Student Performance and Learning Outcomes

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

Under CBCS, S.D.WOMEN'S College offers Honors degree in Science (B.Sc. Hons.) Mathematics, Physics, Chemistry, Botany, Zoology and Humanities/ Arts (B.A. Hons.) in 6 disciplines namely Economics, Political Science, Education, Odia, Home Science, History, to those who want to specialize in a particular subject. Students of Honors can choose 1(ONE) Specific Core Course i.e, Honors (14 papers for DSC AND 4 papers for DSE AND 1 PAPER FOR (SEC-A), 1(ONE) Generic Elective other than the course chosen course for specific Core course, 1(ONE) Skill Enhancement Course from papers offered under SEC-LIST -B (SEC-B) & 1(one) AECC (Ability Enhancement Compulsory Course), either English or any M.I.L.

Every Paper of Core/Elective courses has practical components of 2 credits (in case of practical subject) or tutorial component of 1 credit (in case of non-practical subjects) attached to it. Accordingly the theory papers of practical subjects carries 4 credits, whereas, theory papers of non-practical subjects carries 5 credits.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://www.sdwcrgp.ac.in/pdf/PO,PSO,CO.pdf">https://www.sdwcrgp.ac.in/pdf/PO,PSO,CO.pdf</a>
Upload COs for all courses (exemplars from Glossary)	<a href="#">View File</a>

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

Course Outcomes are decided by Department Heads and the other faculty members of the Department. The assessment tools and process used for measuring the attainment of each of the Program Outcomes and Program Specific Outcomes are mentioned below:

Method of assessment of PO's / PSO's

The program outcomes and Program Specific outcomes are assessed with the help of course

outcomes of the relevant courses through direct and indirect methods.

Direct methods are provided through direct examinations or observations of student knowledge or skills against measurable course outcomes. The knowledge and skills described by the course outcomes are mapped through classroom performance activities which consist of assignments like internal assignments / tutorials and home assignment. To ensure if the students have achieved desired level of competencies two internal tests are conducted per semester to evaluate whether corresponding COs are achieved or not. At the end of each semester, university conducts examinations based on the result published by the University, the course outcomes are measured. The program outcomes are assessed and Program Assessment Committee concludes the PO attainment level.

Indirect methods involve the feedbacks of students on the framed questionnaires.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	<a href="http://www.sdwcrgp.ac.in/popsoco.php">http://www.sdwcrgp.ac.in/popsoco.php</a>

### 2.6.3 - Pass percentage of Students during the year

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

37

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Paste link for the annual report	Nil

### 2.7 - Student Satisfaction Survey

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

<https://www.sdwcrgp.ac.in/pdf/STUDENT%20SATISFACTION%20SURVEY-2020-21.pdf>

### RESEARCH, INNOVATIONS AND EXTENSION

#### 3.1 - Resource Mobilization for Research

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

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

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

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

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

00

File Description	Documents
List of research projects and funding details (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

00

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

## 3.2 - Research Publications and Awards

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

the year

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

11

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

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

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

03

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

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

Active participation of students in NSS/NCC/YRC/ activities attests to the student's sense of ethical and responsible citizenship. These units organize a number of extension activities to sensitize both students and the institute neighborhood. The students actively participate in activities like seminars, surveys, rallies, campaigns, presentations, debates, etc. on topics dealing with vital social, political, economic, ethical and environmental issues of the time.

NCC Unit aims at developing qualities of leadership, patriotism, maintaining discipline, spirit of self sacrifice and adventure.

The NSS UNIT of the college organized a webinar on Immunity Boosting during Pandemic where 150 students participated. This unit also

organizes several activities that are carried out under the supervision of Programme Officers and NSS volunteers. These activities include cleanliness campaign, Tree Plantation Drives, Road Safety Rallies, Oath Taking Activities, Environmental Awareness Seminars, Swachhata Abhiyan and significant Days of Observation.

These activities are having a positive impact on the students. It provides them an exposure to interact with the outside world and helps them develop leadership skills and team work.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	<a href="#">View File</a>
e-copy of the award letters	No File Uploaded

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

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

00

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

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

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

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

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

00

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

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

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

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	<a href="#">View File</a>

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

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

The basic unit of the institution comprises of classrooms with adequate physical infrastructure facilities. The institution follows proper policy for creation and enhancement of infrastructure. In the beginning of an academic year the Institution first assesses their financial resources in terms of grants if received or given by State Govt., or projects under OHEEPEE, students' fee, etc. Then accordingly the needs are assessed for replacement or upgradation of the existing tools and equipments. The Administrative Unit of the college develops a budget prior to making any additions or upgradations as per the requirements. The budget is then submitted to the authorizing Head for approval.

The institution has 2 residential building with student capacity of 220 with 120 occupants. The Time Table committee plans ahead for the requirements regarding classrooms, laboratories, furniture and other equipments. At present there is 1 ICT enabled room with screen and projector for seminar and classes. And a total of 7 laboratories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/executive_summary.php">http://www.sdwcrgp.ac.in/executive_summary.p hp</a>

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

The college provides a well-equipped and accessible gym to engage students in physical exercise. The college has recreational facilities like indoor games-chess & carom, common room having facilities of daily news papers and magazines are available. One gymnasium room and a Yoga field is available inside college campus. The gym equipment includes gym cycle, treadmill, dumbbell, rowing machine, etc. It was established in the year 2003. It covers an area of 800 sq. ft. P.E.T acts as an instructor for gymnasium. At present we don't have a proper Sports Field inside the college campus, so the Sports instructor and any Sports related events are carried out in the local Community Field Area situated inside the town. And inside the college campus we have badminton court or kho kho field. There is an outdoor stage that is used as a common facility for all cultural events or social activities. It was established in the year 2004 and is spread in area of 1200 sq.ft. The Cultural Committee organizes cultural events regularly such as Annual Day, significant days of observation and Days of National importance.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/sports.php">http://www.sdwcrgp.ac.in/sports.php</a> <a href="http://www.sdwcrgp.ac.in/yoga.php">http://www.sdwcrgp.ac.in/yoga.php</a> <a href="http://www.sdwcrgp.ac.in/gym.php">http://www.sdwcrgp.ac.in/gym.php</a>

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

01

**4.1.3.1 - Number of classrooms and seminar halls with ICT facilities**

3

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/ict.php">http://www.sdwcrgp.ac.in/ict.php</a>
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

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

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

4694248

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

#### 4.2 - Library as a Learning Resource

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

**Reading Room:**The College Library has one reading room with a total seating capacity of 30students and faculty members with computer and wi-fi facility.

**Book Bank:**The College Library has Book Bank facility with around 12,856 books for all the students of different disciplines. The books are issued for each semester. Student members can borrow books for their current semester and are permitted to take books up to 6 days from the date. Students can borrow maximum two books at a time. Late return of books from library entitles a fine at 25 paise per day per book. **Question Bank:** The library also maintains a facility of maintaining question bank of all semester exams of the university. The question bank is made available in the library for the students' reference.

**Newspaper & Magazines Corner:** Newspapers is available in Hindi, English and Odia languages. There is also a magazine corner.

**The College Library Committee:** The College Library is administered by the Library Committee. The Library Committee gives its recommendations if any improvement is required. The college Library acquires books and reading resources on the recommendations of the Teachers-in-charge of the various departments of the College.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	<a href="http://library.sdwcrqp.ac.in/">http://library.sdwcrqp.ac.in/</a>

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

D. Any 1 of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

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

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

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

The Institution at present has 11 computers for carrying out all the administrative work. Out of which 5 computers are with latest configuration of Windows 10. Printers and scanners are also available for smoothly carrying out college activities like admission and accounts work. A total of 5 Jio-fi devices are available with bandwidth 150 MBPS/GBPS. The Library reading room is provided with a computer and Xerox machine. The browsing centre in the library gives access to e-learning materials in the reading room. A seminar room with a functioning projector and LCD screen is made available to the all the departments to carry all academic activities and seminars or webinars. A biometric device is also installed for electronically recording the regular attendance of the staff in the college. The college hires resources from outside for maintenance of the computers and other accessories.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

17

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

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

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

1449557

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	No File Uploaded

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

There is a provision in the annual budget of the college for maintenance of all physical, academic and support facilities. Laboratory: Laboratory equipment and record of maintenance account is maintained by Lab in- charge and supervised by HODs of the concerned departments. The repairing and maintenance of lab equipment if required is done by the technicians who are hired.

Library: The requirement and list of books is taken from the 11 departments and HOD's are involved in the process. The finalized list of required books is approved and signed by the Principal. To keep the collection relevant to the users, weeding of outdated, out of course materials, schedule of issue/ return of books etc. are chalked out and resolved by Library committee. Proper dusting and cleaning of shelves and books are done on regular basis to preserve library resources from getting damaged. All this is done by Library Committee. Sports: Procurement and replacement of any sports item is taken care by Sports Committee in the college. Computers: Outsourcing is done for major replacement and repair of IT infrastructure such as computers, internet facilities including Wi-Fi, printers, scanners etc. Classrooms: The administrative department looks after the maintenance and care of infrastructure.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/pdf/Maintenance%20Policy.pdf">http://www.sdwcrgp.ac.in/pdf/Maintenance%20Policy.pdf</a>

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

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

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

1039

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View File</a>

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

C. 2 of the above

File Description	Documents
Link to institutional website	<a href="https://www.sdwcrgp.ac.in/">https://www.sdwcrgp.ac.in/</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

321

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

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

**5.2 - Student Progression**

**5.2.1 - Number of placement of outgoing students during the year**

**5.2.1.1 - Number of outgoing students placed during the year**

16

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	No File Uploaded

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

**5.2.2.1 - Number of outgoing student progression to higher education**

00

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

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

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

01

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	No File Uploaded

**5.3 - Student Participation and Activities**

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

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

06

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

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

Students have an active role to play in representation of administrative, co-curricular and extracurricular activities of the Institution.

#### Administrative Activities

The Student Council and Representative assist the institute in organizing the stake holder's meetings with students and parents. In the hostel administration students extend a strong supportive role in the running of the administration of hostel activities. The boarders of the hostel manage the entire functioning of the mess and organize extra-curricular events and competitions throughout the year.

**Extracurricular Activities:** Students have strong representations in all Cultural and Athletic Events held in college. They help in organizing and managing of any of the above events.

- Organizing debates, discussion and various competitions
- Cultural Functions and Performances
- Indoor and Outdoor Games & Intercollege Sports Competition
- Activities related to social services
- College Foundation Day
- Plantation and Cleanliness Drives

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

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

00

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

### 5.4 - Alumni Engagement

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

The institute is having a registered Alumni Association formed under Odisha State govt. initiative named as "MO COLLEGE ABHIJAN PARICHALANA SAMITI" (MCAPS) from the year 2019-20.. The implementation of this programme gives a platform to the students(alumni) to get connected with their alma matter and contribute to its betterment. A College Level Committee (CLC) headed by the Principal, two senior representatives of the college Development Committee, three alumni of the College nominated by the Principal, two or more members not limited to field of arts, literature, design, advertising, science, engineering, social work and sports and a Mo-College Co-Coordinator to be nominated by the Principal is formed to carry out all alumni related activities as per the State Govt. guidelines.

## AIMS AND OBJECTIVES OF THE SOCIETY

- To connect the alumni with their alma matter
- To invite alumni to the college to interact with students/faculties/staff and share life lessons/experiences, success stories, etc.
- Help in creating opportunities for the students and providing valuable feedback that helps in providing enriching insights in various areas to the institution
- Organize social, educational and networking events locally

File Description	Documents
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/alumni.php">http://www.sdwcrgp.ac.in/alumni.php</a>
Upload any additional information	<a href="#">View File</a>

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

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

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

#### Vision

The founding Mother (Late Sarbati Devi ) of Sarbati Devi Women's College had envisioned this institution in a remote area of Sundargarh district to be a center for nurture and growth of girls from the weaker sections of the society like Scheduled Tribes and Scheduled Caste , the women , the minorities , the Socially and Economically Backward Classes etc. and for enabling them to be a part of the main stream of the society and to achieve glory for themselves and for the nation through its expansion of education of high excellence to them and this Institution has lived up to the vision and dream of its founding mother.

#### Mission

To impart quality and value based education nurturing our young minds and improving them. To strive to create the sustainable environment based on quality, justice and bring holistic development of the student. To develop the institution as the centre of Excellence by equipping it with the latest infrastructure facilities like class rooms, computer laboratories. To provide the students with right kind of academic as well as aesthetic atmosphere so that they develop awareness for environmental protection being charged with high moral value

File Description	Documents
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/roles.php">http://www.sdwcrgp.ac.in/roles.php</a>
Upload any additional information	<a href="#">View File</a>

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

The institution focuses on practicing Decentralization and Participative Management by providing equal role of participation to the members of the Institution in the functioning of the College. This comprises of various management committee with The Governing Body as its core head. Their active participation and involvement in decision making process has contributed to the development of the college. Policies, Forms and Procedures are defined and transparently known to all Stakeholders. Participative Management is promoted through a well-defined Decentralized Governance system with improved transparency and speedy decision making along with mechanism for Grievance Redressal for students, Faculty and Staff.

Principal is The Chairperson of the IQAC. THE Principal along with the Head of the Departments, teaching and non -teaching, the Student Council and representatives share and participate to achieve goals of the institution.

Participative Management is reflected in formation and functioning of different Committees as:

- IQAC COMMITTEE
- Academic Committee
- Administrative Committee
- Alumni Committee
- Grievance Cell
- Discipline Committee

- Cultural & Sports Committee
- Library Committee
- Budget Committee
- NSS Committee, Extension activities
- Admission Committee
- Anti-Ragging Committee
- Women sexual Harassment Cell
- College Level Examination Committee
- Girls Common Room secretary
- Student Cultural/Sports Secretary
- Career Counselling Cell

File Description	Documents
Paste link for additional information	<a href="https://www.sdwcrgp.ac.in/committees.php">https://www.sdwcrgp.ac.in/committees.php</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college ensures to take steps in planning and formulating course of action for better utilization of resources available.

#### Perspective/Strategic Plan deployed

- To set up 2 ICT enabled classroom for various interactive classes, seminars and GUEST lectures
- Infrastructural development
- Library Automation
- Catering needs of less privileged students
- Implementation of Blended Teaching in Learning Process
- To encourage student participation in various University Level Sports & Academics events
- Use of social media tools to reach the students
- To initiate green campus initiatives

Activity successfully implemented:

#### Implementation of Blended Teaching in Learning Process

Infusion of ICT in various aspects of education and academics was a real challenge specially during the time of the Pandemic. Learning

how to use the online platforms to achieve teaching objectives was a necessity for all the faculty members. Teachers were encouraged and trained to use various resources available to create assignments and activities using the technological devices. In the course of time attendance and assignments were given and recorded by using Google sheets. Webinars were organized departmentally to encourage critical learning and knowledge access.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/best_practices.php">http://www.sdwcrgp.ac.in/best_practices.php</a>
Upload any additional information	No File Uploaded

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

The SSB-recruited teachers are selected by State Selection Board, an independent entity under Higher Education Department, through an open merit based selection system. They receive salary in Level 10 of pay matrix (R 44,900/- to R 1,42,400/-) with Dearness Allowance as decided by the State Government from time to time. As per Odisha Non-Government Aided College Lecturers\* Placement Rules, 2014, the Lecturers are placed in (i.e. promoted to) the rank of Lecturer (Group A) in the scale of R 56100/- to 177500/- (Level 12) on completion of 8 years of satisfactory service and Lecturers (Group A) are placed in (i.e. promoted to) Reader (State Scale) rank in the scale of Rs 67700/- 208700( Level 13) after completion of 10 years o satisfactory service as Lecturer( Group A).

They can avail various kinds of leaves, casual , leave, commuted and, maternity leave ( 90 days) study leave. They retire from service on attaining the superannuation age of 60 years. Those who have joined service on or after 1.1.2005 are covered under NEW PENSION SCHEME AND CONTRIBUTORY PROVIDENT FUND (CPF).

They are entitled to death-cum- Retirement Gratuity of 7.5 times of their last emoluments, limited to maximum of 5lakhs.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	<a href="https://www.sdwcrgp.ac.in/pdf/ORGANOGRAM.pdf">https://www.sdwcrgp.ac.in/pdf/ORGANOGRAM.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	<a href="#">View File</a>
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

The institution has effective welfare measures in accordance with the policies formulated for aided colleges for teaching and non-teaching staff:

- Maternity benefits as per norms. Pregnant ladies and lactating mothers are given necessary concessions in their day to day work and they are given flexible timings as per their requirements
- Study leave for pursuing higher studies
- Free medical camp for the staff

- Disbursement of salary advance to various staffs in various occasions
- Provident fund for all the employees who fall under the eligibility criteria as per Govt. norms
- Canteen Facility at subsidized rates
- Management funded training programs for teaching and non-teaching employees.

The Institution has a welfare mechanism in place, for teaching and non-teaching staff. The various welfare schemes are:

- Maternity benefits as per norms
- Leave Travel allowances and dearness allowances
- Employees provident fund as per PF rules
- Encashment of earn leave at the end of services
- Timely credit of salary to the bank account of employees
- Wi-Fi facility

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

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

0

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

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

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

0

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

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

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

02

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>

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

The Odisha Government has a system for processing of the e-PAR (Performance Appraisal Report) with respect of the Group-A & B officers of the State for the year 2020-21 through HRMS. (Human Resource Management System) PAR which stands for Performance Appraisal Report, is the way of confidential reporting which has been recognized as a tool for human resource development. There are three levels of assessment in the confidential reporting process .

Teaching- staff are eligible to upload their Performance Appraisal Report online at the end of each academic session in the month of April to the Reporting Authority i.e., the Head of the Institution / Principal. The Reporting Authority validates with his own remarks in the month of May to be forwarded to the Regional Director of Education, Sambalpur for onward transmission to the Director, Higher Education, Odisha for final remark.

The hierarchy of the Government officers involved in this module is;

1. Appraise / Custodian
2. Reporting Authority
3. Reviewing Authority
4. Accepting Authority

So far there is no provision for performance appraisal system for the non teaching employees in the institute.

File Description	Documents
Paste link for additional information	<a href="http://apps.hrmsodisha.gov.in/index.htm">http://apps.hrmsodisha.gov.in/index.htm</a>
Upload any additional information	No File Uploaded

## 6.4 - Financial Management and Resource Mobilization

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

Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through the Principal. External audit is conducted once in every year by an external agency.

- Before the commencement of every financial year, principal submits a proposal on budget allocation, by considering the recommendations made by the heads of all the departments, to the management.
- College budget includes recurring expenses such as salary, electricity, internet charges, maintenance cost, stationery, and non - recurring expenses like lab equipment purchases, furniture and other development expenses.
- The expenses are monitored by the accounts department as per the budget allocated by the management.

Process of the internal audit:

All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. Process of the external audit:

The accounts of the college is audited by chartered accountant regularly. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review.

File Description	Documents
Paste link for additional information	<a href="http://capaodisha.nic.in/">http://capaodisha.nic.in/</a>
Upload any additional information	No File Uploaded

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

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

00

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

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

The Institution mobilizes its funds received from development fees collected during admission and readmission, State government under (OHEPEE) on various Heads of Expenditures of the College. Funds received from State government are spent on payment of salary of teaching and non-teaching staff of the university. Each and every amount of fund received from State government is at par with budget allocation. Budget of the College is prepared keeping in mind developmental criteria of the College ; accordingly provisions are made in the Budget, which is prepared by a team of experts under direct supervision of Accounts Bursar of the College which is ultimately approved by Governing body and then fund is sanctioned, which is deployed on different Heads of Expenditures in accordance with approval of various statutory committees constituted by the college from time to time for efficient use of funds/grants received from government. Grants received from State Govt. under OHEPEE are mainly earmarked for CIVIL AND NON CIVIL related growth and developmental work of the College. Department of the District R&B (Road and Building) Sundargarh usually takes care of utilization of State govt. grants which are to be spent on different Plan periods

under fixed schedule, target and time.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.5 - Internal Quality Assurance System

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

IQAC takes different quality initiatives in the form of seminars and outdoor activities and field visits to enhance the quality of teaching learning process. Regular meeting with all stakeholders for their opinions and advices for quality improvement. Analysis about the feedback received from all stakeholders is informed through website portal for further improvement and correction. Feedback analysis is received from Students. Encourage and provide support for quality improvement in teaching, research & administration. Documentation of the various programs /activities leading to quality improvement. Collection, maintenance and analysis of documents are prepared and maintained. Planning and Support effective implementation for Total Quality management, Teaching-Learning and evaluation, and Extension activities for all stakeholders.

File Description	Documents
Paste link for additional information	<a href="https://www.sdwcrgp.ac.in/iqac.php">https://www.sdwcrgp.ac.in/iqac.php</a>
Upload any additional information	<a href="#">View File</a>

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

### Academic review through periodical meetings:

1. The IQAC conducts periodical meetings with the departments, Internal Examination Committee, Council of the Heads, the Principal, throughout the academic year .The Faculty

Coordination Committee conducts an academic review of all departments collecting information on academic activities, such as completion of study programs, unit tests, assignments, seminars, group discussion, quiz, education tour and other activities.

2. Use and enrichment of ICT infrastructure The use of ICT tools has become an integral part in teaching -learning process. IQAC always encouraged teachers to utilize these tools in academic and laboratories. IQAC prepares the plan to include the use and enrichment of ICT infrastructure expecting from each departments. The IQAC has advised the administration to enrich ICT infrastructure by purchasing advanced ICT tools, broadband internet Wi-Fi facility. Periodically IQAC has trained teachers and non- teaching staff to use ICT by arranging different workshop i.e. Google Apps, Video conference, use of e-mail, handling ICT instrument etc. The educational use of social media has also been utilized to establish communication with the students and peers. In teaching and learning, the feedback system is implemented to take the review of reliability and uses of ICT facilities.

File Description	Documents
Paste link for additional information	<a href="http://www.sdwcrgp.ac.in/iqac/IQAC%20meetings%202020-21.pdf">http://www.sdwcrgp.ac.in/iqac/IQAC%20meetings%202020-21.pdf</a>
Upload any additional information	<a href="#">View File</a>

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	<a href="https://www.sdwcrgp.ac.in/agar.php">https://www.sdwcrgp.ac.in/agar.php</a>
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

#### SPECIFIC FACILITIES PROVIDED FOR WOMEN

Sarbati Devi women's college established in 1981 with objective to sensitize & equip students with issues related to gender sensitization, women empowerment etc.

Students apprised of the gender issues during the Orientation/Self-defence Program held for newly admitted students each year.

Central physical work out facility provided for students in our college and Hostel. There is significant number of women cadets in NCC unit. Indoor & outdoor games students were held on various occasions.

The ICC ensures that posters promoting gender equity & sensitization are placed on the Notice Boards. Two Numbers of Complaint/suggestion Box is placed in the college and Hostel. Telephone / Mobile numbers of the ICC Chairperson and members are made available on the Notice Board of the ICC office, Counseling is provided to the complainants and the respondents independently by the ICC. The Counselors of the College provides counseling to students of all departments. Training & Placement cell also conducted special lectures, mock interviews etc. for career counseling of students. The common rooms are available for students in Academic blocks in the college Campus.

File Description	Documents
Annual gender sensitization action plan	<a href="https://www.sdwcrgp.ac.in/pdf/GENDER%20SENSITIZATION.pdf">https://www.sdwcrgp.ac.in/pdf/GENDER%20SENSITIZATION.pdf</a>
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="http://www.sdwcrgp.ac.in/safty.php">http://www.sdwcrgp.ac.in/safty.php</a>

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

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

**The Institution is committed towards proper waste management. The only way to combat it is to recycle, reuse and reduce.**

**Solid waste: Dustbins are allocated at various corners of the college for routine waste disposal. Solid waste is segregated into biodegradable waste (kitchen and garden waste, papers, wood & cloth) and non-biodegradable waste (plastic, glass and metal, batteries and chemicals). These wastes are then emptied in movable containers and carts of the municipality.**

**Solid waste management includes:**

- o **Organic composting of kitchen waste of the residential buildings i.e. hostels inside the campus.**
- o **Non-degradable waste is being taken by the municipality carts to the dumping ground in proper way.**

- Reuse and recycling of papers
- Limiting the usage of plastics or polythene bags

**E-waste:** Electronic wastes include discarded computer monitors, printers, scanners, cables and appliances etc. E-waste is disposed locally through the municipality.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

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

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

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

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

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

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

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

**D. Any 1 of the above**

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

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

Creating an inclusive environment implies providing an equitable learning environment and nurturing to every student regardless of cultural, regional, linguistic, communal socioeconomic diversities. The Institution provides inclusive learning with access to flexible learning choices. Celebrating the uniqueness of people from different backgrounds help in building up a more inclusive environment, this eventually leads to increased productivity, satisfaction, and profitability. S.D. Women's College has taken initiatives to celebrate and observe days of national and regional importance. Through the NCC, NSS and YRC units multiple activities are organized where every student is provided with the opportunity to contribute for the society and the nation. Republic Day and Independence Day is observed every year by all teaching and non-teaching staff along with the students where diverse cultural and regional performances are showcased. Voter's day and Constitution Day is observed to imbibe a secular environment. Hindi Divas is also celebrated every year. Different languages are also acceptable for smooth communication between staff and students.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

As a responsible citizen both students and employees of the Institution are morally obligated. So the College reaches out to the students and employees in general by organizing extension activities like Constitution Day, Road Safety Week, Van Mahotsav, NSS Day, and Blood Donation Camp where everybody is encouraged to participate. Republic Day and Independence Day is annually celebrated to imbibe constitutional values, rights and duties. Awareness Program and talks are conducted to sensitize about duties and responsibilities of citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

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

**S.D. WOMEN'S College celebrates/ organizes national and international commemorative days, events and festivals. National**

festivals play a significant role in imparting love for one's nation and helps in developing feelings of patriotism among the students and staff members.

Republic day- The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world.

Independence Day is celebrated every year on 15th of August. Parade by NCC students and flag hoisting ceremony is organized to mark the freedom of India from the shackles of British rule.. The institution encourages students to celebrate the spirit of freedom and new thinking on this day.

#### Women's Day

. Every year March 8th is observed as International Women's day. The college organizes activities and Talks by special women guests on this particular day. Being a women's Institution the college emphasizes on the protection of women's rights and equality.

International Yoga day is celebrated on 21st June every year. The Physical Education instructor organizes the yoga event and a talk is conducted to create awareness about Yoga.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

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

### 1. Title of the practice

To develop and inculcate good learning outcomes through e-learning

## The practice

The institution encourages imparting knowledge using a hybrid approach that combines both face to face and online mediums of instruction. Students of different departments attended college in person once in a week and spent their rest of the days learning through online mode. Students are allowed to clear their personal doubts and issues when they come in person. Departments with large number of students are advised to report to college in a rotational basis. Training sessions are provided by each department to ease the student's difficulty in using e-modes of learning. Mentors guide maximum 20 students in their respective departments to acquaint them with virtual platforms like using Google meet, Zoom meeting, emailing, etc. The students coming from far off and interior places faced issues with internet connectivity and e-learning.

Title of the practice: Cleanliness Drive

Cleanliness drive is organised by the NSS units of the college As a part of the cleanliness drive importance is laid to keep every nook and corner of the institution clean.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

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

S.D.Women's College works towards reaching out the marginalized community of the society, especially the Tribals and women as a whole. As an institution we are determined to provide whole hearted support towards the children who belong to marginalized group. We understand the importance of creating an impact on them and delivering them the best education and preparing them for real-life challenges. The institution consistently nurtures the other skills of students apart from the academics where they can build career and stand strong. Students are encouraged to participate in various sports activities like kho-kho, hockey, kabaddi and often training programs are initiated to hone their skills. Thus enabling them to get equal opportunities for education and livelihood. The college aims at preserving the cultural and regional identities of these communities and catering to the needs of tribal community. It

ensures that they get benefits that are entitled to them like scholarships in a smooth way. They are timely sensitized by the faculty members who urge them to become more aware about themselves and their rights.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

- Introduction of under-graduate course in B.com, English and Hindi
- Construction of new building for classroom
- Construction of chemistry and zoology laboratory, construction of hostel building with capacity of 200 beds
- Focus on beautification of college and hostel campus. Emphasis on Gardening and botanical garden.
- Renovation of Hostel kitchen for Silver Jubilee and UGC hostel.
- Opening of functional Canteen inside the campus
- Remedial coaching for slow learners
- Rainwater management
- Solid waste management
- Solar panel installation