



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	
	SHAILABALA WOMEN'S AUTONOMOUS COLLEGE
• Name of the Head of the institution	Professor Dr. Bichitra Pani
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone No. of the Principal	9861403170
• Alternate phone No.	9776399496
• Mobile No. (Principal)	9861403170
• Registered e-mail ID (Principal)	sailabala.womenscollege@gmail.com
• Address	Mission Road, Landmark:Near Chandi Temple
• City/Town	Cuttack
• State/UT	Odisha
• Pin Code	753001
2.Institutional status	
• Autonomous Status (Provide the date of conferment of Autonomy)	28/02/2017
• Type of Institution	Women
• Location	Urban

• Financial Status	UGC 2f and 12(B)				
• Name of the IQAC Co-ordinator/Director	Dr.Swapna Sankar Nayak				
• Phone No.	9437186228				
• Mobile No:	9437186228				
• IQAC e-mail ID	sbwaciqac@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year))	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/01/AQAR-22-23.pdf				
4.Was the Academic Calendar prepared for that year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/02/Academic-Calendar-2023-2024.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	A	85	2006	02/02/2006	01/02/2011
Cycle 2	A	3.18	2017	28/04/2017	31/12/2022
6.Date of Establishment of IQAC			21/03/2006		
7.Provide the list of Special Status conferred by Central and/or State Government on the Institution/Department/Faculty/School (UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC, etc.)?					
Institution/ Department/Faculty/School	Scheme	Funding Agency	Year of Award with Duration	Amount	
Institution	Autonomous	UGC 2f and 12(B)	28/02/2017	0	
8.Provide details regarding the composition of the IQAC:					
• Upload the latest notification regarding the composition of the IQAC by the HEI			View File		

9.No. of IQAC meetings held during the year	2	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions taken uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Did IQAC receive funding from any funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
To examine and assess the HEI's administrative and academic procedures, IQAC has conducted Academic and Administrative Audits by setting benchmarks on various quality parameters.		
IQAC has collected and analysed the feedback responses from students, teachers, alumni and employers on academic curriculum. The Students Satisfaction Survey was also done. The action taken and impact reports are uploaded on the institutional website.		
IQAC has prepared and submitted AQAR for 2022-23, IIQA and SSR for the cycle-3 A & A successfully.		
The Institutional Development Plan 2024-2029 has been prepared and submitted to the government for approval.		
Various quality audits are also conducted by the IQAC.		
12.Plan of action chalked out by IQAC at the beginning of the academic year towards quality enhancement and the outcome achieved by the end of the academic year:		

Plan of Action	Achievements/Outcomes
Development, application and assessment of benchmarks for quality parameters.	Academic and Administrative Audit, Gender audit, Green Audit and Energy audits were conducted and reported. Two new research projects were sanctioned.
Creation of a learner-centric environment conducive to quality education.	Experiential learning was facilitated by organising several study tours and internships
Collection and analysis of feedback from all the stakeholders on quality- related institutional processes.	Feedback responses from students, teachers, alumni and employers were collected and analysed. Student Satisfaction Survey was also conducted. The Action Taken reports were uploaded on the website. The impacts of these feedbacks were clearly visible.
Organization FDP, workshops and seminars on quality- related themes.	Several activities were piloted in and out of the campus that include workshops on capacity building of women and life saving tips in urgency, Undergraduate research projects and Draft policy for persons with disability, Health camps.
Adoption and dissemination of the best practices.	Few slums are adopted for conduct of several community activities.
Introduction of new programmes/courses.	New PG programmes in science subjects, MBA, MSW & MFC are introduced.
Industry-Research-Academia establishment.	MoUs are signed.
Participation in NIRF ranking	Participated in NIRF ranking 2025
13. Was the AQAR placed before the statutory body?	Yes

- Name of the statutory body

Name of the statutory body	Date of meeting(s)
Staff Council	28/12/2024

14. Was the institutional data submitted to AISHE ?

Yes

- Year

Year	Date of Submission
2022-23	23/03/2024

15. Multidisciplinary / interdisciplinary

Shailabala Women's Autonomous College operates in multidisciplinary mode under CBCS curriculum. Which includes core course (own discipline), generic elective (other discipline), Environmental Studies, literature, Computer applications, Women & Society etc. The multidisciplinary teaching method promotes understanding where students learn in heterogeneous ways. It assists students in developing a pragmatic approach by allowing them to choose which subjects they prefer to study and what rewards they may receive. They get much options to choose understand how that discipline contributes to their newly learned knowledge of the subject. They will also begin to think comprehensively, and they will be able to deduce why it is important to try and learn a subject they would otherwise avoid. In this college, Holistic Education is an approach to teaching that foregrounds on the academics and social needs of students. The educators seek to fulfil the academics requirements of the students and teach them the right methods by which they become capable to face the challenges of life. They try to engage all aspects of the learner that includes the mind, spirit, and body. Thus helps in the overall development of a student. They focus on a transformative approach of education. The students learn through different experimental ways. They interact in groups and enhance their abilities and skills through various practical projects. The students are allowed to learn at their own pace. And the teachers try to teach students in their best possible ways. Also, they help them to increase their self-confidence. And they plan lessons that help in keeping them engaged in an interesting manner. The main

objectives are: • Educating the student in a wholesome manner • Viewing students as part of the whole • Embracing an interactive classroom culture • Engaging in experiential learning • Intellectual development development • Physical development • Social development

16.Academic bank of credits (ABC):

Academic Bank of Credits (ABC) is a virtual/digital storehouse that contains the information of the credits earned by individual students throughout their learning journey. The institution has taken the initiatives by registering with the National Academic Depository (NAD) of MHRD from as proposed in NEP 2020. It has been registered under NAD in February 2021 and subsequently registered in ABC with NAD ID 004255. The students have opened their ABC accounts and have multiple options for entering and leaving Colleges or universities. ABC can be considered as an authentic reference to check the credit record of any student at any given point intime. The idea is to make students "skillful professionals" and help their overall growth. The College signed MoUs with Industries and Corporates for Student Exchange Programmes in the form of Workshops, Training Programmes, Seminars and Internships (with 2 Credits for each course). About 9000 mark-sheets of students (of all semesters and all programmes) admitted in 2017, 2018, 2019 and 2020 (Passed out year 2020, 2021, 2022 & 2023) have been up[loaded in NAD. About 3300 students have registered in the ABC portal. It helps faculty to manage & check the credits earned by students.

17.Skill development:

Employability is a person's ability to be skillful in all the categories mentioned above. The career counseling cell of this College has designed and runs program with the vision of enhancing employability among fresh graduates and undergraduates. In the CBCS curriculum, there is a Skill Enhancement Course (SEC) on different skills like Communicative English and Quantitative Aptitude and Logical Thinking for all undergraduate students. The Postgraduate students learn computer applications for skillfulness. 21 numbers of Value Added Courses have been introduced at UG and PG programmes to enhance the skill and employability of students. The institute plans to encourage more students to take up skill based courses available online in platforms like SWAYAM etc. The College has been included to be part of Government of Odisha's initiations with NASSCOM for imparting the right kind of skills to the students so that they become employable in hightech industries. The Career Counseling Cell conducts various skill development sessions on Fashion Designing to encourage the students to take up the profession. The mission statement of the College is molding the women learners into skilled

entrepreneurs and thus providing the assurance of selfreliance.

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

The Indian Knowledge System (IKS) aims to contribute to the second and third aspects of "PanchPran" resolutions i.e. "Erase all traces of servitude" and "Be proud of India's heritage and legacy". The faculty and students are exposed to the primary texts (Sutra Text) which are required for understanding the sources and origin of IKS. The students learn Yoga, Ayurveda, Brikshaayurveda and spiritualism in the department of Sanskrit. They also study astrology and astronomy in Sanskrit and English. There is a scope to learn Veda and Upanishada in Philosophy. The epic drama like the Mrichhakatika, Abhigyanshakuntalam are also taught in Sanskrit and English. The post-graduate students read Indian history and culture, temple architecture and sculpture as a part of IKS. The Arthashastra, an ancient Indian Sanskrit treatise on statecraft, political principles, economic policy and military strategy is a part of the curriculum. Today it's the time to inculcate IKS by the "Land to Lab" approach. The institute plans to encourage the faculty to participate in refresher courses based on IKS. Exposure to two languages encourages students to develop an appreciation for the differences in cultures.

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

Outcome-Based Education (OBE) is a learning method focusing completely on student competency. While OBE primarily focuses on the learner and the learner's capability to achieve the outcomes, the teachers take on the greater role of becoming facilitators and mentors. The insightful feedback from the stakeholders also helps in reshaping the curriculum. The OBE model measures the progress of graduates in three parameters, through Program Outcomes (PO) Program Specific Outcomes (PSO) Course Outcomes (CO). There is continuous evaluation to help students reach their goals. This College has adopted a number of methods to determine the OBE like: Institution's Vision & Mission Institutions need to decide a short-term goal as well as longterm goal in terms of students' learning outcomes, their personal growth, skill development, and institution's overall performance. Departments formulate their vision and mission in aligned with Institute Vision and Mission. Establishing the PO, PSO, CO outcomes Program outcomes can be defined as the objectives achieved at the end of any specialization or discipline. These attributes are mapped while a student is doing graduation and determined when they get a degree. This College follows the 10 graduate attributes by NBA. Each department formulates the POs and

PSOs which are passed in the Board of Studies and are finally approved in the Academic council and are available on the institutional website. The PO, PSO and CO mapping is done to assess the strength of a particular course. Later Bloom's taxonomy method is applied for revision of courses. PO, CO attainments are evaluated by the performances of students in all courses in all examinations. The feedbacks of students, their progression to higher education are also helpful to evaluate CO outcomes. In the comparison of the outcome based education vs traditional education, OBE surely stands out and offers quality education.

20.Distance education/online education:

The College presently doesn't provide education in distance mode at any level.

Extended Profile

1.Programme

1.1	48
Number of programmes offered during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.Student

2.1	2841
Total number of students during the year:	

File Description	Documents
Institutional data in Prescribed format	View File

2.2	616
Number of outgoing / final year students during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File

2.3	682
Number of students who appeared for the examinations conducted by the institution during the year:	

File Description	Documents
Institutional Data in Prescribed Format	View File
3.Academic	
3.1 Number of courses in all programmes during the year:	979
File Description	Documents
Institutional Data in Prescribed Format	View File
3.2 Number of full-time teachers during the year:	112
File Description	Documents
Institutional Data in Prescribed Format	View File
3.3 Number of sanctioned posts for the year:	112
4.Institution	
4.1 Number of seats earmarked for reserved categories as per GOI/State Government during the year:	694
4.2 Total number of Classrooms and Seminar halls	75
4.3 Total number of computers on campus for academic purposes	204
4.4 Total expenditure, excluding salary, during the year (INR in Lakhs):	885.8
Part B	
CURRICULAR ASPECTS	

1.1 - Curriculum Design and Development

1.1.1 - Curricula developed and implemented have relevance to the local, national, regional and global developmental needs which are reflected in Programme Outcomes (POs), Programme Specific Outcomes (PSOs) and Course Outcomes (COs) of the various Programmes offered by the Institution.

The curricula developed and implemented across various programs at Shailabala Women's Autonomous College, have been designed to align with local, national, regional, and global developmental needs. This alignment is articulated through Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs), ensuring that our educational offerings are not only relevant but also responsive to the evolving landscape of industry and society. It is accomplished by integrating additional approved content from the Board of Studies (BOS) specific to each discipline that consists of both internal faculty and external members who have practical experience in the classroom and understand which changes would be most beneficial. The inputs are periodically evaluated and updated to reflect modern trends and technological advancements, thereby improving the overall quality of our academic programs. This proactive approach ensures that our students possess the necessary competencies to contribute effectively to their fields and adapt to changes in the job market. Through regular feedback from students, alumni, faculty and industry stakeholders, alongside rigorous assessment of our educational outcomes, we are committed to maintaining a curriculum that not only meets current standards but also anticipates future needs. This dedication to continuous improvement positions the institution as a leader in academic excellence.

File Description	Documents
Upload additional information, if any	View File
Link for additional information	https://www.shailabalawomenscollege.ac.in/syllabus/

1.1.2 - Number of Programmes where syllabus revision was carried out during the year

0

File Description	Documents
Minutes of relevant Academic Council/BOS meeting	View File
Details of syllabus revision during the year	View File
Any additional information	No File Uploaded

1.1.3 - Number of courses focusing on employability/entrepreneurship/ skill development offered by the Institution during the year

979

File Description	Documents
Curriculum / Syllabus of such courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approval for these courses	View File
MoUs with relevant organizations for these courses, if any	No File Uploaded
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of new courses introduced across all programmes offered during the year

216

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Programmes offered through Choice Based Credit System (CBCS)/Elective Course System

23

File Description	Documents
Minutes of relevant Academic Council/BoS meetings	View File
Any additional information	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates cross-cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability, and Human Values into the curriculum

The institution has effectively integrated cross-cutting issues such as Professional Ethics, Gender, Human Values, Environment, and Sustainability into its curriculum, providing students with a comprehensive understanding of societal challenges and ethical decision-making. Courses in humanities, including Sociology, Anthropology, and Psychology, make gender issues a central theme, while degree programs in Hindi, English, Odia, Urdu, and Sanskrit incorporate gender and human values. A compulsory ethics and values course promotes a socially responsible perspective on ethical issues. Political Science programs emphasize human rights, national constitution awareness, and the importance of human values. Ecological principles are covered in depth in Botany and Zoology programs, with a focus on the right to a clean environment as a fundamental human right. The mandatory Environmental Studies (EVS) course, offered across Arts, Science, and Commerce streams, educates students on environmental issues, sustainable practices, and responsible consumption. Additionally, fieldwork and student projects provide practical insights into social development, fostering a deeper understanding of societal perspectives.

File Description	Documents
Upload the list and description of the courses which address issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics in the curriculum	View File
Any additional information	View File

1.3.2 - Number of value-added courses for imparting transferable and life skills offered during the year

34

File Description	Documents
List of value-added courses	View File
Brochure or any other document relating to value-added courses	No File Uploaded
Any additional information	View File

1.3.3 - Number of students enrolled in the courses under 1.3.2 above

690

File Description	Documents
List of students enrolled	View File
Any additional information	No File Uploaded

1.3.4 - Number of students undertaking field work/projects/ internships / student projects

561

File Description	Documents
List of programmes and number of students undertaking field projects / internships / student projects	View File
Any additional information	No File Uploaded

1.4 - Feedback System

1.4.1 - Structured feedback and review of the syllabus (semester-wise / year-wise) is obtained from 1) Students 2) Teachers 3) Employers and 4) Alumni

A. All 4 of the above

File Description	Documents
Provide the URL for stakeholders' feedback report	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/Student-Feedback-Analysis-23-24.pdf
Upload the Action Taken Report of the feedback as recorded by the Governing Council / Syndicate / Board of Management	View File
Any additional information	View File

1.4.2 - The feedback system of the Institution comprises the following

A. Feedback collected, analysed and action taken made available on the website

File Description	Documents
Provide URL for stakeholders' feedback report	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/Teacher-Feedback-Analysis-23-24.pdf
Any additional information	View File

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment of Students

2.1.1.1 - Number of students admitted (year-wise) during the year

1467

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

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

338

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses students' learning levels and organises special programmes for both slow and advanced learners.

Response:The institution assesses students' learning levels and organises special programmes for both slow and advanced learners through the following process:

AAL: Departments through a combination of academic and co-curricular activities encourage the advanced learners to optimize their potential. Assignments, seminars/webinars are arranged for advanced learners by the faculty members. Career counseling programmes are organized for their career improvement. The college facilitated and guided advanced learners to prepare for NET /JRF/OPSC etc. The College also offers a variety of value added courses, which are noncredit courses, but are extremely sought after because of the value they add to the prescribed curriculum. The fast learners are encouraged to carry out research projects at UG sixth semester and the slow learners are allowed to take up a theory paper instead of research projects.

Target Groups: Apart from internal assessment, departments identify above average and below average learners (AAL/BAL) through the students' performance in mid-term assessments, end term examinations, student self-reports, teacher's observation reports, mentor's reports as a robust and comprehensive assessment mechanism. **BAL:**Classes focused on doubt clearing, remedial teaching and bridge were arranged for these students. In addition to Continuous Internal Assessment followed by remedial and incentivizing pedagogy and experiential learning, Simple and easy notes/hand-outs are provided. The college follows a student-mentoring practice to make students quite comfortable and homely.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/221THE1.pdf

2.2.2 - Student – Teacher (full-time) ratio

Year	Number of Students	Number of Teachers
03/12/2024	2841	133

File Description	Documents
Upload any additional information	View File

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:

Response: Teaching-learning methodologies are evolved according to the scope of the syllabus structured by the affiliating University. 1. Lectures are always interactive sessions and student-centric and the teacher encourages all levels of learners to promote an environment of participative learning. 2. Tutorial and practical classes are designed to help outstudents in writing answers and conducting experiments. 3. In both Science and Arts subjects, students are taken on field trips, excursions, expositional tours, social work programmes to apply their class room knowledge and acquire hands-on training/experience. 4. Many of the Core Courses in the CBCS syllabus requires Project work and the student is trained in decision-making, analytical assessment and report-writing based on real-time facts. 5. Regular seminars and workshops are organized to keep students updated, broaden their outlook, enhance their communicative skills and induce critical thinking in them. The MoUs of the college in collaboration with other institutes of Higher Learning and Research Institutes constantly endeavour to organize programmes and seminars to inculcate participative learning and problem-solving strategies. 6. Students are encouraged to undertake self-study in the form of writing assignments and paper-presentations under the guidance of teachers. The PG students of some departments also undertake summer internships.

File Description	Documents
Upload any additional information	View File
Link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/SB-2.3.1-Upload.pdf

2.3.2 - Teachers use ICT-enabled tools including online resources for effective teaching and learning

Response: The Wi-Fi enabled campus has opened new doors to the teaching-learning process. Smartclassrooms and interactive boards help teachers interestingly explain the concepts and the students are encouraged to use the same. Language Lab helps students to develop their soft skills. There are smart class rooms with smart computer system, internet connectivity and ICT tools. 16 classrooms are equipped with LCD/DLP projection facility and compatible internet use. All teachers use ICT tools including online resources during the lectures and involve the students to make the effective teaching learning activity. Online resources are available in the college website and the college has a dedicated media-centre to cater to the needs of the students. In many Departments there are Departmental library having available e-resources for the students. The College has also introduced an Android Mobile Library App named EBSCO to ensure anytime anywhere access along with flexibility in ease of access. Digitally equipped Conference Rooms are used for conducting Guest Lectures and Competitions are regularly organized for students.

File Description	Documents
Provide link for webpage describing ICT enabled tools including online resources for effective teaching and learning process	https://www.shailabalawomenscollege.ac.in/sbwc-elearning/
Upload any additional information	View File

2.3.3 - Ratio of students to mentor for academic and other related issues

2.3.3.1 - Number of mentors

133

File Description	Documents
Upload year-wise number of students enrolled and full-time teachers on roll	View File
Circulars with regard to assigning mentors to mentees	View File

2.3.4 - Preparation and adherence to Academic Calendar and Teaching Plans by the institution

Response: The Principal, CoE & IQAC prepare the Academic Calendar for the effective functioning of the Institution. It ensures the wellfunctioning of the Institution which includes the details of all the working days with day order, holidays, dates of the Internal Assessment Tests, Semester end Examinations and list of activities of academic year. The College calendar is a handbook of information and distributed to all students. The institution carries out the activities as per the calendar. It helps micro level planning by scheduling most of the activities in advance and maximise the use of infrastructure and ICT facilities. Every Department conducts board of studies with faculty members and other external members for syllabus, examiners, moderators, etc. allocation of papers. Unit wise teaching plan of each paper is approved by Head of the Department and is reflected in the lesson plan and progress register of each faculty. The number of classes required to complete each unit and actual number of classes taken by them are mentioned in that register. For weaker students remedial classes are also arranged. Academic plan is followed by academic calendar, teaching plan with attendance of students, mentoring of students, evaluation records and review meetings for progression in syllabus.

File Description	Documents
Upload the Academic Calendar and Teaching Plans during the year	View File

2.4 - Teacher Profile and Quality

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

133

File Description	Documents
Year-wise full-time teachers and sanctioned posts for the year	View File
List of the faculty members authenticated by the Head of HEI	View File
Any additional information	View File

2.4.2 - Number of full-time teachers with PhD/ D.M. / M.Ch. / D.N.B Super-Specialty / DSc / DLitt during the year

45

File Description	Documents
List of number of full-time teachers with PhD./ D.M. / M.Ch. / D.N.B Super-Specialty / D.Sc. / D.Litt. and number of full-time teachers for 5 years	View File
Any additional information	View File

2.4.3 - Total teaching experience of full-time teachers in the same institution: (Full-time teachers' total teaching experience in the current institution)

358

File Description	Documents
List of teachers including their PAN, designation, Department and details of their experience	View File
Any additional information	View File

2.5 - Evaluation Process and Reforms

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

43

File Description	Documents
List of Programmes and the date of last semester-end / year-end examinations and the date of declaration of result	View File
Any additional information	View File

2.5.2 - Number of students' complaints/grievances against evaluation against the total number who appeared in the examinations during the year

125

File Description	Documents
Upload the number of complaints and total number of students who appeared for exams during the year	View File
Upload any additional information	View File

2.5.3 - IT integration and reforms in the examination procedures and processes including Continuous Internal Assessment (CIA) have brought in considerable improvement in the Examination Management System (EMS) of the Institution

Response: Examination Procedures: Online Exams were conducted during the pandemic with incorporation of ICT thus bringing considerable improvement in the EMS of SBWAC. The initiatives/steps taken by the Controller of Examinations in this direction include: Online hosting of e-brochure, entrance test syllabi, sample test papers, answer keys for entrance exams. Online payment facility for admission fee, examination fee, duplicate marksheets, attestation/verification of mark sheets, degrees and transcripts via a secured payment gateway. The college follows a systematic examination procedure which begins with the preparation of the Examination Calendar before the commencement of the academic year. The Examination Calendar is placed for discussion in the Examination Committee meeting. **Support:** All administrative works related to entrance tests for all courses/programmes are administered online. The aforesaid initiatives have led us to minimize error and to deliver error-free results in a time bound manner, from examinations till declaration of results.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/NAD-college-Registration.pdf

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme Outcomes and Course Outcomes for all Programmes offered by the institution are stated and displayed on the website and communicated to teachers and students

Response: SBWAC approaches teaching and learning in definitive and structured manner. Teaching faculty members of all Departments apply themselves to the syllabi framed by the affiliating University at UG and PG levels and internalize the Programme Outcomes (PO). With reference to the Programme Outcomes formulated by the Departments, the Programme Specific Outcomes (PSO) and then the detailed Course Outcomes in relation to both PSOs and POs are discussed at the departmental levels during syllabus allocation meetings in the beginning of each Academic Session. Departments mostly record the mapping in dedicated computers but many prefer to document the mapping in departmental files for easy reference as the course gets underway. During the first few Orientation classes, newly admitted students are sensitized about the academic, cultural, socioeconomic, scientific and technological scope of the syllabus and the rationale of the structure. Once they settle down the idea of Course Outcomes POs, PSOs and COs so that entry level students can make effective academic and career choices before enrolment. (CO), PSO and PO are made clear during the teaching-learning process. The Website acts as the Institution's 'face' and displays

File Description	Documents
Upload COs for all courses (exemplars from the Glossary)	View File
Upload any additional information	View File
Link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/OBE.pdf

2.6.2 - Attainment of Programme Outcomes and Course Outcomes as evaluated by the institution

Response: The process of attainment of COs, POs and PSOs starts from finalizing COs for each course of the program from first semester to last semester. The course outcomes are designed by the concerned faculty members and are finalized using action verbs of learning levels as per Bloom's Taxonomy. Then, a correlation is established between COs and POs in the scale of 1 to 3, 1 being the slight (low), 2 being moderate (medium) and 3 being substantial (high). A mapping matrix is prepared in this regard for every course in the program including the elective courses. For each course, attainment level of all course outcomes is arrived at rigorously based on the student performance in the internal and external examinations. The CO attainments are evaluated directly from the performance of students in bothe Mid-sem and End-sem examinations for each course using the simple formulas and weightage. The weightage for programmes with and without practical courses are different.
 Practical subjects: 15% (Mid-sem) + 60% (End-sem) + 25% (Lab)
 Nonpractical subjects: 20% (Mid-sem) + 80% (End-sem) Basing on the CO PO PSO mapping and CO attainment suggest the improvement in the performance and curriculum

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/CO-attainment-Manual.pdf

2.6.3 - Pass Percentage of students

2.6.3.1 - Total number of final year students who passed in the examinations conducted by Institution

616

File Description	Documents
Upload list of Programmes and number of students appear for and passed in the final year examinations	View File
Upload any additional information	View File
Paste link for the annual report	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/Annual-result-2024.pdf

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.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/SSS-23-24.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Promotion of Research and Facilities

3.1.1 - The institution's research facilities are frequently updated and there is a well-defined policy for promotion of research which is uploaded on the institutional website and implemented

SBWAC provides ample opportunities for promotion of research in adherence to the guidelines of updated Research policy, approved by the IQAC and the Academic council of this HEI. A Research Advisory Committee and Research ethics committee has been set up to look after the promotion of research activities. For career growth, faculty members are continuously encouraged to apply for projects in their respective disciplines to various central and state government agencies for financial assistance. Dedicated research laboratories have been set up in some Department to facilitate research. Faculty members are provided with different supports in terms of permission for academic leaves, study leaves and separate rooms for research along with computer, internet and library facilities. They get motivation for participation in various National and International conferences, workshops, symposium as presenter or resource person for knowledge enhancement as well as are encouraged to register for higher studies such as doctoral degree as part of research activities. To showcase the research output, faculty members are encouraged to organize various conferences, seminars and workshops. A number of Seminar/conference/FDPs have been organized regularly in institutions. To enhance the ethical standards in undertaking

research activities, a paper on Research methodology with ethics is included in PG programmes. Number of MoUs and collaborations are made with reputed institutes for exchange programmes and to use the state of the art instrumentation facilities in their campus.

File Description	Documents
Upload the Minutes of the Governing Council/ Syndicate/Board of Management related to research promotion policy adoption	View File
Provide URL of policy document on promotion of research uploaded on the website	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/Research-Policy.pdf
Any additional information	No File Uploaded

3.1.2 - The institution provides seed money to its teachers for research

3.1.2.1 - Seed money provided by the institution to its teachers for research during the year (INR in lakhs)

0

File Description	Documents
Minutes of the relevant bodies of the institution regarding seed money	No File Uploaded
Budget and expenditure statements signed by the Finance Officer indicating seed money provided and utilized	View File
List of teachers receiving grant and details of grant received	No File Uploaded
Any additional information	No File Uploaded

3.1.3 - Number of teachers who were awarded national / international fellowship(s) for advanced studies/research during the year

0

File Description	Documents
e-copies of the award letters of the teachers	No File Uploaded
List of teachers and details of their international fellowship(s)	View File
Any additional information	No File Uploaded

3.2 - Resource Mobilization for Research

3.2.1 - Grants received from Government and Non-Governmental agencies for research projects, endowments, Chairs during the year (INR in Lakhs)

40.66

File Description	Documents
e-copies of the grant award letters for research projects sponsored by non-governmental agencies/organizations	View File
List of projects and grant details	View File
Any additional information	View File

3.2.2 - Number of teachers having research projects during the year

05

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil
List of research projects during the year	View File

3.2.3 - Number of teachers recognised as research guides

12

File Description	Documents
Upload copies of the letter of the university recognizing teachers as research guides	View File
Institutional data in Prescribed format	View File

3.2.4 - Number of departments having research projects funded by Government and Non-Government agencies during the year

05

File Description	Documents
Supporting document from Funding Agencies	View File
Paste link to funding agencies' website	Nil
Any additional information	View File

3.3 - Innovation Ecosystem

3.3.1 - Institution has created an ecosystem for innovations and creation and transfer of knowledge supported by dedicated centres for research, entrepreneurship, community orientation, incubation, etc.

The institution gives due importance to innovation, creation and transfer of knowledge by providing opportunities of fieldwork, internships and projects for the research scholars, UG, PG students and faculties of the institution.

The institution, through its Career Counselling and Placement Cell, organises several entrepreneurship training programmes and subsequent placement opportunities. Students have attended training programs on Art & Craft, Weaving, Fashion designing etc so as to enhance their employability skills. Community Orientation: The institution has developed a clear plan of action through different activities in the slums of Cuttack Municipal Corporation. Students from different programmes visit those places to interact with the inhabitants to understand and address the issues/challenges they face in their everyday life. The main domains of interactions are Health & nutrition, personal hygiene, Institutional birth, increase in gross enrolment ratio of children etc. The intervention programs show a profound impact in improving the quality of life of the residents. Other activities in photography, plant care are taken up by the members of Photography club, Prakritimitra & Eco-club in the

campus. The institution also proactively organizes educational trips, workshops, and seminars on diverse socially relevant issues for students. Every student of the institution is mentored by an assigned faculty member, to realize his/her own true potentials and excel in their future endeavours.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.3.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR), Entrepreneurship and Skill Development during the year

0

File Description	Documents
Report of the events	No File Uploaded
List of workshops/seminars conducted during the year	View File
Any additional information	No File Uploaded

3.4 - Research Publications and Awards

3.4.1 - The Institution ensures implementation of its Code of Ethics for Research uploaded in the website through the following: Research Advisory Committee Ethics Committee Inclusion of Research Ethics in the research methodology course work Plagiarism check through authenticated software

A. All of the above

File Description	Documents
Code of Ethics for Research, Research Advisory Committee and Ethics Committee constitution and list of members of these committees, software used for plagiarism check	View File
Any additional information	View File

3.4.2 - Number of PhD candidates registered per teacher (as per the data given with regard to recognized PhD guides/ supervisors provided in Metric No. 3.2.3) during the year

3.4.2.1 - Number of PhD students registered during the year

22

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and details like name of the guide, title of thesis, and year of registration	View File
Any additional information	View File

3.4.3 - Number of research papers per teacher in CARE Journals notified on UGC website during the year

10

File Description	Documents
List of research papers by title, author, department, and year of publication	View File
Any additional information	View File

3.4.4 - Number of books and chapters in edited volumes / books published per teacher during the year

15

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/Books-chapter.pdf

3.4.5 - Bibliometrics of the publications during the year based on average Citation Index in Scopus/ Web of Science/PubMed**3.4.5.1 - Total number of Citations in Scopus during the year**

0

File Description	Documents
Any additional information	No File Uploaded
Bibliometrics of the publications during the year	No File Uploaded

3.4.6 - Bibliometrics of the publications during the year based on Scopus/ Web of Science – h-Index of the University

3.4.6.1 - h-index of Scopus during the year

0

File Description	Documents
Bibliometrics of publications based on Scopus/ Web of Science - h-index of the Institution	No File Uploaded
Any additional information	No File Uploaded

3.5 - Consultancy

3.5.1 - Revenue generated from consultancy and corporate training during the year (INR in lakhs)

00

File Description	Documents
Audited statements of accounts indicating the revenue generated through consultancy and corporate training	View File
List of consultants and revenue generated by them	No File Uploaded
Any additional information	No File Uploaded

3.5.2 - Total amount spent on developing facilities, training teachers and clerical/project staff for undertaking consultancy during the year

00

File Description	Documents
Audited statements of accounts indicating the expenditure incurred on developing facilities and training teachers and staff for undertaking consultancy	View File
List of training programmes, teachers and staff trained for undertaking consultancy	No File Uploaded
List of facilities and staff available for undertaking consultancy	No File Uploaded
Any additional information	No File Uploaded

3.6 - Extension Activities

3.6.1 - Extension activities carried out in the neighbourhood sensitising students to social issues for their holistic development, and the impact thereof during the year

The college encourages young and energetic students to participate in extension activities like YRC, NSS, and NCC to develop their personalities. Some of the events that are provided include community service projects, AIDS awareness campaigns, Odisha Startup Yatra -2023, awareness regarding Drug-Free Campus, plantation programs, yoga training sessions, road safety awareness week, Rashtriya Ekata Diwas, health check-up camps, blood donation camps, and campus cleaning drives. They received education on women's empowerment, their rights, and their right to knowledge. As they worked toward the institution's purpose and goal, all of these events assisted students in developing a sense of accountability, integrity, and human values. YRC, NSS, and NCC volunteers actively participated in keeping the college campus clean as part of Swatch Bharat's initiatives. In partnership with different public and private institutions, the extension wing frequently conducts guest lectures on a range of topics, such as Road Safety Week, voter responsibility, and the campaign to raise awareness of breast cancer.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

3.6.2 - Number of awards and recognition received by the Institution, its teachers and students for extension activities from Government / Government-recognised bodies during the year**12**

File Description	Documents
Number of awards for extension activities in during the year	View File
e-copy of the award letters	View File
Any additional information	No File Uploaded

3.6.3 - Number of extension and outreach programmes conducted by the institution through NSS/NCC/Red Cross/YRC, etc. during the year (including Government-initiated programmes such as Swachh Bharat, AIDS Awareness, and Gender Sensitization and those organised in collaboration with industry, community and NGOs)**44**

File Description	Documents
Reports of the events organized	View File
Any additional information	View File

3.6.4 - Number of students participating in extension activities listed in 3.6.3 during the year**2074**

File Description	Documents
Reports of the events	View File
Any additional information	View File

3.7 - Collaboration**3.7.1 - Number of collaborative activities during the year for research/ faculty exchange/ student exchange/ internship/ on-the-job training/ project work****36**

File Description	Documents
Copies of documents highlighting collaboration	View File
Any additional information	View File

3.7.2 - Number of functional MoUs with institutions of national and/or international

importance, other universities, industries, corporate houses, etc. during the year (only functional MoUs with ongoing activities to be considered)

7

File Description	Documents
e-copies of the MoUs with institution/ industry/ corporate house	View File
Details of functional MoUs with institutions of national, international importance, other institutions etc. during the year	View File
Any additional information	No File Uploaded

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 equipments, etc.

The institution has campus area of A11.062D which accommodates adequate infrastructure and physical facilities i.e separate blocks/buildings for Arts, Science and Commerce streams. The total builtup area is 418868.635sq.ft. There are Seventy-five classrooms, eleven ICT enabled class rooms, twenty-nine laboratories, there are two ICT enabled virtual classrooms, two Smart Classrooms, one Language Lab, one SAMS Lab, two Conference Halls, two Auditoriums, one of which is centrally air-conditioned. The ICT enabled class rooms have smart boards, LCD projectors and laptops and others have green/white/black boards. All class rooms are well illuminated and ventilated and the laboratories have well equipped with safety features. The new building has elevator facility for convenience of physically challenged and senior members of the staff. The solar project of 10kW installed on roof-top of office building, academic building and library supplies the required amount of electric energy. Two 125 KVA DG sets and 4UPS invertor- servers are used for continuous supply of electricity during the time of exigency. A three storeyed library with reading hall that can accommodate 100 students at a time. The college has 204 nos. of computers (with standard software) for student use with high band-width wifi connectivity. The SAMS laboratory has a central server and computing system.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/in-frastructure-and-learning-resources/

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

The institution is committed in Holistic Growth of students through infrastructure facilities such as Gymnasium, auditorium, well maintained playground, rostrum for holding cultural and sports activities. viz, Yoga, indoor/outdoor games etc. The outdoor sports facilities include football field, Basket-Ball court etc. The institution has a counselling and wellness center headed by trained professionals with considerable experience. Moreover the field has been developed with turfing ground. A spacious multipurpose hall fully equipped with all amenities for organisation and participation for recreational activities is also available. The outdoor sports facilities include football court, Basket ball court and tennis court where as Indoor games include Chess, Carrom, Table tennis, badminton etc. The campus has rostrum (open pandal) to cater to the needs of the students for open competitions and other co-curricular activities. Gymnasium facility with high grade instruments is available in the college for students for a total body work out. Regular classes on self-defence are also conducted for students. Indoor and outdoor games like chess, carrom badminton and special classes for Kabadi, khoko, Hockey and cricket are organized in regular intervals Special Yoga and meditation sessions are held regularly in the institution for students as well as staff members. The sports infrastructure are optimally utilized for physical education practice classes. Further it has a canteen and an ATM counter

File Description	Documents
Geotagged pictures	View File
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/in-frastructure-and-learning-resources/

4.1.3 - Number of classrooms and seminar halls with ICT-enabled facilities

16

File Description	Documents
Upload any additional information	No File Uploaded
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

595

File Description	Documents
Upload audited utilization statements	View File
Details of Expenditure, excluding salary, during the years	View File
Any additional information	View File

4.2 - Library as a Learning Resource

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

Automation process of the Library is continuing with the standard ILMS e-granthalaya-4.0 (version S/W) currently available. All the library documents are bar-coded and books are issued to users by reading the barcode of the document. The library has compiled the best Open Access Resources and provided the links in the college website for students to access them. Online Public Access Catalogue (WEB OPAC) is there and available to the students. The reading room of the library can accommodate more than 100 students at a time. The

library has internet connectivity with WIFI facility having speed of 100Mbps. It provides EBSCO and NLIST e-resources to users for remote use of online journals and e-books. Our Library developed a digital repository using D-Space of various e-contents like e-books, syllabus, and old question papers etc having more than 64000 books (all barcoded) with 42153 titles, The JAWSSCREEN READER FOR THE BLIND software is installed for the visually impaired students. The college has received 239 number of Braille materials from the district administration. The entire library housekeeping work is done through computer. The library is kept open throughout the year except for government holidays. The reference desk in library actively facilitates the users in case of any query. The library also provides user education program for newly admitted students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/Library-Automation.pdf

4.2.2 - Institution has access to the following: e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access to e-resources

A. Any 4 or more of the above

File Description	Documents
Details of subscriptions like e-journals, e-books, e-ShodhSindhu, Shodhganga membership	View File
Upload any additional information	No File Uploaded

4.2.3 - Expenditure on purchase of books/ e-books and subscription to journals/e-journals during the year (INR in lakhs)

9.05

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

4.2.4 - Usage of library by teachers and students (footfalls and login data for online access)

4.2.4.1 - Number of teachers and students using the library per day during the year

1046

File Description	Documents
Upload details of library usage by teachers and students	View File
Any additional information	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution has an IT policy covering Wi-Fi, cyber security, etc. and has allocated budget for updating its IT facilities

All the departments are well equipped with Computers / laptops. The college has wifi enabled campus of 100 mbps internet speed. Students as well as teaching and non-teaching staff members are utilizing these facilities. Office and library are also equipped with computers installed with appropriate software alongwith internet facility. RUSA fund has been utilized to provide computers to different departments. Students as well as teachers are assessing the web resources from the library resource center. The library is automated with e-Granthalaya software , resource sharing is done through LAN at library, SAMS , Computer Science department etc.The College has an interactive and dynamic website where all administrative and academic activities are circulated / uploaded. Various departments have developed departmental libraries to which the students have easy and free access to avail books and other study materials.The institution has developed an Electronic Media Center to acquire, maintain care and promote the full effective use of educational media with both old and new technologies meant for learning more efficient.It has an exclusive sound recording unit , audio visual center with video lecture capturing facilities available. It organizes learning activities for students and teachers alike for them to upgrade and improve on their technology

manipulative skills all for the purpose of motivating them to keep on developing their communication, analytic, integrative, creative and collaborative skills for meaningful lifelong learning. Different Departments as well as individual teachers have developed e-content and have already been uploaded in the college website.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2022/07/IT-Policy.pdf

4.3.2 - Student - Computer ratio

Number of Students	Number of Computers
2841	204

File Description	Documents
Upload any additional information	View File

4.3.3 - Bandwidth of internet connection in the Institution and the number of students on campus

A. 750 Mbps

File Description	Documents
Details of bandwidth available in the Institution	View File
Upload any additional information	No File Uploaded

4.3.4 - Institution has facilities for e-content development: Facilities available for e-content development Media Centre Audio-Visual Centre Lecture Capturing System (LCS) Mixing equipments and software for editing

C. Any two of the above

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/sbwc-elearning/
List of facilities for e-content development (Data Template)	View File

4.4 - Maintenance of Campus Infrastructure

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

16.31

File Description	Documents
Audited statements of accounts	View File
Upload any additional information	No File Uploaded

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

Each and Every department is maintaining stock register and an annual stock verification is also carried out on priority Basis. Laboratory equipment, gas connection pipeline are checked regularly by the staff of each Practical department. The Science Departments also maintain stock registers for keeping a list of chemicals, glassware and any other instruments used in the laboratory. The laboratory assistants are taking care of the laboratories. Logbooks are maintained in laboratories. Fire Extinguishers are installed. Library is fully automated focus has been participated on Computerized issuing and returning of books to save time. Cleaning of the books and racks on daily basis in a regular phenomenon. Maintenance of computer is also done on regular basis. Wi-Fi units are also installed in the college premises. LCD projectors, language lab softwares are being upgraded from time to time. The Sports facilities are being looked after by the PET and other OICs. All the sports materials and equipments are stored in the sports storeroom under her supervision. She maintains the stock and sports register with care. A Gymnasium Hall and a large play-ground are well-maintained and used optimally. The institution possesses spacious and well-ventilated classrooms. The classrooms are being gradually upgraded with modern

devices and boards. Regular cleaning and maintenance is being carried out so as to provide an effective teaching learning environment to the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2022/12/maintainance-policy-History-1.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and freeships provided by the Government during the year

3480

File Description	Documents
Upload self-attested letters with the list of students receiving scholarships	View File
Upload any additional information	No File Uploaded

5.1.2 - Number of students benefitted by scholarships and freeships provided by the institution and non-government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Institutional data in prescribed format	View File

5.1.3 - The following Capacity Development and Skill Enhancement activities are organised for improving students' capabilities Soft Skills Language and Communication Skills Life Skills (Yoga, Physical fitness, Health and Hygiene) Awareness of Trends in Technology

A. All of the above

File Description	Documents
Link to Institutional website	Nil
Details of capability development and schemes	View File
Any additional information	View File

5.1.4 - Number of students benefitted from guidance/coaching for competitive examinations and career counselling offered by the institution during the year

2047

File Description	Documents
Any additional information	View File
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The institution adopts the following mechanism for redressal of students' grievances, including sexual harassment and ragging: Implementation of guidelines of statutory/regulatory bodies Creating awareness and implementation of policies with zero tolerance Mechanism for submission of online/offline students' grievances Timely redressal of grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of students' grievance redressal committee, prevention of sexual harassment committee and Anti-ragging committee	View File
Details of student grievances including sexual harassment and ragging cases	View File
Upload any additional information	View File

5.2 - Student Progression**5.2.1 - Number of outgoing students who got placement during the year**

111

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

5.2.2 - Number of outgoing students progressing to higher education

213

File Description	Documents
Upload supporting data for students/alumni	View File
Details of students who went for higher education	View File
Any additional information	No File Uploaded

5.2.3 - Number of students qualifying in state/ national/ international level examinations during the year**5.2.3.1 - Number of students who qualified in state/ national/ international examinations (e.g.: IIT-JAM/NET/SET/JRF/ GATE /GMAT /CAT/ GRE/ TOEFL/Civil Services/State government examinations) during the year**

60

File Description	Documents
Upload supporting data for students/alumni	View File
Any additional information	View File

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports and/or cultural activities at inter-university / state /national / international events (award for a team event should be counted as one) during the year**

37

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File

5.3.2 - Presence of an active Student Council and representation of students in academic and administrative bodies/committees of the institution

Shailabala Women's Autonomous College runs various student associations and societies including- Students Representative Cell, Dramatic Society, Athletic Society, Literary Society, Debating Society, Science Society, Day Scholars Association, Students Common room social service guild, Community Connect Cell, Alumni association, Extension wings like NSS, NCC, YRC, Rovers and Rangers, Prakruti mitra, Photography club, etc to enhance the overall educational experience and exposure for participation in social, cultural, academic, and sports activities, seminars, extramural talks etc. The Science Society elects a Secretary and Joint Secretary from science students to organize seminars and science exhibitions throughout each Academic Session. The societies focus on extracurricular activities including celebration of important days through essential institutional logistic support for smooth execution of student-led initiatives. These activities are managed collectively by designated teachers and student representatives. Two students from each department are nominated as seminar secretaries to organize seminars of the departments. Student representatives to IQAC, Hostel Committee and the Grievance Committee participate in meetings, events, and provide valuable suggestions on behalf of the students and play pivotal role in leading their classmates. This ensures the success of every program by encouraging the students to engage in various activities and develop managerial and organisational skills and talent.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

5.3.3 - Number of sports and cultural events / competitions organised by the institution

55

File Description	Documents
Report of the event	No File Uploaded
List of sports and cultural events / competitions organised per year	View File
Upload any additional information	View File

5.4 - Alumni Engagement

5.4.1 - The Alumni Association and its Chapters (registered and functional) contribute significantly to the development of the institution through financial and other support services

Shailabala Women's Autonomous college, a century old women institution has a registered Alumni Association (Regd.No 8513/477,1990-1991) where Veteran members take active interest for the welfare of the institution, students and staff . They are part of decision making process of college governance as and when required.

- Annual Alumni Meet was organized in Dec, 2022 by all departments.
- Members of Alumni Association took part in syllabus revision committee Board of studies nominee of different departments.
- Their feedback help in the introduction and revision of syllabi.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/ALUMNI-1.pdf

5.4.2 - Alumni's financial contribution during the year

E. <2 Lakhs

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 an effective leadership in tune with the vision

and mission of the Institution

The governance and leadership adopt methods to fulfil the mission so as to realize the broader vision. This HEI as the first and the oldest women's College of Odisha, has paved the path for empowerment of generations of women making them self-maverick to realize their goals. The College is committed towards imparting quality career skills and moral values, education, accessible and affordable to the students hailing from different backgrounds, appreciating diversities and using it as strength that will transform students into extraordinary professionals.

The HEI aims to build scientific temper and rationality among the students through its CBCS curriculum in Arts, Science, Commerce, relevant to local, regional, national and global needs.

Vernacular language is given utmost significance by offering Odia, Urdu and Sanskrit both at UG(Hons) level and PG level to make the students akin to vernacular culture and practices.

To develop a balanced personality, the College provides a wide array of curricular, co-curricular and extra-curricular activities for students. Students are exposed to seminars, outreach programmes, community service, Yoga, and awareness programmes. The NSS and YRC activities make the students empathetic to the societal problems to initiate social change. The College contributes towards economic development and sustainable livelihoods by providing scope for Internships, Value-Added and Skill Enhancement Courses in its curriculum.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/goal-mission-objectives/

6.1.2 - Effective leadership is reflected in various institutional practices such as decentralization and participative management

Decentralization and Participative Management has been at the core of the administrative process for ensuring a democratic work culture which is reflected in the following few points: -

- The structural framework of the BOS is an exclusive example of participation of experts from

different fields, representing industry, alumni, Vice Chancellor's nominee and subject experts.

- The Administrative Bursar, Accounts Bursar, Academic Bursar and Legal Bursar look after the office establishment, accounts and procurement, academic and legal matters respectively.

- The Officer-in-charge, Campus Development coordinates with government departments for

infrastructure development.

- The Heads of Departments and Hostel Superintendents are second in the line of administration, taking care of the departmental issues and hostel administration respectively.

- The students' grievances are sensitively handled by the Students Grievance Cell. It works with utmost autonomy and secrecy.

- The Controller and Deputy Controller of Examinations manage the entire annual and mid-sem examination and evaluation system. Academic matters like preparation of academic calendar, principles of assessment and framing of financial principles pertaining to examination falls within their jurisdiction.

- The Research Committee of the institution takes utmost care of promoting a research environment by organizing seminars and workshops, motivating faculties to participate in seminars and conferences. It also deliberates and resolves issues relating to major and minor projects of faculties.

File Description	Documents
Upload strategic plan and deployment documents on the website	No File Uploaded
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/or_ganogram/

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ Perspective plan has been clearly articulated and implemented

- 07 Nos of postgraduate programme have been opened in various disciplines of Science and Humanities.
- Different certificate courses have been introduced by different departments.
- Cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values, Professional Ethics and life skills have been integrated into the Curriculum.
- The student internship programs are conducted through collaborative mode.
- A well-structured feedback system on curriculum from all the stakeholders has been established. The Feedbacks have been analysed and necessary action taken.
- There has been an increased use of ICT for effective teaching learning process.
- Remedial classes for slow learners are regularly conducted.
- Students are counseled through Mentor- Mentee classes.
- Faculty members are encouraged to complete their research of Ph.D. and undertake Research Projects by the Research Committee.
- Students are encouraged to undertake field projects.
- National Level Seminars and Conferences are organized on various themes.
- National/International Seminars have been organized on contemporary areas of Research.
- Library has been digitalized.
- Augmentation of hostels.
- Promotion of Divyangjan friendly campus.
- Building of an indoor sports complex.
- Renovation of the existing office set-up and arrangements.

- Renovation of the parking space for vehicles inside the campus.
- Placement drives for students are organized regularly.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://eg4.nic.in/
Upload any additional information	View File

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

The administrative set up offers a perfectly decentralized structure to ensure maximum autonomy of each official unit. The Governing body of this institution is the highest administrative body and it monitors all the affairs of the College- developmental, academic and financial. The Principal as the executive head of the institution facilitates and mobilises the implementation of policies and programmes.

Policies

The HEI has its own well- defined policies pertaining to administration, academics, finance, examination and student support under the broad umbrella guidelines of the Government. The faculties of the institution are encouraged to pursue their research activities, so that their up-gradation will promote research culture in the academic environment. The students receive high quality teaching from the efficient faculties and global exposure through information and communication technology.

Appointment Procedure:

The regular teachers are appointed as Assistant Professor at the entry level by the Government through Odisha Public Service Commission. The Non-Teaching staff is appointed by the Odisha Staff Selection Commission. Guest faculties are engaged as per the rules laid the Government against the vacant sanctioned post and also against increase in enrolment. Some group D employees are also out sourced for performing different menial duties.

File Description	Documents
Paste link to Organogram on the institution webpage	https://www.shailabalawomenscollege.ac.in/organogram/
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/igac/

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) Documen	No File Uploaded
Screen shots of user interfaces	View File
Details of implementation of e-governance in areas of operation	View File
Any additional information	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff and avenues for their career development/ progression

The College has an online Performance Appraisal System(PAR) to evaluate the curricular, co-curricular and extra-curricular performances of the faculties.

Non-Financial welfare measures:

- The staff is eligible for availing Casual Leave, Earned leave, Extra Ordinary Leave, academic leaves, study leave as per Govt. Rule.
- Paid maternity leave and paternity leave for female and male employees is granted for a period of 180 days and 15 days respectively.
- The regular teachers get promotion in CAS up to the post of Professor as per cadre rules of the Government.
- Residential quarters are allotted to employees.

- Library, Washrooms, Canteen and parking areas are available.
- Mega Health Camp was organized.
- Condolence meetings are conducted on demise of any employee. Obsequies of Rs 10000 are sent to the house of Non-Teaching employee.
- There is provision for Medical reimbursements.
- Provision for purchase of electric operated vehicles at a zero rate of interest.

Financial welfare measures:

- Withdrawal from GPF is sanctioned expeditiously.
- NPS contribution is applicable for the new appointees.
- Festival advance is provided to group D employees.
- Provisional pension is given to the retiring employee on the day of retirement itself.
- Employees are enrolled under GIS Scheme.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://odisha.gov.in/sites/default/files/2023-09/OGFR%2C%202023%20-%20REPORT_1.pdf

6.3.2 - Number of teachers provided with financial support to attend conferences / workshops and towards payment of 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)	View File

6.3.3 - Number of professional development / administrative training programmes organized by the Institution for its teaching and non-teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGC HRDC/ASC or other relevant centres)	View File
Upload any additional information	No File Uploaded

6.3.4 - Number of teachers who have undergone online/ face-to-face Faculty Development Programmes during the year: (Professional Development Programmes, Orientation / Induction Programmes, Refresher Courses, Short-Term Course, etc.)

23

File Description	Documents
Summary of the IQAC report	View File
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	View File
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

The institution conducts internal audit which is mandatory for all Laboratories, Hostels, Office, Controller of Examination Section, NSS, YRC conducted annually by the committees constituted for the purpose.

External Audit of our institution is conducted periodically by both the Department of Audit and Accounts, Government of Odisha and Accountant General Office, Government of India.

Audit is done for State Government Grant, RUSA Grant and Cash books relating to various heads of expenditure.

Special audit is conducted as and when exigency arises. Any audit objection is complied in the manner as instructed by the auditor. The academic audit reports, both internal and external is uploaded in our website for reference.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.4.2 - Funds / Grants received from non-government bodies, individuals, and philanthropists during the year (not covered in Criterion III and V) (INR in lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Details of funds / grants received from non-government bodies, individuals, philanthropists during the year	View File
Any additional information	No File Uploaded

6.4.3 - Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Different strategies were employed for effective mobilization of funds for developmental purposes – academic and infrastructural, under different heads of expenditure mentioned below-

- The allotment under RUSA was Rs. 46,53,337/- and an expenditure of Rs. 35,14,831 /- was made towards new construction, journal and books.
- The allotment under MO College was Rs. 32,338/- and expenditure was Rs. 94,000/-.
- The allotment under Principal Ledger was - Rs. 15,72,465/- and expenditure was - N.I.L
- The expenditure incurred under infrastructure was - Rs. 5,95,00,000/- towards construction and maintenance work.
- The allotment under Lab Equipment and Lab Expenses were Rs. 80,00,000/- + Rs. 1,39,995/- and expenditure were - Rs. 74,57,406/-
- The income under Controller of Examinations Head for fees, form fill-up, conduct of examination, evaluation, and result publication were Rs. 48,49,881/- and expenditure was - Rs. 42,85,742/-

- The allotment under Projects was Rs.17,92,418/- and expenditure was Rs. 2,09,794/-
- The allotment under Guest Faculty was Rs. 84,65,000/- and expenditure was- Rs. 82,56,500/-
- The allotment and expenditure under Library was Rs. 60,610/-

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	Nil

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing quality assurance strategies and processes visible in terms of incremental improvements made during the preceding year with regard to quality (in case of the First Cycle): Incremental improvements made during the preceding year with regard to quality and post-accreditation quality initiatives (Second and subsequent cycles)

IQAC has provided academic flexibility supporting in introducing CBCS and OBE schemes into the curriculum. 36 Value added /Skill based courses, 7 new Postgraduate programmes and 4 new programmes on PPP mode were commenced. Structured feedback from different stakeholders like the student, the faculty, the alumni and the employer were collected, analysed, and sent to different statutory bodies for action and recommended for syllabus modification.

IQAC has developed methodology for measuring the attainment of POs, PSOs, COs.ABC IDs of about 9000 students have been created as a NEP initiative.

There are 7 MOUs, 36 collaborations, 02major research projects, 10 quality research paper publications are in Scopus, Web of Science, UGC Care Listed journals 15 Book Chapters. It has continuously monitored and assessed the extension/outreach activities organised and conducted by the NCC, YRC and NSS wings of the College.44 numbers of such activities were conducted during the assessment period. It has encouraged the teachers and students to develop e-contents and access the different e-Resources for teaching-learning process. The exceptional achievement by students in the field of Games and Sports and community services have been the best practices adopted and supported by IQAC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

6.5.2 - The institution reviews its teaching-learning process, structures and methodologies of operation and learning outcomes at periodic intervals through its IQAC as per norms

Each Head of the Department presents the activities of the department in the presence of the Principal, external members & IQAC Coordinator during academic audit. The teachers are suggested to conduct Add-on courses, remedial classes and to use ICT based teaching methods to improve the teaching learning process. The syllabi of different programmes are passed in the Board of Studies meeting. The programme outcomes, programme specific outcomes and course outcomes of each course are elaborately described and uploaded in the College website. Examinations are properly conducted and results are published as per the calendar. IQAC also co-ordinates various webinars and seminars with the teaching departments to emphasize upon outcome based education and experiential learning.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/OBE.pdf

6.5.3 - Quality assurance initiatives of the institution include Regular meeting of the IQAC Feedback collected, analysed and used for improvement of the institution Collaborative quality initiatives with other institution(s) Participation in NIRF Any other quality audit recognized by state, national or international agencies (such as ISO Certification)

A. Any 4 or all of the above

File Description	Documents
Paste the web link of annual reports of the Institution	Nil
Upload e-copies of accreditations and certification	View File
Upload details of quality assurance initiatives of the institution	View File
Upload any additional information	No File Uploaded

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

- Compulsory paper entitled 'Ethics and Value' introduced in the first semester of UG syllabus through which girl students acquire knowledge related to gender equality, pre-natal sex selection, gender practices in family, women and domestic violence.
- A paper entitled 'Gender, School and Society' has been introduced in B.Ed. programme. A compulsory paper 'Women and Society' has been introduced in PG 4th semester. It provides basic knowledge regarding sex and gender, gender roles, gender stereotypes, Indian women identity.
- The whole campus is under CCTV surveillance for the safety and security of girl students.
- The arrival and departure time of the boarders and visitors are recorded in a register.
- Anti-Ragging Cell promotes a safe and supportive atmosphere. It prevents any kind of harassment and bullying.
- Committee for Prevention of Sexual Harassment is constituted to address complaints received from students related to sexual harassment.
- Both male and female employees of the College are working together without any gender disparity.
- As per Government of Odisha guidelines and provisions, women employees can avail maternity leave for 180 days.
- A 'Reach Her' awareness programme was organized by Commissionerate Police, Bhubaneswar to sensitize the girl students about cybercrimes and personal safety.
- A Workshop was organized by Cybercrime Cell of Commissionerate Police to sensitize the students about crime against women,

drug abuse, illicit trafficking and cybercrime.

- The College has agymnasium to promote a healthy and active lifestyle.

File Description	Documents
Upload any additional information	View File
Paste link for additional Information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/GENDER-AUDIT-REPORT-2023-24-SBW.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation: Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power-efficient equipment	A. Any 4 or All of the above
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File Description	Documents
Geotagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the institution for the management of the following types of degradable and non-degradable waste (within a maximum of 200 words)

Solid Waste Management - Bio-degradable and Non- Biodegradable wastes are being segregated. Organic waste from the kitchen is processed to form compost which is used as organic manure for the hostel garden. Food waste is taken by pig farmers to feed their pigs. Garbage collection vehicles from Cuttack Municipality Corporation (CMC) collect the segregated solid waste from the campus. Sanitary napkins are being disposed of by incinerator installed in hostel.

Liquid Waste Management: Liquid waste is managed through a proper sewage system. Waste flows to municipality underground drains outside the campus.

E-waste Management: In order to reduce the generation of e-waste and to lessen its impact on the environment, only quality hardware's are procured and proper upgradation and maintenance are guaranteed.

Hazardous chemicals and radioactive waste management: Dilute acids

are mostly used in laboratories. The concentrated acids are used cautiously and are sufficiently diluted before disposal. Standard manuals are consulted to dispose hazardous chemicals. No radioactive substances are ever used. The contaminated glassware's are autoclaved properly prior to washing. Biomedical waste management: The specimens of infected laboratory wastes and animal anatomical wastes are disposed properly by deep burial methods.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geotagged photographs of the facilities	View File
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

A. Any 4 or all of the above

File Description	Documents
Geotagged photographs / videos of the facilities	View File
Any other relevant information	View File

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

A. Any 4 or All of the above

File Description	Documents
Geotagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	No File Uploaded

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

<p>7.1.6.1 - The institution's initiatives to preserve and improve the environment and harness energy are confirmed through the following:</p> <ol style="list-style-type: none"> 1. Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5.Beyond the campus environmental promotional activities 	<p>A. Any 4 or all of the above</p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	View File

<p>7.1.7 - The Institution has a disabled-friendly and barrier-free environment: Ramps/lifts for easy access to classrooms and centres Disabled-friendly washrooms Signage including tactile path lights, display boards and signposts Assistive technology and facilities for persons with disabilities: accessible website, screen-reading software, mechanized equipment, etc. Provision for enquiry and information: Human assistance, reader, scribe, soft copies of</p>	<p>A. Any 4 or all of the above</p>
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reading materials, screen reading, etc.

File Description	Documents
Geotagged photographs / videos of facilities	View File
Policy documents and brochures on the support to be provided	No File Uploaded
Details of the software procured for providing assistance	View File
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, socio-economic and other diversities (within a maximum of 200 words).

The College always tries to maintain a healthy atmosphere for the students in order to maintain the spirit of tolerance and harmony. The Sambalpuri (a traditional handloom of Odisha) dress code has been adopted by the College for the students. This practice represents the art, culture and heritage of Odisha. Additionally, it helps to improve the financial condition of the traditional weaver community of Odisha. Every year, students actively participate in cultural functions. They perform Sambalpuri dance and Odishi dance irrespective of their religion, caste and culture. Various competitions like Odia debate, Odia short story writing, Odia essay writing, English debate, English short story writing, English essay writing, Hindi essay writing, Hindi debate, Hindi short story writing, Sanskrit verse recitation and Urdu shayari recitation are organized by the Institution every year. Students from different communities actively participate in these competitions. Students of different tribes from Mayurbhanj, Boudh, Kandhamal, Gajapati, Sundergrah, Rayagarah and Nabarangapur districts of Odisha come to the College to pursue higher studies.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File

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

- 'Ethics and Values' has been added to UG course as a compulsory paper. The objective of the paper is to lay foundation for the students to be a responsible citizen and future leader.
- Vigilance Awareness Week was organized by the College to sensitize the students and staff about the need for combating corruption and malpractices.
- Independence Day, Republic Day, Gandhi Jayanti, Red Cross Day, National Service Scheme Day, National Cadet Corps Day, National Voters Day and Rastriya Ekta Diwas were celebrated by the Institution to instil the patriotic values and the ethics of responsibility in students. 'Mu Bi Mita' Abhiyan was organized by the Election Commissioner of Odisha to sensitize students about their voting rights.
- The NSS unit of the College organized a programme on 'Mitti ko Naman, Viro ko Vandan' to spread patriotic values among students.
- To educate the children living in slums and to improve their health condition, various social outreach activities were organized by P.G. Department of Home Science, P.G. Department of Sociology and Department of Teacher Education. These programmes inculcated the value of social responsibility among students towards the under privileged section of our society.
- Cleanliness drives such as 'Swachha Survekshan', 'Swachhta Pakhwada' and 'Swachha Bharata Abhiyan' were organized by NSS and YRC units of the College to sensitize the students about the social and environmental issues.

File Description	Documents
Details of activities that inculcate values necessary to transform students into responsible citizens	View File
Any other relevant information	View File

7.1.10 - The institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic sensitization 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

B. Any 3 of the above

students, teachers, administrators and other staff Annual awareness programmes on the Code of Conduct are organized

File Description	Documents
Code of Ethics - policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programmes, etc. in support of the claims	View File
Any other relevant information	View File

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

The college strongly believes in community spirit. Hence, the institution celebrates and organizes days and festivals with national and cultural importance. 'World AIDS Day' is celebrated with full enthusiasm to uplift social consciousness and create awareness. 'Gandhi jayanti' and birth and death Anniversary of 'Utkal Gaurav Madhusudan Das' was celebrated to make students know more about the contribution of the great leaders of our country. 'Independence Day', 'Republic Day', 'Azadi ka Amrit Mahotsav', 'Mitti ko Naman', 'Veeron ka bandan' were celebrated in our institution for celebrating the spirit of independence and patriotism. 'Rashtriya Ekta Diwas' and 'Vigilance Awareness Week' were celebrated for embodiment of values of unity, integrity, and inclusiveness.

File Description	Documents
Annual report of the celebrations and commemorative events for during the year	View File
Geotagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

7.2.1 - Provide the weblink on the Institutional website regarding the Best practices as per the prescribed format of NAAC

BEST PRACTICE #1 The College believes in a strong sense of connectedness with the society. The HEI a significant role to play in the tangible and intangible transformation of society and has always striven for realizing this purpose. It has adopted a suburban locality for awareness drives in matters of health and hygiene , enrollment of lactating mothers, Dengue awareness program have been undertaken from time to time. Increase in the health consciousness, regular health check-ups and frugal use of common resources like water and some of the visible positive signs. **BEST PRACTICE#2** The College has vowed to bring out hidden sporting talent in the women enrolling for higher studies every year and has earned name and fame at the university/state levels in a number of sporting events. This is helping young women building their career in academics but in the wholesome development of personality. The students have proved themselves in various sporting competitions like basketball, Badminton, Chess, Yoga etc in state and national levels. The traditional mind set of women's safety and paucity of funds have not deterred the students and staffs from the relentless pursuit concomitant laurels that have ceaselessly followed.

File Description	Documents
Best practices in the Institutional website	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/Best-practice-documents-23_24.pdf
Any other relevant information	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/12/PHOTOGRAPHS_best-practice_AQAR-compressed.pdf

7.3 - Institutional Distinctiveness

7.3.1 - Highlight the performance of the institution in an area distinct to its priority and thrust (within a maximum of 200 words)

Inspired by the vision of transformational change in rural/slum development processes, the Unnat Bharat Abhiyan has been undertaken by the students of this College as envisaged in the Community Outreach Activities. The College has always been in the forefront in organising various such activities, treating it as a Best Practice by the students to extend their services to the society at large. The activities are broadly categorized as under. 1. Educational activities in schools/anganwadis 2. Health and Nutritional Awareness 3. Voter awareness 4. Road safety measures 5. Anti-corruption rallies 6. Institutional birth awareness 7. NSS volunteers helping

aged/physically challenged voters during the elections In conclusion, the HEI stands as a beacon of inclusivity, providing visually challenged students and the under privileged sections of the society with quality education, support services, and opportunities for personal growth. By prioritizing their unique needs, the Institute has created an environment where these people can thrive on a healthy and prosperous life. The success stories of visually challenged individuals excelling in academics and sports serve as an inspiration to others, breaking barriers and paving the way for a more inclusive and compassionate world.

File Description	Documents
Appropriate link in the institutional website	https://www.shailabalawomenscollege.ac.in/wp-content/uploads/2024/09/Institutional-Distinctiveness-1.pdf
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- To open PhD programmes in emerging subjects.
- To implement NEP 2020.
- To organise more National/International Seminar/Conference.
- Sport facilities & equipments to be made available in the auditorium for indoor games.
- Infrastructure facilities will be improved by increasing number of teaching halls & laboratories.