Yearly Status Report - 2019-2020

Part A	

Data of the Institution

1. Name of the Institution	GOVERNMENT WOMEN'S COLLEGE, SAMBALPUR
Name of the head of the Institution	Prof. Prafulla Chandra Sethi
Designation	Principal(in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06632412288
Mobile no.	9556969078
Registered Email	govtwomenscollegesbp@gmail.com
Alternate Email	jayantakarsharma@gmail.com
Address	Motijharan
City/Town	Sambalpur
State/UT	Orissa
Pincode	768001

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Jayanta Kar Sharma**
Phone no/Alternate Phone no.	**06632412288**
Mobile no.	**9861168455**
Registered Email	**iqacgwc2011@gmail.com**
Alternate Email	**govtwomenscollegesbp@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.gwcsbp.in/aqarfiles/AQAR2018-19.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gwcsbp.in/calendar/AC%202019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B+**	**75.30**	**2006**	**06-Feb-2006**	**01-Feb-2011**
2	**B**	**2.82**	**2014**	**10-Dec-2014**	**09-Dec-2019**

6. Date of Establishment of IQAC   **30-Jul-2011**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Workshop on new guidelines of NAAC	**18-Sep-2019** **1**	**35**

Criterion wise orientation for faculty members	03-Oct-2019 1	38
Workshop on documentation for NAAC	22-Oct-2019 1	34
Workshop on Research methodology for teachers and students	08-Nov-2019 1	36
National Seminar on Influence of Gandhi on literature	10-Nov-2019 1	140
Workshop on IPR and OER licensing	21-Nov-2019 1	35
Conduct of seminars on value education	16-Dec-2019 1	130
Workshop on professional code of conduct & ethics	12-Jan-2020 1	32
National seminar on Relevance of Bhagavad Gita	20-Feb-2020 1	130
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Govt Women's College, Sambalpur	OHEPEE	World Bank	2019 365	675783
Govt Women's College, Sambalpur	RUSA	HIGHER EDUCATION DEPT.	2019 365	4000000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

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

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

Extramural lectures on various topics were organised on 13.9.19,31.10.19 and 18.11.19. Sensitisation cum Awareness Programme on Micro, Small and medium enterprises(MSME) under career counseling on 19.9.19 National Seminar on "Influence of Gandhiji on Indian Literature" was organised on 10.11.19 A career cum self employment awareness programme was organized jointly by IDP under OHEPEE and Model CareerCentre, District Employment Exchange on 26.11.19. Workshop on NAAC preparation with mentors from Sambalpur University was held on 14.02.2020.

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

Plan of Action	Achivements/Outcomes
National Seminar on the eve of 150th birth anniversary of Mahatma Gandhi	National Seminar on "Influence of Gandhiji on Indian Literature" was organised on 10.11.19
Self Defence Training to girls	Self Defence training provided.
CMS to be followed	CMS followed as per govt rules.
Provide career counseling to students	Career Counselling cum awareness programmes with various industry stakeholders were organised on 19.9.19 and 26.11.19
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Staff Council	05-Jan-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes
Date of Visit	14-Feb-2020
16. Whether institutional data submitted to AISHE:	Yes

Year of Submission	2020
Date of Submission	10-Jun-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Our college has various modules of MIS currently operational which are listed below: 1. Administration(HRMS, PIMS) 2. Finance and Accounts(HRMS, IFMS) 3. Students admission and Support(SAMS) 4. Lokseva, Sambalpur University HRMS : Human Resources Management System (HRMS) is the flagship project of Center for Modernizing Government Initiative – CMGI, a society under the General Administration Department, Government of Odisha. HRMS is a database – and application software which our college administration uses to carry out personnel transaction of employees online through Internet. This aims to be the primary vehicle of transactions of college employees. HRMS is the repository of all the service records of the employees of our college through HRMS, an employee may apply for leave, loan, or send their reports, requests or grievances. They can receive the sanction or reply online from their office. HRMS software automatically prepares all accounts and registers of an employee, like Service Book, Leave Account, Loan Account, Salary Account, Incumbency Chart etc., retrieving relevant data from transactions. It also helps the superannuating employees to prepare their pension papers on the click of buttons and help authorities to process pension papers easily and quickly. PIMS : With Personnel Information Management System (PIMS) module, our college has developed a centralized employee data hub eliminating redundant and disparate records processes. Accessible from virtually anywhere, one can easily add and update employee information in the office. IFMS : The Finance department, Government of Odisha runs Integrated Financial Management System. Our college uses this portal for smooth conduct of all financial issues. Salary and arrear bills are prepared through this portal. SAMS : Student Academic

Management System (SAMS) is an integrated Academic Management System and comprehensive tool for students/parents, administrators of our college to overcome the challenges in the process of college admissions and post admission processes. The entire college admission process is digitized in SAMS starting from Application, Selection, Intimation admission for hardware connectivity architecture. Also this portal is used to issue CLC, Icard. Lokseva portal of Sambalpur University: It is used for students enrollment, form fillup, entry of marks, publication of results etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The Institution ensures effective curriculum delivery through a well-planned and documented process: The curriculum is framed by the board of studies of Sambalpur University and it is mandatory for the affiliated institutions to adopt it. Hence the college authorities have no scope to modify the course. The institution follows CBCS syllabus since the academic session 2016-17 having DSC (core course), Generic Elective, AECC and DSE courses as the component subjects. For effective delivery of the curriculum, the institution prepares semester wise and department wise time table at the beginning of each semester. Classes/periods are allotted with due weightage to the nature of course and credit assigned to each course as such. The non -practical subjects with credit points 6, are allotted five periods for theory classes and one period for tutorial classes. Subjects with practical component (credit 6) are allotted 4 periods for theory classes (4 credit) and 6 periods (3 periods equivalent to one class) for practical classes corresponding to 02 credit. Assignments, project works, survey, field studies etc. are undertaken under the practical component of different subjects. Environmental studies, Communicative English, Information technology and quantitative and logical thinking are provided to the students as the inter-disciplinary subjects under AECC/SECC course. The institution has very limited scope to fix its own policy for implementation of curriculum. However, some teachers of our college act as the members of board of studies. Once the curriculum has been prescribed, the college authorities develop an action plan for its effective implementation. The institution no doubt follows the curriculum designed by the university; however, it ensures effective curriculum delivery through a well-planned and documented process. In the beginning of every academic session the institution chalks out an academic calendar according to common minimum standard prescribed by DHE Govt. of Odisha. The OIC of time table schedules each subject for teaching, which includes lecture hours, practical and tutorial classes. The HODs of various departments conduct academic plan meeting to organize the schedule of lectures. The faculty members are instructed by the authority to cover the syllabus with in a stipulated time. More emphasis is given for lesson plan and progress of the syllabus. The lesson plan is regularly verified by the principal and by the inspecting authority during the academic session. For implementation of

curriculum, teachers take resort to various teaching methods such as presentation, assignments and seminar etc. The institution receives regular updates of circular through letters and email, from the university regarding changes or modifications in the curriculum. The syllabus and the pattern of examination which had been previously followed underwent a great change in the academic session 2019-20. With the combined effort of all state universities, and taking the consent of chairpersons of different boards the government implemented the unitary syllabus at the UG level(Arts, Science and Commerce streams) for the college all coming under the CBCS Syllabus.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Communication Skill	Nil	17/02/2020	30	Focus on e mployability	Yes
Life Skill	Nil	09/07/2019	22	Focus on e mployability	Yes
Human Nutrition	Nil	09/11/2019	30	Focus on e mployability	Yes
Fashion Design	Nil	01/07/2019	30	Focus on e mployability	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Humanities Social Science	01/06/2019
BSc	Biological Science & Physical Science	01/06/2019

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

	Certificate	Diploma Course
Number of Students	115	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

BA	Project Work	41
BSc	Project Work	9
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Analysis of Students' Feedback on Curriculum (Academic session 2019-20) Feedback was invited from students through online for the model syllabus on Choice Based Credit System for the academic session2019-2020. The model syllabus was implemented from the academic session 2019-2020 throughout the state of Odisha with a little modification of CBCS syllabus of UGC by the State Higher Education Council, Govt. of Odisha. The questionnaire was based on 11 parameters. 171 responses have been received from the students. The brief analysis of the responses on syllabus are mentioned below. Parameter-1 How to rate the syllabus of the courses that we studied in relation to the competencies expected out of the course/content/syllabus? Parameter-2 How do you rate the relevance of the units in syllabus to the course? Parameter-3 How do you rate the allocation of the credits to the courses? Parameter-4 How do you rate the offering of electives in terms of their relevance to the specialization stream? Parameter-5 Rate the size of the syllabus in terms of the load. Parameter-6 Rate the course in terms of extra learning and self-learning considering the design of the course. Parameter-7 How do you rate the evaluation scheme designed for each of the course? Parameter-8 The courses / syllabus of the subject increased my knowledge and perspective in the subject area. Parameter-9 The books prescribed as reference materials are relevant, updated and appropriate. Parameter-10 Syllabus is need based. Parameter-11 Aims and objectives of the syllabus are well defined and clear to the teachers and students. From the above analysis of the 11 parameters, it is observed that maximum number of students have exercised their satisfaction and positive views on the model CBCS syllabus, which is effective from the academic session 2019-2020. As there is no negative remark on the syllabus, there is no need to take any action for the change/modifications of the syllabus.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	Odia	16	48	16
BSc	Physical Science & Biological Science	64	693	50

BA	Humanities Social Science	128	3199	121

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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	545	32	39	Nill	4

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
43	43	10	2	2	11

View File of ICT Tools and resources
View File of E-resources and techniques used

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

The institution believes in better student teacher interaction in building the academic atmosphere in the campus. For this, it undertakes a host of student centric methods for enhancing learning experiences in the minds of the students. Some of these are enlisted below- PROCTORIAL CLASSES In every academic year, proctorial duties are assigned to the members of the teaching staff. The students are divided into different groups with 17 students in each group which is then allotted to a proctor. The proctor in turn keep regular touch with the students in the proctorial class and monitor the academic development of that group. In addition to this interests of the students in other fields like- sports, music, dance, quiz, debate are also encouraged. Hence, the proctor acts as a friend, philosopher, and a guide to the students. He /She motivates them to realize their inherent potential and exhorts them to work purposefully to achieve the desired goal in life. Students are further induced to discuss their personal, emotional, financial problems with the mentors/ proctors so as to get the right kind of advice and help in time of distress. Parents are kept constant contact with the concerned proctor to know about overall development of their children. TUTORIAL CLASSES As per the Govt. Guidelines in common minimum standard, tutorial classes are allotted in the time table of every department. Here, the students are divided into different sub-groups and teaching is done through the interactive method. The topic taught earlier by the concerned teachers are further discussed and the doubts are clarified in a systematic manner. Students are advised to come to the tutorial classes with prior preparations. Advanced learners are encouraged to help the slow learners in clarifying their doubts with the permission, of the subject teacher. Slow learners are further motivated to ask questions without any hesitation. The entire teaching learning process is participatory and student centric in nature. PEER MENTORING The institution encourages the students to make bonding among them through online classes, handwritten notes and study materials in pdf form are sent alongwith internal examination question papers. Students after appearing the examination in online mode in a stipulated time send it to the concerned teacher for evaluation. Likewise, the end term University Question papers are sent to the students by the examination section of the college. After submitting the answer scripts by the students, concerned teachers are allotted for evaluation. In every hostels computer education is provided to the students. Each hostel has two computers with internet facilities in the computer room. Senior students help the junior ones in computer learning .Also the interested students get the facility to learn computer education freely. It greatly helps the students for data collection of notes, based on syllabus, gather wider knowledge.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio

545	43	1:13

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
48	43	5	18	14

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Sneha Mishra	Associate Professor	D.Litt.(English Literature)

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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	Master of Arts	Year	16/03/2020	01/05/2020
BSc	Bachelor of Science	Semester	28/11/2019	13/01/2020
BA	Bachelor of Arts	Semester	28/11/2019	13/01/2020

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

Reforms Initiated On Continuous Internal Evaluation (CIE) at Institutional Level The college follows the common minimum standard as prescribed by the DHE, Govt. Of Odisha. Moreover, as an affiliated institution to Sambalpur University, the college adheres to the examination and evaluation dates as stipulated by the Sambalpur University. Internal/tutorial examination are conducted at the college level and the marks obtained by the students are sent to the university for preparing the final grading system. Internal assessment are conducted as per guidelines prescribed by the Sambalpur University. The unitary syllabus is introduced in the state by the DHE, govt. of odisha in the year 2019 - 2020. Under this model syllabus the pattern of internal assessment is given which is followed by our college. The mid term or internal examination is conducted of one hour duration for 20/15 marks , 20 marks for subjects bearing no practical and 15 marks for subjects with practical paper. After the successful completion of the examination, faculty members evaluate the scripts and report the performance of the students in terms of marks obtained from this. Besides, class tests are conducted by all concerned departments regularly after the completion of the chapter or unit wise completion, to access the performance of the students. Another form of mechanism of internal assessment is surprise test conducted by the subject teachers in every month.

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

Academic Calender for Exam The college follows the common minimum standard as prescribed by the DHE, Govt. Of Odisha. At the beginning of each academic session, the DHE rolls out the common minimum standard (CMS) for all the degree colleges of the state. The academic calendar of the college is prepared in accordance with the guidelines set in the CMS. Moreover, as an affiliated institution to Sambalpur University, the college adheres to the examination and evaluation dates as stipulated by the Sambalpur University. Every year the students are required to appear two semester examinations with a total of six examinations at their degree level. The examination section of the college display the date, time and pattern of examination in the students' notice board as per University guideline. After completion of the theory examination , their performance is attested by the examiners and mark foils are sent to the examination section which is finally sent to the university. ACADEMIC CALENDER 2019-20 1. Reopening of college- 18.06.2019 2. Commencement of the class of U.G 2nd year,3rd year and PG 2Nd year- 18.06.2019 3. Admission process for UG 1ST year and PG 1ST year 15.07.2019 to 06.08.2019 4. Foundation day celebration of college 17.07.2019 5. Commencement of UG 1ST year and PG 1ST year class 08.08.2019 6. Induction meeting for fresher's August 2nd week ,2019 7. Welcome function of concerned Dept. August last week of 2019 8. Teacher's day celebration September 5th,2019 9. Parent teacher meet for UG First year 07.09.2019 10.Parent teacher meet for UG 2nd year 14.09.2019 11. Parent teacher meet for UG 3rd year 21.09.2019 12. College student's union election A single date to be fixed by the Govt. 13. Internal assessment September last week of 2019 14. Puja Holiday 03.10.2019 to 13.10.2019 15. IQAC meeting October last week of 2019 16. Form fill up November 1st week 2019 17. End term examination of 1st,3rd ,5th PG 1ST December 1st week, 2019 18. Annual Athletic meet January 1ST week, 2020 19. Cultural week to conduct all function and competitions Jan, 2nd week, 2020 20. Annual function January last week, 2020 21.IQAC meeting February 1st t week, 2020 22.Internal assessment of 2nd,4th,6th PG-2nd February 1st t week, 2020 23.Farewell ceremony February 2nd week, 2020 24.Form fill up of 2nd ,4th,6th PG-I March 1st week, 2020 25. IQAC meeting April 2nd week, 2020 26. End term exam April last week, 2020 27.Summer vacation 09.05.2020 to 16.06.2020

2.6 – Student Performance and Learning Outcomes

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

http://gwcsbp.in/docs/PROGRAMME%20OUTCOME.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
M.A	MA	Odia Literature	12	12	100
B.sc	BSc	Biological and Physical Science	64	53	83
B.A.	BA	Humanities and Social Sciences	131	110	84

2.7 – Student Satisfaction Survey

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

http://gwcsbp.in/docs/Analysis%20and%20feedback%20on%20Students%20overall%20satisfaction.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	0	NIL	0	0

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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop on Motivational cum Awareness under MSME	Career Counselling Cell	19/09/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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

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

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nill

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	PHYSICS	1	0
National	ANTHROPOLOGY	2	0

International	CHEMISTRY	1	0

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

Department	Number of Publication
ANTHROPOLOGY	1
HINDI	1
PHYSICS	1

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

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

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	3	Nill	Nill
Resource persons	Nill	1	1	Nill

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Seminar on Human Rights	Dist. Legal Services Authority, Sambalpur	3	30
Observance of Constitution Day	NSS wing of Govt. Women's College, Sambalpur	3	23
Swacchata Abhijan	NSS wing of Govt. Women's College,	3	50

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	Nill
No file uploaded.			

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachhata Abhiyan	NSS Wing	Campus cleaning	3	50
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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NIL	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NIL	NIL	Nill	Nill	0
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NIL	Nill
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
52.74	56.48

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Classrooms with LCD facilities	Existing
Video Centre	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
e-Granthalaya	Partially	4.0	2014

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	41674	12386280	138	30000	41812	12416280
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr.Jayanta Kar Sharma	Diploma in Functional Hindi Translation(DFHT)	e-gyanagar, Odisha State Open University	10/06/2019
Dr.Jayanta Kar Sharma	Tulanatmak Sahitya for Master of Arts, Odia	e-gyanagar, Odisha State Open University	11/07/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	30	2	2	1	1	10	0	10	0
Added	0	0	0	0	0	0	0	0	0
Total	30	2	2	1	1	10	0	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

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

Swayam	http://gwcsbp.in/library/
National Digital Library	http://gwcsbp.in/library/
e-pgPathshala	http://gwcsbp.in/library/
INFLIBNET	http://gwcsbp.in/library/
National Digital Library	http://gwcsbp.in/library/

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
6.74	6.74	53.99	53.99

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

4.4.2 POLICIES FOR INFRASTRUCTURE The college ensures optimal allocation and utilization of the available financial resources for maintenance and upkeep of different facilities by holding regular meetings of various committees constituted for this purpose and using the grants received by the college as per the requirements in the interest of students. Laboratory: The college information and communication technology committee is responsible for maintaining the computer lab. The psychology lab, anthropology lab, geography lab, home science lab are maintained by the respective departments. The college science laboratories are maintained by the lab assistants and bearers under the charge of the concerned departments. Maintenance of funds procured from the state govt. and the UGC are utilised for the upkeep of specified items. Electrical sensitive equipments are provided with necessary backup to ensure steady functioning and to safe guard against voltage fluctuations. Library: There is a library committee comprising of faculty members who oversees the overall maintenance and other needs of the library. The rules of the library are strictly followed while utilizing library resources. The maximum period for loan of books is fourteen days. The students can access the reference books in reference section. Recently RUSA funds were utilized to renovate the library building and purchase of new books. Physical facilities: The college has sweepers, gardener, and a watchman. The college premises and the classrooms are cleaned regularly with the help of two sweepresses. Students are sensitized regarding cleanliness and are motivated for energy conservation by careful use of electricity in the classrooms. The NSS unit and eco club oversees the cleanliness and maintenance of hygiene inside the college campus. The teachers and students have also been assigned duties for cleanliness and beautification of specific areas of college campus. The college is having a residential committee which looks after the hostel maintenance and proper utilization of the hostel facilities. Solid waste is properly managed by provision of dustbins provided in suitable places and clearance ensured at regular intervals by Municipal Corporation. The college development fund is utilized for maintenance and repair of furniture and other electrical equipments and major repairs are done by PWD/ PHED/ GPHD/ GED. RO - UV drinking water facilities have been installed inside the college campus with support from World Bank under IDP Project. The ICT smart rooms are maintained by AMC of the corresponding service provider. The college website is maintained regularly by local provider. The college has 20 CCTV to ensure safety and discipline inside the campus. A complaint register is maintained in office in which students as well as faculty can register their problems which are resolved within a set timeframe. The college follows the guideline and instruction issued from time to time by the

http://gwcsbp.in/docs/Policies%20for%20Infrastructure.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Prerana Post Matric Scholarship 2. Medhabruti	197	1280739
Financial Support from Other Sources			
a) National	1.Central Sector Scheme of Scholarship for College and University Students 2.Bidi Worker	2	11000
b)International	NIL	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Communication Skills	26/06/2019	600	Internal Agency
Yoga	18/08/2019	248	Internal Agency
Self Defence	16/01/2020	180	Govt. Agency
View File			

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Spoken English Classes (18 classes)	48	48	Nill	10
2020	Science Data and Artificial Intelligence	87	87	10	Nill

2020	Spoken English (10 classes)	43	43	Nill	Nill

View File

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

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

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
NIL	Nill	Nill	Central Govt.,OSOU,SSB,Non-Govt. Colleges,Govt. Colleges	45	12

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2019	53	B.A., B.Sc., M.A.	Home Science, Odia, Economics	Sambalpur University, G.M. University, Utkal University	M.A., M.Sc., M.B.A., M.Phil.

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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	3
Any Other	2

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

Activity	Level	Number of Participants
100mts, 200 mts, 400 mts, and 800 mts race, long jump, high jump, putting the short, discuss throw, javelin throw, 4x100 mts relay	College District Level	30

race.	

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
Nill	NIL	Nill	Nill	Nill	Nill	NIL

<div align="center">No file uploaded.</div>

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

5.3.2 ACTIVITY OF STUDENTS COUNCIL AND REPRESENTATION…… The name of the college union/council is Govt. Womens College college students union, Sambalpur. Mainly there are four office bearers of the student union. Such as: the president, the vice president, the secretary and the joint secretary. The president of the union presides over all meeting of the union. In her absence the vice president can preside the meeting. The primary responsibility of the general secretary is to give notice of all meetings, prepare the budget and place it before the executive committee for approval. She also prepares the Annual Report of the working of the Union to place it at the Annual Meeting of the union. Moreover, she keeps the accounts of the union, submits all bills, vouchers and statement of accounts to the Adviser of the union. The Joint Secretary supports the secretary and performs all the duties in her absence. The Govt. instructs us from time to time on the revised rules to conduct election. After successful and timely conduct of election, the office bearers take oath. They hold meetings with the stake holders and work for the development of the college. The Executive Committee of the College Union consists of the following:- (a) All office-bearers of the College Union. (b) Class Representatives - One elected from each class. For this purpose, Arts and science Classes are to be treated separately. (c) The Advisor and the Associate Advisors. The Executive Committee of the Union discusses the budget at an annual meeting of the Committee and decides from time to time, all other matters, concerning the activities of the Union. Every year quite a good number of students participate in different cultural and sports activities. The members of the students union actively organises different seminars, conference and various competitions in the college. They also play active role in organizing different events for the smooth conduct of both inaugural function of the student union and annual function of the college. Moreover being the active members of the alumni association and IQAC, they also participate in the administrative process of the institution. All the members of the students union offer their valuable suggestions on the preparation of guests list, balance expenditure, stage management etc. in the annual day and sports day. As representatives of the students union they celebrate different occasions like world environmental day,International Yoga Day,Women's Day, Road safety day,Aids awareness day,Youth day,Human rights day,National Girl Child Day etc. by organizing different competitions on the above such theme.The also organised competitions on flower arrangement, mehendi,alpana,dance,drama,debate,music,rongoli etc. to infuse aesthetic creativity among the students. By leading the students in all such contexts the members of the union in fact prepare the ground work for the future leadership in this institution.Moreover, as the responsible members of the union they pave the way for all sorts of possibilities involving alround development of the college.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

265

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

12000

5.4.4 – Meetings/activities organized by Alumni Association :

It is a registered organization of the former students of an educational institution. It functions like a medium through which the former students can serve their alma mater as a mark of gratitude. It is a noble and dignified way of giving back for what one has received from the institution. The association plays the active role of a mentor by organizing various voluntary programs which eventually supports to raise the profile of the institution. It creates a huge network in order to bring together like-minded individuals. Mostly it depends on the generous donation from the alumni. Besides, the association provides quality education to the institution by extending intellectual support. In the ever increasingly connected world, the alumni association plays a major role in the all-round development of the college. In this context, the alumni association of our college uses the feedback system involving teaching staff, students, parents and others for the purpose of institutional development. The association applies their suggestions regarding administration, syllabus, cultural and academic development of the college on its own level. Some members of the alumni association have made some genuine financial support by contributing both in cash and kind. The association organises meeting on regular basis to foster the spirit of loyalty. Moreover practical efforts are made under the direct supervision of the alumni association to broader the students' horizon and create new career opportunities. By doing so the foundation of a community of students becomes more strong to support the institution as a whole. Accordingly, the alumni association has carried out various activities in the college which are enlisted below. Our college belongs to western Odisha, comparatively an underdeveloped area of the state. A large number of students come from agricultural or lower economic background. Their parents are mostly share cropper or farm daily labourers. So our alumni association has been providing financial support to the needy students on a regular basis. This includes their tuition fees, college uniform, books etc. In order to generate awareness among the students our association has undertaken campus cleaning drive, programmes on human trafficking, HIV and AIDS awareness campaigns, health awareness programmes in slum areas etc. Different intellectual talks are organized by our association regularly on the topics like Green House Effect, Environmental protection and social issues like Legal rights of women, Domestic violence and Gender Equality etc. For the smooth functioning of such activities it needs to have quick communication with the members we have created one WhatsApp group and also a facebook page for that purpose. The admins share important events held in the college as well as notification on future plans on the facebook wall. The members express their suggestions and publicise the achievements of their alma mater. The alumni members share thei

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

TWO PRACTICES OF DECENTRALISATION AND PARTICIPATIVE MANAGEMENT The institution has a mechanism of providing operational autonomy to various functionaries in order to ensure a decentralized governance system. Principal is the head of the institution who is vested with the power and authority to supervise, control and monitor all administrative and academic matters of the college. He is the member secretary of the Governing Body and chairperson of all committees constituted in the college. In consultation with the teacher council, he nominates members to different committees for effective planning and implementation of different academic, administrative and related policies. He plans and regulates the academic calendar of the college as per the Common minimum Standard (CMS) prescribed by the government. As the warden, he monitors the activities and financial transactions of the hostels. DECENTRALISATION: Administration Bursar - Administration Bursar of the college is entrusted with the responsibility of supervising all the official activities of the ministerial staff. He oversees the relevant files, look into the grievances of the employees. Accounts Bursar: The Accounts Bursar is the head of the Accounts section. He is responsible for the disbursement of salary and other related financial matters of the employees. He supervises the amount received by the college from Government, RUSA, UGC and World Bank assisted IDP grant. HODs : The senior faculty member of the department acts as the HOD who co-ordinates the departmental works. He/She distributes the academic works to other members of the department and monitors their Lesson Plan and Progress register on a regular basis Role of non- teaching staff : The non –teaching staff of the college play a vital role for the smooth functioning of the office, laboratories and the library of the college. There are various sections in the office like Admission, Accounts , Examination, establishment etc. The Head Clerk supervises all the activities of the office . The college Library is managed by a Librarian who provides books to the students and also maintains a clean, spacious, well equipped reading room for their academic needs. PARTICIPATIVE MANAGEMENT: The institution promotes the culture of participation at various level and provides operational autonomy to various functionaries to ensure a decentralized governance system. The Governing Body: This is the college is the apex body of making policy decisions and defining procedures under the chairmanship of Collector and the District Magistrate of Sambalpur. Principal is the secretary with local MP, MLA, and others having academic, industry and administrative experience as members. Staff council: This is the official body comprising of all the teachers of the college. Here decisions relating to college administration, admission, examination and important instructions from the government are discussed thread bare before taking the final decision.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	As a an affiliated college of Sambalpur University, the defined curriculum structure provides little scope for further enrichment. However, some members of the teaching faculties are members of Board of Studies of the Affiliating University. They take

	active part in the curriculum structure, curriculum constitution, curriculum revision and change of curriculum through their valuable and judicious suggestion in the Board of studies meeting.
Teaching and Learning	The long term goal of the teaching and learning process is to stay relevant with time. This is systematically planned by imparting education with modern techniques and inculcation of moral values to the students. CAI (Computer Assisted Instruction) is adopted by most of the teachers in the form of power point presentations, use of LCD projectors and use of internet. A language lab is functioning for techno supported teaching learning process. Inclusive Pedagogy is adopted by the faculty members to cope with the intellectual difference among the students.
Examination and Evaluation	As an affiliated institution to Sambalpur University, the college adheres to the examination and evaluation dates as stipulated by the Sambalpur University. Every year the students are required to appear two semester examinations with a total of six examinations of their degree level. The examination section of the college display the date, time and pattern of examination in the student's notice board as per University guideline. After completion of the theory examination , their performance is attested by the examiners and mark foil are sent to the examination section which is finally sent to the university.
Research and Development	Being primarily an undergraduate institute, the scope for research is rather limited. However, the faculty members take a keen interest in recent developments in their area of research on a regular basis. The fresh recruiters are quite adept in the latest technology relating to teaching and research. A research committee is functioning in the college which periodically reviews the research skills of the teaching members. Some of them are pursuing their PhD and publishing papers in referred journals.
Library, ICT and Physical Infrastructure / Instrumentation	College library was in need of more space and extension. This problem was

	overcome by the help of RUSA fund. Recently the extension work of the old library building is completed and the new building is under construction. The college library is fully automated with INFLIBNET facility which is assessed to all the faculty members and students for academic and research purpose. We have two classrooms with LCD projector facility. There is a seminar hall which is ICT enabled. Our college has computer lab and internet WiFi connection.
Human Resource Management	Common Minimum Standard (CMS) is followed as prescribed by DHE, Odisha for effective Human Resource Management. Faculty members are encouraged to participate in refresher course, orientation course, training, workshops etc. Teachers of this college regularly present papers in various national and international seminars. Some of them are invited to chair different sessions in various seminars and workshops. All the HODs, Committee heads, programme coordinators generate perspective plans which are thoroughly analyzed and actions are taken thereof. The strength is enhanced, weak areas are identified, opportunities are evaluated, and efforts are made to nullify the threats.
Industry Interaction / Collaboration	Time to time Industry bodies organise workshops to enhance the skill of students so that they will be industry ready. Various departments organise exposure tours of students to nearby industries for first hand experience. Workshops on awareness on MSME and other topics are organised from time to time by the General Manager, Regional Industries Centre, Sambalpur
Admission of Students	The college conducts its admission process in accordance with the rules set down by the department of Higher Education, Govt of Odisha. The Common Minimum Standard envisages the key dates for admission process which has multiple phases. The Student Academic Management System of our college is the hub to conduct admission on online mode. The OIC, Admissions conducts fair selection procedure and fulfils the specified seats on time.

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

E-governace area	Details

Planning and Development	NIL
Administration	Human Resource Management System (HRMS), Personal Information Management System (PIMS), Detp. of Higher Education, Odisha
Finance and Accounts	HRMS, Integrated Financial Management System (IFMS), DHE Odisha
Student Admission and Support	Students Academic Management System (SAMS), D.H.E. Odisha
Examination	Sambalpur University Lokseva Portal

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	NIL	NIL	NIL	Nill
2020	NIL	NIL	NIL	Nill
No file uploaded.				

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Teaching in Virtual Mode, Leave Application through HRMS, PAR upload through HRMS, Training on NPS	Leave Application through HRMS, Training on NPS	24/02/2020	24/02/2020	42	19
2020	Virtual Class	NA	20/01/2020	20/01/2020	40	Nill
2020	Conduct of Online Exam	NA	22/05/2020	22/05/2020	38	Nill
2020	Online Evaluation	NA	26/05/2020	26/05/2020	35	Nill
2020	Online Class	NA	05/06/2020	05/06/2020	36	Nill

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	03/01/2020	16/01/2020	21
Refresher Course	1	15/10/2019	04/11/2019	21
Short Term Course	1	07/04/2019	16/04/2019	8

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	18	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
9	10	3

6.4 – Financial Management and Resource Mobilization

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

A.G. and Govt of Odisha (Higher Education) conducts external audit regularly. Govt of Odisha , Dept. of Higher Education has conducted external audit of the college accounts by the Letter no.HE-0020/2018, 14613/ dtd. 22.07 2019 . UGC Fund- The amount received under the UGC head is audited by the Chartered Account. RUSA Fund- The RUSA fund as well as UGC fund was also audited by external audit. Internal Audit-The annual stock verification of college accounts, stocks and stores is conducted every financial year.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NIL	0	0

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Dept. of	Yes	Principal

| Administrative | Yes | Higher Education | | |
| Administrative | Yes | Dept. of Higher Education | Yes | Principal |

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

1. Two meetings of the PTA are held in an academic year. 2. Parents support the administration for smooth conduct of academic activities. 3. The gap between parents and teachers is minimized for overall development of students.

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

1.Capacity building for holding UPSC/OPSC/Railways/SSC/Banking exams 2. Training on Library Management System 3. Training on Bill submission at Treasury and process

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

As per the peer team report on 2nd cycle accreditation of this college reforms in the following two areas relating to teaching – learning and student support system were implemented. Teaching-Learning Process- The institution has adopted various means for teaching -learning process. CAI (Computer Assisted Instruction)- This is adopted by all teachers in the form of PowerPoint presentation use of LCD projector and use of internet . Virtual Classroom- In teaching learning process the virtual classroom plays an important role in enhancing the technology based teaching. Smart Class room- There are two smart class rooms for teaching learning purpose. The smart classrooms are meant for classes, seminars, national and international webinars. Extra-mural Lecture Series by IQAC- IQAC of Govt Women's College, Sambalpur have been organising extra-mural lecture series to provide value education to the students.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Preparation for 3rd cycle of NAAC	29/09/2019	29/09/2019	29/09/2019	14
2020	Organising Extra-mural Lectures	30/01/2020	30/01/2020	30/01/2020	10
2020	Construction of New Academic Building	10/03/2020	10/03/2020	10/03/2020	12
2019	Making LNB	22/07/2019	22/07/2019	22/07/2019	40

2020	RNB Functional for academic purpose				
2020	Conduct of National/ International Webinars/ Seminars	03/01/2020	03/01/2020	31/01/2020	35

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness programme on Protection of Women from Domestic Violence (PWDV) Act 2005 by NSS in the Slum "Nagin Choti" in Bhutapara	17/07/2019	17/07/2019	120	Nill
Awareness programme	01/12/2019	01/12/2019	112	Nill

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

Percentage of power requirement of the University met by the renewable energy sources

Green landscaping also known as sustainable or eco-landscaping is a method to design, create and maintain the landscape to save time, money and energy. It nurture wildlife, reduces air, soil and water pollution and makes healthy recreation places. The Eco-Club of the College is actively participating in creating awareness regarding importance of Green landscaping. The College has a well-maintained beautiful garden enriching the environment of the institution. There is also a Botanical Garden full of various herbs and medicinal plants. Plastic is yet another hazard the modern world is facing today .It causes many environmental decay and putting our life at risk .Swallowing these materials endanger the live-stocks which is one of the rich resources of our society .In place of offering bouquet rapped with plastic, we present them a plant to sow ad request them to take proper care of it. The single used plastic is strictly banned in the College Campus. Students were also participated in "Mini Marathon" organized by District Administration regarding creating mass-awareness on ban of single used plastic. Keeping pace with the ongoing changes, our office minimizes the use of office stationeries to the maximum extent. For the same purpose we have created Official Whats App Group to circulate Official information to students, staff and employees. We have also inducted SMS system starting from Admission to Examination. e-Payment has been made compulsory for the students getting admission in UG Courses. The facility of e-Library has been provided to the Students and Faculty Member for accessing various books,

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	Nill
Rest Rooms	Yes	1
Scribes for examination	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	6	3	01/06/2019	180	General election, Competitive Examinations, self-defence programme, Nodal centre, Laptop distribution centre, evaluation zone	General election, Competitive Examinations, self-defence programme, Nodal centre, Laptop distribution centre, evaluation zone	550
2020	5	2	02/01/2020	170	Competitive Examinations, self-defence programme, Nodal centre, Laptop distribution centre, evaluation zone	Competitive Examinations, self-defence programme, Nodal centre, Laptop distribution centre, evaluation zone	550
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
College Calendar	16/08/2019	College calendar is the constitution of the college. It is issued to students every year. It contains the rules and regulations of college

			for various stakeholders. The general rule like dress code is followed by all the students. It contains contact numbers, admission process, library rules, hostel rules. The various facilities like sports and extracurricular modules are written on it. The fee structure and mandatory provisions are mentioned for the benefit of students.
Common Minimum Standard Manual (DHE, Odisha)	05/06/2019		The common minimum standard(CMS) is an annual common academic calendar provided by higher education department, govt of Odisha. It is a clear cut guideline for all concerned as regard to admission, commencement of classes, holding of students council election, cultural programmes, annual sports, examinations etc. No college can deviate the schedule of activities mentioned in the CMS.
Odisha Service Code	01/06/2019		The Odisha Service Code lays down principles and policies of the government of Odisha which. regulates the conditions of service of the employees of the state. It has got 8 chapters each dealing independently with matters relating to pay, Leave, Joining time etc. It is a compilation of guidelines for the govt employees. Higher education being the largest department of the govt it strictly adheres to the principles laid down in the service code.
Human values	01/06/2019		Govt Womens College Sambalpur is an affiliated college of

Sambalpur University. The University has implemented model CBCS syllabi for undergraduate students of all the colleges under its purview. The college from the session 2019-20 has adopted the model CBCS syllabus that includes topics on human values in various departments. Moreover, workshops/seminars in physical and online mode were conducted in the said academic session to inculcate human values among the students.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
National Voters Day	25/01/2020	25/01/2020	243
Rastriy Ekata Divas	31/10/2019	31/10/2019	120
Constitution Day	26/11/2019	26/11/2019	60
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1 Solid waste management 2. Liquid waste management 3. E-waste management 4. Waste recycling system 5. Hazardous chemicals waste management

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college has successfully executed two best practices, for the all round development of the students. These are: 1. Yoga Class for the students 2. Objectives of the Practice Govt. Women's college Sambalpur is a premier institution in the western part of Odisha which takes a holistic view of the education of girl students in this region. The institution believes in physical and mental development of the students in all respects. As it is rightly said, "A healthy mind in a healthy body", the efforts are made to strengthen the latent force inherent in them by conducting regular Yoga classes. It not only relives them from their mental burden but also make them physically active and sportive. It also makes the harmonious development of body, mind and the soul. It is hoped that the students would be able to cope up with the challenges of the modern world once they are properly trained to control their body and mind. 3. The Context Modern world is running after consumerist culture. The course syllabus, in general, is also oriented towards marketability of knowledge. The rat race in various competitive examinations makes the aspirants suffocated. The current system of education is very much geared towards the market. This very often produces students who are technically sound but dull otherwise. They very often do not learn the social values which are essential for the development of the country. A mechanistic view on education is neither helpful for the child nor is it for the society. Moreover, the job related stress in

the private/public sector also makes people withdrawn from the main currents of family, friends and others. Yoga is imparted to the students to make them feel self confident and responsive to challenges against all odds. It makes them calm, composed and steadfast in the event of terrible physical and mental turmoil. It increases the power of concentration so essential in formation of their knowledge at an earlier stage. It helps them reliving tension from their minds and make them capable of facing the world with fortitude. 4. The Practice The yoga classes are conducted in the early morning inside the college campus. Students are educated on the healthy practice of Yoga ,its importance in daily life and are advised to attend the class regularly. An attendance register is maintained to keep track of their presence. The training is imparted to them by a trainer initially. After grasping the essentials of yoga techniques, master trainers are chosen from the students. They in turn conduct the yoga classes under the supervision of the PET. The hostel borders also participate under the supervision of the superintendents. One period of 45 to one hour is allotted for the class 5. Evidence of Success Yoga classes prove to be beneficial for the students. The mass participation by them reveals their interest in this exercise. The response is very encouraging. This is reflected in the change of their behavior in every situation they face in the campus. It has made them more disciplined and dedicated to the goals that they form in their lives. Many students experience an internal calmness in their mind and feel that they are now more confident in taking up the challenges for the future. Besides that, the morning exercise also makes them physically fit and active throughout the day. The parents have also expressed their satisfaction in the various PTA meeting held inside the college. This is also appreciated by the guardians who send their girls to the hostels. 6. Problems Encountered and Resources Required Though a noble initiative, we are in shortage of adequate funds to expand the scale of operation. The training cost is borne mainly from the hostel funds which is meager in relation to the demand for these classes. Besides the remuneration of a trained teacher also requires resources which is very difficult to be met sometimes. So the practice is to select the master trainers to train others with little incentives. Due to the tremendous will power and dedication of all the stakeholders, the classes are running successfully despite resource constraints. 7. Notes Optional) The Institution proposes to start value education as a part of the best practice for the spiritual development of the students we have plan to hold regular lecturers, conduct seminars and symposiums on value education and to organized student activities which would stress on the importance of ethics in students life. 1. Teaching by seniors to juniors 2. Objectives of the Practice Teaching is the noblest profession in the world. Teachers bring forth new ideas and plant them in the minds of the budding students. One's personality, in the end, is shaped by the type of teaching one inherits in their student career. In this sense, the college works as a conduit in the germination of ideas. One of the most important criteria in the dissemination of knowledge is the ability of the students to receive the ideas imparted on them. Very often, teachers are not accessible to them because of a number of factors. The distance between the teacher and the students can be minimized if the seniors take the responsibility of training the juniors simultaneously. This is complimentary to the class room teaching given by the teachers. 3. The Context The essence of teaching is to deliver to the last students of the class. In a class room, it is very often not possible for a teacher to pay equal attention to all the students despite best of efforts put in this direction. The slow learners are generally diffident, and overtime develop an inferiority complex if they are not taken proper care by the tutors. The teaching method adopted by the seniors helps to bridge this difference. It makes the learners more open, attentive and friendly in the process of acquiring knowledge. It also helps them in overcoming inhibitions in asking questions as they belong to the comparable age. The senior students learn the teaching methodology from the teachers and

sometimes from their friends. This helps them expanding their resource base make them feel more confident in the competitive world when they pass out from the college. The juniors also learn to speak in the class, take part in the deliberations and overcome their diffidence in due process of time. 4. The Practice This practice, we believe is unique to this institution. In the current world, knowledge has become a commodity like any other material goods and services. The proliferation of private service providers, with their attractive packaging and advertisement, make the market alluring for the people who can pay hefty sums for them. The poor, deserving students do not get an opportunity to realize these benefits as they lack resources for it. Coaching by private institutions are very costly and beyond the reach of most of the students. Qualitative inputs can be obtained from experienced teachers who are obviously in short supply. This gap is filled by the senior students who are constantly groomed by the teachers to develop their teaching ability. This practice, though novel in its approach, suffers from certain limitations. First of all, it takes time to groom the students to become teachers. Students differ in their ability, so preferential treatment is given to the aspiring yet late learners. Besides this, there is resource constraint. It is very difficult to rely only on prescribed books of CBCS syllabus. So the net facility is provided both in the college and hostels to the students. 5. Evidence of Success The practice is continued with resounding success. It is found that this practice helps the students in both ways. The seniors, when they teach their juniors, feel more confident about the subject as teaching is the best method to gain more knowledge in the process. This helps them to come forward in various curricular and co-curricular activities which are reflected in tutorial/practical examinations, debates and discussions and developing leadership qualities. It also develops relationship and better interaction between the juniors and seniors. This helps them make aware of each other's grey areas in the subject and motivate them further to go deep into that area. The juniors also get immense benefit out of it. Instead of going to the coaching institutes which is very often not affordable for the poor, this practice enables the deserving juniors to clear their doubts without paying a single pie for it. This also develops a sense of respect to the seniors which is passed from one class to another. 6. Problems Encountered and Resources Required The tutoring by the seniors to the juniors is a notable achievement on the part of this institution. However in order to make the programme sustainable some kind of financial incentive must be given to the students. Due to lake of available recourses the practice is limited in its application. Moreover collection of materials from the net, photo copy contingencies etc. required finance which needs to be provided.

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

http://gwcsbp.in/docs/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

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

Our institution is one of the foremost colleges in Western Odisha in imparting quality education to girls predominantly belonging to Scheduled Caste(SC), Scheduled Tribe(ST) and minority community. Ours is a Women's college established with the aim of making the dream of higher education a reality among girl students from conservative families, especially lower middle class and economically underprivileged families. Students from the minority community take admission in large numbers in our college. Its a locational advantage for them. Quality and is provided to our students to empower them with relevant knowledge and skills. We believe in 'If a girl is educated her entire family is

educated and uplifted' and are successfully implementing the slogan given by our honourable Prime Minister 'BetiBachaoBetiPadhao' since last five years. Many of alumni are well placed in the society and contributing to the development of the nation. Students are sensitised from time to time on issues related to women through seminars and talks. Another distinctive feature of our college is to provide skill development. Particular focus is given on improvement of Soft skills, Personality Development among the students. The college has the facility of teaching honours in Home Science, Anthropology, Geography and Psychology which are not available in other colleges in Sambalpur District. The college is selected by the Govt.of Odisha as the Nodal Centre for imparting Self Defence Training Under Sambalpur University. 17 nos of colleges are kept under this nodal centre by theGovt. The entire expenditure is borne by the Govt. under the Higher Education Department under State Youth Policy 2013. A free copy of the manual book 'React' is distributed to each student for practice. Master trainers are selected from among the students. This is a unique programme for the students of the college. Our college has been awarded as the best nodal centre by the University in the Convocation several times. Many students have benefited under the scheme. However our college started its own self defence programme in the year 2012 in association with Shaolin Kumphu Association, Sambalpur which was widely praised by the media. During the session 2019-20, the 150th Birth anniversary of Mahatma Gandhi was observed in the college. National Seminars, quiz, debate essay competitions were organised among the students in order to imbibe patriotism and value education through the thoughts of Bapujee. A special issue of the college magazine BHASWATI was published based on the life and thoughts of Mahatma Gandhi. Students in large number contributed to the special issue. A national seminar on Gandhi was also held in January 2019. Gandhian thoughts echo in every sphere of college calendar. Our college has a NCC (Army) wing for girls. To Create a Human Resource of Organized, Trained and Motivated Youth, To Provide Leadership in all Walks of life and be Always Available for the Service of the Nation.

Provide the weblink of the institution
http://gwcsbp.in/docs/Institutional%20Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Future Plans of Actions for Next Academic Year 1. Enhancement of Seats: Our College is an established institution for the education of girl students in this region. Many students from socially and economically backward classes come to study here. The college has already completed its golden jubilee in the year 2009 and heading towards excellence in every branch of knowledge. For this, it is proposed before the government to increase the number of honours seats both in science and arts to make them 32 in every subject. This is under active consideration of the Govt. 2. National Seminars on various topics are to be organised at regular intervals. 3. Steps will be taken to make the campus eco friendly: Efforts will be made to make the campus ecofriendly. The ecoclub will do the plantation work to make the campus green and beautiful. 4. Conduct of Extramural lectures: It is observed that extramural lectures help both teachers and students to update their knowledge in different fields. So the lecture series will be continued in the coming year by inviting resource persons from the nearby areas. 5. Library Infrastructure Development: The college has received an amount of 1 corer from RUSA grant towards extension renovation of College Library. The work is under taken by RB Sambalpur and is in progress. 6. Construction of new academic building: as present infrastructure is insufficient for smooth conduct of academic activities new classrooms and departmental rooms are necessary. 7. Opening of new P.G. classes: we have P.G. class in one subject (Odia) only at present. With changing times and demands steps will be taken to open P.G. classes in various subjects. 8. Construction of new Computer Laboratory: To enhance IT infrastructure for the benefit of students steps will be taken to construct new

computer labs. 9. Construction of water tank: as our academic buildings are undergoing expansion, new hostel constructed the present water supply is insufficient. Steps will be taken with PHED to construct overhead water tank on campus.