



**Sri Dharmasthala Manjunatheshwara College**  
**(Autonomous), Ujire-574 240, Dakshina Kannada, Karnataka State**  
*(Re-accredited by NAAC at "A" grade with CGPA 3.61 out of 4)*

# Best Practices



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## 1. SDM Waste Disposal System

The college has initiated a series of novel and effective systems of waste disposal which includes collection, transport, treatment and disposal of waste, along with monitoring and regulation of the waste management process. The 'Wall of Goodwill' is an additional innovative means of recycling waste at the college, and providing the needy an opportunity to reuse material that is no more useful to former owners. Owners can deposit usable materials that are no longer of use to them at the wall of goodwill, from where anyone can take it for themselves.

## 2. SDM Social Responsibility Series

Social Responsibility Series is the concept of creating awareness about social responsibility themes among the stakeholders of the institution. The themes include – save water, save food, save electricity, civic sense and anti-drug abuse. This is achieved through community activities advocating themes of water conservation, energy conservation and civic sense; as well as several programs like Social, Scientific and Spiritual lecture series.

## 3. SDM NammuraVarthe

To train students in practical TV news production, the department of Journalism through the SDM Multimedia Studio produces a 22+8 minutes long weekly news bulletin - "NammuraVarthe". NammuraVarthe is telecasted in 'V4 News' a district level news channel, which has viewers in Dakshina Kannada, Udupi, Kodagu and Chikkamagalooru District. The news bulletin highlights achievements of the college and voices the local populace of Belthangady, Ujire, Dharmasthala and nearby areas. Though the direct beneficiaries of this practice are students of Journalism, the entire college is encompassed in its stories.

## 4. SDM Students lecture series

Students lecture series is an SDM initiative where students are provided a platform to display their communication and delivery skills. Students can deliver digital or real-time lectures on any topic of their interest. The lecture is screened beforehand by the faculty of the respective department before being delivered to students.



## **5. SDM SwatchaGelathi**

SwatchaGelathi is an exclusive drive that SDM hosts along with the ZillaPanchayath of Dakshina Kannada to sensitize class VI & VII female students on menstruation, hygiene and related subjects. In this drive, female volunteers forming the SwatchaGelathi provide appropriate information to young girls regarding the management of health and hygiene during puberty. This is done by the group of volunteers by choosing a school which they approach with appropriate teaching and demonstration material to conduct short sessions on the said topics.

## **6. SDM School Adoption Programme**

Selected departments of the college adopt a rural school and conduct classes for the students. These classes are conducted by the students of the department for one academic year. The classes emphasize on the importance of communication, reducing skill gaps and building confidence in both students who teach and the students who learn. Alongside, every department conducts an activity based class in their area.

## **7. SDM JnanaVistaar (Lab in Cab)**

The JnanaVistaar club introduces the elements of basic sciences to students, since it is vital to keep the students familiarized with basic sciences before they can achieve in the advanced realm. The lab in cab travels with a group of science faculty and students of the college, and scientific equipment to a selected school where lectures are delivered and scientific experiments are demonstrated to school students. This practice introduces the wonders of science to school students and orients them about the opportunities in the field.

## **8. SDM Arboretum and Botanical Garden**

In order to sustain ecological diversity and introduce students to the importance of conservation of same, SDM has an exclusive Botanical Garden and a series of environmentally conscious activities that help students build a conscience related to ecological conservation.



## **9. SDM Sports Club**

Sports club is a unique place for sports enthusiasts of the college. It provides advanced sports training with all infrastructural support. It also provides ample opportunities for students to participate in various sports tournaments. It trains students in sports through excellent infrastructure such as swimming pool, RathnavarmaHeggade stadium, multi gym, synthetic track and indoor stadium. The club also sponsors free education, training and sports kits for students who perform extraordinarily in sports.

## **10. SDM Assessment Practices**

Assessment is an integral part of institutional growth. The examination committee completes this responsibility of conducting tests and examinations to students of all courses and sends evaluative feedback in the choice based credit system. The results are accessible in the college website on the student space, and in the in-house Digilocker in the form of printable marks cards. There is also a redressal apparatus that looks into any complaints or grievances lodged by students regarding the examination or evaluation of their work.

## **11. SDM e-LECTURE SERIES**

e-Lecture series is a dedicated lecture series where lecturers record their classes in their respective subject, which are made accessible to students through a YouTube channel. The lectures are also available in the in-house data portal named as EERPMS. These lectures are freely and easily accessible to all students and make the teaching and learning process more meaningful as they are timeless and not classroom bound.

## **12. SDM Nano Learning Corners**

Nano Learning corners are based on the idea that learning must not be limited to classrooms. Learning must take place at all places and in different forms, no matter how simple and routine. Nano Learning corners at the college display information about eminent personalities, technical information in the format of 4W1H, quotes from 'Every Monday Matters' website in different locations of the college. The locations include notice boards, staff room doors, corridor junctions etc so that students can learn inspiring stories even outside classrooms. The posts are changed regularly and new personalities are updated.



### **13. SDM Mid-day meal scheme**

SDM College Old Students' Association, SDM Staff Association & SDM Education trust have incepted the mid-day meal scheme at the college with an objective of providing free lunch to meritorious and economically backward students. Students are selected on the basis of merit for this scheme and they are given coupons to avail free lunch every day from the college canteen. Complete confidentiality is maintained regarding the students availing the benefit.

### **14. SDM Cultural Training**

The college offers a plethora of cultural training for interested and talented students skilled in cultural arts. The trainings are given in drama, dance, music, instrumental music, Yakshagana, and Yoga. A dedicated cultural centre and open air theatre with exclusive training staff are established to facilitate regular and qualitative cultural training. Kalavaibhava, a team of cultural extravaganza is prepared as a part of this practice which is a team of performing student artists that represents the cultural excellence at SDM on different platforms.

### **15. SDM Students welfare**

Student Welfare Committee is one of the major functional committees in the college. In association with various departments, this aims at providing all possible assistance to the students in areas like scholarship, involving them in student council activities and encouraging them to use various platforms meant for developing their personality. Personality development initiatives include the students' council, students' fora and subject associations that make way for maximum student participation.

### **16. SDM Mentorship programme**

College provides regular mentorship facility for its student community. It helps students to achieve overall development, progress, ability to overcome hurdles and bring appreciable changes in their attitudes. Every faculty member is assigned a specific number of students he/she must mentor outside their class hours. The mentees are free to share their academic, professional and personal concerns with their mentors and avail access to solutions.



### **17. SDM Student faculty**

The student faculty programme is a provision for students to conduct regular classes at assigned schedules for their juniors. The students are selected for student faculty through an application and screening process. The selected students are given topics that they shall prepare lesson plan and materialon, deliver a mock lecture to their teachers/mentors, and then engage class. The student faculty are also paid a specified amount for every class they conduct.

### **18. SDM value added Certificate Courses**

Short term certificate courses are designed by SDM faculty based on contemporary requirements for providing additional inputs in inter-disciplinary topics. Every department makes a list of subjects they can offer courses in, and students can select the courses of their choice for every semester.

### **19. SDM Celebration of National Day**

College has a focused view in adopting values in education. Hence on the days that are recognized as that of National pride and honour, the institution has been conducting National Day celebrations involving students, staff and public. Socially aware and beneficial activities are organized on days such as Gandhi Jayanti, Republic Day and so on. Additionally, an entity in the college functions throughout the year to disseminate information that enhance national pride, display patriotic quotes, awareness about subjects of national interest etc, through digital display, social media forwards and so on.

### **20. SDM Digital Value Display**

The digital value display project by the college consciously and subliminally provides knowledge to students at all times. An exclusive digital display is setup at the entrance to display value based quotes, facts about the institution, etc every day. Digital value display project also includes notices and memos displayed with careful consideration towards color coding, display of all relevant information and contact details.



## **21. SDM Appraisal System**

It is an in-built system of appraisal and feedback wherein all forms of performance evaluation is organized. The performance evaluation is done for students, faculty, non-teaching faculty, administrative staff, infrastructure, curriculum and other aspects. The system includes a number of procedures and parameters of appraisal. After the surveys, the respective authorities are sent a feedback analysis over which they can strategize their upcoming initiatives.

## **22. SDM Weekly Survey**

Weekly campus survey is the systematic technique at SDM to collect students' feedback on various parameters such as facilities, maintenance, cleanliness, functioning of departments, infrastructure etc. These surveys also analyse food wastage, water usage, behavioural patterns and other functional aspects. Based on the findings, respective groups are directed to enhance their performance in the college management.

## **23. SDM EERPMS**

Educational Enterprises Resource Planning And Management System (EERPMS) is an exclusive portal designed at college for extensive documentation of all activities of the college with easy retrieval facility. Every faculty member of the college can access the EERPMS and update their activities on a regular basis. All publications, departmental activities, attendance registers, lesson plans, learning material, student achievements and projects are documented on this portal.

## **24. SDM Learning Resource Management System**

SDM learning management system (LMS) is an online education hub that provides a large and essential set of features to support educational activities such as classroom learning and assessment.

It is used to create, distribute and manage the delivery of educational contents including video, courses and documents. The portals include EERPMS, YouTube, Google Classroom and Google Meet/other live interaction online platforms.



## **25. SDM e-Bulletin**

In order to achieve higher visibility, the college publishes an E-Bulletin once in a fortnight covering all the activities of the college on every 5<sup>th</sup> and 20<sup>th</sup> of the month which is circulated to all the stakeholders including the management, alumni, faculty and guests of the college via e-mail. All documentation is also done on the official website of the college, [www.sdmcyjire.in](http://www.sdmcyjire.in).

## **26. SDM Orientation**

Orientation is held for all members who join the SDM fraternity every year in order to familiarize new comers with the values and ethos of SDM. Two best practices constitute this process – orientation for students and orientation for newly joined staff members. Senior staff members conduct the orientation and explain the functionalities of the institution to the newly joined members.

## **27. SDM PTA**

Parents Teachers Association is a platform where parents of students share their views and opinions about the activities of the college. PTA provides a platform for discussion between parents with teachers about their ideologies on students' intellectual development. Parents can also review their child's performance at college at these meetings with the staff members.

## **28. SDM Invent**

SDM fosters research and innovation through multiple practices aimed at internal and external student resources, through multiple academic activities. The activities include Junior Research Project, which is a unique programme where staff members guide high school students from neighbouring schools in research. And it includes Student Research project- which is a unique academic exercise of the institution aiming at introducing students to scientific methods of research and analysis, and providing them a platform to pursue a systematic study of topics under the guidance of teachers.



### **29. SDM JNANA MANTAPA**

JnanaMantapa is a platform where all faculty of the college come together to share knowledge based on their field of expertise. The sessions take place every week online or offline where faculty members take part. Interaction follows the presentation in these sessions. These sessions help expand the mental horizons of faculty members.

### **30. SDM Clean Campus Drive**

Clean Campus Drive is a campaign that undertakes a number of student initiatives which facilitate a clean campus. Exclusive faculty teams supervise the campus by surveying them every week on cleanliness parameters. All cleanliness related facilities such as dustbins, cleanliness boards and waste management are checked regularly. They also organize cleanliness drives around the college frequently.

### **31. SDM ICT Maintenance**

The college has an exclusive wing for the maintenance of all the computers and its peripherals in all departments and labs. It helps the smooth functioning of all ICT based activities pertaining to academic and administrative work. The personnel from the cell can be contacted in case of any ICT emergency for quick resolution. The personnel also monitor and report the functioning of all ICT apparatus regularly.

### **32. SDM Collaboration and MoUs**

To develop inter-discipline and intra-discipline areas of two or more premier institutions, SDM believes in collaborations and MoUs. This improves the capacity and professional exposure to staff and students. Every department of the college has signed multiple MoUs with industries/organizations of their professional area that help students to gain industry exposure, interactions with experts and internship opportunities.

### **33. SDM Display**

To familiarize all stakeholders with the values that the institution functions by, motivational and intellectual quotes are placed in digital displays and prominent places of the campus. The displayed items are frequently changed and updated.



### **34. SDM Monitoring of Students' Attendance**

Students' attendance in every hour of college is monitored through an in-house software that records all data and also intimates parents of students in case of their ward's absence.

### **35. SDM Drug bank**

Drug bank at SDM collects unused medical drugs from students and distributes them to the needy in the area after careful screening by pharmacists. This is a system created keeping in mind the fact that medication is an expensive facility; and the hence drug bank establishes link between givers and needy and avoids wastage of unused drugs. It also encourages social conscience among students, while enabling them to collect and study simple medicines, their functions and preservation.

### **36. SDM Alumni**

The College manages a strong connection with the institutional alumni. In order to sustain and foster this connect, a series of procedures and events have been designed. They include 'Alumni interaction and mentoring'; which is an exclusive idea of SDM facilitating a mentorship programme between college alumni and present students. Secondly, 'Our Alumni our Pride' is a dedicated section on the college notice board for the display of notable achievements of SDM alumni. This idea was introduced to motivate present students. The updates are changed frequently. Thirdly, 'Alumni Association and Alumni Meet' has been created with a view to foster a community feeling and to instil a sense of responsibility among SDM alumni and other stakeholders connected with the college.

### **37. SDM Students' Training**

There is a need to reduce the gap between candidate skills and knowledge and the industry needs by producing competent resources equipped with personality development and campus recruitment training along with professional etiquette & providing them the best possible opportunities to thrive in their career. In order to achieve this, SDM frequently provides -

1. Career Guidance
2. ICT Examinations
3. Skill Enhancement programmes



### **38. SDM Data and Documentation Centre**

The college in its quality measures has established a Data and Documentation Centre. The Data centre processes all the institutional data and preserves in softcopy format for retrieval at any time required. The institution believes that the inventory of the institutional data will contribute to the growth of the organization as it provides proper position and pace of functioning.

### **39. SDM Accommodations**

College provides a sociable accommodation to provide housing alternative for students in pursuit of education and personal growth. It provides secure and comfortable accommodation and quality food for the welfare of out-station students of the college.

### **40. SDM Counseling Cell**

The counseling cell tends to the psychological wellbeing of the students through time tested counseling techniques. It addresses personal problems, academic problems, addictions and interpersonal relationship issues of students. The cell constitutes faculty members from the Psychology department specialized in counseling. The cell also conducts mental health awareness programs.

### **41. SDM Expand Lecture Series**

Expand Lecture Series is a program which provides opportunities for faculty to engage in teaching at various schools and colleges other than SDM. This is designed to develop a platform for faculty to share their knowledge with a diverse crowd outside SDM, and alter the centrality of learning process from a teacher's teaching to pupil's learning. They also enhance the methods and efficiency of learning and communication. All faculty members conduct minimum two expand lectures in an academic year.

### **42. SDM Value Routine**

With an agenda to ground students in values and incorporate a culture of value inculcation on a daily basis, SDM has initiated a series of value reading and discussion activities. Value reading is a practice where students mandatorily read value oriented content for a few minutes during the first hour every day. Current issue discussion is another value routine



conducted everyday where students discuss current issues during the first five minutes of class.

### **43. SDM Grievance**

SDM addresses all grievances that appear at the institution through a well-defined and expert process. There are different procedures for grievance redressal at the institution. It is a statutory body of the college meant for providing solutions to grievances of learners. It includes an internal compliant redressal system, designed for the safety and protection of girl students and women faculty of institution.

### **44. SDM Library Management System**

SDM has a massive library with more than one lakh books and digital resources. In order to facilitate all students to make the best use of all resources, some mandatory practices have been initiated. They include 'Mandatory library hour' designed in order to inculcate extensive library usage and to improve reading habit among the student community. The second initiative is 'Automated library' for the easy access of library and to enable students and readers to make the most of library resources.

### **45. SDM Diagnostic survey & Remedial Drill**

Every year, the college, with the help of concerned departments, conducts diagnostic survey of all students and determines which of them requires additional coaching. The requirements are then taken care of.

### **46. SDM Women's Development Cell**

The College has set up a women's development cell to empower female students, to create awareness about issues related to them and to make the college campus a safe space for women students. The Cell organizes lectures and interactive sessions with experts and regular group discussions on different feminist issues.

### **47. SDM Wall Magazine**

SDM College has 36 wall magazines of various departments with different names. Digital wall magazines are also enabled. It is a platform to enable the students to develop their



creative writing skills. General training for students in topics of writing, creative designing and designing software are provided under this practice. At the end of the academic year, best performing departments' magazines are recognized.

#### **48. SDM Talent corner**

To provide a unique platform for students to showcase their talents in various literary and fine arts spheres, the extra-curricular committee holds Talent's Corner programmes on Tuesday, Wednesday and Thursdays from at 4.15 pm to 4.35 pm in the open garden near parking space. This talents' corner is open for everyone and the events can be attended by anyone in the vicinity as well.

#### **49. SDM Green Soldiers**

'Green soldiers' constitutes a group of motivated students interested in nature preservation. It is a unique practice of the college working on creating awareness and educating people on various problems of global warming, green house effects, minimal usage of plastics, deforestation, pollution and so on. The awareness programs are held near the cultural centre of the college. The soldiers are also raising a plant nursery at the same location to distribute saplings to students. The awareness programs are also extended to nearby schools and colleges regularly.

#### **50. SDM Facts**

'Know your institution' forms the idea behind SDM Facts. Facts and information pertaining to SDM College and its sister institutions are regularly displayed at different notice boards and digital displays so that all students and stakeholders are well aware of the journey and achievements of SDM.