Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SHRI KRUSHNA CHANDRA GAJAPATI AUTONOMOUS COLLEGE**
Name of the head of the Institution	**DR SANJAYA KUMAR MALLIK**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06815223832**
Mobile no.	**9437556685**
Registered Email	**principal@skcgparala.ac.in**
Alternate Email	**jeetendranath.patnaik@gmail.com**
Address	**Paralakhemundi**
City/Town	**Paralakhemundi**
State/UT	**Orissa**
Pincode	**761200**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**01-Apr-2002**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR JEETENDRANATH PATNAIK**
Phone no/Alternate Phone no.	**06815223832**
Mobile no.	**9438352466**
Registered Email	**jeetendranath.patnaik@gmail.com**
Alternate Email	**principal@skcgparala.ac.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://skcgparala.ac.in/?p=report&type=3

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://skcgparala.ac.in/?p=submenupagecontent&pg=20

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
1	B	2.67	2004	16-Sep-2004	15-Sep-2009
2	B	2.30	2015	11-May-2015	10-May-2020

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**01-Jul-2006**

7. Internal Quality Assurance System

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

IQAC		
For the Spoken Tutorial Course sponsored by Dept of Higher Education, Odisha andrun by IIT, Mubai, registration and addition of Nodal Officer and course Organiser was completed for different available FOSS (Free Open Software Sourcs) courses for the	20-Nov-2018 3	72
The IVA (Independent Verifying Agency) members from NABCOs, Bhubaneswar, visited the college to oversee the implementation of the World Bank supported OHEPEE(Odisha Higher Education Plan for Equity and Excellence)	14-Apr-2019 2	40
An interactive meeting on Environmental Green Audit held by the IQAC, in the Smart Room where all Staff and Students took the Green Pledge to spread awareness for safeguarding our environment for a future Green Audit of the Campus	01-Mar-2019 1	300
The Career Counseling Cell organised career orientation & counseling programmes on 7th&8th March,2019, where Experts and HR personnel from MITS group, Bhubaneswar and Business & Management Institute from Tekkali had interaction with the students	07-Mar-2019 2	200
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8. Provide the list of Special Status conferred 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
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

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)

• **Monitoring and effective utilization of first tranche of NonCivil grant under OHEPEE • Installation of Biometric devices thereby streamlining and ensuring record of regular attendance of all staff and employees including outsourced personnel • Ensuring release of the Civil component of OHEPEE grant for construction of New Classroom buildings and completion of the RUSA funded additional Classroom buildings • Successful completion of Faculty and students Satisfaction Survey • Students' Career Counseling sessions successfully completed while research publications and presentations in Seminars/Conferences by faculty was encouraging.**

[View File]()

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
1. Successful implementation of the annual action plan IDP world Bank Grant for the year	**1. The first tranche of Rupees 28 lakhs released were successfully spent for approved items and services for the year on Infrastructural, Academic, Administrative and overall development of the institution**
2. To conduct Gajapati Memorial Lecture 2017-18	**2. Gajapati Memorial Lecture 2018-19 was delivered by SaralaSamman awardee Prof SatrughnaPandaba on the theme "Sahitya O Samajbaad" on 1st March, 2019**
3. Conduct Successful implementation of the annual action plan IDP world Bank Grant for the year	**3. Proposals duly approved by the Academic Council and Executice Committee was submitted to DHE and RDE**

	regarding opening of Self-financing courses in BBA, BSW, PDJMC was discussed in view of the new rules and guidelines framed by Government
4. To make the new Career Counseling Cell ready for operation from this academic session	4. The new Career Counseling Cell renovated with seed money provided by Government is made ready and fully operational from this academic session.
5. To Face the World Bank appointed IVA (Independent Verifying Agency)	5. The IVA (Independent Verifying Agency) members from NABCOs, Bhubaneswar, visited the college to oversee the implementation of the World Bank supported OHEPEE (Odisha Higher Education Plan for Equity and Excellence) on 14.04.2019
6. Conduct workshop on "Environmental Green Audit"	6. An interactive meeting on "Environmental Green Audit" was held by the IQAC, in the Smart Room where all Staff and Students took the "Green Pledge" to spread awareness for safeguarding our environment for a future Green Audit of the Campus
7. Facilitate Topical study-cum-workshops, subject field study trips for students	7. Students participated in the Youth Leadership Programmes at SOA University, Bhubaneswar on 28th-29th Feb, 2019, The "Career Counseling Cell" organised career orientation & counseling programmes on 7th& 8th March,2019, where Experts and HR personnel from MITS group, Bhubaneswar and Business & Management Institute from Tekkali had interaction with the students
8. Evaluate Research activity and Publications	8. Dr J.N. Patnaik attended and presented a paper while chairing a technical session in the UGC-sponsored National Seminar organized by Rayagada Autonomous College, Rayagada on 22nd& 23rd June, 2019. Dr J.N. Patnaik, Co-ordinator, IQAC, as an invited resource person delivered four lectures on "OBE-Outcome Based Education & Accreditation" on a FDP (Faculty Development Programme) at "Centurion University of Technology & Management", Paralakhemundi, on 6th July, 2019
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
EXECUTIVE COMMITTEE	19-Dec-2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	01-Feb-2019
17. Does the Institution have Management Information System ?	No

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	B.A.	HONOURS	28/07/2018
BSc	BSC	HONOURS	28/07/2018
BCom	BCOM	HONOURS	28/07/2018
MA	MA	ARTS	01/08/2018
MCom	MSC	SCIENCE	01/08/2018
MSc	MCOM	COMMERCE	01/08/2018
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
No Data Entered/Not Applicable !!!				
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	ELECTIVE SEC	20/06/2018

BSc	ELECTIVE SEC	20/06/2018
BCom	ELECTIVE SEC	20/06/2018

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
No Data Entered/Not Applicable !!!		
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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	HONOURS	236
BCom	HONOURS	78
BSc	HONOURS	255
MA	ARTS	23
MSc	SCIENCE	44
MCom	COMMERCE	15
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Nill
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

The feedback received from the alumni, parents, employers and the students throw light on the following points 1. The alumni, parents and employers expressed their satisfaction in general, over the curricular quality and progress during this academic session. 2. The students however expected further help in terms of subject specific crash courses, doubt clear classes and introduction of new and job oriented professional courses. 3. All the stakeholders are of the opinion that more hours be devoted for students to prepare them for all India competitive examinations as far feasible during the college hours.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HONOURS	256	443	248

BCom	HONOURS	128	189	86
BSc	HONOURS	272	818	259
MA	ARTS	32	80	20
MSc	SCIENCE	48	345	44
MCom	COMMERCE	16	42	15
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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
2018	593	79	18	Nill	18

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
18	14	6	6	2	1
[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 curricular structure adopted by this college has always had the Proctorial systems. However, for last several years the Proctor has been taken over by the Mentor and students that of Mentee. About 30 to 40 students[Mentees) are assigned to a Teacher(Mentor) who facilitates, guides the mentees in separate classes, in not only on academic issues as remedial classes but also equally on soft skills, cope-up issues and inter-personal relations issues. The mentor maintains a register containing Contact details like Phone numbers, email addresses, Hostel and/or residence details if any, Parents and/or local guardian address etc for personal contact and interaction as and when necessary. The girl mentees are allotted to female mentors as far possible. a) Each mentor assigned as per the time-table the classes of a group of mentees preferably of the same or related subjects. The mentees having doubts in the subject classes can clarify with subject teacher more elaborately taking advantage of a one to one contact. b) The classes offer an opportunity for the mentees to discuss any personal issues if the mentee so wishes including financial.The Mentor is generally expected to extend all sorts of possible help, individually or with help of the college establishment. c) The primary focus though is to clear subject related doubts, providing/facilitating text books, notes and help/guide books if necessary the mentees can also discuss openly regarding their examination preparedness, preparation methods and how to come up with high scoring note preparations. d) The small, mentee group can have better interaction among themselves, sort out their differences and the socio-economic issues more openly, unhesitatingly,if anyand can take help of the mentor being a trustworthy facilitator. e) This system also gives a platform to discuss personal goals, aims, preferences in academics as well as in other Co/extra-curricular fields such fine Arts, Dance, Music, Theatre, Social services, Association with NGOs, Activism, Creative Writingor Reading and many more. f) The mentors are asked to submit their monthly reports on their respective group/s of mentees to the academic bursar for documentation and follow up action if so desired, after due deliberation in Staff Council, Academic Council, Board of studies or even Executive Committee meetings and the feedback is taken into account. g) The unwritten code of this Mentor-Mentee system however is to keep the personal issues of mentees as confidential as possible thereby wining the confidence and trust of the mentees, which is of overriding importance. Thus the Mentor-Mentee system has been a very effective platform for enriching the Student experiences while at same

time serving as great facilitator in shaping the overall personality of a student on passing out of this college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
672	18	1:37

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
71	18	53	3	11

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
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A	2018-19	31/03/2019	28/05/2019
BCom	B.COM	2018-19	31/03/2019	28/05/2019
BSc	B.SC	2018-19	31/03/2019	28/05/2019
MA	M.A	2018-19	31/03/2019	10/06/2019
MCom	M.COM	2018-19	31/03/2019	10/06/2019
MSc	M.SC	2018-19	31/03/2019	10/06/2019
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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nill	666	0

2.6 – Student Performance and Learning Outcomes

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

https://www.skcgparala.ac.in/upload/files/Programme_Course_Outcome.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the	Number of students passed in final year	Pass Percentage

			final year examination	examination	
B.A.	BA	HONOURS	234	216	92
B.SC.	BSc	HONOURS	255	240	94
B.COM	BCom	HONOURS	79	63	80
M.A.	MA	ARTS	20	17	85
M.SC.	MSc	SCIENCE	45	44	98
M.COM	MCom	COMMERCE	14	11	79
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2.7 – Student Satisfaction Survey

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

https://skcgparala.ac.in/upload/files/Student_Feedback_format.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No
No file uploaded.

3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
No Data Entered/Not Applicable !!!				
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3.2 – Resource Mobilization for Research

3.2.1 – 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
No Data Entered/Not Applicable !!!				
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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

3

3.3 – Innovation Ecosystem

3.3.1 – 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
No Data Entered/Not Applicable !!!		
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3.3.2 – 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

| No Data Entered/Not Applicable !!! |
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3.3.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
MATHEMATICS	1
COMMERCE	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	BOTANY	1	7.27
International	MATHEMATICS	2	7.12
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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ECONOMICS	1
ODIA	2
ENGLISH	2
View File	

3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
No Data Entered/Not Applicable !!!			
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3.4.5 – 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
A DYNAMIC e-EPIDEMIC MODEL FOR THE ATTACK AGAINST THE SPREAD OF VIRUS	AK RAUTA	Journal of Analysis and Computation (JAC)	2018	6.2	SKCG autonomous College, Paralakhemundi	23

Title of the Paper	Name of Author	Title of journal	Year of publication			
IN COMPUTER NETWORK						
Modeling of Unsteady Two-Phase Flow over a Stretching Sheet with Analysis of Heat and Mass Transfer due to Electrification of Particles and Viscous Dissipation	AK RAUTA	International Journal of Mechanical Engineering	2018	0.89	SKCG autonomous College, Paralakhemundi	23
Application of Artificial Neural Network modelling for optimization and prediction of essential oil yield in turmeric (Curcuma longa L.)	J N Patnaik	Computers and Electronocs in Agriculture	2018	7.27	SKCG autonomous College, Paralakhemundi	39
[View File](#)						

3.4.6 – 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
A DYNAMIC e-EPIDEMIC MODEL FOR THE ATTACK AGAINST THE SPREAD OF VIRUS IN COMPUTER NETWORK	AK RAUTA	Journal of Analysis and Computation (JAC)	2018	7	23	SKCG autonomous College, Paralakhemundi

Modeling of Unsteady Two-Phase Flow over a Stretching Sheet with Analysis of Heat and Mass Transfer due to Electrification on of Particles and Viscous Dissipation	AK RAUTA	International Journal of Mechanical Engineering	2018	9	23	SKCG autonomous College, Paralakhemundi
Application of Artificial Neural Network modelling for optimization and prediction of essential oil yield in turmeric (Curcuma longa L.)	J N Patnaik	Computers and Electronocs in Agriculture	2018	115	39	SKCG autonomous College, Paralakhemundi
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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	Nill	11	8	7
Presented papers	Nill	6	6	6
Resource persons	Nill	3	2	3
[View File](#)				

3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
No Data Entered/Not Applicable !!!			
No file uploaded.			

3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
No Data Entered/Not Applicable !!!				
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3.6 – Extension Activities

3.6.1 – 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
Campus Cleaning	YRC, NSS NCC	4	240
AIDS Awareness on World AIDS Day	NCC, NSS, YRC	4	260
Kargil Vijay Divas	NCC, YRC wings	5	240
Special one-week Puja Camp by NSS	NSS units	3	166
Awareness programme on New Voters	NSS, NCC, Dept of Political Science	5	280
Vana Hahotsav Plantation programme	Dist Forest Office, YRC, NSS NCC	4	210
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3.6.2 – 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
No Data Entered/Not Applicable !!!			
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3.6.3 – 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
Campus Cleaning	YRC, NSS NCC	Cleaning and educating on maintaining an eco-friendly campus and hostel environment	3	180
AIDS Awareness on World AIDS Day	NCC, NSS, YRC	Awareness education on origin, Nature and prevention	4	240

		of AIDS		
Kargil Vijay Divas	NCC, YRC wings	Saluting Martyrs, Students awareness-education-promotion on National integration and inter-community Sadbhavana	5	200
Special one-week Puja Camp by NSS	NSS, YRC units	National duty, Social integration, Anti-tobacco and blood donation awareness education,	5	260
Awareness programme on New Voters	NSS, NCC, Dept of Political Science	An educative and interactive session on New Student Voters	9	230
Vana Hahotsav Plantation programme	Dist Forest Office, YRC, NSS NCC	Observation of Vana Mahotsava through Planting fast-growing, shade plant saplings	4	210
		[View File](#)		

3.7 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Biotechnology Work shop	Biology honours final yr and PG Life Science Students	Self CBT-SOA University, Bhubaneswar	3
Botanical Field excursion to Biodiversity rich station	Botany Hons and PG Life Science Students, Staff	Botany seminar self	1
Geo-economic field Survey	Georaphy Hons Students & Staff	Geography Seminar Self	1
	[View File](#)		

3.7.2 – 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	Duration From	Duration To	Participant

Academic Research	Interactive Hand-on training Study	Centre of Biotechnology, SSP, SOA University, Bhubaneswar	27/02/2019	28/02/2019	11
Academic	Exhibition on Popularisation of Science Technology	GS foundation, NSCTC, New Delhi IQAC-Science Society of the College	23/01/2019	24/01/2019	400
Career Orientaion	Professional Career Orientaion-counseling in HR Management	MITS Group, Bhubaneswar	07/03/2019	08/03/2019	280
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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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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
103	103

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Seminar halls with ICT facilities	Existing
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

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
ILMS software	Partially	1.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	60000	9000000	400	8000	60400	9008000
Reference Books	1000	Nill	20	Nill	1020	Nill
e-Books	Nill	Nill	Nill	Nill	Nill	Nill
Journals	200	6000	Nill	Nill	200	6000
e-Journals	Nill	Nill	Nill	Nill	Nill	Nill
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	Nill	Nill	Nill	Nill	Nill	Nill
Library Automation	1	100000	Nill	Nill	1	100000

[View File](#)

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
No Data Entered/Not Applicable !!!			
No file uploaded.			

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	41	2	2	1	1	1	4	2	0
Added	8	0	2	0	0	1	2	0	0
Total	49	2	4	1	1	2	6	2	0

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

2 MBPS/ GBPS

4.3.3 – Facility for e-content

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

	recording facility
No Data Entered/Not Applicable !!!	

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
0.6	0.6	1.28	1.28

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)

Physical Support facilities: i- For Practical classes laboratories are available. All necessary equipment/apparatus/fittings are procured and fixed/used as per standard laboratory designs for respective subjects. Government of Odisha has laboratory grants earmarked for Purchase of new equipment/apparatus almost on annual basis which is utilized to add facilities on incremental basis. The repair/renovation, electric, gas, water and drainage facilities are also done on necessity/requirement basis by the local PWD department or sometimes utilizing the college development fund depending on exigency. ii- Laboratory assistants and Demonstrators(wherever available) usually take care of the daily maintenance and upkeep. A classwise/Semester wise register is maintained for recording daily lab activities with signature of the Class teacher and assistant. The department store maintains stock register with details of issue of items/apparatus/Chemicals etc. Malfunction/breakage/defects are also recorded. iii- The College has a huge library with around 80 thousand books, mostly textbooks along with references, journals, periodicals etc maintained manually on fortnightly basis by the Library staff. There is a system of book issue/return for students on a streamwise/Subjectwise/Classwise basis. Every bonafide student is issued a College Library card with authentic facsimile of the Principal along with the Students' ID cards which he or she has to submit at the time of leaving the College after obtaining NO-Dues clearance from the library office. There is a sprawling Students Library Reading room adjacent to the main library where books are displayed subject-wise for reading in the room itself. The main library remains open from morning 10am to evening 5pm, however the reading room remains open from 9am till 6-30pm. The library has washroom, drinking water, Xerox, First aid and Cloak room facilities. Fire-extinguishers and emergency exit provisions are also there. The library is utilized almost 100 of the time and by a large number of students on a regular basis. iv- There is a gym, a sports goods/items store room usually in charge of the PET. A large general open playground, a medium size ground, a Basket ball RCC ground and a Badminton facility within the College boundary. There is College Athletic association the members elected every year on Students' Union elections and functions following the laid down rules/guidelines of the college in the College calendar. Students utilize the Gym/Grounds/Items/facilities on a regular basis. An annual contingency money is utilized for maintenance. The classrooms along with bench-tables-black boards are also fitted with fans, electric light and drinking water-wash room facilities in each corridor for the use of students.

https://skcgparala.ac.in/upload/files/Procedures_and_Policies.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	PMS, E-MEDHA, BYASAKAVI BHASABRUTI	265	6000
Financial Support from Other Sources			
a) National	Nill	Nill	Nill
b)International	Nill	Nill	Nill
View File			

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
Girls' Self-defence programme	10/12/2018	260	GCR, Girls' hostel Superintendents, Women's College, Paralakhemundi
Personal Counselling	13/08/2018	530	All Hons Depts of College
Yoga Classes	20/08/2018	375	GCR, BCR,PET, NCC
Language Lab	10/06/2014	200	Govt Higher Education Department, College English Dept.
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
2018	Career Counselling	430	430	30	24
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
2	2	2

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
2	24	4	5	35	8
View File					

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	3	BA	GEOGRAPHY	Utkal University	MA
2019	4	BA	GEOGRAPHY	Nagarjuna University	B.ED
2019	2	BA	Economics	Nagarjuna University	B.ED
2019	4	B.SC.	BOTANY	SKCG Auto College	M.SC.
2019	4	B.SC.	ZOOLOGY	SKCG Auto College	M.SC.
2019	6	B.SC.	CHEMISTRY	Nagarjuna University	B.ED
2019	4	B.SC.	PHYSICS	Berhampur University	M.SC
Nill	4	B.SC.	MATHMATICS	Nagarjuna University	B.ED
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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
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
BASKET BALL TOURNAMENT	DISTRICT LEVEL	120
ANNUAL ATHLETIC MEET	COLLEGE LEVEL	210
View File		

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Student members are nominated in to College Statutory bodies like the Academic Council and other non-statutory committees like the IQAC, Discipline Committee, Anti-ragging Cell, Sexual Harassment Cell, Equal Opportunity Cell etc. where their points of view figure prominently in decision making and/or any rules/policies framed thereon. 2. The Students' Union and sister associations like Science Society, Social Service Guild, Day Scholars Association, Commerce association, Athletic Club, Drama Music Society/ Cultural Forum etc are elected through elections or nomination if necessary who are entrusted on oath the entire responsibilities of conducting annual students events both academic, athletic or cultural involving all students across stream and class. 3. Class representatives elected/nominated from each class/stream/year are given responsibilities of representing the issues of his/her class and put forth before the authorities as when required and in charge of overseeing the academic ambience of the class. 4. Student bodies are encouraged to actively take part in inter-College, Inter University, inter State, National Sporting, Cultural events representing the college and felicitated/recognized on their success and accomplishments. 5. Help desks, Suggestion Boxes, Grievance Cells serve as platform for students to reflect their issues. Otherwise Student representatives are encouraged to submit their written memorandum to the concern teacher bodies, Administrative Bursar, Academic Bursar or the College authority which is usually resolved within hours.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

An Old Students' Association with around 200 alumni of this institution is a registered society since nineteen eighties. This alumni association runs by the bylaws framed by rules/guidelines laid down by Government with amendments over the resolutions of the office bearers of the association and deliberations discussions among the alumni members as and when required. The Principals act as the president, senior alumni are elected as the Secretary, Joint Secretary, Treasurer etc. The general body meeting is held with prior notice all members at least once a year preferably in the college. The agenda for the meeting set as earlier meeting resolutions and/or as desired by the members or any exigencies. The annual General Body meeting was held in a grand way during May, 2016 where around 170 alumni from all across the State and Country turned up. Keeping in view the motto of alumni associations, the members under the presiding of the Principal of the college discuss over the different developmental, academic ambience related issues and come up with constructive suggestions/solutions and submit to the college authority for undertaking possible/feasible measures in this regard. The association maintains a register for recording its annual activities, minutes, action taken report, future plan of action and other related matters with due signature of the office bearers. The Alumni members contribute financially as monthly subscription of a minimum amount and/or occasional donations/contribution by ex-students. The association operates financially on its own with a separate bank joint account in the name of the President and Secretary and the DCR and other necessary accounts are maintained by the treasurer ensuring timely audit as per law. The alumni gets its fair representation in the different College statutory bodies like the Executive Committee(GB), Academic Council, IQAC etc and their views and suggestions figure in the minutes/proceeding records of such meetings. The Alumni Feedback is an important component in the feedback collection and analysis in the assessment and accreditation processes. The UGC, NAAC, DHI-Odisha and other such bodies invariably conduct formal meeting with alumni

members to get their feedback/suggestions/issues if any for the overall development of the Institution keeping the Students welfare as most overriding concern.	

5.4.2 – No. of registered Alumni:

<div align="center" style="color:red">No Data Entered/Not Applicable !!!</div>

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

<div align="center" style="color:red">No Data Entered/Not Applicable !!!</div>

5.4.4 – Meetings/activities organized by Alumni Association :

<div align="center">3</div>

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)

The organization structure is such that, the academic, administrative as well as even the financial powers in regard to decision and/or choice of commodity purchase is percolated down from top to the bottom but the most important stakeholder, i.e. the students. The Principal as the head of the institution is supported by the Administrative, Academic and Accounts Bursars, Controller of Examinationsand all Heads of the subject departments. Though comes directly under the authority of Government of Odisha, Higher Education Department, the day to day governance however is entrusted with different Statutory and Non-Statutory bodies like the Executive Committee (Governing Body), The Academic Council, The Boards of Studies, Finance Development Committee, Purchase Committee. These Committees are represented under the Chairmanship of the Principal by teaching, non-teaching support staff, Student members, District administration, Engineering department and local medical fraternity, Parent/Guardian, Civil Society members, Alumni and Industry/Business represents thus including all stakeholders. 2) For the bottom-up approach in ensuring the students' say in the field of decision making and execution, the college has detailed mechanism at place whereby annual general Students' Elections are held following Dept of Higher Education and Justice Lingdow Commission recommendations for electing Students' Union Office bearers like, The President, Vice President, General Secretary, Joint Secretary and representation to other sister associations like the Commerce Association, Day Scholars Association, Drama, Music and Cultural forum, Athletic Club etc. These student bodies upon election by bonafide student voters are administered oath of allegiance to the rules and regulations of the College. A group of teachers are appointed by the Principal to act as Vice presidents of these elected bodies for guidance as and when required. The student bodies are given full freedom in conducting their budget meeting. Preparing annual reports and the conduct of the annual competitions and functions of their respective student bodies.

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

<div align="center">No</div>

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
Library, ICT and Physical	The college has a big library with

Infrastructure / Instrumentation	above eighty thousand books that include text books, reference books, journals, periodicals, magazines etc. bonafidestudents are provided institutional library cards on which fortnightly books are issued as the need/availability of the books. Students also use the Library reading room where necessary facilities are provisioned. There are around 20 computers in different sections of the college. Faculties also use their personal laptops as and when needed for presentations through LCD projectors etc. All Science departments and some humanity departments do have their own LCD projectors and related accessories. The practical subjects have sufficiently furnished laboratories with prescribed apparatus/instruments/chemicals etc.
Curriculum Development	The Academic curriculum is framed at the higher education department level in consultation with subject experts and all HEIs coming under are to follow the subject-wise prescribed syllabus both for UG and PG courses. However, the autonomous colleges enjoy the liberty of modification up to 20 and ratified by the esteemed members of the respective Boards of Studies. The college has been implementing the Choice Based Credit System (CBCS) syllabus since 2015-16 academic year. The Curriculum provides Core papers and Elective papers in subject along with Compulsory papers in Environment Studies, Communicative English and Quantitative aptitude and Logical reasoning for all Graduate classes across streams
Teaching and Learning	The HoDs assign subject-wise/Paper wise classes/periods of 45 minutes each to the teachers following weekly work load guidelines mandated by UGC and prescribed by the Higher Education Department, Govt of Odisha. The teachers are to maintain Daily lesson plans and Progress registers mentioning the daily Topics covered vis a vis prescribed in syllabus with their signature and date which is maintained in the department under the direct supervision of the HoD and checked/verified by the Principal supported by the Academic Bursar on routine visits to the departments. The

	teaching we follow is a fair blend of traditional BB and use of ICT mainly the LCD projected Power Point presentations. Apart from the class room teaching students take recourse to the Remedial/Proctorial Classes for doubt clearing other one-to-one counselling.
Examination and Evaluation	The Controller of Examinations with his team publishes the tentative exam schedule Semester-wise examination for both Mid-Sem and end-Semester in the beginning of the academic year during July, 2016. Following the Government prescribed academic calendar, exams are conducted with utmost transparency and diligence to make it fair and hassle free while maintaining the required confidentiality. The evaluation process also follows the set guidelines for Autonomous Colleges with a fair mix of in-house and external examiners earlier approved by the Academic Council and Board of Studies. On approval of the special examination committees and all HoDs the results are published error-free well within the time line. Grievances if any, with regard to re-addition only is entertained. The Students Statement of Marks reflects both SGPA/CGPA as well as marks secured in each paper of the respective Semesters.
Research and Development	The College has a Research Cell with the Principal as the Chairman and four senior faculty having research experience evidenced by publications as members. The faculty are encouraged to pursue research in their convenient hours and contribute to the research ambience of the institution which goes a long way in enriching the overall teaching-learning process. The faculty had sanctioned UGC-Minor Research Projects to carryout research during 2016-17. Some faculty has received grant from national funding agencies like ICHR. Faculties supervised for Ph D for scholars and successfully submitted thesis under Berhampur University. Faculties from several departments presented papers in national/international seminars/conferences and also published articles/papers in peer reviewed journal and/or proceedings of repute during the academic sessions.

Human Resource Management	Its mandatory for all teaching faculties to complete one orientation and three to four RefresherCourses conducted by UGC recogonised Academic Staff Colleges operating under Reputed Universities within and outside State. Faculties are encouraged to write and submit research projects for funding to State and National funding agencies. This enables them pursing research and updating the latest and frontline areas of their subjects. Three of the faculties completed Refresher Courses this session, in Life Sciences, Environmental Sciences and Linguistics at Utkal University, Bhubaneswar. In-house administrative/Accounts training/workshop is held for training of the support staff. Regular departmental seminar/workshops/field studies are conducted for students with external subject experts/resource persons.
Industry Interaction / Collaboration	The education policies have been putting more emphasis on initiating/establishing/enhancing Industry –Academia interfaces to function as platforms for enhancing the students' exposure to a more professional fields, adding to their job-readiness, ensuring the employability and even job placement. In this connection the IQAC, supported by the Career Counseling Cell organizes field studies, outreach programmes with smaller groups of students, Consultation-Cum-Awareness Programme on Add-On Professional Courses" workshops to nearby Poly-technique/ Mechanical engineering departments /institutes of the CUTM(Centurion University of Technology Management), GIET(Gandhi Institute of Engineering Technology). Placement Drive Programmesare usually conducted by Vedanta Industries Ltd (Lanjigarh) and J.K. Paper Mills Pvt Ltd, Rayagada, MITS group and WIPRO. The District Industry Centre (DIC) officials also conduct training-workshops on small/medium scale industry/entrepreneurship for increasing employability potential of the Graduate students.
Admission of Students	The annual admissions in to all UG classes is done On-line, through the State run SAMS (Students' Academic Management System) where the portal

managed by OCAC (Odisha Computer Application Centre), Bhubaneswar, following a stipulated Date-line, on its annual advertisements displays the Subjects, Strengths, Eligibility criterion, Reservation information, cut-off marks of the College etc. Students across the State and outside also apply online through the CAF(Common Application Form) that contain all bio, contact and academic details of the applicant, The merit list prepared and displayed on the SAMS state portal as well as the College Webpage and SAMS portal. The selection and admission information is sent to the registered mobile phone number of the applicants as well thus making the whole process timely, transparent and convenient.

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

E-governace area	Details
Planning and Development	The College Finance Committee and Development Committee normally meet thrice a year to deliberate on the inde nts/requirements/suggestions/queries submitted earlier by the HoDs with the establishment section of the college office headed by the administrative bursar and managed by the Office Head Clerk. The approvals of this committee after ratified by the Executive Committee will then be processed by the accounts section for implementation by the respective departments.All the resolutions/minutes of such meeting are recorded/documented for auditing.
Administration	General administration of the College is largely a team work. The organization structure allows a both-way governance i.e., top to bottom and bottom up as well in varying degrees. The Principal being the head is supported by the Establishment, Accounts and Examination sections headed by the Administrative bursar, accounts bursar and the Controller of Examinations with their teams respectively with delegated administrative/decision making powers. The four important statutory bodies namely, the Executive Committee, Academic Council, Boards of Studies and Finance-Development Committee take all important administrative/financial/policy decisions with prior inputs from the

		Staff Council and HoD meetings
	Finance and Accounts	The College financial administration/management is largely delegated to the Accounts section headed by the Accounts Bursar and his team appointed by the Principal which apart from dealing with the day to day issues, involves the HoDs, Purchase Committee and finance Committees when crucial/emergent decisions are taken. For all purchasing done, the latest Financial-Procurement Manual on General Finance Rule (GFR) recommended by the Government of Odisha is strictly adhered to. Internal and external auditors, deputed by Government/GA departments visit the institution for auditing
	Student Admission and Support	The students apply online through the CAF (Common Application Form) that contain all bio, contact and academic details of the applicant, for admissions in to all UG classes, through the State run SAMS (Students' Academic Management System), following a stipulated Date-line, on its annual advertisements that display the Subjects, Strengths, Eligibility criterion, Reservation information, cut-off marks of the College etc.The merit list prepared and displayed on the SAMS state portal as well as the College Webpage and SAMS portal Students apply online through the CAF (Common Application Form) that contain all bio, contact and academic details of the applicant, The merit list prepared and displayed on the SAMS state portal as well as the College Webpage and SAMS portal. The selection and admission information is sent to the registered mobile phone number of the applicants as well thus making the whole process timely, transparent and convenient. The college maintains a Help-Desk in the College SAMS center for guidance/help on admission issues to the students
	Examination	All Examination rules/regulations are framed in conformity with the affiliating University norms and established Government, Dept. of Higher Education guidelines while largely adhering to the CBCS mandates of UGC. Being an autonomous institution the college takes liberty of scheduling examination dates, Question paper setting and lists of evaluators on

ratification of the respective Boards of Studies recommendations. The examinee gets at least two chances in both mid-semester (Internal) and end-semester examinations for clearing the regular/back papers. Students clearing all papers at one go only will be considered for ranks and distinction. All these rules/guidelines are amply reflected in the college hand book/academic calendardisplayed on the college webpage and also made available in the college library. Students if desire can have old question papers free of cost from the examination sections and also from the main library

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
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges 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)
2019	Investor Awareness Financial Education	Investor Awareness Financial Education	26/09/2018	26/09/2018	20	14
2019	Governance benchmarki ng Exercises	Governance benchmarki ng Exercises	03/12/2018	03/12/2018	35	10
2019	Biometric Device use and benefits	Biometric Device use and bnefits	11/01/2019	11/01/2019	22	13
2019	Awareness on Environ ment Audit Green	Awareness on Environ ment Audit Green	28/02/2019	28/02/2019	36	10

Pledge	Pledge				
		View File			

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
FDP programmes	3	06/03/2019	11/03/2019	6
UGC Refresher Course	4	02/06/2018	24/06/2018	21
		View File		

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
3	3	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
SKCG College co-operative and thrift society	SKCG College co-operative and thrift society	SCHOLARSHIPS

6.4 – Financial Management and Resource Mobilization

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

The College financial administration/management is largely delegated to the Accounts section headed by the Accounts Bursar and his team appointed by the Principal which apart from dealing with the day to day issues, involves the HoDs, Purchase Committee and finance Committees when crucial/emergent decisions are taken. For all purchasing done, the latest Financial-Procurement Mannuals on General Finance Rule (GFR) recommended by the Government of Odisha is strictly adhered to. Internal and external auditors, deputed by Government/GA departments visit the institution for auditing. All types of funds/grants received from State Government, MHRD, UGC, DST, DBT or any other funding agencies.

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
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	HIGHER EDUCATION DEPARTMENT	Yes	PRINCIPAL AND ACADEMIC COUNCIL
Administrative	Yes	GA DEPARTMENT GOVT OF ODISHA	Yes	PRINCIPAL AND ADMIN BURSAR AND ACCOUNTS BURSAR

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

1.Doubts and bottlenecks on CBCS discussed department-wise with parents/guardians 2.Campus discipline related issues discussed with a representative body of Parents-Guardians 3.Parents/Alumni/Civil society members invited to attend the Science exhibition, Gajapati Memorial Lectures and national seminars

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

1. Governance Bench-marking Extra Mural Talk series 2. National Seminar conducted 3. Faculty encouraged allowed to attend FDP/Orientation/Refresher Courses

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

1. Infrastructure development of college and hostels carried out under RUSA and OHEPEE. 2. Efforts taken to intimate and impress upon the higher Education Department, Government of Odisha for appointing more regular teaching faculties in different departments and accord permission to open PG and other professional programmes on SF mode after ratification by the College Academic Council Governing Body 3. All departments are encouraged to conduct Seminars/conferences and faculty to enhance research activity to increase the number of research Publications

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	National Seminar	16/01/2019	16/01/2019	17/01/2019	320
2019	Extra-mural talk series	11/01/2019	11/01/2019	11/01/2019	190
2019	Science exhibition	23/01/2019	24/01/2019	24/01/2019	168
2019	An interactive meeting on " Environmenta l Green	28/02/2019	28/02/2019	28/02/2019	210

	Audit				
2019	The first On-line Students' and Faculty Satisfaction Survey	09/10/2018	09/10/2018	11/01/2019	130
2019	Career orientation counselling programmes	07/03/2019	07/03/2019	08/03/2019	260
2019	A Two-Day National Seminar on "Adivasi Samskrutira Loukika Abadana"	12/02/2019	12/02/2019	13/02/2019	320
	View File				

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
AWARNESS PROGRAMME ON FEMALE INFANTICIDE	10/12/2018	11/12/2018	130	149
ADOLESCENCE HYGIENE	18/01/2019	18/01/2019	220	155

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
All departments and sections of office including examinationand library are issued advisory on adopting Power-saving measures like 1) "Minimum use of Lights. Fans, ACs, photo-copier machines" 2) Minimum use of papersand adopt e-correspondence as far possible 3) Awareness on saving water and prevent waste of water 4) The Society for Science Environment conducts awareness programmes on promoting Eco-friendly, Greenhabits among students, staff and the immediate community.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	10
Ramp/Rails	Yes	4
Rest Rooms	Yes	2
Scribes for examination	Yes	5

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	1	13/10/2018	6	1) 'Voters' Right" 2) gender sensitisation and safety of the Girl Child 3) Communalm Harmony	Awareness about the rights and duties of citizens 2) Female infanticide and gender skewedness in rural society 3) Sense of patriotism, love for the country	398

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Administrative integrity, Punctuality and Professional ethics	12/02/2019	1) Teaching and support staff take part in the special Staff Club meeting to take oath of abiding by all stipulated Government codes of conduct while administering official duties, conduct oneself with utmost caution and diligence in day to day affairs. 2) The Principal, Administrative and Academic bursar exult staff to live up to the level of punctuality in attendance and meeting the academic, administrative, Co and extra-curricular targets with maximum success rates on which the Performance Appraisal of

		the officers rests squarely.
Durneeti Nivaran Saptah "vigilance Awareness week' for Staff Students	29/10/2018	Like every year, this year also the Durneeti Nivaran Saptah or "Vigilance Awareness Week' was observed on the theme 'Eradicate Corruption-Build a New India. The celebrations and activities follow like taking the 'Integrity Pledge" and conduct of small group, inter-department meetings aiming at recognising the ills of corruption and promoting ways to combat it at individual as well as at the Institution level.The Integrity Pledge leaflet is pasted on the walls and notice boards at main locations in the college campus and also circulated among the staff for follow up action.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
1) National Voters Day	14/11/2018	14/11/2018	245
2) World Human rights Day	10/12/2018	10/12/2018	170
3) Celebrate the NCC Day	25/11/2018	25/11/2018	280
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) On national Science Day, on February, 28 a special seminar on "Environment and Green Audit" was held and the "Green Pledge" was administered to all present for taking the responsibility of safe-keep of the environment. 2) The cardinal principle of "keeping the Campus Clean" was practised by NSS volunteers on last Sunday of every month. 3) The "International Earth Day" was observed on 22nd April, 2019, driving home the significance of the day and the urgent measures to take that can address the burning issues like, the Global warming and green House Effects. 4) Vana Mahotsav was observed on 2nd July, 2019with active cooperation of the district forest officials and a plantation programme was successfully conducted where both staff and students took part. 5) Environment conservation/protection exhibits were projected during the two-day Science exhibition held for students from all higher secondary schools and colleges of the whole district.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
1. In keeping with the tradition and mores of this institute conducting the "Gajapati Memorial Lecture series" has been maintained by inviting renowned resource persons in fields of academics, arts and culture while the annual "Extra-mural talks" and regular departmental seminar activities provide the students the requisite academic and enlightened frame-of mind honing their self-esteem, world-view and over all personality development. In this context, this year in the Extra-Mural talk series, three talks were delivered on 11th January, 2019 by MrBikashMallik, IES Mr Deepak Das, IES, Government of India, New Delhi and Prof Dr P'K' Swain, Utkal University, Bhubaneswar, on topics "Macroeconomic Perspectives of Interim Budget-2019-20, Socio-economic and political dimensions of Government policies and The Practical Applications of Statistics respectively. Two National Seminars were held on "Inter-Disciplinarity" in Literature and "AdivasiSamskrutiraLoukikaAbadana" on 16th -17th Jan, and 12th 13th Feb, 2019 respectively. 2. • To maintain the benchmark of academic, administrative and finance qualities in keeping with Vision and Mission of the institution while at the same time conforming to the mandates set by the UGC by strictly adhering to the New Model Choice Based Credit System Syllabus in curriculum implementation, consistent examination and comprehensive evaluation process to the maximum benefit of the students. By provisioning Elective optional subjects and allowing at least two chances to all graduate examineesto clear the backlogs within the stipulated three year degree courses not only ensures a healthy OTG (On-time Graduation) percentage but also incrementally adds to the annual GER (Gross Enrolment Ratio). Further, the proposals duly approved by the Academic Council and Executive Committee was submitted to DHE and RDE regarding opening of Self-financing courses in BBA, BSW, PDJMC was discussed in view of the revised rules and guidelines framed by Government,
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://skcgparala.ac.in/upload/files/Best_Practices.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
This century old institution established by the Gajapati Maharaja of Paralakhemundi in 1896, was a prominent institution providing college education to the people of North Andhra, Chhatishgarh, MP, and Odisha until 1947 when it came under Utkal University and then to Berhampur University in 1967. The second oldest college of the State after the Ravenshaw College Cuttack, located in the now border district of Gajapati, it still caters to the formal higher education needs of the lowest socio-economic denominations. Being situated in an officially declared a disadvantaged and aspirational district, the tribal students make above sixty percent of the total student strength that include some most potentially vulnerable tribes figure among the immediate beneficiaries. The town having been historically patronized by the Gajapati Maharaja dynasty, considered the cultural epicenter pf the Odias and having played crucial role in Odisha pre-independence day politics was declared the first language based State in India in 1936. Having produced dozens of achievers in fields of Medicine, Engineering, Bureaucracy, Law, Politics, Business/Industry/Entrepreneurship, this College thus derives its distinctiveness strategically, historically and culturally in addition to being the front-line HEIs in the State spearheading a rich heritage of a holistic and purposeful higher education.
Provide the weblink of the institution

8.Future Plans of Actions for Next Academic Year

The IQAC has resolved on the following plan of specific actions for the next session 2019-20 1) As per the CBCS Syllabus rationalizationinstructions of the Higher Education department, Government of Odisha, theNew Model CBCS Syllabus is to be implemented for all Graduate programmes and the feedback collected there on is of paramount importance and hence be given due emphasis in the next Board of Studies meetings and more streamlining if so decided by the Chairmen and members of the respective Boards. As per the higher education department guidelines some rationalization/modifications were included in the syllabus. The newly introduced SEC (Skill Enhancing Course) Paper I in English speaking Skills II in Quantitative aptitude and Logical reasoning has been introduced for Degree first year students from the next academic session and the concerned text books have been provisioned under the OHEPEE scheme. 2) As per the report of the special inspection team on RUSA fund expenditure and UC status necessary steps to be taken and expedite communication to the Government for release of the last tranche of RUSA fund for payment to the executing authority, the R7B div of PWD, Paralakhemundi for smooth handing over of the new G2 classroom building to the college authority. 3) To review and complete the purchase and installing of the first installment of the released grant by the World Bank funded, OHEPEE under Civil construction of additional classrooms, laboratories, computer lab and Girls' Common Room be expedited with the PWD. The items approved under non-civil grant like, the classroom bench-desks, electric fans, tube lights for library, Water cooler-filters, fire-extinguishers, First aid boxes be purchased following laid down procurement rules. 4) Ensure conduct of at least two Career Counseling Sessions for Degree Final Year students, National Level seminars, Environmental awareness campaigns/meetings and Plantation programmes to be carried out especially with the active involvement of local community and alumni.