Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**KHAIRA COLLEGE**
Name of the head of the Institution	**Dr. Subhranshu Sekhar Mohapatra**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06788233242**
Mobile no.	**9937491810**
Registered Email	**khairacollege@gmail.com**
Alternate Email	**bana.barik@gmail.com**
Address	**At/ Po- Khaira Dist.- Balasore**
City/Town	**Balasore**
State/UT	**Orissa**
Pincode	**756048**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Banamali Barik**
Phone no/Alternate Phone no.	**06788233242**
Mobile no.	**9937333425**
Registered Email	**bana.barik@gmail.com**
Alternate Email	**khairacollege@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.khairacollegekhaira.com/home.php

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.khairacollegekhaira.com/college-calendar.php

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.10**	**2007**	**10-Feb-2007**	**09-Feb-2012**
2	**B+**	**2.57**	**2016**	**05-Nov-2016**	**05-Nov-2021**

6. Date of Establishment of IQAC	**01-Apr-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Self Defence Training Programme for girls	**12-Nov-2018** **4**	**600**

student		
ICT training programme for teadhing staff	20-Dec-2018 1	22
Communal Harmony Day	12-Nov-2018 6	120
Oraganisation of Parent Teacher Meeting	08-Apr-2019 2	108
Relief distribution during flood	05-Aug-2018 6	310
Soft Skill Programme for developing communicative skill	02-Aug-2018 1	467
Review of result	13-May-2019 2	18
[View File]()		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Higher Education	RUSA	RUSA	2018 365	10000000
[View File]()				

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)

1 Organisation of Parent teacher meeting 2 ICT training Programme for teaching. 3 Soft skill programme. 4 Review of result. 5 Self defence training programme for gilrs students. 6 Observation of Communal Harmony Day. 7 Relief distribution at

Phulari, Balasore.

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
Moral teaching class	Extra moral class was conducted by IQAC. One period per week was taken to build up moral and ethical values of students.
Guidance to Slow learners	Special Lectures were conducted by the faculties in all the respective departments for the slow learners and necessary teachings and guidance were given to bridge the course.
ICT training programme for Teaching Staff	IQAC in collaboration with the department of IT organised five days ICT Training for Teaching staff to refresh and update their ICT skill.
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	04-Mar-2019

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	**21-Dec-2019**
17. Does the Institution have Management Information System ?	**No**

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The enrichment of students has been duly focused while framing the syllabus by the University. The college takes care of the implementation of undergraduate programme of CBCS syllabus framed by Fakir Mohan University, Balasore based on the state model syllabus which is followed by all the Universities of the state. Depending upon requirement of students, senior faculty members and the principal sit together to chalk out time table and time table is reflected to cover the syllabus prescribed. Some senior teachers are member of Board of studies in F.M.University. Their suggestions also carries importance for introduction of new curriculum. Any change is circulated among staff members and the principal convenes the meeting of the concerned HoDs and teachers and discuss how to implement such change effectively. The college arrange extra class, doubt clearing class for the interest of the students. Bridge course to adopted for the slow learners to get fit for the learning, to cope with study as per with syllabus. The performance of various exams like midterm, Unit test are reviewed time to time to access the curricular achievement of students. The problems and short comings are traced and measures taken accordingly. Some special classes are held to boost the competitive temper of the students. The departments try best to give effective curriculum delivery through combination of need based and innovative methods. Starting from enrollment/ entry point assessment is made on the aptitude and expectation of students and teaching plan is based on it. Faculty members take utmost care to complete the syllabus in time. They maintain lesson note and progress register. Which is verified by the head of the department and supervised by the principal on regular basis. Faculty members cover the courses as per syllabus in time. The progress of the delivery of curricular, teaching and learning is regularly monitored by staff council meeting and the meeting of IQAC. The college implements staff skill programme, ICT programmes, Remedial teaching, moral teaching and extensive activities along with the curricular aspects. The college Endeavour's to integrate cross cutting issues such as gender equity, climate change, Human Rights, consumer protection etc. into curricular.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
No Data Entered/Not Applicable !!!					

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 affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Core Corse	01/06/2016
BCom	Core Course	01/06/2016
BSc	Core Course	01/06/2016

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

	Certificate	Diploma Course
	No Data Entered/Not Applicable !!!	

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
Self Defence Training Programme for Girls	12/11/2018	600
Moral Teaching	01/08/2018	110
Skill Development	17/08/2018	256
Yoga Class	17/08/2018	42
	[View File](#)	

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	Pre Historic site of Mayurbhanj District	24
BSc	Bio Diversity of Kuldiha Sanctuary	16
	[View File](#)	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Nill
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

Feedback is sought from the graduating students and stake holders in the written form. With the purpose of improving the quality of teaching learning process and to introspect and access the quality of teaching imparting to students as well as to bring modification if any just identifying the weakness. This helps in taking necessary steps for providing basic and necessary requirements to the students and teachers and the institution for hassle free functioning. The feedback is placed for departmental review. Evaluation of the feedback is placed before the principal and the same is placed in Head of the department meeting to do the needful. The problems of students are taken into consideration for extra class, Bridge course, doubt clearing class. The opinion of parents, Alumni and teachers is sincerely shortlisted as result of which focus is given to increase the text books and reference books in central library. More attention is given to practical facility in science laboratory, examination and evaluation system. In the present expressed satisfaction on participation of students in co-curricular and extra-curricular activities. Organisation of departmental seminars in the concerned department encouraged the students improving their capacity in expression and gathering knowledge.

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	Core Course Eng, Odia, Hist., Pol.Sc., Sans., Eco., Edn.	256	Nill	274
BCom	Core Course Commerce	128	Nill	137
BSc	Core Course Phy, Chem, Math, Bot, Zool	128	Nill	138
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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	1610	0	33	0	33

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
33	18	24	2	0	3
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college emphasize an academic achievement and behavioural aspect of the students. Undergraduate students through the journey of three years need guidance, assistance and counseling's. From the commencement of study, mentor mentee system is introduced. The principal convenes meeting of the departments and ask them to act as the mentor. Accordingly students are divided by the number of teachers of a department and the ratio of mentor and mentee is fixed on teacher student ratio. Departmental faculty member lead as the mentor till end of graduation. The mentors not only support and help students academically, they also act as the local guardian of a student. Teenagers come across different issues besides their study and a mentor takes care lovingly to solve the issues. Necessary suggestions and advices are given to a student to build up academic career and morality to come out as disciplined and responsible citizen. Our institution sincerely

delivers mentor mentee system. The students really grow up under proper care and advice. They become greatly beneficial by group discussion, quiz competition, ethical lectures and amicable ambience. Besides drawing attention of the students to issues of life and their role in larger society it bridges relationship with teachers and the institution.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1610	33	1:49

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
49	33	16	1	10

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
2018	Basanta Kumar Sahoo	Lecturer	Ph.D
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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	BA	6	20/03/2019	27/04/2019
BSc	B.Sc.	6	20/03/2019	27/04/2019
BCom	B.Com	6	20/03/2019	27/04/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Evaluation of semester examination follows the norms of university. The F.M. University has adopted major reform in evaluation by choice based credit system which has been prepared as per UGC model curriculum. Three years degree course leading to B.A., B.Com, B.Sc spreads over six semester in three academic calendar years. A student appears two semester in one calendar year. Teachers from affiliated college evaluate the answer scripts of semester examination. Since continuous evaluation process is a vital part to revitalize students self confidence, the college adopts internal evaluation unit tests are conducted in each department for improvement of students' standard and preparing them for semester examination. Weak areas of the students in various areas are traced out and remedies and remedies are suggested by departments. Internal exam is held prior to semester. Conduct of Unit test and midterm exams enthuse the students for final performance. Analysis is done on internal exam. Parents and guardians are informed about score/ performance of students and they are advised to take care of it.

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

Academic calendar is prepared by F.M.University, Balasore at the beginning of the year. The college adheres to the calendar and the departments of the college prepares to pursue as per the calendar. This ensures that the curriculum is enriched through each and every activity of the college. The academic calendar reflects admission process, commencement of classes for the academic year, list of holidays, examination schedule, fee structure for admission, Annual Day of the college, Students Union elction, Athletic meet, prizes for students, scholarship and extra -curricular activities. The academic calendar is displayed in the college website. The academic calendar provides Plan, action, activities and facilities provided for students. Heads of expenditures and vision of the college are also reflected in the calendar. Faculty members are assigned extra- curricular activities and they discharge duty as per the calendar. Infact, college calendar is the of academic, administrative and accounts related matter.

2.6 – Student Performance and Learning Outcomes

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

http://www.khairacollegekhaira.com/report.php

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Bachelor in Arts	BA	Pass and Honoura	256	252	98.4
Bachelor in Science	BSc	Pass and Honours	126	125	99
Bachelor in Commerce	BCom	Pass and Honours	102	100	98
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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)

http://www.khairacollegekhaira.com/report.php

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
No Data Entered/Not Applicable !!!				
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
**No Data Entered/Not Applicable !!!**		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
**No Data Entered/Not Applicable !!!**				
**No file uploaded.**				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
**No Data Entered/Not Applicable !!!**					
**No file uploaded.**					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
**No Data Entered/Not Applicable !!!**		

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

Name of the Department	Number of PhD's Awarded
**No Data Entered/Not Applicable !!!**	

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

Type	Department	Number of Publication	Average Impact Factor (if any)
**No Data Entered/Not Applicable !!!**			
**No file uploaded.**			

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

Department	Number of Publication
Odia	**1**
[View File]	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
**No Data Entered/Not Applicable !!!**						
**No file uploaded.**						

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

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	8	9	12
Presented papers	0	2	4	6

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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Swachh Bharat Abhiyan	NCC	7	68
Voters Day	NSS	4	182
No Tobacco Day	NSS	5	67
Womens Day	NSS	8	178
Donation for Communal Harmony	NSS	7	144
AIDS Day	NSS	5	109
Yoga Day	NSS	22	86

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nausainik Camp	Gold Medal	2(O) Naval Unit	1
Hand Ball	Captain	7(O) Batalion	1

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

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachh Bharat	NCC	Campus Cleaning	7	68
Donation of Communal Harmony	NSS	Communal Harmony	7	144
Yoga Day	NSS	Yoga	22	86
SDTP	DHE	Self Defence	4	600

| | | Training for Girls | | | |

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
No Data Entered/Not Applicable !!!			
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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
57	**59**

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	**Existing**
Class rooms	**Newly Added**
Seminar Halls	**Newly Added**
Value of the equipment purchased during the year (rs. in lakhs)	**Newly Added**
Others	**Existing**
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4.2 – Library as a Learning Resource

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

Name of the ILMS	Nature of automation (fully	Version	Year of automation

software	or patially)		
Educare	Fully	6.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	15225	Nill	600	Nill	15825	Nill
Reference Books	9739	Nill	427	Nill	10166	Nill
Journals	415	Nill	8	Nill	423	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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	24	2	4	4	1	5	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	24	2	4	4	1	5	0	100	0

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

100 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
6	7	52	54

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

institutional Website, provide link)

> The college provides 19 spacious Halls with adequate seat arrangement and both ventilation for class teaching excluding the laboratories and departmental rooms for each department. The college has seminar hall for seminars, meetings and conference purpose. Practical classes in Science departments are held in respective well equipped laboratories. The college has two gardens of diverse pleasant plants and both of them are botanical and authentic character. Department of zoology has preserved reptiles and other related beings for demonstration to the students. Individual department has been provided with teaching/ seminar room or practical classes. Computer with internet facility supporting the staff and the students for study in LCD projector is used for study as when required. Sports occupying major interest of the students. The college provides facilities for indoor and outdoor games. Students take the opportunity of playing outdoor games like Volleyball, Basket ball, Badminton, Cricket, Ring ball, Kabaddi in the college premises. The college provides indooe games like chess, carom etc. Gymnasium witnesses the active participation of those students interested in it.

http://www.khairacollegekhaira.com/home.php

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	Senior College Merit Scholarship	449	Nill
Financial Support from Other Sources			
a) National	Jindal Scholarship	96	Nill
b)International	Nill	Nill	Nill
No file uploaded.			

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
Soft Skill Development	02/08/2018	176	Pentasys Computer Academy
Remedial Coaching	07/08/2018	212	Nill
Bridge Course	03/12/2018	137	Nill
Personnel Counselling and Monitoring	22/10/2018	145	Nill
Yoga	16/12/2018	70	Gayatri Yoga Parisad
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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	Number of benefited	Number of students who	Number of studentsp placed

		students for competitive examination	students by career counseling activities	have passedin the comp. exam	
2018	Career Counselling	48	85	48	31

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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
5	5	7

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
Srusti Academy and Satyam Gems And Jewels	137	22	Nill	Nill	Nill

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	19	Khaira College, Khaira	Political Science	Utkal Univ. Others	PG and BEd
2018	86	Khaira College, Khaira	Commerce	Utkal University and others	M.Com, CA, ICWA, ICSI, MBA, MFC
2018	17	Khaira College, Khaira	Odia	Shantiniketan and others	PG
2018	4	Khaira College, Khaira	Zoology	Ranchi University and Others	PG
2018	4	Khaira College, Khaira	Physics	Utkal and Ranchi University	PG and MCA
2018	6	Khaira College, Khaira	History	Utkal Univ.	PG and LLB
2018	8	Khaira College, Khaira	Mathematics	Utkl University and others	PG and BEd

2018	4	Khaira College, Khaira	Economics	PG, BEd, LLB	PG, BEd, LLB
2018	7	Khaira College, Khaira	Chemistry	Jodhpur University and others	PG and MCA
2018	1	Khaira College, Khaira	Education	Utkal University	PG

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

Items	Number of students selected/ qualifying
NET	5
Any Other	21

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

Activity	Level	Number of Participants
Annual Athletic Meet	College Level	320
Literary	College	72
Drama Song Music	College	165

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Captain Odisha Softball team	National	1	Nill	OD18SDA1 70367	Raj Shekhar Sahoo

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

Students have active representation on academic and administrative bodies and committees of the Institute. Class Committees- All programmes have class committees for each course that comprise of student members representing meritorious as well as weak students, along with faculty members nominated by the Head of the Department, other than the course teacher. The Class Committees provide feedback on all aspects of the programme and respective course. Class Committee Meetings are held regularly, at least twice in each semester. Cultural and Sports Committees - Students have strong representations in all cultural and sports and games committees and help in organization and management of events. Hostel Administration - Students provide strong support in the administration and management of hostel affairs. Each hostel has a Captain, Vice-Captain, Mess Committee, Cultural Committee, Sports Committee and

Cleanliness Committee. Students manage the entire functioning of the cooperative mess and organize extra-curricular events and competitions throughout the year. News Letter Magazine Committee – Students' representatives who are nominated in the editorial board help to collect articles, poems, drawings etc from talented students. They compose, edit and take initiative in printing the newsletters at Department level and work for the preparation of magazine at college level. Faculties of the editorial board will guide them in the entire process of printing and releasing the magazine. Student editors also involve in preparing the conference proceedings (National Conference/International), souvenir of student conventions conducted in the Departments. Organization of Special Events - Students organize, and celebrate the National Teachers Day, on Sept. 5, every year by honoring retired teachers and presenting cultural programme, the Inter-University odia Drama Festivals, intra-faculty and inter-faculty cultural and sports competitions, Shiksha Diwas on Jan. 1, Foundation Day celebrations on August. 16 and other National celebrations that include, Independence Day, Republic Day, Science Day, National Yoga Diwas and various NSS and social service activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, Khaira College, Khaira, Dist-Balasore has a registered Alumni Association. As the college was established in 1980, a number of alumni got education from this reputed institution. Though this institution is located in rural area, it has a great contribution in the educational development of the rural students. Many alumni of this college are well-known in their respective fields i.e. Politics, Education, Judiciary, Literature, Sports, Agriculture, Business and Industry, Social Work and Public Speaking. The college provides an opportunity to the alumni to interact and share their experience with students by arranging a mega function in the "FOUNDATION DAY" celebration on 16th August every year in the college premises. Our Alumni Association works for the overall development of students as well as the institution. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and technological guidance. Our Alumni Association organizes: 1. Guest lectures on various subjects and provide guidance from the experts of various fields to the students. 2. Some of our alumni are industrialists they share their knowledge and expertise with the students. 3. Alumni Association helps to organize educational and industrial visits for the students. 4. A significant number of our alumni are always visiting to overseas countries and they impart their experience with students by arranging motivational lectures. 5. Alumni Association provides information about the job opportunities available in their fields. 6. Our Alumni Association motivates the students for research activities. Financial Support: Our Alumni Association supports the Institute in financially also. It encourages our alumni to help the institution by donating generously for the infrastructural development of the college. Alumni Association encouraged some of our alumni to donate for the purchase of books, water-cooler, air cooler and inverter for Competitive Study and Guidance Centre. Alumni association helps to the meritorious and weaker section students by sponsoring scholarships award. The awards sponsored by our Alumini Association are 1. Baidyanath Rout Memorial Award 2. Nagendra Mohanty Memorial Award 3. Gouri-Shankar Kasturi Rani Memorial Award 4. Laxminarayan Nayak Memorial Award 5. Kamal Laxmi Nayak Memorial Award 6. Satyabhama Send Memorial Award 7. Nishakar Samal Memorial Award 8. Arjun Charan Bihari Goswami Baba Award 9. Odia Memorial Award 10. Sanskrit Memorial Award 11. Bharat Padmini Award Our Alumni Association plays very supporting and constructive role in the overall development of the college.

5.4.2 – No. of enrolled Alumni:
425

5.4.3 – Alumni contribution during the year (in Rupees) :
200000

5.4.4 – Meetings/activities organized by Alumni Association :
Meeting of the alumni association was held on 13.10.2018. The members present decided to contribute 2 Lakhs to the institution for its infrastructure development. They undertook campus cleaning program on the same day.

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)

Mechanism of decentralization is key to democratization of functioning. The principal of the college constitutes different committees assigns members of the staff with curricular and extra -curricular activities. The conveners of each committee make it ensure to sit and function as required. The principal takes the leadership to see that various committees discharge responsibility and accountability. For better and cohesive function and as a step towards decentralization the committee such as academic committee, Library committee, Examination committee, Green Audit committee, Athletic committee, Advisors of college union, Dramatic Advisors, Administrative committee, Anti Ragging cell, Women Harassment cell, Puja Pujya Sansad, Literary committee, Hostel committee etc. have been formed. In the last year the college organized its Foundation Day and Sahitya Sansad on 16th August. Retired teachers, Alumni members, academicians, social workers and well wishers were invited to the occasion. They delivered valuable suggestions to raise academic ambience and stressed on ethics and values to be inculcated among students. Toppers of the Univesity and Toppers of each department were awarded with prize. Annual function was celebrated with active participation of students and teachers. Prizes were distributed to the winning students for sports, games and literary competitions.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Curriculum is designed by the F.M.University, Balasore. The faculty members undertake progress register and maintain lesson plan accordingly. Departmental faculties sit together once in a month to discuss on the progress of the lesson. The principal supervises progress register and lesson note. However alongwith prescribed syllabus the college includes Yoga class, self defence, communicative skill, ICT class personality development.

Teaching and Learning	Teaching is formulated to meet the academic calendar. Proctorial system is implemented. Doubt clearing classes are taken regularly. Students are provided with IT learning. Departmental Seminars are organized for better exposure of students. Faculty members guide students in preparing project work.
Examination and Evaluation	As instructed by the university two (02) semesters are conducted for 1 year student. Under Graduate students appear six(06) semesters in three (3) years. Internal examination is conducted in each paper carrying 20 marks before the Semester exams. Besides that weakness and poor performance of students are regularly scrutinized and it is placed before meeting of the Head of the departments. Extra class, extra lecture and remedial class are conducted to overcome the weakness of the students. The University conducts central valuation with the faculties from this college and result is published in time.
Research and Development	Faculty members are encouraged to carry out research work in the field of their interest. They are encouraged for publication of paper in journals. The IQAC supports and encourage to organize seminars, publish papers and some members are continuing the research work.
Library, ICT and Physical Infrastructure / Instrumentation	The college has the central Library having good No. of Text Books, Reference Books, Journals and Megazines. It helps the students and the faculties to promote their academic career. There is internet facility for teachers and students. The college has Reading Room where the students and faculties used to study Reference Books, Journals and News Papers. Each Department has separate room for class. Well equipped science lab are there for science departments. Computer lab, Gymnasium, Indoor Stadium help the students for extensive activities.
Admission of Students	Admission of students is conducted in online mode through SAMS (Students Academic Management System). Application is made through SAMS and the students choose the college for study through it. The entire process is simple, fair and transparent.

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

E-governace area	Details
Administration	**The administrative process such as notice circular maintenance of records are made in online process.**
Finance and Accounts	**The college reflects fee structure for admission in the college calendar. Students pay admission and readmission fee. The accounts section maintains day to day collection register and the expenditure thereof. The Accounts Bursar verifies the Cash Book and the Budget is prepared for approval of the Governing Body into beginning of the session.**
Student Admission and Support	**Admission is conducted in online process through Students Academic Management System (SAMS)**
Examination	**All examination works is mechanised online. Students are informed about examination by college website and wall notice and the result of Internal unit test etc. are provided to the students in online process.**

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 College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	**ICT training Programme**	**Nill**	**20/12/2018**	**20/12/2018**	**22**	**Nill**
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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	Number of teachers who attended	From Date	To date	Duration

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

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
No Data Entered/Not Applicable !!!			

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Welfare Fund, Employees Cooperative Society, E.P.F.	**Staff Welfare Fund, Employees Cooperative Society, E.P.F.**	**Student Welfare Fund, Insurance**

6.4 – Financial Management and Resource Mobilization

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

The Annual Budget of the college is discussed and passed by the Governing Body. The Body appoints the members for internal audit. It works in cooperation with accounts section of the college and all the financial transactions of the college is placed before the internal committee to verify genuineness of expenditure. The external audit is conducted each year by the Local Fund Audit (LFA) of Odisha. Sometimes Chattered Accountant also takes the task of audit.

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
Individuals	**100000**	**Development**
No file uploaded.		

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**	**Regional Director of Education District Level Coordinator**	**Yes**	**Principal, Administrative Bursar Academic Bursar**
Administrative	**Yes**	**Regional Director of Education**	**Yes**	**Principal**

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

Parent Teacher Association sits atleast once in a year. The association discusses about academic progress and they provide necessary suggestions to

promote academic environment and college administration. Performance of students is reported to the parents and they are advised to take care of it.

6.5.3 – Development programmes for support staff (at least three)
Computer training is a support to the staff members for professional development, Yoga, Gymnasium, Stadium are used to maintain physical fitness. Internet system is available for the staff .

6.5.4 – Post Accreditation initiative(s) (mention at least three)
Infrastructure Development, Modernization of laboratory, Motivational Programs for students to get them competent to Higher studies and placement.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	Yes
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
2018	Self Defence Programme Training for Girls student	02/11/2018	02/11/2018	30/01/2019	600
2018	Review of result	20/03/2019	20/03/2019	20/03/2019	512
2018	ICT Training Programme	20/12/2018	20/12/2018	30/12/2018	22
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	15/02/2019	15/02/2019	106	58

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
Biogas Plant is installed in Womens Hostel LED Bulbs are used for energy conservation.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Ramp/Rails	Yes	9
Physical facilities	Yes	9

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

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Communal Harmony	21/11/2018	21/11/2018	140
[View File](#)			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1- The campus is made poly free. 2- Biogas plan is installed in Womens Hostel renewable energy. 3- Plantation is undertaken. 4- Botanical Garden 5- Green garden.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Foundation day of the college and Annual Day of " Sahitya Sansad" is organized each year on 16th August . Eminent Literary persons are invited to the occasion and they are felicitated. Wall magazine of the college is inaugurated on that day. The students having good literary output are honoured. Alumni, Retired teachers, civil society, well wishers get together and they give valuable suggestions for improvement of academic environment and for effective teaching learning activities. University Toppers and departmental toppers are awarded on the day. It is meant to enthuse students for learning and good performance. This year a museum was set up in the college campus. The objective of the museum to preserve our culture and experiencing the student of their learning about heritage, culture and archeological monuments. The museum was set up under the initiative of IQAC and department of History. There are collection of pre-historic tools, Arts objects, painting, photographs of temples, paper cutting and photographs of freedom struggle, old coins etc. student are very much benefitted by experiencing the collections. Besides that the college takes steps to aware the students heigene and health care. This year eye checkup and health check up camp were organized by the college. Awareness programmes such as on AIDS, Female heigene were conducted.

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

http://www.khairacollegekhaira.com/home.php#

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

As a step towards extension services, NCC, YRC, NSS conduct programmes to develop sense of morality and responsible citizenship. The girl students are trained to self defence and they are given moral values like selg discipline, courage, respect ,hard work, preservance honour, self confidence and to face social challenges. The institution endeavors to kindled innate potentialities of the learners. As it is against the backdrop of rural setting, the college targets to develop communicative skill. In seminars, the students also express their view comment over paper and topic. Besides those debate competitions was held among the students. Special focus is given to Nursing human values and promoting scientific temper and rational thinking.

Provide the weblink of the institution
http://www.khairacollegekhaira.com/home.php#

8.Future Plans of Actions for Next Academic Year

The college focuses on the following future plans for next Academic year. 1- It is prepared to carry forward value added course. Since it has IGNOU study centre, the students need to encourage for skill based and value added course and certificate course. 2- The faculty members are required to extend research activity and publication of papers. 3- The college endeavors to construction of smart classroom and conference Hall. 4- Conduct of Green Audit to create a green environment in the campus through various methods. 5- Strengthening students mentoring system 6- Improving the position of the college in our state.