Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**KHAIRA COLLEGE**
Name of the head of the Institution	**MUKTIKANTA SATAPATHY**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06788233242**
Mobile no.	**8895601284**
Registered Email	**khairacollege@gmail.com**
Alternate Email	**iqackhairacollege@gmail.com**
Address	**At/ Po- Khaira, Dist. - Balasore**
City/Town	**Baleshwar**
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	**ushakini54@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://www.khairacollegekhaira.com/ugcNaac.php?rn=AQAR

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.khairacollegekhaira.com/academicReport.php?sn=Academic%20Calendar

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
Blood Donation Camp	**05-Sep-2016** **1**	**92**

Eye Checkup camp	16-Nov-2016 1	203
Review of Internal Examination	30-Dec-2016 1	16
ICT Training for Teaching Staff	02-Jan-2017 7	14
Initiative to work on the recommendation by NAAC Pear team	02-May-2017 1	72

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View Link
10. Number of IQAC meetings held during the year :	**4**
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 Uploaded 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 ICT Training 2 Parent Teacher meeting 3 Departmental meetings 4 Focus on the beautification of the campus 5 Automation of Library

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

Plan of Action	Achivements/Outcomes
Preparation for the visit of NAAC Pear Team	NAAC Team visited in October and accredited B
Remedial class for 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.
Feedback collection analysis and improvement of curriculum	Review of the feedback adopted resolution to provide drinking water facility to the students and to continue mentoring system
Inspiring faculty members for participating in a various refresher course national & international seminars	Faculty members participated in Seminar and they also organized departmental seminars
Students are encouraged to participate in curricular activities	Cultural & Sports organised by the college was successful with full participation of students. Besides that they participated in Yoga, Meditation and lecture
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14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
Governing Body	17-Aug-2016

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**24-Oct-2016**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2017**
Date of Submission	**18-Feb-2017**
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 aspect of the students has been duly cared while framing the syllabus by the university. The college takes care of complete implementation of the 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 the requirement of the students, the college arranges the extra classes for the interest of the students. Bridge course is adopted for the slow learners to get them fit for the learning as per syllabus. The performance of various exams like mid term, term end are reviewed time to time to access the curricular achievement of the 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 college has a good number of highly qualified faculties. Most of them are permanent faculties appointed and approved by the Govt. In case of additional necessities the college management appoints faculty members to meet academic performance. Lesson plan is prepared by teachers and each teacher maintains lesson note daily which is supervised by the principal on regular basis. Well equipped computer lab is used by the students and central library of the college caters study materials. Besides that the college endeavors to integrate cross cutting issues such as gender equity, climate change, Environmental study, Human rights etc. into the curriculum. Some teachers of the college are members of board of studies in F.M.University. Their suggestions also carries importance for introduction of new curriculum/ partial change in the 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Core Course	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
Number of Students	0	0

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
NA	Nill	Nill
No file uploaded.		

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	Pol.Sc, Hist., Economics, Education, English, Odia, Sanskrit	256
BCom	Commerce	128
BSc	Physics, Chemistry, Mathematics, Botany, Zoology	128
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
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 from the graduating students and stake holders is obtained in the written form and the same is placed in the departmental review. Evaluation of the feed back is placed before the principal and in the meeting of IQUAC for steps to be taken. The principal brings the outcome of the feedback to the knowledge of the teaching staff members. The problems of students are taken into consideration for extra lecture, Bridge course and doubt clearing classes.

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	Eng, Odia, Hist., Pol.Sc., Eco., Sans., Edn.	256	313	256
BSc	Phy, Chem., Math., Bot., Zool.	128	178	128
BCom	Commerce	128	145	128

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
2016	1662	0	38	0	0

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
38	12	148	1	0	0

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

Students are monitoring very systematically and meticulously throughout their academic career. The admission of students is done through SAMS and college plays a supporting role here. After admission, students are oriented to the programme and course outcomes. Teachers work as guides for them making it sure that they understand the content well. Extra remedial classes are also organised. Students are encouraged to search for topics for their study from the internet and library. They are also facillated with computer lad for e-learning. Mentors are also available at any time for their doubt clearing. Based on this subsequent road map is suggested to the students. In case of any requirement, mentors also communicate with parents of students. There is an efficient and healthy bond between a mentor and students which make the study easier and smooth. . Apart from it, regular seminar and paper presentation help the teachers to access achievement level of students. Weak areas of the students in various subjects are traced out from the performance and the guardians of the students performing low are communicated for the close watch of their wards. This system presents a glaring examples of mutual relationship between mentors and students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1662	38	1:44

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
51	38	13	0	5

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

Nill	NA	Nill	Nill

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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	6th Semester	16/03/2017	10/05/2017
BCom	BCom	6th Semester	16/03/2017	10/05/2017
BSc	BSc	6th Semester	16/03/2017	10/05/2017

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

The college emphasizes on sound academic achievement and behavioral aspect of the students. Our college is followed different programme schedules as per FM University norms. The University has adopted major reform in evaluation by introducing Choice Base Credit System from the academic year 2016-17 that has been prepared as per UGC Model Curriculum. As per University norms, three year Degree Course leading to the B.A., B.Sc, and B.Com Degree shall spread over a period of six semester in three academic years and each of the Six Semester Examinations shall include one mid- semester and one End semester Examination. Assessment of performance is an integral part of teaching and learning and the assessment of all the Semester Examinations is made by the University. For enhancing teaching learning process our institution conducts internal evaluation to enrich the student's performance throughout the year. For better results in the semester Examinations, the college conducts monthly test, unit test and final test. Weak areas of the students in various subjects are traced out and remedies are suggested by faculties. Internal exam is held prior to semester. Conduct of unit test and internal exams enthuse the students for final performance. Internal evaluation and steps for remedies help to revitalize students self confidence.

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

The academic calendar for the institute is prepared following the calendar of university. The holidays considering Govt./University holidays and tentative dates for vacations are mentioned in the calendar. Any changes are included in the calendar for the present academic year. The number of continuous assessments to be conducted is mentioned in the calendar following the guidelines and timeline provided by the university. The college follows its academic calendar for conducting continuous internal evaluation of the students through home assignments, surprise tests, unit test are included in the academic calendar. Lesson plan is prepared by the faculties for completion of course and progress register is maintained which is scrutinized by the principal to review the progress as per the calendar.The examination committee works on the slots reserved in academic calendar for internal evaluation and prepares and displays the time-table well in advance. The departments prepare their own teaching plans in their meetings keeping in mind the schedule of internal evaluation as in the academic calendar of the college as well as the additional tests.

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.khairacollegekhaira.com/ugcNaac.php?rn=Learning%20Outcome

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
BA	BA	BA Honours and Pass	255	223	87
Bachelor in Science	BSc	B.Sc. Pass and Honours	131	96	73
Bachelor in Commerce	BCom	B.Com Pass and Honours	131	125	95
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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://www.khairacollegekhaira.com/index.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
Nill	0	NA	Nill	Nill
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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
NA	NA	

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
NA	NA	NA	Nill	Nill
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3.2.3 – 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
NA	NA	NA	NA	Nill	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards		
State	National	International
	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)	
Name of the Department	Number of PhD's Awarded
NA	0

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)
Nill	NA	0	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
ARTS	1
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	Nill	Nill	Nill	Nill
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	0	8	10	6
Resource persons	0	14	6	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	Number of students participated in such

		activities	activities
ROAD SAFETY	NSS	4	108
BLOOD GROUPING CAMP	YRC	4	203
EYE CHECK UP CAMP	YRC	4	98
PATRAJPUR MELA SERVICE CAMP	NSS	6	32

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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
SERVICE CAMP AT PATRAJPUR MELA	TROPHY	PRATIVA PARIWAR KHAIRA	32

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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
WORLD AIDS DAY	NSS	AWARENESS PROGRAMME	6	38
SWACHHA BHARAT	NSS	CAMPUS CLEANING	4	42
COMMUNAL HARMONY	YRC, NCC	Nill	8	56

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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
STUDENT EXCHANGE	162	MANAGEMENT	1
FACULTY EXCHANGE	21	MANAGEMENT	1

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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
NA	NA	NA	Nill	Nill	Nill

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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
U.N. COLLEGE, SORO	01/07/2016	INTER DISCIPLINARY SESSION	22
HKM COLLEGE, KUPARI	01/07/2016	INTER DISCIPLINARY SESSION	58
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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
58.5	64.3

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Laboratories	Existing
Seminar Halls	Existing
Campus Area	Existing
No file uploaded.	

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
EDUCARE	Partially	Nill	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13468	Nill	1092	Nill	14560	0
Reference Books	8489	Nill	850	Nill	9339	Nill
Journals	396	Nill	12	Nill	408	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

NA	NA	NA	Nill

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	20	1	4	3	1	6	7	100	0
Added	4	0	0	1	0	0	3	0	0
Total	24	1	4	4	1	6	10	100	0

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

53.5 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
NA	NA

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
22.5	21.5	36	38

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. Librarian seeks departmental requirement to purchase useful books. After arrival of the new books, their titles are displayed on new arrival section. The Library has a Reading Room. Maintenance and utilization of computers: There are total 08 computers and 02 laptops in the college. Their maintenance and up- gradation is looked after by

the Computer Department. Maintenance of computer is done regularly as per requirement and the major work is done during the vacation. Maintenance and utilization of Sport Complex: The Sports facilities of the institution are maintained by the allotted staff. All the sports materials and equipment are stored in the sports storeroom under his supervision. A Gymnasium Hall and a play-ground are well-maintained and used optimally. Classroom: The institution possesses spacious and well-ventilated classrooms. The college authority pays great attention to furnish the classrooms and ensures uninterrupted quality teaching-learning activities. The college authority purchases required gadgets and accessories urgently.

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	SSG	321	Nill
Financial Support from Other Sources			
a) National	JINDAL, POST MATRIC SCHOLARSHIP, E-MEDHABRUTI	800	0
b)International	NA	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
YOGA	02/12/2016	75	YOGA PARISHAD KHAIRA
Self Defence Training Program for girls	01/01/2017	248	DHE ODISHA
Career counselling	10/03/2017	140	Shrusti Academy
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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 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
2017	CT, B.ED, POLICE, ARMY, SSC, OPSC, BANKING,	82	38	38	32

					RIALWAY				

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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
1	1	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
No Data Entered/Not Applicable !!!					
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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
2017	18	B.SC	PHYSICS	F.M.UNIVERSITY, BHADRAK AUTONOMOUS, RAVENSHAW UNIVERSITY, UTKAL UNIVERSITY	M.SC., M.C.A., B.ED.
2017	8	B.SC.	ZOOLOGY	Utkal University and others	P.G. and B.Ed.
2017	20	B.SC.	CHEMISTRY	Utkal and Raveshaw University	PG
2017	8	B.SC.	BOTANY	Ravenshaw Univ.	PG, B.ED.
2017	15	B.SC.	MATHMATICS	Utkal Univ. and Others	PG and MCA
2017	12	B.A.	History	Utkal Univ.	P.G.
2017	30	B.A.	POL.SC.	Utkl University and others	PG, B.ED., LLB
2017	22	B.A.	Economics	FM University and others	PG, BEd, LLB
2017	10	B.A.	SANSKRIT	JAGANNATH	P.G.

| 2017 | 25 | B.A. | ODIA | Utkal University, IGNOU, SHANT INIKETAN | P.G. |

UNIVERSITY

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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	8

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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
Running 100,200,400, 1000, Hurdles, Relay	UG	55
Long Jump, High Jump	UG	85
Javellin Throw, Discuss Throw, Putting the shot	UG	115
Debate, Essay, Solo song, Mono action, Quiz	UG	150

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5.3 – Student Participation and Activities

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

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

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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 of the college act as representatives in the academic and adminstrative bodies for smooth running of the teaching learning process. Representation of students in IQAC has been given priority. The academic body of the institution discuss with the student representatives regarding any problem they face and any demand at any time they have. All the department organise quality circle choose representatives and give them reponsibility in arranging departmental activities like organisation of seminars, study tour, departmental assignments, best practices and regular NSS, Red Cross, NCC activities as well as other curricular and co-curricular activities.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

To promote and foster mutually beneficial interaction between Alumni and the Institute. The alumni association contributes significantly to the development of the institution through financial non-financial years during the last four

years in Khaira Degree college. Khaira Degree College, Khaira Alumni Association of the college makes the professional Structure helps the alumni to get associated with each other. To encourage the Alumni to take abiding interest in the process and development of Institute. This worldwide stage of alumni association acts as a platform for all the alumni members by establishing their inner talents as well as by extending the helping hands with each other. The prowess of every alumni member throughout the year is to Exchange the knowledge, volunteer in Blood donation camp, sapling culture, organize technical conferences, participate in the athletic meet, present in workshops and training courses.

5.4.2 – No. of enrolled Alumni:

408

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

200000

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni meeting was held on 3.5.2017. Feedback was taken from Alumni. Feedback was reviewed the members suggested strengthening the communication skills of students. They decided to contribute Rs. 2 lakhs to the ICT lab and expressed overall satisfaction.

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 administrative matter of the college is well managed. The highest decision making of the college is Governing body headed by president, secretary –cum-principal and other members. As secretary is the principal of the college working day to day affairs in academic, administrative and other ancillary matters .The principal also decentralizes and delegates some power and functions to the immediate subordinate like Administrative Bursar ,Account Bursar , Academic Bursar and Wardens. Primarily he inculcates sincerity and responsibility among the ministerial staff as well as faculty members with additional charges of administration different spheres. Further he devolves his powers and functions to head clerk for the purpose of effective administration and achieving administrative targets. In this way head clerk supervises all the clerks in different section of the college and orient them to be punctual, sincere and trust worthy, hardworking so far their duty is concerned In furtherance of good administration of the college. Aove all in the process of administrative management all these persons participate wholeheartedly . Academic Bursar is the key person to regulate and supervise the academic activity in the college. He helps in designing the academic calendar and time table for the college. He also supervise whether all classes are continuing smoothly. Sometimes he also takes the feedback from the students about the continuity of classes, quality teaching and clarify to the students in the classroom. In this way participative academic governance is continuing with the involvement of teachers, administrators and students in the college Further Account bursar who is a faculty members for department of economics to look after the financial management of the college He does the work by the help of the clerk dealing with the accounts matters and the clerk also takes the help of other personal for the purpose. Again, a faculty member is assigned as warden. He /she deals with the management of the hostels in the college. Further, he/she runs the hostels through the superintendents ,and superintendents in the ground level to settle all the problems of inmates. For

smooth management of the hostels with warden and superintendents are assigned by inmates of the hostels . In this case there is also participative management. Beyond this a faculty members is also given additional charge as Exam in charge also conducts exams in the college. He conducts exams, dispatch exam papers to valuation zone , allot duty to teachers as invigilators and evaluations through an examination committee. He also orients the students for good conduction of exams. By this participation of both teachers and students has been undertaken by the college.

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
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.
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.
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.
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.
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.

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

E-governace area	Details
Student Admission and Support	Admission is conducted in online process through Students Academic Management System (SAMS)

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
Nill	na	na	na	0
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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)
2017	ICT integration in TEaching and learning	Nil	20/01/2017	20/01/2017	35	8
2017	Data Base Management	Nil	12/02/2017	15/02/2017	Nill	6
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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 development programme	Number of teachers who attended	From Date	To date	Duration
Refresher	4	09/08/2016	29/08/2016	21

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Staff Welfare Fund, Employee Cooperative, Theft Society, EPF	Staff Welfare Fund, Employee Cooperative, Theft Society, EPF	Student Welfare Fund

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
No Data Entered/Not Applicable !!!		
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)

> Motivational Programmes for students have been conducted by departmental faculties. Students motivated to attend Computer Resource Centre (CRC). Construction of classroom.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Nill
c)ISO certification	Nill
d)NBA or any other quality audit	Nill

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
2017	Womens Day	08/03/2017	08/03/2017	08/03/2017	136

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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 laws in India	05/07/2016	05/07/2016	85	34
Gender Equity	03/09/2016	03/09/2016	123	38

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

> A solar Panel has been installed at Campus and solar lamp posts installation in the core campus. College also keep replacing the incandescent light bulb and uses the low consume power bulb to save the energy. There are several awareness posters placed around the campus regarding saving water, saving trees, reducing plastics. Every year college takes of plantation projects like institutional gardening and volunteer-activists of different service units like YRC,NSS, NCC plays an active role in the operation green Haunt. At the time of arrival of monsoon the college observe clean and green campus week.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries

Ramp/Rails	Yes	3
Rest Rooms	Yes	3

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
2016	1	1	15/10/2016	1	Distribution of candle and cloth for needy	To help needy People of Adivasi Sahi of Madhipur village	35
2016	1	1	14/09/2016	1	Organ Donation Camp	Awareness for Organ Donation	126

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

Title	Date of publication	Follow up(max 100 words)
na	Nill	na

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Youth Day	12/08/2016	12/08/2016	172
Yuga Sikhsa Sibira	08/09/2016	08/09/2016	163
Taluk Level Literacy	18/09/2016	18/09/2016	116
Ek Bharat Srestha Bharat	04/11/2016	04/11/2016	193

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

Rain Water Harvesting Encourage Students to use bicycles Use of Solar Light Vermi Compost Sapling Plantation to make the Campus Green Use of LED bulbs/ power efficient equipment

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. To make Environmental Eco friendly The College has always believed in the need to inform students of the changing nature of the environment. Today's environmental issues with the increasing problems of pollution and global warming present formidable challenges in science, public policy and technology.

One of the main objectives of the college is to sensitize students about environmental issues, motivating them to promote ecological justice and sustainable practices. The college promotes sound institutional practices, which balance environmental concerns to conserve energy and resources. Some of the initiatives are rain water harvesting, solar panels, sapling Plantation, vermin composting, mushroom cultivation, herbal garden. 2. Best Practice - 2 Programme for Enhancement of Communication in English This programme was initiated to help students who lack the required competency in English and to improve their proficiency and enhance communication in English to help them understand their core disciplines and subjects. The outcome was that the students were able to blend with the rest of the class. Improved English language competence lead to improvement in academic performance. About 250 students benefitted by this programme. The unique feature of this practice is that students are practicing in peer learning Method . The involvement of student helpers in this programme has several advantages. Informal, interactive teaching methods are creatively used by student- teachers and the enthusiasm which they radiate in the classroom is an instant success with the learners. The impact of this programme extends beyond academics and has created a sense of togetherness, mutual understanding and has narrowed the divide between the different sections of the student population on campus.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.khairacollegekhaira.com

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

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
https://www.khairacollegekhaira.com

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.