



## Yearly Status Report - 2017-2018

### Part A

#### Data of the Institution

1. Name of the Institution	KHAIRA COLLEGE
Name of the head of the Institution	DR. PRAMOD KUMAR UPADHYAYA
Designation	Principal (in-charge)
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	06788233242
Mobile no.	9861235471
Registered Email	pramod.upadhyaya62@gmail.com
Alternate Email	khairacollege@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)	<a href="http://www.khairacollegekhaira.com/AQAR.php">http://www.khairacollegekhaira.com/AQAR.php</a>
4. Whether Academic Calendar prepared during the year	No

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	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
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### 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	10-Nov-2018 558	58
International Volunteers Day	05-Dec-2017 2	72
AIDS awareness rally	01-Dec-2017	65

	1	
Sahitya Sansad	16-Aug-2017 3	103
National Youth Day	12-Jan-2017 2	83
<a href="#">View File</a>		

**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
RUSA	Construction of esmart classroom and renovation	RUSA	2018 365	10000000
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**9. Whether composition of IQAC as per latest NAAC guidelines:**

Yes

Upload latest notification of formation of IQAC

[View File](#)

**10. Number of IQAC meetings held during the year :**

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

**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 Encouraged faculties to take up minor research project. 2 Suggested departments to organize seminars. 3 Motivated students to be update national and international issues.

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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
Organization of departmental seminars, sports and cultural activities among students, organization of NSS, NCC, YRC activities.	Computer education and knowledge in Information Technology promoted among students. Seminars in eight departments have been organized. Annual athletic meet, literary competitions, blood donation camp, awareness on swatch bharat abhiyan, National youth Day, International Volunteers Day organized in the college.
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14. Whether AQAR was placed before statutory body ?	No
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	2017
Date of Submission	31-Mar-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
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 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
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
No Data Entered/Not Applicable !!!		
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#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
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### 1.4 – Feedback System

#### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No

Employers	No
Alumni	No
Parents	No

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	Nill	256
BSc	Phy, Chem., Math., Bot., Zool.	128	Nill	128
BCom	Commerce	128	Nill	128
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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
2017	1678	Nill	41	Nill	Nill

### 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
41	16	220	1	0	0
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college continue the student mentoring system through interaction through faculties during proctorial classes where the students get appropriate solutions to their problems. 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.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1678	41	1:41

## 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	41	10	0	9

### 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
2017	Dr. Laxmidhar Nayak, national level	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	6TH	20/03/2018	01/05/2018
BCom	BCom	6th	20/03/2018	01/05/2018
BSc	BSc	6th	20/03/2018	01/05/2018

[View File](#)

### 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. Unit tests are conducted by the teacher of each department for improvement of students' standard and for preparing them for semester examination. 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 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 prepare to pursue teaching as per the 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.

## 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
BA	BA	BA Honours	256	252	98
BCom	BCom	BCom Honours	126	121	96
BSc	BSc	BSc Honours	125	112	89
<a href="#">View File</a>					

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

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

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### 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 !!!			
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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
No Data Entered/Not Applicable !!!	
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
No Data Entered/Not Applicable !!!						
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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
No Data Entered/Not Applicable !!!						
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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	Nill	Nill	2	8
Attended/Seminars/Workshops	Nill	Nill	8	9
No file uploaded.				

### 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
NO TOBACCO DAY	NSS	5	73
YOGA DAY CELEBRATION	NSS	10	80
WOMENS DAY CELEBRATION	IQAC	12	105
BLOOD DONATION CAMP	YRC	14	173
<a href="#">View File</a>			

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
BLOOD DONATION CAMP	Trophy	Ama Odisha	173
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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/Agen- cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Gender Sensitization Format	F.M.University	Gender Sensitization Programme	6	144
NSS	NSS unit of Khaira College, Khaira	Swachh Bharat	2	30
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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
6000000	6000000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Existing
Class rooms	Newly Added
Others	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	Fully	Nill	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	14560	Nill	645	Nill	15205	Nill
Reference Books	9339	Nill	400	Nill	9739	Nill
Journals	408	Nill	7	Nill	415	Nill
No file uploaded.						

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	20	1	4	4	1	4	0	100	0
Added	0	0	0	0	0	0	0	0	0
Total	20	1	4	4	1	4	0	100	0

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

500 MBPS/ GBPS
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#### 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 incurred on maintenance of physical facilities
2500000	2500000	4500000	4500000

#### 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)

<p>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 indoor games like chess, carom etc. Gymnasium witnesses the active participation of those students interested in it.</p> <p><a href="http://www.khairacollegekhaira.com/home.php">http://www.khairacollegekhaira.com/home.php</a></p>
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### 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	Jindal, PMS,	680	Nil

from institution	Handicapped		
Financial Support from Other Sources			
a) National	NSP	32	Nil
b) International	Nil	Nil	Nil
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 implementation	Number of students enrolled	Agencies involved
YOGA	21/06/2017	83	Yoga parisad, Khaira
Self Defence Training Program for girls	07/12/2017	400	D.H.E., Odisha, BBSR
Career counselling	25/08/2017	123	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 passed in the comp. exam	Number of students placed
2018	C.T., B.Ed., Odisha Police, SSC, OPSC, Banking	32	5	8	8
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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
3	3	7

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students 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
2018	82	Bachelor of Arts/ Sc/ Com	Core Course	Post Graduate	M.A., M.Sc., M.Com
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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	1
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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
Literary	College	67
Annual Sports	College	324
Drama Song Music	College	102
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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
No Data Entered/Not Applicable !!!						
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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 election was strictly following the rules and instructions prescribed by the state Govt. The students were elected to various posts and offices. They took leadership in performing various cultural, sports and other activities. Annual function was held in the month of January and the students' representatives organized debatable topic on national issue.
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## 5.4 – Alumni Engagement

### 5.4.1 – Whether the institution has registered Alumni Association?

Yes

### 5.4.2 – No. of enrolled Alumni:

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

#### 5.4.4 – Meetings/activities organized by Alumni Association :

Meeting of the alumni association was held during Puja vacation on 02.09.2017. The members present decided to contribute 5 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)

(1) The college organized its Foundation Day 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. (2) Annual Function was celebrated with active participation of students and their representatives. The students well managed the function and made it a success.

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

No

#### 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.
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.
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-governance 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
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)
No Data Entered/Not Applicable !!!						
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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
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, Theft Society	Staff Welfare Fund, Employees Cooperative, Theft Society	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	No
c)ISO certification	No
d)NBA or any other quality audit	No

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Womens Day	08/03/2018	08/03/2018	08/03/2018	105
No file uploaded.					

### 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 Programme	13/09/2018	13/09/2018	102	69

##### 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
No Data Entered/Not Applicable !!!

##### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	9

##### 7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to	Number of initiatives	Date	Duration	Name of initiative	Issues addressed	Number of participating
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	address locational advantages and disadvantages	taken to engage with and contribute to local community					students and staff
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**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)
<b>No Data Entered/Not Applicable !!!</b>		

#### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Womens	08/03/2018	08/03/2018	105
No file uploaded.			

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

The campus is free from stray cattle, Campus is cleaned from time to time, Swachh Bharat Abhiyan is organised to clean the campus, Awareness Program is held on eco friendly,

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Foundation Day is observed on 16th August each year, Old students, retired teachers civil society, well wishers get together to have a thought on the progress of the institution. Best performers of various subjects are awarded with medals.

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

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

To acquire ample land for future expansion. To increase supporting management and harmonious relations among different stakeholders to increase innovation and research activities. To develop soft skill of the students. Preparing the students to meet stiff competition in the job market.

