Annual Report

OF

CENTRE FOR INTERNAL QUALITY ASSURANCE

(CIQA)

PROGRAMMES UNDER ONLINE MODE

<2022-23>

HEI ID:	Name of HEI:	Type of HEI:
HEI-U-0356	Kalinga Institute of Industrial Technology	Deemed-To-Be-University

Contents

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HEI-U-0356	Kalinga Institute of Industrial Technology	Deemed-To-Be-University

Part – I: General Information

1.1 **Date of notification of the Centre (attach a copy of the notification**): 22 February 2023 *Upload*

PDF –

1.2 Details of Director, CIQA

- Name: Prof. (Dr.) Chinmoy Kumar Panigrahi

- Qualification: Ph.D

- Appointment Letter and Joining Report: Upload (PDF)

1.3 Details of CIQA Committee:

a. Composition as per Regulations

S. No.	Designation	Nomination as	Name and Qualification	Specialization	Date of Nomination in CIQA Committee
a.	Vice Chancellor of the University	Chairperson	Prof. Sasmitarani Samanta (Ph.D)	Management	09 August 2022
b.	Three Senior teachers of HEI	Member 1	Prof. Jnyana Ranjan Mohanty (Ph.D)	Computer Application	09 August 2022
		Member 2	Prof Arun Kumar Ray (Ph.D)	Electronics Engineering	09 August 2022
		Member 3	Prof. Santosh Kumar Pani (Ph.D)	Computer Science	09 August 2022
c.	Head of three Departmentsor School of Studies from which programme is being offered in ODL and Online mode	Member 4	Prof. Jayanta Kumar Parida (Ph.D)	Commerce	09 August 2022
		Member 5	Prof. Ashok Kumar Sar (Ph.D)	Management	09 August 2022
		Member 6	Prof. NachiketaT arasia (Ph.D)	Computer Science	09 August 2022

d.	Two External Experts of ODL and/or Online Education	Member 7	Mr Ashok Kumar Panda (COO / B.Tech.)	Electrical Engineering	09 August 2022
		Member 8	Dr Basanta Kumar Mishra (Ph.D)	Electrical Engineering	09 August 2022
e.	Officials from departments of HEI • Administration • Finance	Member 9 Administration	Mr. Prasanta Kumar Mohapa (MA)	Political Science	09 August 2022
		Member 10 Finance	Mr. Sudhir Satapathy (B.Com with CA)	Commerce	09 August 2022
f.	Director, CIQA	Member Secretary	Prof. Chinmoy Kumar Panigrahi (Ph.D)	Electrical Engineering	09 August 2022

b. Whether members mentioned at 'b' to 'e' changed every 2 years? (Y/N) - Yes

If no, reason thereof

Yes. Note- HOD's as ex-officio shall be members of CIQA committee as per University appointment.

1.4 Number of meetings held and its approval:

a. No. of meetings held every year: Two (02)

b. Meeting details:

Meetings	Date-Month- Year	No. of External Expert Present	Minutes	Approval of Minutes
Meeting 1	06/09/2022	2	upload	upload
Meeting 2	22/12/2022	2	upload	upload

1.5 Number of programmes started at Certificate level as per Regulation 24 of UGC (ODL Programmesand Online Programmes) Regulations, 2020:

From <M*onth, Year*> academic session: NA

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority(s) (DDMMYYYY) Of HEI/ Regulatory Authority (if required)	Number of students Admitted (Male/Female/ Transgender)			
								M	F	TG	Total
1											

1.6 Number of programmes started at Diploma level as per Regulation 24 of UGC(ODL Programmes and Online Programmes) Regulations, 2020:

From <M*onth, Year*> academic session: NA

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority(s) (DDMMYYYY) Of HEI/ Regulatory Authority (if required)	Number of students Admitted (Male/Female/ Transgender)			
								M	F	TG	Total
1											

1.7 Number of programmes started at Post Graduate Diploma level as per Commission Order:

From <M*onth, Year*>academic session: NA

Sr. No.	Name of the Department	Certificate Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	Approval of statutory Authority(s) (DDMMYYYY) Of HEI/ Regulatory Authority (if required)	Number of students Admitted (Male/Female/ Transgender)			
								M	F	TG	Total
1											

HEI ID:	Name of HEI:	Type of HEI:
HEI-U-0356	Kalinga Institute of Industrial Technology	Deemed-To-Be-University

1.8 Number of programmes started at Undergraduate Degree Programmes as per Commission Order:

From **<January, 2023 >** academic session: 2022-23

Sr. No.	Under - Graduate Degree Title	Duration (months)	No. of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and Date	Number of students Admitted (Male/ Female/ Transgender)			
							M	F	TG	Total
1	Bachelor Of Business Administration (BBA)	36	108	12th Std from any recognized board or a Three-Year Polytechnic Diploma Holder from Recognized Board of Technical Education.	96,000/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	8	6	0	14
2	Bachelor Of Commerce (B.Com.) - Accountancy	36	142	12th Std from any recognized board or a Three-Year Polytechnic Diploma Holder from Recognized Board of Technical Education.	68,400/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	6	2	0	8

1.9 Number of programmes started at Post-graduate Degree Programmes as per Commission Order:

From **<January, 2023 >** academic session: 2022-23

Sr. No.	Postgraduate Degree Title	Duration (months)	No. Of Credits	Admission Eligibility	Fee (Rs.)	UGC Recognition Letter No. and date	Number of students Admitted (Male/ Female/ Transgender)			
							M	F	TG	Total
1	Master Of Arts (Economics)	24	104	Any Graduate from Recognized University	68,400/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	10	1	0	11
2	Master Of Commerce (Accountancy)	24	104	Any Graduate from Recognized University	68,400/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	3	1	0	4

HEI ID:
HEI-U-0356

Name of HEI:
Kalinga Institute of Industrial Technology

Type of HEI:
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3	Master Of Commerce (International Business)	24	104	Any Graduate from Recognized University	68,400/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	1	0	0	1
4	Master of Business Administration (MBA)	24	78	Bachelor's degree of minimum 3 years from a recognized University with at least 50% marks in the qualifying examination. For the reserved category the eligibility criteria as 45%.	1,60,000/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	4	1	0	5
5	Master of Computer Application (MCA)	24	82	Bachelor's degree of minimum 3 years from a recognized University (with Mathematics either in 12th or Graduation / BCA is mandatory) with at least 50% marks in the qualifying examination. For the reserved category the eligibility criteria as 45%.	1,60,000/- (INR)	File No.: 8-1/2022(DEB-I)-22 February 2023	0	0	0	0

Part – II: Requirements as per Centre for Internal Quality Assurance (CIQA) Functioning

Action taken on the functions of CIQA:

S. No.	Provisions in Regulations	Details of Action taken by CIQA and Outcome thereof (Not more than 500 words)	Upload Relevant Document
1.	Quality maintained in the services provided to the learners	A system is created to track quality control standards for all inputs and procedures pertaining to services offered to learners. Each specialized activity has its own administrative division to govern and oversee it. These administrative divisions are responsible for things like online admissions, student support services, upholding academic standards, the effectiveness of teaching and learning, research and evaluation, etc.	Yes (https://kiit.ac.in/ciqa/)
2.	Self-evaluative and reflective exercises undertaken for continual quality improvement in all the systems and processes of the Higher Educational Institution	Plans to enhance the above feedback and observations were developed after discussion with administration and academic parties. Continuous improvement is achieved by a cycle of measurement-feedback correction.	Yes (https://kiit.ac.in/ciqa/)
3.	Contribution in the identification of the key areas in which Higher Educational Institution should maintain quality	Learner Administration and Academic Experience. Programmes academic effects will be felt in higher education and employment opportunities. Motivation and engagement of students and learners. Student support services from admission to exit, educational programmes, monitoring of relevant actions at all levels, including course formulation and design, and creation of self-study materials. update of current programmes and courses and introduction of new ones in accordance with UGC (OL) regulations.	Yes (https://kiit.ac.in/ciqa/)
4.	Mechanism devised to ensure that the quality of Online programmes matches with the quality of relevant programmes in conventional mode (For Dual Mode HEIs)	To monitor quality control parameters in all inputs and processes relevant to services offered to learners, an online quality management system has been established. All stakeholders are periodically surveyed for feedback and comments via thorough questionnaires and after encounters. Plans are made to improve the collected comments and observations once they have been addressed with administration and academic parties. Continuous improvement results from a cycle of measurement, feedback, and correction. The following three criteria—Learner Experience, Academic and Administrative; Academic Impact of Programmes, with Reference to Higher Education; Employment Prospects; and Student and Learner Motivation and Engagement—are the ones that are highlighted. Learner satisfaction, student academic progress, on-time completion, and eventually post-graduation student feedback	Yes (https://kiit.ac.in/ciqa/)

		based on the benefit they receive in their career or further education are metrics used to measure the same. The Governing Body of the University and the CIQA both get regular feedback and reporting on the implementation of all quality recommendations. Regular interface meetings are held, and issues are freely discussed. Additionally, all parties involved are urged to submit ideas, thoughts, etc. Student Satisfaction Survey Numbers, which are aggregated and anonymised student opinion, are made available via email and the website.	
5.	Mechanisms devised for interaction with and obtaining feedback from all stakeholders namely, learners, teachers, staff, parents, society, employers, and Government for quality improvement.	Through the organization of meetings and workshops for the many categories of individuals engaged in putting the programmes into action, efforts are still being made to continuously improve the quality of the systems, processes, and services. Regular gatherings were arranged with "department heads" and other individuals in charge of specific tasks in order to share knowledge, materials, and ideas for quality assessment and development.	Yes (https://kiit. ac.in/ciqa/)
6.	Measures suggested to the authorities of Higher Educational Institution for qualitative Improvement	By setting up meetings and workshops for the many types of staff members engaged in carrying out the programmes, efforts are still being made to continuously improve the quality of systems, processes, and services. To exchange the knowledge, skills, and materials needed for quality assessment and improvement, regular meetings were held with "department heads" and other people in charge of various tasks.	
7.	Implementation of its recommendations through periodic reviews	CIQA establishes a Core Committee to assist in guiding and overseeing the university's quality assurance initiatives. The Core Committee met on a regular basis all year long.	Yes (https://kiit. ac.in/ciqa/)
8.	Workshops/ seminars/ symposium organized on quality related themes, ensure participation of all stakeholders, and disseminate the reports of such activities among all the stakeholders in Higher Educational Institution.	Periodic seminars and workshops were held by CIQA to encourage social ideals among teachers and students. For faculty members and research students, frequent workshops and training on research methodology and creative practices are held.	
9.	Developed and collated best practices in all areas leading to quality enhancement in services to the learners and disseminate the same all concerned in Higher Educational Institution	A smartphone application that allows students to follow crucial notifications and submit support tickets was introduced in an effort to improve the quality of services. Also introduced was an AI-powered chat bot that will respond to the most typical queries. Students and learners were notified of procedure changes. Additionally, the University's quality commitments were documented and communicated to students.	

10.	Collected, collated and disseminated accurate, complete and reliable statistics about the quality of the programme(s).	A need assessment survey or research is required prior to the construction of new academic programmes, and it is on the basis of this survey or study that many programme characteristics, including the programme fee, are decided. A study of the programmes' enrollment rates was done. The Centre for Internal Quality Assurance (CIQA) promotes quality assurance, develops quality benchmarks and parameters for Quality management, and collaborates with apex agencies for programme recognition and approval. As requested by the faculty, the CIQA Centre regularly conducts orientation training for the academic and administrative personnel at the university. The centre also holds workshops, seminars, webinars, and training sessions to increase the capacity of the teaching and nonteaching staff in terms of programme development quality standards and intellectual property concerns. The Schools of Studies' strategic plans for academic initiatives are divided into three distinct phases that correspond to (i) the programme proposal phase, (ii) the programme development phase, and (iii) the programme launch phase. Regulatory agencies must approve each stage. The deployment of planned operations for Divisions, Centres, and Units follows the same timetables.	Yes (https://kiit. ac.in/ciqa/)
11.	Measures taken to ensure that Programme Project Report for each programme is according to the norms and guidelines prescribed by the Commission and wherever necessary by the appropriate regulatory authority having control over the programme	The HEI has adhered to the standards and recommendations for PPR preparation. Prior to the implementation of any new programme, a PPR is created and approved by the HEI Statutory body. The PPR programme explicitly outlines the following: a) Programme goals and outcomes b) learner target group characteristics c) appropriateness of the programme with regard to acquiring particular skills d) designing and developing of the program's content e) cost estimates for the program's development f) admission, delivery, and evaluation standards	Yes (https://kiit. ac.in/ciqa/)
12.	Mechanism to ensure the proper implementation of programme Project Reports	The Board of Studies (BOS) Academic Council (AC) thoroughly reviews the assessment and need analysis report when developing programme proposals to ensure that the University's mission statements are translated into programme and course learning outcomes with courses to improve employability, competencies, and skills. The design, development, and delivery of the curricula are conducted according to strict procedures, and subject specialists from all around the state are involved. The BOS and AC review programme proposals to make sure that the curricula are of the highest caliber and adhere to established criteria.	Yes (https://kiit. ac.in/ciqa/)

13.	Maintenance of record of Annual Plans and Annual Reports of Higher Educational Institution, review them periodically and generate actionable reports.	Every year, the Planning Officer draughts the University's annual report, which the Board of Management then approves. All university departments submit periodic reviews, which are then included in the upcoming annual report. Each year, the University's annual accounts are prepared according to the format and presented to the Board of Management (BOM) and Finance Committee for approval. The University's Annual Report is a brief summary of its audited annual accounts. The institution posts the audited Annual Accounts in the public domain at its official website to ensure openness.	Yes (https://kiit.ac.in/ciqa/)
14.	Inputs provided to the Higher Educational Institution for restructuring of programmes in order to make them relevant to the job market.	The HEI is committed to providing high-quality instruction so that students can develop holistically and fulfill the ever-changing needs of business, industry, and society. To make sure the quality parameters are within the range specified by the HEI, all procedures used to execute online programmes are periodically reviewed. The availability of the most recent information on all aspects of current educational programmes at various levels on a regular basis is one of the most fundamental prerequisites for everything in general and education in particular.	Yes (https://kiit.ac.in/ciqa/)
15.	Facilitated system based research on ways of creating learner centric environment and to bring about qualitative change in the entire system.	Providing students with freedom of choice By employing open-ended questioning methods, Using direct instruction, promoting group projects and student collaboration, promoting students' introspection, Individual, self-paced assignments should be created. involving the students in project-based and cooperative learning.	
16.	Steps taken as a nodal coordinating unit for seeking assessment and accreditation from a designated body for accreditation such as NAAC etc.	In order to request evaluation and accreditation from a recognized authority for accreditation, such as NAAC, the CIQA serves as a Nodal Co-Ordinating Unit and offers its aid, support, and functional capabilities to the University's IQAC.	
17.	Measures adopted to ensure internalization and institutionalization of quality enhancement practices through periodic accreditation and audit	As instructed by the National Assessment and Accreditation Council (NAAC) and University Grants Commission (UGC), CIQA wants to handle the quality element of the University's various activities. As a result, the Centre has been in charge of developing and boosting quality assurance and figuring out the specifics of the procedure. The CIQA is a component of the Institution's system and strives to realize the objectives of quality enhancement and sustenance because quality enhancement is a continual process. The CIQA's activity is the initial stage in internalizing and institutionalizing quality improvement measures. Its success hinges on everyone in the institution feeling like they belong and are actively involved. It is not yet another hierarchical structure or way for the institution to keep records. It is an institution-wide voluntary unit that facilitates and encourages participation. a) Ensuring	Yes (https://kiit.ac.in/ciqa/)

		clarity and focus in institutional functioning towards quality enhancement is made easier and more effective by CIQA. b) Making sure the quality culture is internalized. c) Making sure that the institution's varied activities are improved and coordinated, and institutionalizing all best practices. d) Offering a solid foundation for decision-making to enhance institutional performance. e) Serving as a dynamic mechanism for changes in HEI quality. f) Establishing a methodical system for internal communication and documentation.	
18.	Steps taken to coordinate between Higher Educational Institution and the Commission for various quality related initiatives or guidelines	In accordance with the University Grants Commission (OL) Regulations, CIQA established a Committee under the direction of the Vice Chancellor to provide advice on the organization's operations. PPR recognized by CIQA are based on the UGC-defined organizational structure and staff hiring practices. The comprehensive curriculum created for the programme is the foundation upon which the course materials are constructed. According to the "credit system" that complies with UGC Regulations, HEI has standardized the e-Learning content.	Yes (https://kiit.ac.in/ciqa/)
19.	Information obtained from other Higher Educational Institutions on various quality benchmarks or parameters and best practices.	Information gleaned from various institutions of higher learning: From other HEIs in the state, the University has debated and embraced a number of quality benchmarks and parameters using technology, such as the faculty e-Course book. A time-saving tool for both the Institute and individual faculty members, Faculty e-Course Book is an in-house, custom-made digital application that uses Google Docs and Apps to improve the process for better governance of Outcome Based Education (OBE). Faculty e-Course Books are used as a method for gathering feedback from both students and specific faculty members. This information is crucial for enhancing the standard of teaching-learning and ongoing authority monitoring. Faculty e-Course Books effectively accomplish the goal of marinating different records digitally by faculty members, allowing compiling of information digitally and archival of same in future for calculating the various matrices by institution and for submitting the information to various authorities as and when required digitally, leading to green engineering and paperless model.	Yes (https://kiit.ac.in/ciqa/)
20.	Recorded activities undertaken on quality assurance in the form of an annual report of Centre for Internal Quality Assurance.	The HEI's CIQA committee convenes at least once per semester. Two-thirds of the total number of members, plus one required external expert, make up the quorum for the meeting. The agenda, minutes, and action taken reports are kept electronically in a retrievable format and are signed by	

		authorized parties.	
21.	(a) Submitted Annual Reports to the Statutory Authorities or Bodies of the Higher Educational Institution about its activities at the end of each academic session.	At the conclusion of every academic session, CIQA is required to submit an annual report to the statutory bodies outlining its actions. Each year, the commission receives a copy of the report in the proper format.	Yes (https://kiit.ac.in/ciqa/)
	(b) Submitted a copy of report in the format as specified by the Commission, duly approved by the statutory authorities of the Higher Educational Institution annually to the Commission.		Yes (https://kiit.ac.in/ciqa/)
22.	Overseen the functioning of Centre for Internal Quality Assurance and approve the reports generated by Centre for Internal Quality Assurance on the effectiveness of quality assurance systems and processes	The committee has oversight over how CIQA operates and has given its approval to periodic reports.	
23.	Facilitated adoption of instructional design requirements as per the philosophy of the Online learning decided by the statutory bodies of the HEI for its different academic programmes	The Swayam-4 Quadrant approach and the use of mechanisms like Bloom's Taxonomy are only two of the instructional design techniques that CIQA has monitored the adoption and implementation of in accordance with the Statutory bodies' decisions.	
24.	Promoted automation of learner support services of the Higher Educational Institution	The automation of learner support services is strongly encouraged by the HEI's CIQA committee. In every online system, learner support services are the most important element. A wide range of academic and associated activities are included. In addition to being accessible, the support services must to be sensitive to the needs of online students. The continual and continuing monitoring of the support services results in continuous improvement through innovations in the support services.	
25.	Coordinated with external subject experts or agencies or organizations, the activities pertaining to validation and annual review of its in-house processes	The HEI's CIQA committee collaborates with outside subject matter experts or organizations to conduct an annual evaluation of its internal procedures.	
26.	Coordinated with third party auditing bodies for quality audit of programme(s)	The HEI's CIQA committee makes sure that the quality audit of the programme is coordinated with outside auditing organizations.	

Sl. No.			
27.	Overseen the preparation of Self- Appraisal Report to be submitted to the Assessment and Accreditation agencies on behalf of Higher Educational Institution	The HEI's CIQA committee is in charge of supervising the creation of the Self-Appraisal Report that is submitted to the agencies for Assessment and Accreditation.	
28.	Promoted collaboration and association for quality enhancement of Online mode of education and research therein	The HEI's CIQA committee encourages collaboration and association for improving the quality of online education.	Yes (https://kiit.ac.in/ciqa/)
29.	Facilitated industry-institution linkage for providing exposure to the learners and enhancing their employability.	The HEI's CIQA committee makes sure that the industry-institution linkage is properly facilitated to give students experience and improve their employment chances.	Yes (https://kiit.ac.in/ciqa/)

Compliance of Quality Monitoring Mechanism – As per Annexure–I (Part V (2)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sl. No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1	Governance, Leadership and Management: a. Organization Structure and Governance b. Management c. Strategic Planning d. Operational Plan, Goals and Policies	The HEI drafted the necessary policies with an emphasis on the following crucial elements in relation to planning, human resources, recruiting, performance assessment, training, and financial management, among other things: a) Organizational Structure and Governance- The commission has specified the filling of the necessary roles in the HEI. b) Management – The leadership and management of the HEI are responsible for evaluating and assessing the organizational culture. b) Strategic Planning: The HEI must develop a strategy for its operations and put it into action. d) Operational Plan, Goals and Policies – The HEI has clearly defined, attainable, and quantifiable operational plans, goals, and policies that are effectively carried out and effectively shared with its stakeholders.	Yes (https://kiit.ac.in/ciqa/)
2	Articulation of Higher Educational Institution Objectives	The HEI has a distinct vision, purpose, ethos, and strategy that are in line with the objectives of providing programmes online.	Yes (https://kiit.ac.in/ciqa/)
3	Programme Development and Approval Processes a. Curriculum Planning, Design and Development-NEP b. Curriculum Implementation-NEP	The HEI adopted the following methods for the programme creation and approval procedures. a) Curriculum Planning, Design, and Development: The HEI has established the necessary procedures, methods, and structures to carry out these duties. b) Curriculum Implementation: The HEI has	Yes (https://kiit.ac.in/ciqa/)

	c. Academic Flexibility- CBCS d. Learning Resource-e-library e. Feedback System	put in place precise strategies to determine how much time should be spent on certain aspects of the programmes' overall performance. Academic Flexibility: The HEI has implemented effective measures to give its students' academic flexibility. d. Learning Resource- The HEI makes sure that the e-learning materials' quality meets the standards set forth in the rules. g. Feedback System- The HEI has put in place a suitable feedback system to collect comments from all stakeholders.	
4	Programme Monitoring and Review	The programme monitoring and review system was designed and implemented by the HEI to perform recurring internal evaluations and maintain the caliber of academic programmes.	Yes (https://kiit. ac.in/ciqa/)
5	Infrastructure Resources	The HEI has a mechanism to collect information on the appropriateness and best use of the resources, such as the ICTE infrastructure and the e-library, in order to maintain the caliber of academic courses and provide superior assistance for all stakeholders.	Yes (https://kiit. ac.in/ciqa/)
6	Learning Environment and Learner Support	The HEI provides learner support services, such as academic counselling, to its online students. The HEI has developed information and communication technology facilities as a part of the learning environment that is focused on the pedagogical application of modern educational practices to support blended learning. The learner support services are provided through the e-learning platform.	Yes (https://kiit. ac.in/ciqa/)
7	Assessment and Evaluation	Multiple choice questions, project reports, case studies, presentations, and term end exams are just a few of the assessment instruments used by the HEI to carry out the evaluation. The HEI has put in place a suitable process to examine the assessment for evaluating the learners' learning outcomes.	Yes (https://kiit. ac.in/ciqa/)
8	Teaching Quality and Staff Development	In order to encourage academic staff to continuously improve teaching and learning, higher education institutions have maintained a well-established structure for promoting quality counseling, capacity building workshops, programmes, and interactive teaching-learning. They also offer staff development activities and programmes.	

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Compliance of Process of Internal Quality Audit – As per Annexure–I (Part V (3)) of UGC (ODL Programmes and Online Programmes) Regulations, 2020 :

Sl. No.	Provisions in Regulations	Action taken in respect of online programmes	Upload relevant document
1	Academic Planning	To guarantee that the programmes provided are relevant to the national economy and provide a high quality, value-added learning experience, the HEI has a sound and suitable academic planning method. The HEI has the necessary infrastructure and technological support, as well as enough and qualified teaching and other support personnel, to guarantee that the curriculum is kept current and the institutional goals are met.	Yes (https://kiit.ac.in/ciqa/)
2	Validation	The Higher Education Institution (HEI) has a framework in place for validation to make sure that its programmes are academically feasible, that academic standards have been properly specified, and that they provide learners the best chance to study.	Yes (https://kiit.ac.in/ciqa/)
3	Monitoring, Evaluation and Enhancement Plans a. Reports from Examination Centres b. External Auditor or other External Agencies report c. Systematic Consideration of Performance Data at Programme, Faculty and Higher Educational Institution levels d. Reporting and Analytics by the Higher Educational Institution e. Periodic Review	The HEI makes sure that the learner's monitoring, assessment, and improvement strategies are in place.	Yes (https://kiit.ac.in/ciqa/)

Part – III: Human Resources and Infrastructural Requirements

3.1 Name and details of Director of Centre for Distance and Online Education (Dual Mode University) -
Regular, full time, atleast Associate Professor

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

Name and details of Head for each school (for Open University) -Full time dedicated, not below the rank ofan
Associate Professor

Prof. Chinmoy Kumar Panigrahi (Director of Distance Education and Online Program)
Qualification- Ph.D
Employment- Regular

**3.2 Name and details of Deputy Director of Centre for Distance and Online Education (Dual Mode
University)** -Full time or contractual basis, atleast Associate Professor

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

Name and details of Deputy Director of Centre of Online Education -Full time or contractual basis, not
below the rank of an Associate Professor

NA

**3.3 Name and details of Assistant Director of Centre for Distance and Online Education (Dual Mode
University)** -Full time or contractual basis, not below the rank of an Assistant Professor

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

Name and details of Assistant Director of Centre of Online Education -Full time or contractual basis, notbelow
the rank of an Assistant Professor

NA

**3.4 Compliance status in respect of Human Resource – As per Annexure – IV of UGC (ODL Programmes
and Online Programmes) Regulations, 2020**

*HEI shall mention compliance details against the requirements in terms of Staffing norms, as mentioned in the
Annexure-IV of the Regulations. In addition, the faculty details shall be provided in the following format:*

NA

HEI ID:	Name of HEI:	Type of HEI:
HEI-U-0356	Kalinga Institute of Industrial Technology	Deemed-To-Be-University

1. Programme Name: **Bachelor of Commerce in Accountancy**

a. Programme Coordinator

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with grosssalary/ month	Date of joining programme
1	Prof. Giridhari Sahoo (Asso. Professor)	Ph.D	16	Regular	09-11-2021

b. Course Coordinator

S.No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with grosssalary/ month	Date of joining programme
1	Environmental Studies	Prof. Kirti kanta Sahoo	Ph.D	Regular	01-11-2021
2	Financial Accounting	Prof. Anjali Prava Mishra	Ph.D	Regular	13-11-2021
3	Business Law	Prof. Tulip Suman	Ph.D	Regular	29-11-2021
4	Business Statistics	Prof. Tulasi Malini Maharatha	Ph.D	Regular	05-11-2021
5	Professional Communication	Prof. Chaitali Choudhari	Ph.D	Regular	10-11-2021
6	Cost and Management Accounting	Prof. Anjali Prava Mishra	Ph.D	Regular	13-11-2021
7	Corporate Law	Prof. Puspalata Mahapatra	Ph.D	Regular	08-11-2021
8	Business Economics	Prof. Bamadev Mahapatra	Ph.D	Regular	06-11-2021
9	Entrepreneurship Development and Business Ethics	Prof. Smruti Ranjan Das	Ph.D	Regular	09-11-2021
10	Corporate Accounting	Prof. Himanshu Agarwall	Ph.D	Regular	19-11-2021

11	Direct-tax Law and Practice	Prof. Sarita Kumari Singh	Ph.D	Regular	03-11-2021
12	Management Principles and Application	Prof. Sweta Leena Hota	Ph.D	Regular	13-11-2021
13	Fundamentals of Financial Management	Prof. Suchitra Ranglani	Ph.D	Regular	03-11-2021
14	E-Commerce	Prof. Sonal Jain	Ph.D	Regular	08-11-2021

c. Course Mentor

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Swatilekha Thakur	Ph.D	11	Regular	03-11-2021
2	Prof. Anjali Prava Mishra	Ph.D	09	Regular	13-11-2021

2. Programme Name: **Master of Commerce (Accountancy)**

a. Programme Coordinator

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Pinaki Nandan Pattanaik (Professor)	Ph.D	17	Regular	17-11-2021

b. Course Coordinator

S. No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Advanced Accounting	Prof. Debasis Pahi	Ph.D	Regular	11-11-2021

2	Indian Economics	Prof. Swatilekha Thakur	Ph.D	Regular	03-11-2021
3	Organizational Behavior	Prof. Jyotisankar Mishra	Ph.D	Regular	04-11-2021
4	Corporate Legal Framework	Prof. Puspalata Mahapatra	Ph.D	Regular	08-11-2021
5	Advanced Financial Management	Prof. Giridhari Sahoo	Ph.D	Regular	09-11-2021
6	Advanced Marketing	Prof. Pinaki Nandan Pattnaik	Ph.D	Regular	17-11-2021
7	Advanced Cost and Management Accounting	Prof. Himanshu Agarwall	Ph.D	Regular	19-11-2021
8	Strategic Management	Prof. Jyotisankar Mishra	Ph.D	Regular	04-11-2021
9	International Business and Environment	Prof. Sameer Shekhar	Ph.D	Regular	02-11-2021
10	Quantitative Techniques And Operational Research	Prof. Sarita Kumari Singh	Ph.D	Regular	03-11-2021
11	Human Capital Development	Prof. Prakash T. Chaudhari	Ph.D	Regular	09-11-2021
12	Research Methodology and Basic Econometrics	Prof. Arya Kumar	Ph.D	Regular	14-11-2021

c. Course Mentor

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Debasis Pahi	Ph.D	07	Regular	11-11-2021
2	Prof. Anjali Prava Mishra	Ph.D	09	Regular	13-11-2021

3. Programme Name: **Master of Commerce in International Business**

a. Programme Coordinator

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Pinaki Nandan Pattanaik (Professor)	Ph.D	17	Regular	17-11-2021

b. Course Coordinator

S. No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Advanced Accounting	Prof. Debasis Pahi	Ph.D	Regular	11-11-2021
2	Indian Economy	Prof. Swatilekha Thakur	Ph.D	Regular	03-11-2021
3	Organizational Behavior	Prof. Jyotisankar Mishra	PG	Regular	04-11-2021
4	Corporate Legal Framework	Prof. Puspalata Mahapatra	Ph.D	Regular	08-11-2021
5	Advanced Financial Management	Prof. Giridhari Sahoo	Ph.D	Regular	09-11-2021
6	Advance Marketing	Prof. Pinaki Nandan Pattnaik	Ph.D	Regular	17-11-2021
7	Advanced Cost and Management Accounting	Prof. Himanshu Agarwall	PG	Regular	19-11-2021
8	Strategic Management	Prof. Jyotisankar Mishra	PG	Regular	04-11-2021
9	International Business and Environment	Prof. Sameer Shekhar	Ph.D	Regular	02-11-2021
10	Quantitative Techniques and Operational Research	Prof. Sarita Kumari Singh	PG	Regular	03-11-2021
11	Human Capital Development	Prof. Prakash T. Chaudhari	PG	Regular	09-11-2021
12	Research Methodology & Basic Econometrics	Prof. Arya Kumar	PhD	Regular	14-11-2021

c. Course Mentor

S. No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Debasis Pahi	Ph.D	07	Regular	11-11-2021
2	Prof. Swatilekha Thakur	Ph.D	11	Regular	03-11-2021

4. Programme Name: **Master of Arts in Economics**

a. Programme Coordinator

S. No	Names withDesignation	Qualification	Experiences	Type (Regular/ Contract) with grosssalary/ month	Date of joining programme
1	Prof. P. T. Chaudhari (Professor)	Ph.D	26	Regular	09-11-2021

b. Course Coordinator

S. No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Micro Economics I	Prof. Manas Kumar Pedi	Ph.D	Regular	07-11-2021
2	Macro Economics I	Prof. Bamadev Mahapatra	Ph.D	Regular	06-11-2021
3	Mathematical Methods for Economics	Prof. Dillip Kumar Muduli	Ph.D	Regular	09-11-2021
4	Statistical Methods for Economics	Prof. Muhammed Najeeb K.K	Ph.D	Regular	02-11-2021
5	Computer Application for Economic Analysis	Prof. Pradipta Kumar Sahoo	Ph.D	Regular	09-11-2021
6	Indian Economy	Prof. Lopamudra Lenka	Ph.D	Regular	04-11-2021

7	Microeconomics II	Prof. Manas Kumar Pedi	Ph.D	Regular	07-11-2021
8	Macroeconomics II	Prof. Swatilekha Thakur	Ph.D	Regular	03-11-2021
9	Public Economics	Prof. Sidheswar Panda	Ph.D	Regular	03-11-2021
10	Industrial Economics	Prof. Pradipta Kumar Sahoo	Ph.D	Regular	09-11-2021
11	Basic Econometrics	Prof. Muhammed Najeeb K.K	Ph.D	Regular	02-11-2021
12	Research Methodology	Prof. Lopamudra Lenka	Ph.D	Regular	04-11-2021

c. Course Mentor

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Manas Kumar Pedi	Ph.D	11	Regular	07-11-2021
2	Prof. Bamadev Mahapatra	Ph.D	14	Regular	06-11-2021

5. Programme Name: **Bachelor of Business Administration (BBA)**

a. Programme Coordinator

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. B. C. M. Patnaik	Ph D	24	Regular	10-11-2021

b. Course Coordinator

S. No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with gross salary/month	Date of joining programme
1	Managerial Written Communication	Prof. Saptorshi Das(Pre-mid) & Prof. Ipsita Nayak(Post-mid)	Ph.D	Regular	06-11-2021

2	Business Economics-I	Prof. Shikta Singh & Prof. Nikhil Srivastava	Ph.D	Regular	10-11-2021
3	Financial Accounting	Prof. Neeraj Nayan	PG	Regular	07-11-2021
4	Psychology	Prof. Sasmita Mishra	Ph.D	Regular	11-11-2021
5	Business Computing	Prof. Mohar Banerjee	Ph.D	Regular	08-11-2021
6	Basic Mathematics	Prof. Dinesh Kumar Sarangi	Ph.D	Regular	05-11-2021
7	Managerial Oral	Prof. Ipsita Nayak	Ph.D	Regular	06-11-2021
8	Communication [Sessional]	Prof. Dinesh Kumar Sarangi	Ph.D	Regular	04-11-2021
9	Business Statistics-I	Prof. Nikhil Srivastava	Ph.D	Regular	10-11-2021
10	Business Economics-II	Prof. BCM Patnaik	Ph.D	Regular	10-11-2021
11	Cost & Management Accounting	Prof. Priti Ranjan Sahoo	Ph.D	Regular	13-11-2021
12	Principles & Practice of Management	Prof. Abhishek Kumar	Ph.D	Regular	07-11-2021

c. Course Mentor

S.No	Names with Designation	Qualification	Experiences	Type (Regular/Contract) with gross salary/ month	Date of joining programme
1	Prof. P. R. Sahoo Professor	Ph.D	18	Regular	13-11-2021
2	Prof. Isa Mishra Asso. Professor	Ph.D	23	Regular	06-11-2021

6. Programme Name: **Master of Business Administration (MBA)**

a. Programme Coordinator

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Ashok Sar Professor	Ph D	36	Regular	06-11-2021

b. Course Coordinator

S. No	Course Name	Names with Designation	Qualification	Type (Regular/ Contract) with gross salary/month	Date of joining programme
1	Marketing Management – I	Prof. Arvind Tripathy	Ph.D	Regular	06-11-2021
2	Accounting for Managers	Prof. B. C. M. Patnaik	Ph.D	Regular	10-11-2021
3	Organizational Behavior	Prof. Ipseeta Satpathy	PG	Regular	07-11-2021
4	Managerial Economics – I	Prof. Praveen Mohanty	Ph.D	Regular	11-11-2021
5	Quantitative Techniques – I	Prof. R. N. Subudhi	Ph.D	Regular	08-11-2021
6	Information Technology for Managers	Prof. Jyoti Ranjan Hota	Ph.D	Regular	05-11-2021
7	Business Communication	Prof. Saptorshi Das	Ph.D	Regular	06-11-2021
8	Legal Aspects of Business	Prof. Ashok Sar	Ph.D	Regular	06-11-2021
9	Human Resource Management	Prof. Debi Prasad Das	Ph.D	Regular	06-11-2021
10	Production & Operations Management – I	Prof. Braja Ballav Kar	Ph.D	Regular	02-11-2021

c. Course Mentor

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Debi Prasad Das (HRM)	Ph.D	12	Regular	06-11-2021
2	Prof. Arvind Tripathy (Marketing)	Ph.D	16	Regular	06-11-2021
3	Prof. Jyoti Ranjan Hota (Finance)	Ph.D	22	Regular	10-11-2021
4	Prof. Manoj Jena (Business Analytics)	Ph.D	17	Regular	10-11-2021

7. Programme Name: **Master of Computer Applications (MCA)**

a. Programme Coordinator

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. Parthasarathi Pattnayak	Ph D	17	Regular	06-11-2021

b. Course Coordinator

S. No	Names with Designation	Course Name	Qualification	Type (Regular/ Contract) with gross salary/month	Date of joining programme
1	Prof. Abinash Tripathy	Programming and Data Structures	Ph.D	Regular	06-11-2021
2	Prof. Bibhuti Bhusan Dash	Computer Organization and Architecture	Ph.D	Regular	10-11-2021
3	Prof. Chinmaya Misra	Discrete Mathematics	PhD	Regular	07-11-2021
4	Prof. Lipismita Panigrahi	Database Management System	Ph.D	Regular	11-11-2021
5	Prof. Parthasarathi Pattnayak	Operating Systems	Ph.D	Regular	06-11-2021
6	Prof. Prachi Vijayeeta	Programming and Data Structures Lab	Ph.D	Regular	05-11-2021
7	Prof. Satya Subha Shree Sen	Database Management System Lab	Ph.D	Regular	09-11-2021
8	Prof. Pallavi Kiran	Soft skills Lab	Ph.D	Regular	04-11-2021
9	Prof. Chandan Kumar Mohapatra	Yoga and Human Consciousness	Ph.D	Regular	08-11-2021

c. Course Mentor

S.No	Names with Designation	Qualification	Experiences	Type (Regular/ Contract) with gross salary/ month	Date of joining programme
1	Prof. R. K. Barik Asso. Professor	Ph.D	11	Regular	06-11-2021

3.5 Details of Administrative staff

a. **Number of Administrative staff available exclusively for Online programmes**

Admin Staff	Required	Available
Deputy Registrar	1	Yes
Assistant Registrar	1	Yes
Section Officer	1	Yes
Assistants	3 (2 for DM Universities)	Yes
Computer Operator	2	Yes
Multi Tasking Staff	2	Yes

(Attach duly attested photocopy of appointment letter with salary details)

b. **Number and details of Technical Support for Online Programmes as per Annexure -IV:**

i. **Technical Team for Development of e-Content as Self-Learning e-Modules:**

Post	Required	Available
Technical Manager (Production)	1	Yes
Technical Associate (Audio- Video recording and editing)	1	Yes
Technical Assistant (Audio-Video recording)	1	Yes
Technical Assistant (Audio- Video editing)	1	Yes

ii. **For Delivery of Online Programmes:**

Post	Required	Available
Technical Manager (LMS and Data Management)	1(per Centre)	Yes
Technical Assistant (LMS and Data Management	2	Yes

iii. **For Admission and Examination for Online mode:**

Post	Required	Available
Technical Manager (Admission, Examination and Result)	1(per Centre)	Yes
Technical Assistant (Admission, Examination and Result)	2	Yes-

(Attach duly attested photocopy of appointment letter with salary details)

Part – IV: Examinations

Information of formative and summative assessments/examinations conducted with the action taken to ensure sanctity of examinations:

S.No.	Provisions in Regulations	Whether complied Yes/No	If No, Reason thereof
1	All processes of assessment of learners in different components of Examination shall be directly handled by the concerned Institution and no part of the assessment shall be outsourced	Yes	
2	For ensuring transparency and credibility, the full time faculty of the Online mode Higher Educational Institutions or qualified faculty from University Grants Commission recognised Higher Educational Institutions only should be associated to function as invigilators, examination superintendents, as observers etc	Yes	
3	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using Computer based test or pen and paper test in a proctored environment in designated test centre with all the security arrangements ensuring transparency and credibility of the examinations. It can also conduct online examination through technology mediated proctoring.	Yes	
4	The examination centre must be centrally located in the city, with good connectivity from railway station or bus stand, for the convenience of the students.	NA	
5	The number of examination centres in a city or State must be proportionate to the student enrolment from the region	NA	
6	Building and grounds of the examination centre must be clean and in good condition.	NA	
7	The examination centre must have an examination hall with adequate seating capacity and basic amenities	NA	
8	Fire extinguishers must be in working order, locations well marked and easily accessible. Emergency exits must be clearly identified and clear of obstructions	NA	
9	The Examination Centre shall have adequate and comfortable seating capacity and amenities including adequate lighting, ventilation and clean drinking water facilities	NA	
10	Safety and security of the examination centre must be ensured	NA	
11	Restrooms must be located in the same building as the examination centre, and restrooms must be clean, supplied with necessary items, and in working order	NA	

12	Provision of drinking water must be made for Learners	NA	
13	Adequate parking must be available near the examination centre	NA	
14	Facilities for Persons with Disabilities should be available	NA	

Compliance of facilities required for the conduct of Online examination for online programmes

S. No	Provisions in Regulations	Whether being Complied Yes/No If yes, please provide details and uploadRelevant documents	If No, Reason thereof
1	Requirements at Test Centres (as mentioned in provision II (B)(13)(i) ofAnnexure II)	NA	
2	Requirement of proctors (as mentioned in provision II (B)(13)(ii) ofAnnexure II)	NA	
3	Security arrangements in the testing centre (as mentioned in provision II (B)(13)(iii) ofAnnexure II)	NA	
4	Remote Proctoring (as mentioned in provision II (B)(13)(iii) ofAnnexure II)	Yes a) Secure Browser: For the examination, we use a customised programme that is already installed on the computer and which forbids the opening of any other windows or programmes. This programme blocks screen recording, remote login, and screen shotting. b) Remote proctoring entails periodic picture and video streaming of the candidates as well as a screen capture of the candidate's active access screen. c) Data Encryption- Data encryption is used to protect the online examination system's data from misuse. The data for question banks and other exams is kept in a completely safe and encrypted manner. During the exam, a secure mode of communication is used to encrypt all of the communication between the server and the student system.	

HEI ID:
HEI-U-0356

Name of HEI:
Kalinga Institute of Industrial Technology

Type of HEI:
Deemed-To-Be-University

Compliance status of 'Evaluation' and 'Certification' – As per Regulations 15 and 16 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S. No	Provisions in Regulations	Whether being Complied Yes/No If yes, please provide details and upload Relevant documents	If No, Reason thereof
1	The Higher Educational Institution shall adopt the guidelines issued by the Commission for the conduct of proctored examinations.	Yes (The HEI administers proctored exams with all the security precautions necessary to ensure the assessments' fairness, reliability, and compliance with all applicable commission-established standards for online exams.)	
2	A Higher Educational Institution offering Online programmes shall have a mechanism well in place for evaluation of learners enrolled through Online mode and their certification.	Yes (The HEI that offers programmes online has a solid system in place for evaluating students who register online and their certifications. The assessment contains two different sorts of assessments: 1. Continuous Evaluations 2. Summative evaluations. Certification: Each degree awarded at the undergraduate and graduate levels as well as a postgraduate diploma carries a unique identification number, the learner's portrait, and other pertinent information, such as the name of the programme.)	
3	The evaluation shall include two types of assessments continuous or formative assessment and summative assessment in the form of end semester examination or term end examination: Provided that no semester or year-end examination shall be held unless: i) The Higher Educational Institution is satisfied that at least 75 per cent. of the programme of study stipulated for the semester or year has been actually conducted; ii) For Online mode: the learner has minimum participation of 75 per cent. in all the activities of Online programme prior to end semester examination or term end examination.	Yes. Both continuous and summative assessments are included in the evaluation. No term end test is given in a topic unless: I) The HEI is confident that at least 75% of the programme of study required for the semester or year has actually been completed. II) Prior to the term-ending exam, the student must have completed at least 75% of the online program's activities.	

4	The curricular aspects, assessment criteria and credit framework for the award of Degree programmes at undergraduate and postgraduate level and/or Post Graduate Diploma programmes through online mode shall be evolved by adopting same standards as being followed in conventional mode/ODL mode by the dual mode Higher Educational Institutions and in Open Distance Learning mode by the Open Universities	The Dual mode HEI has developed the curriculum elements, evaluation standards, and credit structure for the granting of degree programmes at the UG and PG level/diploma through online mode by following the same standards that are followed in conventional mode.	
5	The weightage for different components of assessments for Online mode shall be as under: (i) continuous or formative assessment (in semester): Maximum 30 per cent. (ii) summative assessment (end semester examination or term end examination): Minimum 70 per cent.	Weightage for different components of assessment is as under: i) Continuous Assessments- 30% ii) End Term Examination- 70% II) Marks or Grades- The marks or grades obtained in continuous assessments and end term examination is shown separately in the grade card.	
6	The Higher Educational Institution shall notify all assessment tools to be used for formative and summative assessments.	Yes. In order to meet the various learning outcomes anticipated from the course components, the HEI conducts the evaluation using a variety of authorised assessment instruments, including multiple choice questions, true/false, project work, project reports, lab work/presentations, and term end exams.	
7	Marks or grades obtained in continuous assessment and end semester examinations or term end examinations shall be shown separately in the grade card	Yes. The marks of the continuous assessments and term end examination are shown separately in the grade card.	
8	A Higher Educational Institution offering a Programme in Online mode shall adopt a rigorous process in development of question papers, question banks, assignments and their moderation, conduct of examination, evaluation of answer scripts by qualified teachers, and result declaration, and shall so frame the question papers as to ensure that no part of the syllabus is left out of study by a learner.	**Question Paper Design-** The question paper is designed by the internal faculty of HEI based on the curriculum design. The faculty ensures the question paper covers the complete sections of the syllabus and no part of the syllabus is left out of study. **Evaluation-** The evaluation of the answer scripts are done by the faculties of HEI assigned by the secrecy department of HEI.	

		Result Declaration- Post evaluation of the answer scripts by the faculties the results are declared and published on the University website	
9	The examination of the programmes in Online mode shall be managed by the examination or evaluation Unit of the Higher Educational Institution and shall be conducted in the examination centre as given under these regulations.	The Examination of the Programs in the Online Mode is managed by the Evaluation unit of the University, and conducted under supervision as per regulations via remote proctored mode.	
10	(a) The Examination Centre shall have proper monitoring mechanisms for Closed-Circuit Television (CCTV) recording of the entire examination procedure.	NA	
	(b) Availability of biometric system	NA	
	(c) The attendance of examinees shall be authenticated through biometric system as per Aadhar details or other Government identifiers of Indian learners and Passports for International learners.	The attendance of the examinees is authenticated by verifying using Biometric facial recognition using Aadhaar details of Indian learners or the passport (International learners) before the start of the examination.	
	(d) In case of non-availability of the Closed-Circuit Television facilities, the Higher Educational Institution shall ensure that proper videography be conducted and video recordings are submitted by particular incharge of examination centre to the Higher Educational Institution	NA	
11	The Higher Educational Institution shall retain all such Closed-Circuit Television recordings in archives for a minimum period of five years	NA	
12	(a) There shall be an observer for each of the Examination Centre appointed by the Higher Educational Institution and	NA	
	(b) It shall be mandatory to have observer report submitted to the Higher Educational Institution	NA	

13	A Higher Educational Institution offering programme through Online mode shall conduct examinations either using technology enabled online test with all the security arrangements ensuring transparency and credibility of the examinations, or through the Proctored Examination and in conformity with any other norms for such examination as may be laid down by the Commission	The HEI conducts online web proctored examinations for learners (National/ International) enrolled under the Online Learning mode. a) Secure Browser- We use a custom application which is pre-installed in the machine for the examination that prevents the opening of any other windows or applications. This application prevents screen capturing, recording and remote login. b) Remote Proctoring- This involves image capturing in intervals and video streaming of the candidates and the screen capturing of the current access screen of the candidate. c) Data Encryption- The online examination system data is encrypted to prevent any kind of misuse. Question Banks and the other examination data is stored in a highly secured and encrypted manner. The entire communication between the server and the student system during the examination is encrypted with a secure mode of communication.	
14	As restriction of territorial jurisdiction is not applicable for Online learning, such Higher Educational Institutions which are recognised to enroll International learners shall endeavour to conduct proctored examinations for such learners.	The learners enrolled under online mode appear for online remote proctored examination system.	
15	(a) Each award of Degree at undergraduate and postgraduate level and post graduate diploma for Online mode shall be assigned a unique identification number and shall have i. Photograph ii. Aadhaar number or other government recognized identifier or Passport number, as applicable, iii. Other relevant details of the learner along with the Programme name.	The degree certificate will be issued to the learners as per the guidelines specified by the UGC. There are no students eligible for grant of degree certificate as of yet, complied with and regulation adopted by University.	

	(b) Each award shall also be uploaded on the National Academic Depository	The credits acquired by the learners and the documents issued (grade card, transcript and degree) will be uploaded on NAD as per guidelines specified.	
16	It shall be mandatory for Higher Educational Institution to mention the following on the backside of each of the degrees/certificates and mark sheets issued by the Higher Educational Institution to the learners (for each semester certificate and at the end of the programme): • Mode of delivery • Date of admission • Date of completion • Name and address of all Examination Centres	The degree certificate will be issued to the learners as per the guidelines specified by the UGC. There are no students eligible for grant of degree certificate as of yet.	

Result and Student Progression For UG, PG and PGD programmes: NA

Part – V: Programme Project Report (PPR) and e-Learning Material (e-LM)

5.1 Compliance status of 'Guidelines on Programme Project Report' – As per Annexure -V of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that PPRs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

All required Programme Project Reports were completed in compliance with the Regulations, before submission for the approval of the Commission. They have been used as a complete roadmap for each program, and all functions rely on them to deliver the programmes as per the original plan. The same were approved vide Letters Ref No UGC F.No. **8-1/2022(DEB-I)** on dated 22/02/2023.

5.2 Compliance status of 'Quality Assurance Guidelines of Learning Material In Multiple Media And Curriculum And Pedagogy' – As per Annexure -VI of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention compliance details against the requirements in terms of learning material (Print Media), Audio-Video Material, Online Material, Computer-based material and Curriculum and Pedagogy, as mentioned in the Annexure-VI of the Regulations for ODL programmes.

The Learning Material (Print Media) - The material has been designed with the approach of two-way communication between the learner and content with an attempt to involve the learner actively through various experience-based activities and assignments. Clear information about the structure of the programme and course has been provided with a detail learning map for the learner so that he or she will be self-directed for completion of his or her studies. It has been developed with dialogue and personal system of writing method which will create the nature of interactivity in Self Learning Material. The content tries to encourage the learner to apply new knowledge and skills. There is a clear definition of learning objectives and outcomes. The Content has been divided into small sections (blocks) and sub-sections (units and sub-units) for effective learning, with an assignment on each learning objective for self-assessment. The learner is directed through problem-solving activities as applicable to the nature of the course.

The Self Learning Material is developed in defined formats with the following features:
- Consistent layout and format.
- Inclusion of overview of the content.
- A unit structure at the beginning of the unit.
- Plenty of examples.
- Reference to prior learning.
- Inclusion of national or international cases and case studies.
- Content in segments synchronized with learning objectives and outcome.
- Explanation of icons used in the content.
- Appropriate sequence of material.
- Explanation on technical, new, difficult terms or word in a glossary section.
- Inclusion of adequate suggested reading (both print and online).

Audio–Video Material: The material is designed keeping the following in mind.
- ✓ There be adequate consideration of learners' prior knowledge, skills and attitudes.
- ✓ Level and style of language shall be appropriate.
- ✓ There be clear information on types of support material and study activities to be used by the learner.

✓ It be clear and unambiguous, also preferably free from pedagogic jargon.

✓ The aim, objective and target audience for the Audio Video material shall be clearly defined.

✓ It shall be capable of being evaluated to conform to the learning outcomes.

✓ There shall be clear guidelines with regard to the use of the Audio or Visual material vis-a-vis other content of the course.

✓ AV Material shall be developed in forms and formats that will be easily accessible by the learners.

✓ There shall be separate Audio Video manual for giving the guidelines of using the Audio Video material in study.

✓ Audio Video Material shall provide continuity and coherence within and between audio-based study sessions.

✓ There shall be synchronisation of Sound and Image in Audio Video material.

✓ There shall be appropriate graphics and animations relevant to the course content.

✓ There shall be appropriate 'visual texture' and rate of change of image to keep the learner involved. Online

Material- The material is designed keeping the following in mind

- The course shall be organised into units and lessons.
- There shall be description of unit overview along with objectives, activities, assignments and resources that frame the unit.
- Availability of a program map and correlation matrix among the courses in the programme.
- There shall be description of credit value of each module or unit in the course.
- There shall be clear guidelines on academic integrity and netiquette (internet etiquette) expectations regarding lesson activities, discussions and plagiarism.
- There shall be lesson overview, content and activities, assignments to provide the learning opportunities for learner to master the content.
- The course shall be designed to teach concepts and skills that the learner will retain throughout the study.
- There shall be multiple learning paths for engaging the learner in active learning
- The content shall provide opportunities for learners to engage in high-order thinking, critical-reasoning activities and thinking in increasing by complex ways.
- There shall be appropriate readability levels, written language assignments and mathematical requirements.
- The content shall provide for periodical feedback about the learning process.
- The course shall be easy to navigate.
- There shall be declaration of textbooks, courseware, and online resources necessary to refer additionally to complete the course
- The content shall be accessible on various devices.
- The online material shall satisfy the needs of learners with disabilities Computer-based material.

The material is designed keeping following in mind:

- The Computer-based material shall provide an environment for practise, at the learner's own pace and in his own time.
- The Computer based material shall provide an environment for self-assessment.
- It shall allow learners to develop analysis and decision-making skills, to discover principles and concepts for themselves.
- The course shall be organised into units and lessons.
- There shall be description of unit overview along with objectives, activities, assignments and resources that frame the unit.
- Availability of a program map and correlation matrix among the courses in the programme.
- There shall be description of credit value of each module or unit in the course.
- There shall be lesson's overview, content and activities, assignments to provide the learning opportunities for learner to master the content.
- The course shall be designed to teach concepts and skills that the learner will retain throughout the study.
- There shall be multiple learning paths for engaging the learner in active learning.
- The content shall provide opportunities for learners to engage in high-order thinking, critical-reasoning activities and thinking in increasing by complex ways.
- There shall appropriate readability levels, written language assignments and mathematical requirements.

- The course shall be easy to navigate.
- There shall be declaration of textbooks, courseware, and online resources necessary to refer additionally to complete and master the course.
- The Compute-based material shall satisfy the needs of learners with disabilities.

Curriculum and Pedagogy- The Curriculum has been designed keeping the following in mind

- The curriculum objectives shall be consistent with the mission of the HEI.
- There shall be involvement of all the stakeholders in the process of framing the curriculum objective.
- There shall be rationale for the appropriateness of the curriculum to the stage of learning.
- There shall be linkages of the curriculum to previous and subsequent stages of learning.
- There shall be such learning experiences which allow a diversity of methods (like learning from practice, opportunities for distributed and concentrated practice, learning with peers, learning in formal situations inside and outside the department, personal study, specific teacher inputs etc).
- The structure of curriculum shall be defined.
- There shall be a complete strategy on teaching and learning methods.
- There shall be a decision made on types of media content used.
- There shall be a comprehensive decision on assessment and evaluation techniques.
- The content shall be reliable and justify the learning outcome(s).
- There shall be clear definition of intended outcomes of learning, benchmarked to identifiable stages of learning.
- There shall be the use of reference points and expertise from outside the Higher Educational Institution, if required, in programme design and in the processes of programme development and approval
- There shall be relevance of curriculum to national competency requirement.
- There shall be description of credit value of each module or unit in the course.

5.3 Compliance status in respect of e-Learning Material– As per Annexure -VII of UGC (ODL Programmes and Online Programmes) Regulations, 2020

HEI shall mention the process followed to ensure that SLMs are prepared as per the guidelines mentioned in the Regulations. The explicit details of approval by its Statutory Authorities shall also be mentioned.

COMPLIANT- The University has implemented the Guidelines as detailed in Annexure VII of the UGC (Online) Regulations 2020 in its preparation of the e-Learning Material. The E-learning material has the four quadrant approach as per UGC.

Each School's/Departments Board of Studies recommends the Preparation of e-learning materials based on Curriculum as adopted from conventional programs of the University. The BOS hands the task of preparing the e-learning materials as per requirements of the faculty of the Department, who're required to get an approval of the BOS at the major stages, i.e.

Definition of Learning Outcomes and Objectives.

1. Creation of a Structure of Content, suitably divided into units and subunits, mapped according to the weight ages in the credit pattern.
2. Populating the above structure with chunks of content, i.e. chunking, defining what topics would be covered within.
3. Creating a delivery pattern using modern instructional design such as blooms taxonomy
4. Deciding on pedagogical tools to be used, and at what stage.
5. Mapping sufficient self-assessment at strategic points in the e-learning material.
6. Finally populating the above with the required material content.

The above process is discussed with the BOS at each step and proceeded upon only with a consensus on the same. Once completed, the e-learning materials are shared with others for a peer review and quality check, before making it available to the students.

Part – VI: Programme Delivery through Learning Platform

6.1 Details of Learning Platform

Please provide link and details of Learning Platform opted by HEI.

- *In case of SWAYAM Learning Platform, details of HEI having access to SWAYAM for the proposed programmes of study (with respective link), duly approved by the statutory bodies of the Higher Educational Institution empowered to decide on academic matters, for -Learner Authentication, Learner Registration, Payment Gateway and Learning Management System.*

- *In case of Non-SWAYAM Learning Platform, evidence to ensure that it is not used in any franchise arrangement with a private service provider and HEI has the ownership of offering Online programmes including all the required components of Online education and compliance to all the provisions of the regulations*

The University uses its own Non-SWAYAM Learning Platform (**https://studyonline.kiit.ac.in/users/login**) for purpose of offering online programs. The platform is developed on the open source software, including Moodle and contains various customizations done specifically for the University's requirements and to meet the requirements of the UGC.

Various initiatives and activities, including the following, have been carried to maintain the quality in the services provided to the learners:

- KIIT e-Connect portal (studyonline.kiit.ac.in) for OL mode students was further strengthened with in-house built Discussion Forum. Personalized online mentorship system was implemented for OL mode students.
- OL mode students were provided with the provision to draw their Exam Date-Sheet Online.
- Master Classes and Guest Lectures from industry experts were provided to the learners.

6.2 **Compliance status in respect of the Programme delivery** *HEI shall mention mechanism followed to ensure the learner's participation at least for two hours every fortnight as per provision 13 (C) (5) of the Regulations, 2020. Further, details of the norms followed by HEI for delivery of courses in Online mode in Teaching-Learning scheme (as per table 3, Annexure – VII)*

Mechanism followed by HEI:

The Online mode of Learning provides flexible learning opportunities through the internet using technology assisted mechanism and resources. The Online programmers' delivery is through the learning platform which is duly approved by the Commission on the recommendation of the Technical Expert Committee.

- The University ensures active participation of the learners in asynchronous or synchronous discussions, assignment activities and program enrollment.
- Tracking mechanism in the LMS is in place to ensure the learners participation at least for 2 hours for every fortnight.

The norms followed by HEI for delivery of courses in Online mode are as under:

- ✓ The e-learning material has the 4 quadrants approach as per the UGC regulations.

Quadrant-I- e-tutorial- which consists of video and audio content in an organized form, animation,simulations, video demonstrations, virtual labs etc.

Quadrant-II-e-content- it consists of self-instructional material, eBooks, case studies, presentations etc. It also contains web resources such as further references, related links, open-source content on internet etc.

Quadrant-III-Discussion Forum- It is a forum for raising doubts and clarifying them on a real time basis by the course coordinator or by the team.

Quadrant-IV-Assessment- It consists of problems and solutions in the form of MCQ's, Fill in the Blanks, Matching questions, short and long answer questions, quizzes, assignments etc.

> Assessments
- Each subject has 2 assignments which is part of Continuous Internal Evaluation (CIA).
- Each assignment would have Objective Type of questions (MCQ Type Questions).
- Students should submit each assignment within a semester / year before appearing for their exams.
- Weightage for Continuous Internal Evaluation (CIA) is 30%.
- Each assignment would be of 50 questions with 2 marks each.
- Passing criteria in each assignment is 50%

6.3 Whether e-learning material of any course in a particular programme was sourced through OER/ Massive Open Online Courses: Y/N

a. Provide details as under:

S.No.	Programme Name	Courses allowed through OER/ MOOC	Name of Platform	Name of HEI offering the course (if any)	Duration of the Course (in months)	No. of Credits assigned to the Course	Percentage of total courses in a particular programmein a semester (Semester wise – programmes wise)
1	Bachelor of Business Administration (Management)	OER	e-Connect portal (studyonline.kiit.ac.in)		36	108	20
2	Bachelor of Commerce (Accountancy)	OER	e-Connect portal (studyonline.kiit.ac.in)		36	142	20
3	Master of Arts (Economics)	OER	e-Connect portal (studyonline.kiit.ac.in)		24	104	25
4	Master of Commerce (Accountancy)	OER	e-Connect portal (studyonline.kiit.ac.in)		24	104	25
5	Master of Commerce (International Business)	OER	e-Connect portal (studyonline.kiit.ac.in)		24	104	25
6	Master of Business Administration	OER	e-Connect portal (studyonline.kiit.ac.in)		24	78	25
7	Master of Computer Applications (MCA)	OER	e-Connect portal (studyonline.kiit.ac.in)		24	82	25

Upload approval of statutory authorities of the Higher Educational Institution: *Upload*

Part – VII: Self-Regulation through Disclosures, Declarations and Reports

7.1 Compliance status of Regulations 9 of UGC (ODL Programmes and Online Programmes) Regulations,2020 – Self-regulation through disclosures, declarations and reports

S.No.	Provision	Complied Yes/No with explicit link address	If no. Reasons, thereof
1	Joint declaration by authorised signatories, Registrar and Director of Centre for Internal Quality Assurance has been displayed on HEI website authenticating.	Yes (https://kiit.ac.in/ciqa/)	
Uploading of the following on HEI website (Mention link)			
2	The establishing Act and Statutes there under or the Memorandum of Association, as the case may be or both, of the Higher Educational Institution, empowering it to offer programmes in Online mode	Yes (https://kiit.ac.in/ciqa/)	
3	Copies of the letters of recognition from Commission and other relevant statutory or regulatory authorities	Yes (https://kiit.ac.in/ciqa/)	
4	Programme details including brochures or programme guides inter alia information such as name of the programme, duration, eligibility for enrolment, programme fee, programme structure	Yes (https://kiit.ac.in/ciqa/)	
5	Programme-wise information on syllabus, suggested readings, contact points for counselling/mentoring, programme structure with credit points, programme wise faculty details, list of supporting staff, their working hours and mentoring (for Online mode) Schedule.	Yes (https://kiit.ac.in/ciqa/)	
6	Important schedules or date-sheets for admissions, registration, re-registration, counselling/mentoring, assignments and feedback thereon, examinations, result declarations etc.	Yes (https://kiit.ac.in/ciqa/)	
7	Detailed strategy plan related to Online programme delivery, if any including learning materials offered through Online and learner assessment system and quality assurance practices of Online learning programmes	Yes (https://kiit.ac.in/ciqa/)	
8	The feedback mechanism on design, development, delivery and continuous evaluation of learner-performance which shall form an integral part of the transactional design of the Online programmes and shall be an input for maintaining the quality of the programmes and bridging the gaps, if any	Yes (https://kiit.ac.in/ciqa/)	
9	Information regarding all the programmes recognised by the Commission	Yes (https://kiit.ac.in/ciqa/)	
10	Data of year-wise and programme-wise learner enrolment details in respect of degrees and/or post graduate diplomas awarded	Yes (https://kiit.ac.in/ciqa/)	

11	Complete information about 'e-Learning Material' including name of the faculty who prepared it, when was it prepared and last updated for Online Programmes;	Yes (https://kiit.ac.in/ciqa/)	
12	A compilation of questions and answers under the head 'Frequently Asked Questions' with the facility of online interaction with learners providing hyperlink support for Online Programmes	Yes (https://kiit.ac.in/ciqa/)	
13	List of the 'Examination Centres'alongwith the number of learners in each centre, for Online programmes	NA	
14	Details of proctored examination in case of end semester examination or term end examination of Online programmes	Yes (https://kiit.ac.in/ciqa/)	
15	Academic Calendar mentioning period of the admission process along with the academic session, dates of continuous and end semester examinations or term endexaminations, etc	Yes (https://kiit.ac.in/ciqa/)	
16	Reports of the third party academic audit to be undertaken every five years and internal academic audit every year by Centre for Internal Quality Assurance	NA – Session Commenced from January 2023.	

Part – VIII: Admission and Fees

8.1 Compliance status of 'Admissions and Fees' – As per Regulations 14 of UGC (ODL Programmes and Online Programmes) Regulations, 2020

S.No.	Provision	Whether beingcomplied Yes/No
1	Enrolment of learners to the Higher Educational Institution, for any reason whatsoever, in anticipation of grant of recognition for offering a programme in online mode, shall render the enrolment invalid	Yes
2	A Higher Educational Institution shall, for admission in respect of any programme in online mode, accept payment towards admission fee and other fees and charges- (a) as may be fixed by it and declared by it in the prospectus for admission, and on the website of the Higher Educational Institutions; (b) with a proper receipt in writing issued for such payment to the concerned learner admitted in such Higher Educational Institutions; (c) only by way of online transfer, bank draft or pay order directly in favour of the Higher Educational Institution.	Yes
3	It shall be mandatory for the Higher Educational Institution to upload the details of all kind of payment or fee paid by the learners on the website of the Higher Educational Institution.	Yes
4	The fee waiver and/or scholarship schemes for Scheduled Caste, Scheduled Tribe, Persons with Disabilities category of learners and students from deprived section of society shall be in accordance with the instructions or orders issued by Central Government or State Government: Provided that a Higher Educational Institution shall not engage in commercialisation of education in any manner whatsoever, ands hall provide for equity and access to all deserving learners	Yes
5	Admission of learners to a Higher Educational Institution for a programme in Online mode shall be offered in a transparent manner and made directly by the Head Quarters of the Higher Educational Institution which shall be solely responsible for final approval relating to admissions or registration of learners	Yes
6	Every Higher Educational Institution shall– (a) record Aadhaar details or other Government identifier(s) of Indian learner and Passport for an International Learner; (b) maintain the records of the entire process of selection of candidates, and preserve such records for a minimum period of five years; (c) exhibit such records as permissible under law on its website; and be liable to produce such record, whenever called upon to do so by any statutory authority of the Government under any law for the time being in force.	Yes

7	Every Higher Educational Institution shall publish, prior to the date of commencement of admission to any of its programme in Online mode, a prospectus (print and in e-form) containing the following for the purposes of informing those persons intending to seek admission to such Higher Educational Institutions and the general public, namely, as mentioned at sr. no. '8(a)' to '8(k)' below- Yes	
8(a)	Each component of the fee, deposits and other charges payable by the learners admitted to such Higher Educational Institutions for pursuing a programme in online mode, and the other terms and conditions of such payment	Yes
8(b)	The percentage of tuition fee and other charges refundable to a learner admitted in such Higher Educational Institutions in case such learner withdraws from such Higher Educational Institutions before or after completion of programme of study and the time within, and the manner in, which such refund shall be made to the learner	Yes
8(c)	The number of seats approved in respect of each programme of online mode, which shall be in consonance with the resources	Yes
8 (d)	the conditions of eligibility including the minimum age of a learner in a particular programme of study, where so specified by the Higher Educational Institution	Yes
8(e)	The minimum educational qualifications required for admission in programme(s) specified by the Commission or relevant statutory authority or councils, or by the Higher Educational Institution, where no such qualifying standards have been specified by any statutory authority	Yes
8(f)	The process of admission and selection of eligible candidates applying for such admission, including all relevant information in regard to the details of test or examination for selecting such candidates for admission to each programme of study and the amount of fee to be paid for the admission test	Yes
8(g)	Details of the teaching faculty, including therein the educational qualifications and teaching experience of every member of its teaching faculty and also indicating therein whether such member is employed on regular or contractual basis or any other	Yes
8(h)	Pay and other emoluments payable for each category of teachers and other employees	Yes
8(i)	Information in regard to physical and academic infrastructure and other facilities, including that of each of the learner support centres (for ODL programmes) and in particular the facilities accessible by learners on being admitted to the Higher Educational Institution	Yes
8(j)	Broad outline of the syllabus specified by the appropriate statutory body or by higher educational institution, as the case may be, for every programme of study	Yes
8(k)	Activity planner including all the academic activities to be carried out by the higher educational institution during the academic sessions	Yes
9	Higher Educational Institution shall publish information at sr. no. '8' above on its website, and the attention of the prospective learners and the general public shall be drawn to such publication on its website and Higher Educational Institution admission prospectus and the admission process shall necessarily be over within the time period mentioned in the Commission Order	Yes

10	No Higher Educational Institution shall, directly or indirectly, demand or charge or accept, capitation fee or demand any donation, by way of consideration for admission to any seat or seats in a programme of study conducted by it	Yes
11	No person shall, directly or indirectly, offer or pay capitation fee or give any donation, by way of consideration either in cash or kind or otherwise, for obtaining admission to any seat or seats in a programme in Online mode offered by a Higher Education Institution	Yes
12	No Higher Educational Institution, who has in its possession or custody, any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a person for the purpose of seeking admission in such Higher Educational Institution, shall refuse to return such degree, certificate award or other document with a view to induce or compel such person to pay any fee or fees in respect of any programme of study which such person does not intend to pursue or avail any facility in such Higher Educational Institution	Yes
13	In case a learner, after having admitted to a Higher Educational Institution, for pursuing any programme in online mode subsequently withdraws from such Higher Educational Institution, no Higher Educational Institution in that case shall refuse to refund such percentage of fee deposited by such learner and within such time as notified by the Commission and mentioned in the prospectus of such Higher Educational Institution	Yes
14	No Higher Educational Institution shall, issue or publish- (a) any advertisement for inducing learners for taking admission in the Higher Educational Institution, claiming to be recognised by the appropriate statutory authority or by the Commission where it is not so recognised; (b) any information, through advertisement or otherwise in respect of its infrastructure or its academic facilities or of its faculty or standard of instruction or academic or research performance, which the Higher Educational Institution, or person authorised to issue such advertisement on behalf of the Higher Educational Institution knows to be false or not based on facts or to be misleading.	Yes

8.2 Whether Higher Educational Institution provided the details of all International learners enrolled immediately after the beginning of the academic session to the Ministry of External Affairs, Ministry of Education and University Grants Commission: Yes/No

If No, reason thereof:

Yes.

Part – IX: Grievance Redressal Mechanism

9.1 **Compliance status of 'Grievance Redressal Mechanism' – As per Annexure -X of UGC (ODL Programmes and Online Programmes) Regulations, 2020** *HEI shall mention the mechanism put into place along with brief details of grievances received and actions taken thereof. Also mention that how the learners havebeen made aware about this mechanism.*

Kalinga Institute of Industrial Technology (KIIT), Deemed to be University is committed to providing a safe, fair and harmonious learning and work environment. KIIT University has drafted its own zero tolerance policy for curbing the menace of ragging, harassment and any kind of complaints with consonance of rules and regulations provided by UGC, AICTE & Higher Education. Grievance Redressal committee was set up at KIIT University in accordance with the University Grants Commission regulations 2012 (The Gazette of India, March 23-29, 2013) for handling day-to-day grievances.

Mechanism of Grievance Redressal Cell

- The Decisions are made considering the existing rules and regulations and expected students conduct aspects. In case the grievance is not acceptable legally, the student is counseled.

- The University Level Committee shall consider the appeal of the student and make appropriate recommendations to the Registrar within a reasonable time, preferably within 15 days. On approval by the Registrar, the final decision shall be communicated to the student through the Director Student Affairs.

The University Level Committee, if needed, may recommend to the Director Counseling Cell, necessary corrective action as it may deem fit, to ensure avoidance of recurrence of similar grievance at any of the Schools under the University.

9.2 Details of Grievance received

Numbers of Grievance Received	Numbers of Grievance Resolved
Nil	Nil

9.3 Complaint Handling Mechanism

HEI shall mention the mechanism adopted for Complaint Handling Mechanism as per Regulations. Also, mention details of Nodal Officers.

Prof. Samaresh Mishra (Director of Student Affairs and Nodal Officer, UGC Online Students Grievance Redressal Portal)

Email ID- smishrafcs@kiit.ac.in

Qualification- Ph.D

Mechanism Adopted-

1. The HEI uploads all the information issued by the commission regarding the complaint handling mechanism on its website.

2. It informs learners about the complaint handling mechanism.

3. The HEI provides the link with the title "Complaint Handling Mechanism" on the home page of HEI's website for creating awareness amongst the stakeholders.

4. The HEI complies with all instructions as issued by the commission regarding timely and judicious resolutions of all complaints raised by the learners.

University has an exclusive dedicated column on official site where anyone can file their grievance then the application is transferred to the dedicated committee according to the issue or; Student/staff can submit application to following the committees according to their grievances:

- https://kiit.ac.in/grievance/

9.4 Details of Complaints received from UGC (DEB)

Numbers of Complaint Received	Numbers of Complaint Resolved	Whether Complaint was resolved within stipulated time i.e. 60 days? (yes/No)
Nil	NA	NA

Part – X: Innovative and Best Practices

10.1 Innovations introduced during academic year

Innovation is being on introducing during academic year- A Mobile Application for the students to track important notifications. An AI Powered Chat Bot that would address most frequently asked questions was also introduced.

10.2 Best Practices of the HEI

The academic and research policies of KIIT-DU are oriented to engage with the community and strive to make positive impacts by addressingregional and social issues. The Institute currently has 300 MoUs with reputed Universities, research labs and corporate organizations through which it is trying to establish internationally relevant academic andresearch ambience in the state.

10.3 Details of Job Fairs conducted by the HEI

NA

10.4 Success Stories of students of Online mode of the HEI

NA

10.5 Initiatives taken towards conversion of e-LM into Regional Languages

NA

10.6 Number of students placed through Campus Placements

NA

10.7 Details of Alumni Cell and its activity

Alumni Cell- https://alumni.kiit.ac.in

Address- KIIT Deemed to be University
          Campus-5, Patia
          Bhubaneswar 751024

The Alumni are not only one of the important stakeholders but also Brand Ambassadors for the future. Under the Society Registration Act., the KIIT Alumni Association has been already registered as name of 'KIITAA'. The slogan "Strengthen Alumni and Strengthen KIIT" is given by Hon'ble Founder Prof. Achyuta Samanta. An Alumni Cell at Campus-13 working 24x7 has been set up to look into Alumni affairs. This cell is headed by Dr. Shyam Sundar Behura, Dy. Director-Students Services. The University also has a strong International Alumni base. The University holds region-wise Alumni Meets besides the Global Alumni Meet held every year on 26th January at Bhubaneswar started since the year 2011.

10.8 Any other Information: NA

DECLARATION

I hereby declare that the information given above and in the enclosed documents is true, correct and nothing material has been concealed therein. In case information provided is found to be contrary to the fact, it will result in cancellation of recognition to offer ODL programmes, along with initiation of action as per provision of the UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

Signature of the Director: 07/08/23   Signature of the Registrar: 7/8/2023

Name: Chinmoy Kumar Panigrahi   Name: Prof. Jnyana Ranjan Mohanty

Seal: Seal:

Director
Distance and Online Education
KIIT Deemed to be University
Bhubaneswar-751024
Odisha

                                            REGISTRAR
                            KALINGA INSTITUTE OF INDUSTRIAL TECHNOLOGY
                                   DEEMED TO BE UNIVERSITY
                                     BHUBANESWAR

Date: 07/08/2023   Date: 27/08/2023

Note: Kindly take the print out of dully filled CIQA report and submit it to UGC DEB office (after getting it approved by Statutory Authorities of the HEI) and upload the same on HEI's website also. Please refer provisions regarding CIQA mentioned in UGC (ODL Programmes and Online Programmes) Regulations, 2020 and its amendments.

ANNEXURE

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Director
Distance and Online Education
KIIT Deemed to be University
Bhubaneswar-751024
Odisha