YEARLY STATUS REPORT - 2021-2022

Part A
Data of the Institution

1.Name of the Institution	DR. AMBEDKAR MEMORIAL INSTITUTE OF INFORMATION TECHNOLOGY AND MANAGEMENT SCIENCE
• Name of the Head of the institution	Dr. Bhabani Shankar Dash
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	06612472447
• Mobile no	9438424700
• Registered e-mail	damitsrkl@gmail.com
• Alternate e-mail	drbsdash2018@gmail.com
• Address	jagda
• City/Town	Rourkela
• State/UT	Odisha
• Pin Code	769042
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**SAMBALPUR UU PATNAIK UNIVERSITY OF TECHNOLOGY(BPUT) (PG)**
• Name of the IQAC Coordinator	**Swaha Roy**
• Phone No.	**06612470296**
• Alternate phone No.	**06612470296**
• Mobile	**7381022160**
• IQAC e-mail address	**swaharoy.damits@gmail.com**
• Alternate Email address	**bsd1968@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.damits.ac.in/aqar.php
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.damits.ac.in/calender.php

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.03**	**2021**	**15/02/2021**	**14/02/2026**

6.Date of Establishment of IQAC	**01/06/2019**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
00	**00**	**00**	**00**	**00**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	No File Uploaded

9.No. of IQAC meetings held during the year	**03**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

1. Swachh Bharat Abhiyan 2. AKAM Events 3. Blood Donation 4. Gender Sensitization Programme 5. Seminar on Laws & Rights

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

Plan of Action	Achievements/Outcomes
Swachh Bharat Abhiyan	This event was organized by NSS. students actively participated in this programme. The cleanliness event took place in Koel Nagar B Block, Rourkela.
AKAM Events	This event was organized under the banner of AICTE. DAMITS and SVIMS,Pune jointly organized several events like culture of both the state, GD, Cuisines of Odisha and Maharashtra. Students were motivated to respect and learn different cultures of different states of India.
Blood Donation	The camp was inaugurated by our respected Sj. Sarada Prasad Nayak, MLA, Rourkela. Our students voluntarily participated and donated 52 units of blood.
Gender Sensitization Programme	The sensitization programme was organized to sensitize students about the rights of women in our society. Students were made aware about the injustice that a women or a girl face in different areas.
Seminar on Laws & Rights	The seminar was conducted to disseminate about the different Laws and Rights pertaining to arrest. Students were aware about different injustice, discrimination behavior happening in the society.

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	19/01/2023

15.Multidisciplinary / interdisciplinary

NA

16.Academic bank of credits (ABC):

NA

Academic Bank Credit Account for students was under process during the onset of covid in 21-22 session

17.Skill development:

It was very difficult to give skill development courses in online mode to the students because due to the directives from the govt. the classes were been conducted in online as well as offline mode in intervals .

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

Damits IQAC everytime gives thrust on delivering classroom teaching in bilingual mode i.e in both English and vernacular . Teaching Fraternity is been given knowledge related to the vernacular mode frequently for the smooth functioning of the curriculum.The Vedas and the Upanishads are the most fundamental spiritual texts of India with many Puranas and Agamas adding different aspects to this ever growing pantheon. Added to this, there are Dharma Shastras advising on ethics and morality of the society. In Damits we have inculcated these things in our students through our Teaching Learning Process were all the teaching fraternity is advised to give examples from all varied areas

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

We were into continuous process of Teaching Learning Methodology by following all the guidelines from the Affliated University .But there was a lots of difficulty which we have to face in matching with the pso due to the break up of classes for covid . There were

offline as well as online classes . Student Centric methodology is followed through facuoty driven approach by continuous evaluation of co po through internal examination , quizzes in the class . Analysis of every student is done at the end of each assessment procedure and it is been appraised by the counselling session .

20.Distance education/online education:

This is for the Academic Year 2021-22 . With the ongoing of corona, the classes were not been conducted both offline as well as in online mode as per directives .So IQAC decided to conduct classes in Online mode for the slow learners so that they will be in touch with the curriculum and the academic ambience should not hamper and also offline mode as per the directives of the affliated university . It was also decided that all the faculties must use white/green boards while teaching all technical papers for both the departments .ICT teaching was given more priority. For the fast learners IQAC decided to conduct online classes in an advcanced mode with the sharing of videos , notes and url's and conducting quizzes virtually.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**2**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**178**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**52**

File Description	Documents
Data Template	No File Uploaded

2.3 Number of outgoing/ final year students during the year	**56**

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**21**

File Description	Documents
Data Template	[View File](#)

3.2 Number of sanctioned posts during the year	**40**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**12**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**8996254**
4.3 Total number of computers on campus for academic purposes	**200**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented

process

DAMITS has ensured a systematic procedure for the design, development, and implementation of its curriculum as aligned to the institution's vision and mission.Our college is not free to design our own syllabus. Even the revision and up gradation of the syllabus is the prerogative of the University. We strictly adhere to follow the syllabus of curriculum by our affiliated university (SU & BPUT). All teachers make their Lesson plans according to subject syllabus.The Time Table is prepared by respective department HODs. The Time Tables are displayed on the Notice Board. The syllabus of University is provided to the students in the college website.The institution follows the traditional, i.e. chalk and board as well as modern teaching method. To cope up recent curriculum the institution has established ICT Classroom to provide the current knowledge in respective subject.Teachers refer to reference books prescribed by the University syllabus for effective implementation of course curriculum.To develop the skills of the students and to gain success in the current competitive world, many Programs like Group Discussion done for the students.Summer projects & internship programmes are regular part of the university curriculum. The institute Taken care of it very judiciously.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.damits.ac.in/aqar.php

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations before commencement of semester.

DAMITS follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar. The academic calendar after being approved by the principal is displayed on notice boards. It is updated and revised with respect to any changes suggested by the university. The Schedule of All the tentative dates for examination is given in academic calendar.

All the classes and examinations are planned as per the calendar, thus ensuring complete adherence.

The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit test and semester examinations.

Every department has to submit the compliance of the academic calendar as part of their annual submissions.

Continuous Internal Evaluation (CIE) of an institution includes the following preparative activities based on the academic calendar:

1. Timetable Preparation
2. Lesson Plan Preparation
3. Internal Examination Schedule
4. Lesson Notes Preparation

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.damits.ac.in/calender.php

1.1.3 - Teachers of the Institution participate in E. None of the above **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Co-curricular and Extracurricular Activities

DAMITS integrates crosscutting issues relevant to professional ethics, gender, human-values, environment and sustainability into the curriculum. The institution runs the University affiliated courses, which included various topics covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Some of the steps taken by college:

1. Gender

Gender related courses are an integral component of various programmes. Students are encouraged to work towards gender equity. Free counseling services are provided through a Counseling Cell,major gender issues are focused and addressed through the activities like save girl child campaign, celebration of Women's Day and there are security cameras placed inside the campus for safety.

1. Environment and Sustainability

The college has taken initiative in Swachch Bharat and Tree plantation programs which are introduced by the Indian Government.

1. Human-Values and Professional Ethics

The college takes efforts for integration of ethical and human values through extra-curricular activities conducted under N.S.S.help to teach human values among students.National festivals like Independence and Republic Day serves as a platform to moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Blood-donation camps, AIDS Day etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

70

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.damits.ac.in/aqar.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows   **C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.damits.ac.in/aqar.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

178

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC,   ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

122

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The advanced learners and the intelligent students are picked up by the faculty members during a speculated course of time. These students are then exposed to subject applications for their individual responses and simultaneously been prepared for different employability test after the completion of every semester/year. Students are encouraged to participate in summer training programs at various leading institutes and laboratories, as well as Industries. These students areContinuously encouraged to attend technical seminars & conferences. IQAC ensures availability of advanced study material as and when required.

For Slow LearnersCollege organizes special programs for the slow learners. The student Mentor assesses the nature of their problems and then motivates them in a friendly way to reach their Academic Goals. * Extra Classes are organized. * Remedial Classes for the respective subject is been taken either by the Faculty/Scholars *Motivational Classes are conducted to improve the mental ability of students and to encourage student to regularly attend classes * Additional notes are given for various topics. * All topics are taught again based on the student's needs and requirements. Remedial classes are arranged. The IQAC adopts different pedagogy of teaching for making the students face all the challenges for the upcoming future.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
178	**21**

File Description	Documents
Any additional information	[View File]()

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

We in our Institute believe in the adoption of student centric methods to enhance student involvement as a part of participative learning and problem solving methodology being supported by IQAC.* Group Discussions We do follow the discussions in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge.* Laboratory experiential learning Technical education is always justified with the help of practical knowledge. Thus we try to expose our students to all the laboratories possible beginning from the first year labs. Later from the second year, students related to the core department are given an exposure to pure coding languages.* Internship Program (BBA, MBA & MCA)Summer Internship Programs are conducted which gives students real life exposure which helps them co-relate theory with the Real-World Practices.*Dissertation (MBA)A topic is chosen having relevance to the Students Specialisation.* 6 Months Project Based Learning (MCA) Students work on real time project which gives them exposure to deploy knowledge gained. A detailed Project is prepared by them and submitted which is evaluated by both Internal & External resources.

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

EFFECTIVE TEACHING THROUGH ICT

IQAC of DAMITS believes that Education empowers the nation in all respects. Teachers are providing education through their profession

of teaching. Teaching is one of the most challenging professions as knowledge is changing and expanding rapidly and latest technologies demanding every teacher to learn the usage so that teaching can be better by using these technologies. There is no guarantee that, what is new today may remain new tomorrow. It may become outdated very soon. ICT can help teachers to face this problem. ICT makes it simpler and easier as the world of knowledge is just a click away. ICT can help them in the forms such as power-point presentations, smart classrooms, interactive white-boards, guided web tours, virtual labs, digital libraries, and Educational interactive audio-video chats etc. which are essential tools for teaching-learning. Integration of ICT in teaching makes it effective and pre-decided goals for learning are easily achieved. ICT enabled classroom has helped the students to gain and grasp knowledge in details in lesser time which has also benefitted them in their own presentation skills as well.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	*View File*
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

NA

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	*View File*

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

61

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The IQAC has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the institute level.The reforms are as followsOrientation on Evaluation Processis given at the beginning of the semester through Induction Programme by the Institution.Assessment of performanceis an integral part of teaching and learning process. As a part of sound educational strategy ,the institution adopts CIE System to assess all aspects of a student's development on a continuous basis throughout the year.By conducting tutorial classes to clarify doubts and re-explaining the critical topicsInternal tests are conducted prior to sessional examinations and results are out within a week of the last paper/subject.Result Analysis & Review Meetings:- Is done by the faculties related to their respective subjects . Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty membersThe institute conducts, group discussions, seminars and guest lectures. Poor performance due to frequent absenteeism is dealt by callingand sending letters to the parents of such students.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mechanism to deal with internal examination related grievances is transparent, time bound and efficient The internal assessment of examinations is the mirror of the success of Teaching. In our college, Unit Tests are taken by the respective subject teachers after the completion on prescribed topics. In Unit tests, some objective type questions and short notes are asked on the taught topic. Every subject teacher goes through the answer paper immediately. At the end of assessment of Unit tests, subject teachers suggest required improvement in writing. After the assessment, the answer papers with instructions and suggestions are returned to the students. The college prepares an Academic Calendar in line with the University calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Then the College organizes orientation programs for the students to make them acquainted with the rules and regulations of the affiliating university, examinations, evaluation process,

extracurricular activities etc. Similarly every Department organizes an orientation program with parents in the first week after starting a new semester. Head of the departments communicate about the labs & subjects of the semester to the students, parents and other institutional members in the semester Orientation Programs.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

BCA is a 3 years Undergraduate Computer Programme [CBCS Pattern] Affiliated to Sambalpur University where students are exposed to various areas of computer applications including the latest developments in the Industry. The program aims to educate students in Information Technology with emphasis on hands-on practical training in software development.DAMITS offers BBA to the eligible students who are interested in pursuing Bachelor's Degree in Management Affiliated to Sambalpur University. The main objective of this programme is to develop strong foundation for business fundamentals and enhancing conceptual skills to understand the basics of problem solving.MCA DAMITS offers MCA 2years masters programme Affliated to Biju Pattnaik University where students gain the Ability to apply modern IT tools and computational knowledge for designing and development of software ,to analyse complex computing problems to provide innovative solutions, to function as an effective communicator and team member through essential skills in multidisciplinary projects.MBA DAMITS provides 2 Years MBA Programme Affiliated to Biju Pattnaik University where Each student will be skilled in dealing with the implication of integrated business processes in managing the enterprise. Students will analyze , formulate ineffective business practices that result from poorly integrated business processes.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

BBA Specific Outcomes: PSO1: Students will be motivated to consider self-employment with their entrepreneurial ventures. PSO2: Will be able to work as team leader and as a member of team in an organizatin and srive effectively. PSO3: Will be able to adapt to changes and have the aptitude for life-long learning. BCA Specific Outcomes: PSO1: To persue further studies to get the specialization in Computer Science and Apllications, Economics, Mathematics,

Business Administration PSO2: To persue the career in corporate sectors and opt for higher studies. PSO3: To be able to work in the IT Sector with efficient Communication and programming abilities. MCA Programme Outcomes: PSO1: To be able to meet the demands of the evolving industry requirements by having knowledge and skills to design, develop and implement software solutions with contemporary tools and technologies. PSO2: To be able to identify, analyze and provide novel solutions for real and complex issues of the society. MBA Programme Outcomes: PSO1:Students will be ready to engage in successful areer persuits covering a broad spectrum of areas in corporate , NGO'S , Public policy, entrepreneurial ventures. PSO2: Students will be recognized in the fields of their managerial skills , creativity and innovation , integrity and sensitivity towards the society as well. PSO3: They will have the ability to formultae and provide innovative solution frameworksto real world complex.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

101

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.damits.ac.in/notice.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute organizes and actively participate into various extension activities and programme to promote the institute –neighborhood community to sensitize the students towards needs of community. The institution believes in promoting not only community and societal activities but also to sensitize students. Institution also leads to shape the faculties, students and staffs to lead into responsible citizen and impart overall development of them. Under the banner of NSS and YRC many awareness activities are conducted like plantation, gender equity, swachh bharat etc., to make the societal ecosystem healthy. The institution also update in social media all trending activities i.e in facebook, YouTube, Instagram etc. institution also have several clubs and it is activated to make students engage in several activities and get knowledge out of that. Motivation is also given to faculty members to indulge themselves in research activities by participating in several seminars, conference, so that the faculty members can groom themselves and uplift the quality within it.

The institution also has established IIC in association with MHRD Govt , India to inspire , nurture the students young mass by supporting them to work with new innovative ideas.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.damits.ac.in/aqar.php

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The institution organizes various activities to promote institute-neighborhood community to sensitize the students and faculty members too towards the needs of community. The students and faculties actively participate into several social service activities towards overall development. NSS and YRC units our college actively organizes several activities like :

- **International Women's Day**
- **National Girl Child Day**
- **Red Cross day**
- **Environment Day**
- **Swachh Bharat Abhiyan**
- **Blood Donation Day**
- **Plantation drive**
- **International Yoga Day and many more..**

Above mentioned activities are performed for overall holistic development of the students as well as sensitize towards communal harmony. The extension activities mainly carried to have a positive impact on the students by participation to build confidence and to cultivate the relationship in the society.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

11

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Provision of adequate infrastructural facilities for teaching &learning has always been a priority for DAMITS. We abides by thenorms prescribed by Sambalpur University(SU) & Biju PatnaikUniversity of Technology(BPUT) and the infrastructure required to facilitate effective teaching & learning from time to time. The Institute has a total area of 2.7 Acres of land which isconstructed with robust structures for various academic purpose.Class rooms: Each classroom is of adequate size & has enoughlighting air ventilation & good ambience. The institution has well furnished, ventilated, spacious classrooms for conductingtheory classes. 4 classrooms are equipped with LCD projectors tofacilitate the teachers for new teaching methods.1classroom Equipment (K-Yan) aimed at interactive learning experience. Seminar Hall: The institute has 1 seminar hall with public addressing systems with 100 members accommodation, LCD projectors in the halls respectively where regularly used for conducting seminars of Regional & National Level.

Such steps are constantly done, in specific period to encapsulate the changing trends of modern education system and, DAMITS IQAC, always aspire to grow and make our students prosper, at all points of life.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Education means getting ware about the world and tackle the problems a person face, in his/her day-to-day lives. DAMITS IQAC, takes utmost care of students while providing them a proper classroom with adequate facilities to get information, in traditional method but we don't stop our informational sharing capacity, to such limits. Few of them which are constantly done and recognized, throughout the city of Rourkela, are listed below:

- Indoor sports: We have developed an environment where students have shown their Chess and Carom skills and made everybody flabbergasted.
- Outdoor Sports: We host the prestigious Dr. Ambedkar Cup, a cricket tournament where students of Ambedkar group participated with fun and vigor.
- Other Activities: We have built a proper gymnasium, for students to foster fitness and embrace the best shape, they desire for their physique.
- A committee for cultural activities has been constituted. The committee conducts the various events like singing, dancing, fashion show and drama etc.

Learning happens in all forms of activities, whether be it in classroom or, in playground. Hence, we make sure; our students get the best of both worlds, in abundance.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://www.damits.ac.in/eca.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

06

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/it.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8996254

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated from the academic year Jan 2021initiallywith Software i.e. KOHA open source software has been installedand operative from the academic year Jan 2021.DAMITS Library possess a great collection of books, whether be it journals of well-known publications or curriculum books that helps the students, to acquire factual information, regarding every subject they study. All of these books are managed and controlled by our library, with the help of ILMS. With the help of installed KOHA Automation software, the library book collection is appropriately circulated, cataloged and tracked, in a seamless manner.

The DELNET software also helps in managing library budgets, so as to track the moving ratio of new book to old books, also the

expenditure incurred throughout a session. It also helps in tracking and managing journal subscriptions amongst students and faculties, of this institute. ILMS also gives us enough scope to generate reports by providing us valuable data analytics. These data analytics contains synchronized database format, where it is useful to track the issuance and collection of books, on daily basis.Knowledge is strength and library is the source of it.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources   C. Any 2 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

130650

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

87

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT Infrastructure and associated facilities have been revampedperiodically as when there is a requirement & introduction ofnew technology for student and faculty upliftment has been ofprime focus.The Institute doing frequent updates to IT facilities including broadband with wifi connection as it is very essential in today's advance rapidly growing technology.

The integration of up-to-date the infrastructure of a college plays a vital role in the development of the college as the students are now focusing on the labs, It is important that the colleges have very good infrastructure with advanced laboratories.The college has providing individual user id to student as well as faculties to access internet facilities and newer advancement performance, security and reliability.

IT facilities like are with LCD/LED monitor connected with processor having high speed of internet connection with (200mbps). Institution has facilited one to one language lab for learning seamless communication and collaboration among students, faculty and staff. The computer systems are frequently kept secured as students work on different platforms of programming languages to protect against cyber threats and regular updates to facilities allow the institution to future proof its infrastructure.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/it.php

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution   **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

541190

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

A well dedicated team with leadership of Principal look afterfacilities/ infrastructure maintenance. In addition strongly upported by housekeeping staff that ensure clean, dust-free and hygienic environment.An established building, of more than 20 years needs conditioning from time to time. Better the conditioning of the facilities, better the experiences of the students and teachers, after utilizing it. DAMITS IQAC, possess some of the state of the art facilities, that possess some of the top-notch technical equipments as well as in contact with an avid service provider for timely maintenance. A library that spread across a size of a quarter football field contains numerous journals, books and thesis, which are upgraded from time to time. Along that, there are five running programming labs, with more than 200 computers running in optimal conditions. As far as outdoor facilities are concerned, badminton court for hostel students. All the classrooms are installed with CCTV cameras and get regular check-up for its smooth functioning.

Apart from this, the whole institute is supported by external power back-up facility, to endure the tough summer power cuts, also the solar panels are regularly upgraded with new ones to support green power initiatives.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.damits.ac.in/it.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

258

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

117

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

D. 1 of the above

File Description	Documents
Link to Institutional website	https://www.damits.ac.in/eca.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

16

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

00

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

3

File Description	Documents
e-copies of award letters and certificates	<u>View File</u>
Any additional information	<u>View File</u>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<u>View File</u>

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The studentcouncil of DAMITS isformed to leadfellowstudents, for a givenproject as well as discuss Variousideas and initiatives forthe betterment of thecollege. The council consistsof members from

followingdepartments:

1. **Principal,DAMITS**
2. **Vice-PrincipalDAMITS**
3. **Faculty,fromeach department(Mgmt.&ComputerScience)**
4. **Student Representative from each class**
5. **One student fromSC/ST background.**

The above mentionedstudents oftenmeet in QAC that is leadby Principal for formatting a proper plan and structureto carry out activities.In 2021-22, the studentcouncil has indulged themselves with conducting numerous activities,such as AKAM,which is an 'onlinestudent cultural' programwithPune Universitywhere students from college, participated in various culturalactivities.Blood Donation Camp,is an another program,which was carriedout by StudentCouncil through assistingthe donors aswellas thecollectors,insmoothly manner,also motivating fellow students and

local people,to participate init. Apart from this,members ofstudentcouncil have organized various institutional level sports and culturalevent Such as,Dr.Ambedkar Cup,a cricket tournament for Dr.Ambedkar group of institution.They also assist the concerned faculties,whoare responsible for conducting and regulating regional level talks and workshops.It is evident that studentcouncil has become a corepart of academic administration of DAMITS where they openup about the concernsof students aswellas provide unique solutions.We, at DAMITS,cherish such representativebodies and are lookingforward to upcomingevents where theycan showtheir talentandskills for helping tobuild notonly theirs but also institution'sgrowth.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

3

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

DAMITS and its alumnni association have created a bond of cooperation and growth, amongst its members.The Alumni

Associationgives anopportunity to fellowalumni's, staffsand faculties, reach out to each other and offer services, for the upliftment of present students as well as institution.Themembers of alumniassociation are successful in theirrespective fields and contribute to college, through giving their insights andsupport, on many co/extracuricular activities.The contributions ofAlumni Association are listed below:

1. Book Donation:Old books are donated by our Alumnimembers to the library.

2. Alumni Interaction:The members of alumni are often invited to colleg classrooms,for student

Interaction.Their technical and managerial expertise,in their field,comes handy for the budding

students,as theyprovide recentinformation and changes undergoing in corporateworld.etc.3.Pre-PlacementAssistance:The members of alumni association are well established in their industry where they have gotten into,via clearing the recruitment process.We take ample amount of help from them and conduct various online and offline,for our students,to provide basic training in clearing any form of recruitment procedures.4. Contribution:As the institute doesn't ask for any form of financial help from its alumni, their assistance comes in the form of non-financial mode such as classroom interaction, student counseling.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision of DAMITS:

"The vision of DAMITS is to provide quality education and congenial ambience for the students, through value-based learning. At the same time, DAMITS promotes social development and sustainable livelihood by imparting quality education to the students. DAMITS is run under "Dr. Ambedkar Memorial Social Welfare and Educational Trust, Rourkela, Odisha which is a charitable trust and registered under Indian Trust Act 80(G) and 12(A).

Mission of DAMITS:

To make the students aware of the Current Market trends, like digital marketing policy and advent of globalization and ever-changing market dynamics in the current Technology driven era. DAMITS has helped in providing equal opportunity for indigenous community of the local area by providing them government aided stipend. To provide value added/job-oriented courses to the students and prepare them for self-employment avenues through conventional and non-conventional courses. DAMITS help students to develop their all-round personality and make them best fit Solutions for the job market. To have an inclination and a sense of responsibility towards social and community development DAMITS also provide a platform to the students to face real world challenges and gain a Competitive Edge.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/about.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal in coordination with Heads of the dept. coordinators of various committees, plans an effective implementation of polices and decisions. The Heads of departments are given freedom to plan and organize the academic and co-curricular activities at the departmental level Each Committee coordinator has been delegated with the required authority and responsibility to organize activities with the help of other members to accomplish it. The reports are submitted to the Principal. The major committees formed

are Sc&St committee, Anti-ragging committees ,Anti-sexual Committee, Student councilcommittee.Institutes participate in all MGNCRE activities and receives certificates. A series of expert talks by successful entrepreneurs organized by IIC of DAMITS. Government sensitization workshop organized by IIC DAMITS in collaboration with MSME Regional Centre Rourkela

Participative Management:

Academic and administrative leadership lies with the Principal, Vice Principal cum IQAC coordinator, Head of Departments who collectively shoulder the responsibility. The Principal, IQAC Coordinator, Head of Departments and office staff carry the responsibility of day-to-day smooth functioning of the institute. The Principal/IQAC invites a meeting of facultyto plan the curricular, co-curricular and activities to be conducted during the academic year. Before framing the Academic Calendar the faculties are informed to give their valuable suggestions

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/certificate/inscer.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Management has always supported and encouraged in the overall development of the institute & improvement of students on the basis of the vision and mission of the institution. The various Committees formed to identify essential facilities as per the need of the courses. The institute made following strategic plans:

Strategic planning for advanced teaching and learning process.

Participated in Sustainability Index Plan workshop organized by MGNCRE Govt. Of India

Enhancing career options for all the students by expanding career path,

An E- Platform has been established to provide study material and

notes to the students. Adequate use of technology has been adapted
to record attendance of students with the help of Clever Ground
Application.

Industry Interaction: For subject practices organized seminar and
workshop. DAMITS students are sent to the industries for internship
to have hands-on experience.

A number of Extension and outreach activities are conducted by NSS
unit of DAMITS. Awareness programs on many socially relevant
extension activities such as green campus, tree-plantation, and yoga
and blood donation are some of the activities of the institution to
list. Plantation drives by the faculties.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Organizational structure of the DAMITS includes governing body,
administrative setup, and functions of various bodies, recruitment,
promotional policies as well as grievance redressal mechanism. The
policy decisions of the Institution are based on democratic
principles. The Governing Body, The Teacher Council, The Academic
Advisory Council and the Accounts Committee are the bodies which
periodically settle all issues and fix policies for smooth
functioning of the College.

Grievance Redressal cell:

The institute has formed a Grievance Redressal Cell for Faculty,
Staff and students to address their grievances and complaints to
resolve them. The cell is headed by Principal of DAMITS. The
mechanism to deal with grievances is as follows. Principal receives
grievances and complaints either orally or in writing and takes
cognizance of it. The grievances received are discussed in the

meeting of the various committees and are solved. There is separate Anti Sexual Harassment committee which is formed to prevent cases of harassment and to look into grievances from students. Anti-Ragging committee is also formed as per directives of the Hon'ble Supreme Court Guide lines to resolve the cases of ragging, if any. The committees meet at least twice in a year to discuss and resolve the grievances, if any.

File Description	Documents
Paste link for additional information	https://grievance.damits.ac.in/
Link to Organogram of the institution webpage	https://www.damits.ac.in/naac/Mandatory_Disclosure.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare measures by DAMITS:

There is Mo U between Dr. Ambedkar Memorial Social Welfare and Educational Trust, Jagda, Rourkela and Community Welfare Society Hospital, Jagda for rendering services for treatment of students, employee and their parents/dependents.

Career Advance scheme includes:

FOR FACULTY

- Felicitation and recognition to the award-winning faculties on some special occasions like Annual Board Meeting.
- Deputing the faculty for orientation program, updated courses, training program and faculty development program etc.
- Maternity leave to female faculties for 6 months.

NON TEACHING STAFF are evaluated on a regular basis on their work experience and academic qualification

- Advance payment to staff to meet emergency needs.
- Concession in the college fees for the wards of employees.
- Financial support is provided for publication of article in Research Journal and presenting paper in the national and international conferences.
- Motivation talks from the experts are conducted.
- Deputation of faculties and staff for competence building program/Faculty Development Program.
- Group life insurance for teaching and non- teaching staff.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute follows the 'Performance appraisal report prescribed by AICTE in its regulations. Performance appraisal report is the self-appraisal report prepared by every faculty at the end of every academic year. The teachers are governed by the Performance Based Appraisal System of UGC while the administrative staff is governed by the AICTE rules. All the policy decisions related to service rules, recruitment of teachers and staff, and promotion are governed by State Govt. and UGC norms. Performance Appraisal System of teaching and non-teaching staff is in practice. E-governance is implemented in administration, finance, student's admission and feedback system, academics and examinations .It contains general information of faculty, subject taught, activities performed/innovations/contribution in teaching, improvement of professional competence, participation in university examination evaluation and assessment process in the year. It also contains faculty details of innovations/contribution in teaching-learning process and research contributions, extension work and community services and participation in corporate life. All faculty members fill up the appraisal forms for annual self-assessment. Head of Department evaluates the appraisal forms and submits it to the Principal through IQAC.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Accounts Department makes a budgetary provision on various heads before the beginning of every financial year.. This budgetary provision is prepared under the supervision and guidance of the accounts head. As decided by Governing Body, the institution conducts external audit by designated CA firm. They conduct audit once a year and submit a detailed audit report to the management and head of the institute. On receipt of the audited report from the CA firm the necessary steps are taken by the accounts dept. The compliance is supervised by the accounts head and reports to Governing Body & the Principal with prior discussion. The same is discussed and examined by the principal and a/c head prior to submission of the documents to Governing Body for the approval. The external audit takes place after financial year and follows the two-tire external and internal audit system. The external auditors also submit the audit report to the Management and Associates Chartered Accountants, External auditor doing external audit of the institute. The institute evaluates both audit reports and seeks compliance reports if any, from the accounts section.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	[View File](#)

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource Mobilization is a process, which identifies the resources essential for the development, implementation and continuation of works for achieving the Institute's Mission, Aims and Objectives.

.

1. **To expend on the activities of Institutional priority.**
2. **To spend on preservation of energy.**
3. **To organize pre placement program for development of student skills**
4. **To develop communication lab**
5. **To spend on CSR activities for the society**
6. **To circulate the best practices of the Institute**

Expenses: Finances are used for the up-gradation of Computer lab, purchase of library books, national / international journals, faculties and staffs salary, institutional development and maintenance activities. In case any additional funds are required for skill development activities of the faculties like attending seminars /workshops /conferences/competitions/ training program, then the Principal has to communicate the same to the Management for its final approval. Audit: The Accounts section of the institution authenticates the expenditure carried out under different institutional/departmental activities with the supporting documents and gives their comments for the final settlement of the account.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the institute is focusing on the overall quality aspects of the institute from the beginning of teaching and learning and the infrastructure, all keeping in mind the complete benefit of stakeholders. IQAC took initiative on several skill development-oriented programs, institution's infrastructure development activities, for research work and entrepreneurship incubation, Institution's Innovation Council. IQAC has smoothened the teaching and learning methodology in the institute by initiating teaching strategy and keeping the records of teaching and learning process. Faculties develop inherent research skills and assist students to have better exposure to, newspaper reading, reading of books and writing it's abstract. To create effective learning aptitude IQAC has proposed some of the holistic teaching methodology which were experimented like providing notes a week in advance to the students for preparation and then we have an interactive classroom teaching. IQAC provides platform to the students for group discussions and seminars on the topics related to the syllabus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Student's personal counseling and group counseling is a regular part of teaching and learning process. Periodic examinations including classroom test, internal examination and university examination. Seminars, workshops etc are conducted in professional manners so as to achieve academic excellence. Examination committee monitors entire examination work with the help and cooperation of the teaching and non-teaching staffs. Internal question papers are set and assessed by the faculties which are also discussed with the students, in the classroom and help them to learn how to answer the questions. On the basis of the evaluation done,students and to the parents in parent-teacher meet. Institute is well equipped with ICT infrastructure. Since faculties are research oriented, the projects are looked in entirely scientific manner which enable students to

give more impetus in the field of IT and Management IQAC proposes short term courses viz. Hardware course, basic computer course, English speaking and aptitude enhancement, personality development, entrepreneurship development based course. IQAC proposes research motivation and participation in Faculty Development Program to the faculties, also takes initiative on carrying out Universal

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Specific Facilities provided to women in terms of:

1. Safety and Security

1. DAMITS provides CCTV surveillance throughout the campus.
2. There is a guard at the entry gate at all times and the entry is regulated through verification of Identity Cards.
3. THE NSS Unit of the college is active and functional. The Program coordinator of the NSS Unit is well aware of her student's safety and security.
4. Medical facilities are available at all times for the students of the college.

2. Counseling

1. DAMITS provides facilities for counseling of each and every student.
2. The students can come up and share their problems for their mental wellbeing and happiness Mentor-Mentee
3. Every faculty is assigned to 20 students to monitor their personal as well as academic problems.
4. The students along with the faculty member sit together and solve the issues.

3. Common Rooms:

1. There is a provision of common room in the institute for the girls, where they can use to rest up.
2. The purpose of this room is to create a congenial environment for the girls.

File Description	Documents
Annual gender sensitization action plan	Safety and Security, Counseling, Common Room
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Safety and Security, b. Counseling, c. Common Room

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	[View File]()

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Solid Waste Management

- **Solid waste management is an integral part of the environment domain of any region. Every day all the academic buildings and other surrounding area in the campus are cleaned and dispose accordingly. The Solid waste collected is further handed over to the Municipal Corporation on a daily basis.**
- **To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.**
- **Waste is collected on a daily basis and is separated asdry and wet waste.**

Liquid waste management

- **Sock Pits are provided in all buildings that includes Boys & Girls Hostel. Liquid waste from various points generation like the canteen and toilet etc is let out as effluent in to a proper drainage facility and to avoid stagnation.**

E-waste management

- **Old version computers are transferred to Hardware lab for vocational training purpose.**
- **All the miscellaneous e-waste such as CDs, batteries, fluorescent bulbs and electronic items collected from every department and office and delivered for safe disposal.**
- **The E-waste collected is stored in store room and disposed every year accordingly.**

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	[View File](#)

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **C. Any 2 of the above**

1. Restricted entry of automobiles
2. Use of bicycles/ Battery-powered vehicles
3. Pedestrian-friendly pathways
4. Ban on use of plastic
5. Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the **B. Any 3 of the above**

**following 1.Green audit 2. Energy audit
3.Environment audit 4.Clean and green
campus recognitions/awards 5. Beyond the
campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	<u>View File</u>
Any other relevant information	<u>View File</u>

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our Institution, Damits provide an inclusive environment for the

students as well as the staff members, with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

Damits organizes several activities to invoke harmony among the students such as sports and different national and international commemorative days, events and festivals as well. Biasness on the basis of caste, creed, gender, region or language is strictly prohibited.

The students in our institute come from both rural and urban areas. There are different facilities such as counseling rooms, common rooms where the students can visit without worrying about their racial or socioeconomic background.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The commemorative days like Children's day, Utkal Diwas, Dr.Ambedkar Jayanti are celebrated to bring tolerance and peace among the students and to promote coherence as an individual as well as citizen of India. DAMITS students and its teacher and staff jointly celebrate the cultural and regional festivals, like Teacher's day, Orientation and festivals like Janmastami, Ganesh puja etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution organizes various activities for inculcating values, rights, duties for being responsible citizens of our country. It focuses on developing sound theoretical as well as practical knowledge of the students along with right values and duties which they need to observe. The institution celebrates Independence Day, Republic Day, Yoga Day, and various other activities like Tree plantation, Blood donation etc. to inculcate a sense of responsibility among the students and faculty members towards the society. The college ensures that the students participate in

**various activities enthusiastically. We strive towards making them
responsible citizens. Every year we organize rallies relating to
AIDS Day, SWACHH BHARAT ABHIYAAN. These activities are done to bring
about a significant change in the value system of the students who
can not only think of developing themselves but also think about
developing their society as a whole. We look into holistic
development in the approach of the students as they lead their own
life in the future and make this country a better place to live in.**

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Republic Day, Independence Day, World IP Day, Voter's Day, Seminar on Laws & Rights, World Aids Day
Any other relevant information	https://www.damits.ac.in/eca.php

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff   4. Annual awareness programmes on Code of Conduct are organized

D. Any 1 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international

commemorative days, events and festivals.

The institution organizes national and international commemorative days, events and festivals to promote institute-neighborhood community to sensitize the students and faculty members too towards the needs of community. The students and faculties actively participate into several social service activities towards overall development.

- Independence Day
- Republic Day
- Utkal Divas
- Ambedkar Jayanti
- International Women's Day
- International Yoga Day
- National Girl Child Day
- World Environment Day
- World Red Cross day
- AIDS Day
- Blood Donation Camp
- Swachh Bharat Abhiyan
- Swachhata Action Plan
- Plantation drive
- World Earth Day
- Marty's Day
- Teaches's Day
- Children's Day
- Janmastami
- Ganesh Chaturthi
- Orientation Program

Above mentioned national and international commemorative days, events, festivals & activities are performed for overall holistic development of the students as well as sensitize towards communal harmony. The extension activities mainly carried to have a positive impact on the students by participation to build confidence and to cultivate the relationship in the society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

1. Title of the Practice: PLANTATION DRIVE

Objectives of the Practice: To create awareness and spread the message of saving our planet.

Overview: The plantation drive started with the planting of sapling by Director Sir. After that the Faculty members and students started planting trees.

A range of 100 numerous plants were planted in the DAMITS campus and 200 no of plants were planted in the Ambedkar +2 college to create an awareness about saving trees.

The main purpose of this event was to:

- To motivate the students to keep their surroundings green and clean by undertaking plantation of trees.
- To imbibe habits and life style for minimum waste generation, source separation of waste and disposing the waste to the nearest storage point.
- Mobilized action against environmentally unsound practices like garbage disposal in unauthorized places, unsafe disposal of hospital wastes etc.

As soon we completed our goal of tree plantation, the event ended with a smile on everyone's face. Overall, this was an amazing event for all.

PLACE OF PLANTATION

NO. OF TREES

AMBEDKAR +2 COLLEGE,JABAGHAT

200

DAMITS CAMPUS

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college DAMITS provides professional courses likes BBA, BCA, and MBA & MCA. Its vision is to disseminate a quality education environment through creativity, Innovation & value-based learning with a seamless quest for excellence by promoting social development and sustainable livelihood. It has become a center of hope and aspiration for the Tribal and economically backward students. Various activities have been implemented by our college as part of social responsibility. Such activities are conducted at the level of student, family and society. These activities include fee concession to poor and needy students, the financial aids to various needy people of the society etc.

activities are as follows --

1. Computer Lab
2. Library Facilities
3. Transport Facilities
4. Power Back Up
5. Hostel Facilities
6. Blood Donation Camp
7. Plantation

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

DAMITS has ensured a systematic procedure for the design, development, and implementation of its curriculum as aligned to the institution's vision and mission.Our college is not free to design our own syllabus. Even the revision and up gradation of the syllabus is the prerogative of the University. We strictly adhere to follow the syllabus of curriculum by our affiliated university (SU & BPUT). All teachers make their Lesson plans according to subject syllabus.The Time Table is prepared by respective department HODs. The Time Tables are displayed on the Notice Board. The syllabus of University is provided to the students in the college website.The institution follows the traditional, i.e. chalk and board as well as modern teaching method. To cope up recent curriculum the institution has established ICT Classroom to provide the current knowledge in respective subject.Teachers refer to reference books prescribed by the University syllabus for effective implementation of course curriculum.To develop the skills of the students and to gain success in the current competitive world, many Programs like Group Discussion done for the students.Summer projects & internship programmes are regular part of the university curriculum. The institute Taken care of it very judiciously.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://www.damits.ac.in/aqar.php

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the semester, Internship schedule and dates for semester-end examinations before commencement of semester.

DAMITS follows the calendar issued by the University strictly and

plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The institute prepares an institute-level calendar. The academic calendar after being approved by the principal is displayed on notice boards. It is updated and revised with respect to any changes suggested by the university. The Schedule of All the tentative dates for examination is given in academic calendar.

All the classes and examinations are planned as per the calendar, thus ensuring complete adherence.

The students' academic progress is monitored regularly by adopting the strategy of continuous internal evaluation, seminars, project work, unit test and semester examinations.

Every department has to submit the compliance of the academic calendar as part of their annual submissions.

Continuous Internal Evaluation (CIE) of an institution includes the following preparative activities based on the academic calendar:

1. Timetable Preparation
2. Lesson Plan Preparation
3. Internal Examination Schedule
4. Lesson Notes Preparation

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://www.damits.ac.in/calender.php

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	E. None of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

2

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Co-curricular and Extracurricular Activities

DAMITS integrates crosscutting issues relevant to professional ethics, gender, human-values, environment and sustainability into the curriculum. The institution runs the University affiliated courses, which included various topics covering cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics. Some of the steps taken by college:

1. Gender

Gender related courses are an integral component of various programmes. Students are encouraged to work towards gender equity. Free counseling services are provided through a Counseling Cell, major gender issues are focused and addressed through the activities like save girl child campaign, celebration of Women's Day and there are security cameras placed inside the campus for safety.

1. Environment and Sustainability

The college has taken initiative in Swachch Bharat and Tree plantation programs which are introduced by the Indian Government.

1. Human-Values and Professional Ethics

The college takes efforts for integration of ethical and human values through extra-curricular activities conducted under N.S.S.help to teach human values among students.National

festivals like Independence and Republic Day serves as a platform to moral values. Different social activities have been initiated by the college like Health and Hygiene awareness programs, Blood-donation camps, AIDS Day etc.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

2

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	View File
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

70

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.damits.ac.in/aqar.php
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.damits.ac.in/aqar.php

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

178

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

122

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The advanced learners and the intelligent students are picked up by the faculty members during a speculated course of time. These students are then exposed to subject applications for their individual responses and simultaneously been prepared for different employability test after the completion of every semester/year. Students are encouraged to participate in summer training programs at various leading institutes and laboratories, as well as Industries. These students areContinuously encouraged to attend technical seminars & conferences. IQAC ensures availability of advanced study material as and when required.

For Slow LearnersCollege organizes special programs for the slow learners. The student Mentor assesses the nature of their problems and then motivates them in a friendly way to reach their Academic Goals. * Extra Classes are organized. * Remedial Classes for the respective subject is been taken either by the Faculty/Scholars *Motivational Classes are conducted to improve the mental ability of students and to encourage student to regularly attend classes * Additional notes are given for various topics. * All topics are taught again based on the student's needs and requirements. Remedial classes are arranged. The IQAC adopts different pedagogy of teaching for making the students face all the challenges for the upcoming future.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
178	21

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

We in our Institute believe in the adoption of student centric methods to enhance student involvement as a part of participative learning and problem solving methodology being supported by IQAC.* Group Discussions We do follow the discussions in many of the subjects as it makes the students to think wide and participate in coming up with the opinions & suggestions to check their current knowledge.* Laboratory experiential learning Technical education is always justified with the help of practical knowledge. Thus we try to expose our students to all the laboratories possible beginning from the first year labs. Later from the second year, students related to the core department are given an exposure to pure coding languages.* Internship Program (BBA, MBA & MCA)Summer Internship Programs are conducted which gives students real life exposure which helps them co-relate theory with the Real-World Practices.*Dissertation (MBA)A topic is chosen having relevance to the Students Specialisation.* 6 Months Project Based Learning (MCA) Students work on real time project which gives them exposure to deploy knowledge gained. A detailed Project is prepared by them and submitted which is evaluated by both Internal & External resources.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

EFFECTIVE TEACHING THROUGH ICT

IQAC of DAMITS believes that Education empowers the nation in all respects. Teachers are providing education through their profession of teaching. Teaching is one of the most challenging professions as knowledge is changing and expanding rapidly and latest technologies demanding every teacher to learn the usage so that teaching can be better by using these technologies. There is no guarantee that, what is new today may remain new tomorrow. It may become outdated very soon. ICT can help teachers to face this problem. ICT makes it simpler and easier as the world of knowledge is just a click away. ICT can help them in the forms such as power-point presentations, smart classrooms, interactive white-boards, guided web tours, virtual labs, digital libraries, and Educational interactive audio-video chats etc. which are essential tools for teaching-learning. Integration of ICT in teaching makes it effective and pre-decided goals for learning are easily achieved. ICT enabled classroom has helped the students to gain and grasp knowledge in details in lesser time which has also benefitted them in their own presentation skills as well.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**No File Uploaded**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

15

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

21

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

NA

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

61

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The IQAC has taken efforts to improve the performance of students by framing significant reforms in Continuous Internal evaluation at the institute level.The reforms are as followsOrientation on Evaluation Processis given at the beginning of the semester through Induction Programme by the Institution.Assessment of performanceis an integral part of teaching and learning process. As a part of sound educational strategy ,the institution adopts CIE System to assess all aspects of a student's development on a continuous basis throughout the year.By conducting tutorial classes to clarify doubts and re-explaining the critical topicsInternal tests are conducted prior to sessional examinations and results are out within a week of the last paper/subject.Result Analysis & Review Meetings:- Is done by the faculties related to their respective subjects . Pass percentage of each course is calculated by dividing the total number of students appeared and passed in each course. The performance of the students is monitored by the Principal and the necessary feedback is given to the concerned faculty membersThe institute conducts, group discussions, seminars and guest lectures. Poor performance due to frequent absenteeism is dealt by callingand sending letters to the parents of such students.

File Description	Documents
Any additional information	View File
Link for additional information	**Nil**

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Mechanism to deal with internal examination related grievances is

transparent, time bound and efficient The internal assessment of examinations is the mirror of the success of Teaching. In our college, Unit Tests are taken by the respective subject teachers after the completion on prescribed topics. In Unit tests, some objective type questions and short notes are asked on the taught topic. Every subject teacher goes through the answer paper immediately. At the end of assessment of Unit tests, subject teachers suggest required improvement in writing. After the assessment, the answer papers with instructions and suggestions are returned to the students. The college prepares an Academic Calendar in line with the University calendar prior to the commencement of the academic year in consultation with the Heads of the Departments. Then the College organizes orientation programs for the students to make them acquainted with the rules and regulations of the affiliating university, examinations, evaluation process, extracurricular activities etc. Similarly every Department organizes an orientation program with parents in the first week after starting a new semester. Head of the departments communicate about the labs & subjects of the semester to the students, parents and other institutional members in the semester Orientation Programs.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

BCA is a 3 years Undergraduate Computer Programme [CBCS Pattern] Affiliated to Sambalpur University where students are exposed to various areas of computer applications including the latest developments in the Industry. The program aims to educate students in Information Technology with emphasis on hands-on practical training in software development.DAMITS offers BBA to the eligible students who are interested in pursuing Bachelor's Degree in Management Affiliated to Sambalpur University. The main objective of this programme is to develop strong foundation for business fundamentals and enhancing conceptual skills to understand the basics of problem solving.MCA DAMITS offers MCA 2years masters programme Affliated to Biju Pattnaik University where students gain the Ability to apply modern IT tools and

computational knowledge for designing and development of software ,to analyse complex computing problems to provide innovative solutions, to function as an effective communicator and team member through essential skills in multidisciplinary projects.MBA DAMITS provides 2 Years MBA Programme Affiliated to Biju Pattnaik University where Each student will be skilled in dealing with the implication of integrated business processes in managing the enterprise. Students will analyze , formulate ineffective business practices that result from poorly integrated business processes.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

BBA Specific Outcomes: PSO1: Students will be motivated to consider self-employment with their entrepreneurial ventures. PSO2: Will be able to work as team leader and as a member of team in an organizatin and srive effectively. PSO3: Will be able to adapt to changes and have the aptitude for life-long learning. BCA Specific Outcomes: PSO1: To persue further studies to get the specialization in Computer Science and Apllications, Economics, Mathematics,

Business Administration PSO2: To persue the career in corporate sectors and opt for higher studies. PSO3: To be able to work in the IT Sector with efficient Communication and programming abilities. MCA Programme Outcomes: PSO1: To be able to meet the demands of the evolving industry requirements by having knowledge and skills to design, develop and implement software solutions with contemporary tools and technologies. PSO2: To be able to identify, analyze and provide novel solutions for real and complex issues of the society. MBA Programme Outcomes: PSO1:Students will be ready to engage in successful areer persuits covering a broad spectrum of areas in corporate , NGO'S , Public policy, entrepreneurial ventures. PSO2: Students will be recognized in the fields of their managerial skills , creativity and innovation , integrity and sensitivity towards the society as well. PSO3: They will have the ability to formultae and provide

innovative solution frameworksto real world complex.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

101

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.damits.ac.in/notice.php

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	[View File](#)

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The institute organizes and actively participate into various extension activities and programme to promote the institute

–neighborhood community to sensitize the students towards needs of community. The institution believes in promoting not only community and societal activities but also to sensitize students. Institution also leads to shape the faculties, students and staffs to lead into responsible citizen and impart overall development of them. Under the banner of NSS and YRC many awareness activities are conducted like plantation, gender equity, swachh bharat etc., to make the societal ecosystem healthy. The institution also update in social media all trending activities i.e in facebook, YouTube, Instagram etc. institution also have several clubs and it is activated to make students engage in several activities and get knowledge out of that. Motivation is also given to faculty members to indulge themselves in research activities by participating in several seminars, conference, so that the faculty members can groom themselves and uplift the quality within it.

The institution also has established IIC in association with MHRD Govt , India to inspire , nurture the students young mass by supporting them to work with new innovative ideas.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	https://www.damits.ac.in/aqar.php

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	**Nil**
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	**No File Uploaded**

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

2

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

0

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to

social issues, for their holistic development, and impact thereof during the year

The institution organizes various activities to promote institute-neighborhood community to sensitize the students and faculty members too towards the needs of community. The students and faculties actively participate into several social service activities towards overall development. NSS and YRC units our college actively organizes several activities like :

- International Women's Day
- National Girl Child Day
- Red Cross day
- Environment Day
- Swachh Bharat Abhiyan
- Blood Donation Day
- Plantation drive
- International Yoga Day and many more..

Above mentioned activities are performed for overall holistic development of the students as well as sensitize towards communal harmony. The extension activities mainly carried to have a positive impact on the students by participation to build confidence and to cultivate the relationship in the society.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

3

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

11

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

11

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

2

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

2

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

Provision of adequate infrastructural facilities for teaching &learning has always been a priority for DAMITS. We abides by thenorms prescribed by Sambalpur University(SU) & Biju PatnaikUniversity of Technology(BPUT) and the infrastructure required to facilitate effective teaching & learning from time to time. The Institute has a total area of 2.7 Acres of land which isconstructed with robust structures for various academic purpose.Class rooms: Each classroom is of adequate size & has enoughlighting air ventilation & good ambience. The institution has well furnished, ventilated, spacious classrooms for conductingtheory classes. 4 classrooms are equipped with LCD projectors tofacilitate the teachers for new teaching

methods.1classroom Equipment (K-Yan) aimed at interactive learning experience. Seminar Hall: The institute has 1 seminar hall with public addressing systems with 100 members accommodation, LCD projectors in the halls respectively where regularly used for conducting seminars of Regional & National Level.

Such steps are constantly done, in specific period to encapsulate the changing trends of modern education system and, DAMITS IQAC, always aspire to grow and make our students prosper, at all points of life.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

Education means getting ware about the world and tackle the problems a person face, in his/her day-to-day lives. DAMITS IQAC, takes utmost care of students while providing them a proper classroom with adequate facilities to get information, in traditional method but we don't stop our informational sharing capacity, to such limits. Few of them which are constantly done and recognized, throughout the city of Rourkela, are listed below:

- Indoor sports: We have developed an environment where students have shown their Chess and Carom skills and made everybody flabbergasted.
- Outdoor Sports: We host the prestigious Dr. Ambedkar Cup, a cricket tournament where students of Ambedkar group participated with fun and vigor.
- Other Activities: We have built a proper gymnasium, for students to foster fitness and embrace the best shape, they desire for their physique.
- A committee for cultural activities has been constituted. The committee conducts the various events like singing, dancing, fashion show and drama etc.

Learning happens in all forms of activities, whether be it in classroom or, in playground. Hence, we make sure; our students

get the best of both worlds, in abundance.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/eca.php

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

06

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/it.php
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

8996254

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Library is automated from the academic year Jan 2021initiallywith

Software i.e. KOHA open source software has been installedand operative from the academic year Jan 2021.DAMITS Library possess a great collection of books, whether be it journals of well-known publications or curriculum books that helps the students, to acquire factual information, regarding every subject they study. All of these books are managed and controlled by our library, with the help of ILMS. With the help of installed KOHA Automation software, the library book collection is appropriately circulated, cataloged and tracked, in a seamless manner.

The DELNET software also helps in managing library budgets, so as to track the moving ratio of new book to old books, also the expenditure incurred throughout a session. It also helps in tracking and managing journal subscriptions amongst students and faculties, of this institute. ILMS also gives us enough scope to generate reports by providing us valuable data analytics. These data analytics contains synchronized database format, where it is useful to track the issuance and collection of books, on daily basis.Knowledge is strength and library is the source of it.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	C. Any 2 of the above

File Description	Documents
Upload any additional information	[View File](#)
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	[View File](#)

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

130650

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	[View File](#)

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

87

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

IT Infrastructure and associated facilities have been revampedperiodically as when there is a requirement & introduction ofnew technology for student and faculty upliftment has been ofprime focus.The Institute doing frequent updates to IT facilities including broadband with wifi connection as it is very essential in today's advance rapidly growing technology.

The integration of up-to-date the infrastructure of a college plays a vital role in the development of the college as the students are now focusing on the labs, It is important that the colleges have very good infrastructure with advanced laboratories.The college has providing individual user id to student as well as faculties to access internet facilities and newer advancement performance, security and reliability.

IT facilities like are with LCD/LED monitor connected with processor having high speed of internet connection with (200mbps). Institution has facilited one to one language lab for learning seamless communication and collaboration among students,

faculty and staff. The computer systems are frequently kept secured as students work on different platforms of programming languages to protect against cyber threats and regular updates to facilities allow the institution to future proof its infrastructure.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/it.php

4.3.2 - Number of Computers

200

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

541190

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	<u>View File</u>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<u>View File</u>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

A well dedicated team with leadership of Principal look afterfacilities/ infrastructure maintenance. In addition strongly upported by housekeeping staff that ensure clean, dust-free and hygienic environment.An established building, of more than 20 years needs conditioning from time to time. Better the conditioning of the facilities, better the experiences of the students and teachers, after utilizing it. DAMITS IQAC, possess some of the state of the art facilities, that possess some of the top-notch technical equipments as well as in contact with an avid service provider for timely maintenance. A library that spread across a size of a quarter football field contains numerous journals, books and thesis, which are upgraded from time to time. Along that, there are five running programming labs, with more than 200 computers running in optimal conditions. As far as outdoor facilities are concerned, badminton court for hostel students. All the classrooms are installed with CCTV cameras and get regular check-up for its smooth functioning.

Apart from this, the whole institute is supported by external power back-up facility, to endure the tough summer power cuts, also the solar panels are regularly upgraded with new ones to support green power initiatives.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	<u>https://www.damits.ac.in/it.php</u>

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

258

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

117

File Description	Documents
Upload any additional information	*View File*
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	*View File*

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**D. 1 of the above**

File Description	Documents
Link to Institutional website	https://www.damits.ac.in/eca.php
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

5

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	**No File Uploaded**
Details of student placement during the year (Data Template)	[View File](#)

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

16

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

`00`

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	[View File](#)

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

`3`

File Description	Documents
e-copies of award letters and certificates	[View File](#)
Any additional information	[View File](#)
Number of awards/medals for outstanding performance in sports/cultural activities at univ ersity/state/national/internationa l level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

`The studentcouncil of DAMITS isformed to leadfellowstudents, for a givenproject as well as discuss Variousideas and initiatives forthe betterment of thecollege. The council consistsof members`

from

followingdepartments:

1. Principal,DAMITS
2. Vice-PrincipalDAMITS
3. Faculty,fromeach department(Mgmt.&ComputerScience)
4. Student Representative from each class
5. One student fromSC/ST background.

The above mentionedstudents oftenmeet in QAC that is leadby Principal for formatting a proper plan and structureto carry out activities.In 2021-22, the studentcouncil has indulged themselves with conducting numerous activities,such as AKAM,which is an 'onlinestudent cultural' programwithPune Universitywhere students from college, participated in various culturalactivities.Blood Donation Camp,is an another program,which was carriedout by StudentCouncil through assistingthe donors aswellas thecollectors,insmoothly manner,also motivating fellow students and local people,to participate init. Apart from this,members ofstudentcouncil have organized various institutional level sports and culturalevent Such as,Dr.Ambedkar Cup,a cricket tournament for Dr.Ambedkar group of institution.They also assist the concerned faculties,whoare responsible for conducting and regulating regional level talks and workshops.It is evident that studentcouncil has become a corepart of academic administration of DAMITS where they openup about the concernsof students aswellas provide unique solutions.We, at DAMITS,cherish such representativebodies and are lookingforward to upcomingevents where theycan showtheir talentandskills for helping tobuild notonly theirs but also institution'sgrowth.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

3

File Description	Documents
Report of the event	View File
Upload any additional information	**No File Uploaded**
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

DAMITS and its alumnni association have created a bond of cooperation and growth, amongst its members.The Alumni Associationgives anopportunity to fellowalumni's, staffsand faculties, reach out to each other and offer services, for the upliftment of present students as well as institution.Themembers of alumniassociation are successful in theirrespective fields and contribute to college, through giving their insights andsupport, on many co/extracuricular activities.The contributions ofAlumni Association are listed below:

1. Book Donation:Old books are donated by our Alumnimembers to the library.

2. Alumni Interaction:The members of alumni are often invited to colleg classrooms,for student

Interaction.Their technical and managerial expertise,in their field,comes handy for the budding

students,as theyprovide recentinformation and changes undergoing in corporateworld.etc.3.Pre-PlacementAssistance:The members of alumni association are well established in their industry where they have gotten into,via clearing the recruitment process.We take ample amount of help from them and conduct various online and offline,for our students,to provide basic training in clearing any form of recruitment procedures.4. Contribution:As the institute doesn't ask for any form of financial help from its alumni, their assistance comes in the form of non-financial mode

such as classroom interaction, student counseling.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs) | **E. <1Lakhs**

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision of DAMITS:

"The vision of DAMITS is to provide quality education and congenial ambience for the students, through value-based learning. At the same time, DAMITS promotes social development and sustainable livelihood by imparting quality education to the students. DAMITS is run under "Dr. Ambedkar Memorial Social Welfare and Educational Trust, Rourkela, Odisha which is a charitable trust and registered under Indian Trust Act 80(G) and 12(A).

Mission of DAMITS:

To make the students aware of the Current Market trends, like digital marketing policy and advent of globalization and ever-changing market dynamics in the current Technology driven era. DAMITS has helped in providing equal opportunity for indigenous community of the local area by providing them government aided stipend. To provide value added/job-oriented courses to the students and prepare them for self-employment avenues through conventional and non-conventional courses. DAMITS help students to develop their all-round personality and make them best fit Solutions for the job market. To have an inclination and a sense of responsibility towards social and community development DAMITS

also provide a platform to the students to face real world challenges and gain a Competitive Edge.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/about.php
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The Principal in coordination with Heads of the dept. coordinators of various committees, plans an effective implementation of polces and decisions. The Heads of departments are given freedom to plan and organize the academic and co-curricular activities at the departmental level Each Committee coordinator has been delegated with the required authority and responsibility to organize activities with the help of other members to accomplish it. The reports are submitted to the Principal. The major committees formed are Sc&St committee, Anti-ragging committees ,Anti-sexual Committee, Student councilcommittee.Institutes participate in all MGNCRE activities and receives certificates. A series of expert talks by successful entrepreneurs organized by IIC of DAMITS. Government sensitization workshop organized by IIC DAMITS in collaboration with MSME Regional Centre Rourkela

Participative Management:

Academic and administrative leadership lies with the Principal, Vice Principal cum IQAC coordinator, Head of Departments who collectively shoulder the responsibility. The Principal, IQAC Coordinator, Head of Departments and office staff carry the responsibility of day-to-day smooth functioning of the institute. The Principal/IQAC invites a meeting of facultyto plan the curricular, co-curricular and activities to be conducted during the academic year. Before framing the Academic Calendar the faculties are informed to give their valuable suggestions

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/certificate/inscer.jpg
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Management has always supported and encouraged in the overall development of the institute & improvement of students on the basis of the vision and mission of the institution. The various Committees formed to identify essential facilities as per the need of the courses. The institute made following strategic plans:

Strategic planning for advanced teaching and learning process.

Participated in Sustainability Index Plan workshop organized by MGNCRE Govt. Of India

Enhancing career options for all the students by expanding career path,

An E- Platform has been established to provide study material and notes to the students. Adequate use of technology has been adapted to record attendance of students with the help of Clever Ground Application.

Industry Interaction: For subject practices organized seminar and workshop. DAMITS students are sent to the industries for internship to have hands-on experience.

A number of Extension and outreach activities are conducted by NSS unit of DAMITS. Awareness programs on many socially relevant extension activities such as green campus, tree-plantation, and yoga and blood donation are some of the activities of the institution to list. Plantation drives by the faculties.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Organizational structure of the DAMITS includes governing body, administrative setup, and functions of various bodies, recruitment, promotional policies as well as grievance redressal mechanism. The policy decisions of the Institution are based on democratic principles. The Governing Body, The Teacher Council, The Academic Advisory Council and the Accounts Committee are the bodies which periodically settle all issues and fix policies for smooth functioning of the College.

Grievance Redressal cell:

The institute has formed a Grievance Redressal Cell for Faculty, Staff and students to address their grievances and complaints to resolve them. The cell is headed by Principal of DAMITS. The mechanism to deal with grievances is as follows. Principal receives grievances and complaints either orally or in writing and takes cognizance of it. The grievances received are discussed in the meeting of the various committees and are solved. There is separate Anti Sexual Harassment committee which is formed to prevent cases of harassment and to look into grievances from students. Anti-Ragging committee is also formed as per directives of the Hon'ble Supreme Court Guide lines to resolve the cases of ragging, if any. The committees meet at least twice in a year to discuss and resolve the grievances, if any.

File Description	Documents
Paste link for additional information	https://grievance.damits.ac.in/
Link to Organogram of the institution webpage	https://www.damits.ac.in/naac/Mandatory_Disclosure.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare measures by DAMITS:

There is Mo U between Dr. Ambedkar Memorial Social Welfare and Educational Trust, Jagda, Rourkela and Community Welfare Society Hospital, Jagda for rendering services for treatment of students, employee and their parents/dependents.

Career Advance scheme includes:

FOR FACULTY

- **Felicitation and recognition to the award-winning faculties on some special occasions like Annual Board Meeting.**
- **Deputing the faculty for orientation program, updated**

courses, training program and faculty development program etc.

- **Maternity leave to female faculties for 6 months.**

NON TEACHING STAFF are evaluated on a regular basis on their work experience and academic qualification

- **Advance payment to staff to meet emergency needs.**
- **Concession in the college fees for the wards of employees.**
- **Financial support is provided for publication of article in Research Journal and presenting paper in the national and international conferences.**
- **Motivation talks from the experts are conducted.**
- **Deputation of faculties and staff for competence building program/Faculty Development Program.**
- **Group life insurance for teaching and non- teaching staff.**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

6

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

9

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute follows the 'Performance appraisal report prescribed by AICTE in its regulations. Performance appraisal

report is the self-appraisal report prepared by every faculty at the end of every academic year. The teachers are governed by the Performance Based Appraisal System of UGC while the administrative staff is governed by the AICTE rules. All the policy decisions related to service rules, recruitment of teachers and staff, and promotion are governed by State Govt. and UGC norms. Performance Appraisal System of teaching and non-teaching staff is in practice. E-governance is implemented in administration, finance, student's admission and feedback system, academics and examinations .It contains general information of faculty, subject taught, activities performed/innovations/contribution in teaching, improvement of professional competence, participation in university examination evaluation and assessment process in the year. It also contains faculty details of innovations/contribution in teaching-learning process and research contributions, extension work and community services and participation in corporate life. All faculty members fill up the appraisal forms for annual self-assessment. Head of Department evaluates the appraisal forms and submits it to the Principal through IQAC.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The Accounts Department makes a budgetary provision on various heads before the beginning of every financial year.. This budgetary provision is prepared under the supervision and guidance of the accounts head. As decided by Governing Body, the institution conducts external audit by designated CA firm. They conduct audit once a year and submit a detailed audit report to the management and head of the institute. On receipt of the audited report from the CA firm the necessary steps are taken by the accounts dept. The compliance is supervised by the accounts head and reports to Governing Body & the Principal with prior discussion. The same is discussed and examined by the principal and a/c head prior to submission of the documents to Governing Body for the approval. The external audit takes place after

financial year and follows the two-tire external and internal audit system. The external auditors also submit the audit report to the Management and Associates Chartered Accountants, External auditor doing external audit of the institute. The institute evaluates both audit reports and seeks compliance reports if any, from the accounts section.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource Mobilization is a process, which identifies the resources essential for the development, implementation and continuation of works for achieving the Institute's Mission, Aims and Objectives.

.

1. To expend on the activities of Institutional priority.
2. To spend on preservation of energy.
3. To organize pre placement program for development of student skills
4. To develop communication lab
5. To spend on CSR activities for the society

6. To circulate the best practices of the Institute

Expenses: Finances are used for the up-gradation of Computer lab, purchase of library books, national / international journals, faculties and staffs salary, institutional development and maintenance activities. In case any additional funds are required for skill development activities of the faculties like attending seminars /workshops /conferences/competitions/ training program, then the Principal has to communicate the same to the Management for its final approval. Audit: The Accounts section of the institution authenticates the expenditure carried out under different institutional/departmental activities with the supporting documents and gives their comments for the final settlement of the account.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The IQAC of the institute is focusing on the overall quality aspects of the institute from the beginning of teaching and learning and the infrastructure, all keeping in mind the complete benefit of stakeholders. IQAC took initiative on several skill development-oriented programs, institution's infrastructure development activities, for research work and entrepreneurship incubation, Institution's Innovation Council. IQAC has smoothened the teaching and learning methodology in the institute by initiating teaching strategy and keeping the records of teaching and learning process. Faculties develop inherent research skills and assist students to have better exposure to, newspaper reading, reading of books and writing it's abstract. To create effective learning aptitude IQAC has proposed some of the holistic teaching methodology which were experimented like providing notes a week in advance to the students for preparation and then we have an interactive classroom teaching. IQAC provides platform to the students for group discussions and seminars on the topics related to the syllabus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Student's personal counseling and group counseling is a regular part of teaching and learning process. Periodic examinations including classroom test, internal examination and university examination. Seminars, workshops etc are conducted in professional manners so as to achieve academic excellence. Examination committee monitors entire examination work with the help and cooperation of the teaching and non-teaching staffs. Internal question papers are set and assessed by the faculties which are also discussed with the students, in the classroom and help them to learn how to answer the questions. On the basis of the evaluation done, students and to the parents in parent-teacher meet. Institute is well equipped with ICT infrastructure. Since faculties are research oriented, the projects are looked in entirely scientific manner which enable students to give more impetus in the field of IT and Management IQAC proposes short term courses viz. Hardware course, basic computer course, English speaking and aptitude enhancement, personality development, entrepreneurship development based course. IQAC proposes research motivation and participation in Faculty Development Program to the faculties, also takes initiative on carrying out Universal

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/eca.php
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality	B. Any 3 of the above

audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

```
Specific Facilities provided to women in terms of:

1. Safety and Security

    1. DAMITS provides CCTV surveillance throughout the campus.
    2. There is a guard at the entry gate at all times and the
       entry is regulated through verification of Identity Cards.
    3. THE NSS Unit of the college is active and functional. The
       Program coordinator of the NSS Unit is well aware of her
       student's safety and security.
    4. Medical facilities are available at all times for the
       students of the college.

2. Counseling

    1. DAMITS provides facilities for counseling of each and every
       student.
    2. The students can come up and share their problems for their
       mental wellbeing and happiness Mentor-Mentee
    3. Every faculty is assigned to 20 students to monitor their
       personal as well as academic problems.
    4. The students along with the faculty member sit together and
       solve the issues.
```

3. Common Rooms:

1. **There is a provision of common room in the institute for the girls, where they can use to rest up.**
2. **The purpose of this room is to create a congenial environment for the girls.**

File Description	Documents
Annual gender sensitization action plan	Safety and Security, Counseling, Common Room
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	a. Safety and Security, b. Counseling, c. Common Room

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**C. Any 2 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Solid Waste Management

- **Solid waste management is an integral part of the environment domain of any region. Every day all the**

academic buildings and other surrounding area in the campus are cleaned and dispose accordingly. The Solid waste collected is further handed over to the Municipal Corporation on a daily basis.

- To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.
- Waste is collected on a daily basis and is separated asdry and wet waste.

Liquid waste management

- Sock Pits are provided in all buildings that includes Boys & Girls Hostel. Liquid waste from various points generation like the canteen and toilet etc is let out as effluent in to a proper drainage facility and to avoid stagnation.

E-waste management

- Old version computers are transferred to Hardware lab for vocational training purpose.
- All the miscellaneous e-waste such as CDs, batteries, fluorescent bulbs and electronic items collected from every department and office and delivered for safe disposal.
- The E-waste collected is stored in store room and disposed every year accordingly.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**View File**
Any other relevant information	**View File**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of bicycles/ Battery-powered vehicles 3. Pedestrian-friendly pathways 4. Ban on use of plastic 5. Landscaping	**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	**View File**
Various policy documents / decisions circulated for implementation	**No File Uploaded**
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	**B. Any 3 of the above**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	[View File](#)
Any other relevant information	[View File](#)

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Our Institution, Damits provide an inclusive environment for the students as well as the staff members, with tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities.

Damits organizes several activities to invoke harmony among the students such as sports and different national and international commemorative days, events and festivals as well. Biasness on the basis of caste, creed, gender, region or language is strictly prohibited.

The students in our institute come from both rural and urban areas. There are different facilities such as counseling rooms, common rooms where the students can visit without worrying about their racial or socioeconomic background.

To develop the emotional and religious feelings among the students and the faculty, commemorative days are celebrated on the campus for not only recreation and amusement but also to generate the feeling of oneness and social harmony. The commemorative days like Children's day, Utkal Diwas, Dr.Ambedkar Jayanti are celebrated to bring tolerance and peace among the students and to promote coherence as an individual as well as citizen of India. DAMITS students and its teacher and staff jointly celebrate the cultural and regional festivals, like Teacher's day, Orientation and festivals like Janmastami, Ganesh puja etc.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The institution organizes various activities for inculcating values, rights, duties for being responsible citizens of our country. It focuses on developing sound theoretical as well as practical knowledge of the students along with right values and duties which they need to observe. The institution celebrates Independence Day, Republic Day, Yoga Day, and various other activities like Tree plantation, Blood donation etc. to inculcate a sense of responsibility among the students and faculty members towards the society. The college ensures that the students participate in various activities enthusiastically. We strive towards making them responsible citizens. Every year we organize rallies relating to AIDS Day, SWACHH BHARAT ABHIYAAN. These

activities are done to bring about a significant change in the value system of the students who can not only think of developing themselves but also think about developing their society as a whole. We look into holistic development in the approach of the students as they lead their own life in the future and make this country a better place to live in.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Republic Day, Independence Day, World IP Day, Voter's Day, Seminar on Laws & Rights, World Aids Day
Any other relevant information	https://www.damits.ac.in/eca.php

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Institution celebrates / organizes national and international commemorative days, events and festivals.

The institution organizes national and international commemorative days, events and festivals to promote institute-neighborhood community to sensitize the students and faculty members too towards the needs of community. The students and faculties actively participate into several social service activities towards overall development.

- Independence Day
- Republic Day
- Utkal Divas
- Ambedkar Jayanti
- International Women's Day
- International Yoga Day
- National Girl Child Day
- World Environment Day
- World Red Cross day
- AIDS Day
- Blood Donation Camp
- Swachh Bharat Abhiyan
- Swachhata Action Plan
- Plantation drive
- World Earth Day
- Marty's Day
- Teaches's Day
- Children's Day
- Janmastami
- Ganesh Chaturthi
- Orientation Program

Above mentioned national and international commemorative days, events, festivals & activities are performed for overall holistic development of the students as well as sensitize towards communal harmony. The extension activities mainly carried to have a positive impact on the students by participation to build confidence and to cultivate the relationship in the society.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices
7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

   1. Title of the Practice: PLANTATION DRIVE

Objectives of the Practice: To create awareness and spread the message of saving our planet.

Overview: The plantation drive started with the planting of sapling by Director Sir. After that the Faculty members and students started planting trees.

A range of 100 numerous plants were planted in the DAMITS campus and 200 no of plants were planted in the Ambedkar +2 college to create an awareness about saving trees.

The main purpose of this event was to:

   * To motivate the students to keep their surroundings green and clean by undertaking plantation of trees.
   * To imbibe habits and life style for minimum waste generation, source separation of waste and disposing the waste to the nearest storage point.
   * Mobilized action against environmentally unsound practices like garbage disposal in unauthorized places, unsafe disposal of hospital wastes etc.

As soon we completed our goal of tree plantation, the event ended with a smile on everyone's face. Overall, this was an amazing event for all.

PLACE OF PLANTATION

NO. OF TREES

AMBEDKAR +2 COLLEGE,JABAGHAT

200

DAMITS CAMPUS

`100`

File Description	Documents
Best practices in the Institutional website	**Nil**
Any other relevant information	**Nil**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Our college DAMITS provides professional courses likes BBA, BCA, and MBA & MCA. Its vision is to disseminate a quality education environment through creativity, Innovation & value-based learning with a seamless quest for excellence by promoting social development and sustainable livelihood. It has become a center of hope and aspiration for the Tribal and economically backward students. Various activities have been implemented by our college as part of social responsibility. Such activities are conducted at the level of student, family and society. These activities include fee concession to poor and needy students, the financial aids to various needy people of the society etc.

activities are as follows --

   1. Computer Lab
   2. Library Facilities
   3. Transport Facilities
   4. Power Back Up
   5. Hostel Facilities
   6. Blood Donation Camp
   7. Plantation

File Description	Documents
Appropriate web in the Institutional website	[View File]()
Any other relevant information	[View File]()

7.3.2 - Plan of action for the next academic year

The plan of action for the next academic year is as follows :

1. To arrange more career counseling and career guidance programmes in the institute.
2. To provide all the sports facilities to the students.
3. To provide holistic value system to the students as well as teachers of the institution.
4. To encourage and facilitate research culture in the institute by promoting research by students and faculties.
5. To retain motivated and energetic faculties in the institution.
6. To fulfill social obligations by providing formal and informal education , by conducting programmes that may inculcate a sense of giving to face holistic real world challenges.