



YEARLY STATUS REPORT - 2022-2023

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 , 42
• City/Town	Rourkela
• State/UT	Odisha
• Pin Code	769042
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-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://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://damits.ac.in/calender.php												
5.Accreditation Details													
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td>Cycle 1</td> <td>B</td> <td>2.03</td> <td>2021</td> <td>15/02/2021</td> <td>14/02/2026</td> </tr> </tbody> </table>	Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	Cycle 1	B	2.03	2021	15/02/2021	14/02/2026	
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.,													
<table border="1"> <thead> <tr> <th>Institutional/Department /Faculty</th> <th>Scheme</th> <th>Funding Agency</th> <th>Year of award with duration</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	0	0	0	0	0			
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount									
0	0	0	0	0									
8.Whether composition of IQAC as per latest NAAC guidelines	Yes												
• Upload latest notification of formation of IQAC	View File												

9.No. of IQAC meetings held during the year	4
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> 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
<ul style="list-style-type: none"> If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
<p>1. NSS Camp 2. Talk on Stress Management 3. Campus Bazaar 4. National Seminar- Emerging Trends in Green Initiatives: A Pledge for Sustainable Journey 5. DAMITS Club 6.Remodeling of IT Lab</p>	
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
NSS Camp	NSS Camp was initiated by Sambalpur University, Our final year students were taken to Dalmia College, Rajgangpur. Students participated in several activities organised by the College. Students had a good exposure and learnt many insightful things in this camp
Talk on Stress Management	The session was taken by Brahma Kumaris.The talk was about how to manage stress in life, they narrated few spritual stories. Students and Faculties were suggested to perform meditation on daily basis to lead stress free life.

Campus Bazaar	DAMITS organised Campus Bazaar to showcase the Entrepreneurial skill of the students. Different food stall and hand-made crafts were prepared by the students in the college ground. The Institution Innovation Cell took initiative for smooth conduct of this event.
National Seminar- Emerging Trends in Green Initiatives: A Pledge for Sustainable Journey	The national seminar was conducted for creating awareness among the students and faculties. Awareness was regarding Green Initiatives taken in several areas and how to sustain for future.
DAMITS Club	DAMITS has formed 5 Clubs : 1. Spiritual Bliss : 'Yoga is the key to flexibility' 2. Artem Infinity : 'Culture is the arts elevated to a set of beliefs' 3. Team Legends: ' Time to break the limitations' 4. Eco-Warriors: Plant Trees, save nature, save the world' 5. Code Avengers: 'Code your way to creativity'. Several activities are conducted under this club, which helps students to showcase their interest area.
Remodeling of IT Lab	50 NOS OF i5 PC were purchased for computer labs

13. Whether the AQAR was placed before statutory body?	No
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<ul style="list-style-type: none"> Name of the statutory body
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Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	29/02/2024

15. Multidisciplinary / interdisciplinary

DAMITS IQAC & Management of the institute is planning to develop the infrastructural facilities so as to accommodate multidisciplinary & Interdisciplinary Programmes when the state universities accept and implement NEP. Training and orientation Programmes on NEP for teaching & non-teaching staff will be organized to make them ready for multidisciplinary & Interdisciplinary Programmes. Multidisciplinary draws on knowledge from different disciplines but stays within their boundaries. Interdisciplinarity analyzes, synthesizes and harmonizes links between disciplines into a coordinated and coherent whole. in the cbcs pattern we have environmental studies and disaster management incorporated in bba as well as in bca courses.

16. Academic bank of credits (ABC):

Academic Bank Credit Account for students were created Registration for ABC ACCOUNT was done for the students from all semester for BBA , BCA , MBA , MCA belonging to both the universities SAMBALPUR UNIVERSITY & BIJU PATTNAIK UNIVERSITY . DAMITS IQAC has taken this very seriously for creating account for the students for the calculation of the CREDIT POINTS

17. Skill development:

Students emerging from Indian education system are lacking in the skills required by Industry. The gap between university curriculum and ever changing expectation of industries is the main cause for this situation Damits IQAC has undertaken an initiative to bring a change in this concept. The curriculum of universities is theoretical in nature and remains unchanged. But the industry expects the graduates to be well prepared and equipped with the necessary skills. Other factors like communication skills, good personality and soft skills play significant role in the employability success rate. The principle and concept of the practice of employability enhancement skill is to inculcate communication skills, soft skills and domain specific technical skills as per expectation of industries. So the institute has taken the initiative to bridge a gap between the industry expectation from fresh graduates and graduate attributes acquired after undergoing university curriculum. With the objective of increase in

employability of students the institution concentrates on the following skills to be developed. 1) Technical skill development 2) Soft skill development 3) Industry Exposure 4) Campus Recruitment Training

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 Affiliated 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 affiliated 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	226
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	123
File Description	Documents
Data Template	View File
2.3 Number of outgoing/ final year students during the year	65
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	40

Number of sanctioned posts during the year	
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)	94,76,742
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 regards effective delivery of curriculum as the most vital curricular aspect. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

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). The Time Table is prepared by respective department HODs. The faculty engages extra periods and practical as and when necessary.

The institution follows the traditional, i.e. chalk and board as well as modern teaching method. To cope up recent curriculum ICT is used for effective teaching by the teachers of various departments.

Teachers refer to reference books prescribed by the University syllabus for effective implementation of course curriculum.

The Heads of Departments distribute workload, allot subjects, and plan the activities of the department and to review the completed

syllabus.

The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

Academic calendar:

- At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum

Lesson Plan:

- Lesson plan is prepared by every faculty member at the beginning of academic year.

Feedback:

- The collected feedback from students is analyzed and the performance of the students is assessed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

DAMITS IQAC takes privilege to prepare academic calendar in accordance with the academic calendar of the university which includes internal test schedules, university examination schedule before commencement of semester

The institute prepares an institute-level calendar and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The academic calendar after being approved by the principal will reflect in the college website.

The academic calendar of the institute is planned well in advance based on the calendar provided by the university. Lesson plans and Class time table are then prepared based on the academic calendar. There are two internal examinations held in between the semester

examination.

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, and unit test and semester examinations.

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 D. Any 1 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)

1

File Description	Documents
Any additional information	View File
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

15

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

DAMITS follows curriculum prescribed by the University and integrates various socially relevant cross-cutting issues like ethics, human values, and environment.

Environment and Sustainability

The issues of Environment and Sustainability are addressed through the course "Environmental Studies" offered to engineering students in the I semester. Through this course, students are sensitized to ecological and environmental issues connected with land, air, and water, with awareness on sustainable development.

Gender

DAMITS imparting quality education to shape global leaders has firm belief in gender equity which is indispensable to ensure sustainable development of a country. Students are encouraged to work towards gender equity. To promote gender equity among the students, Institute supports flexible seating arrangements in the class rooms, equal representation of both genders.

Human-Values and Professional Ethics

College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The NSS activities, blood donation and health awareness camps conducted by Youth Red Cross Unit play vital role in promoting inclusive environment towards regional and socioeconomic diversities among students making a Positive difference and shaping them into wholesome professionals.

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

4

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

C. Any 2 of the above

File Description	Documents
URL for stakeholder feedback report	Nil
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 **B. Feedback collected, analyzed**

be classified as follows

and action has been taken

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

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

226

File Description	Documents
Any additional information	View File
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

123

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 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 are Continuously encouraged to attend technical seminars & conferences. IQAC ensures availability of advanced study material as and when required. For Slow Learners College 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
226	20

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

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

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	View File

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

20

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

2.4 - Teacher Profile and Quality

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

20

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

04

File Description	Documents
Any additional information	View File
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

65

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 follows Orientation on Evaluation Process is given at the beginning of the semester through Induction Programme by the Institution. Assessment of performance is 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 topics Internal 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 members. The

institute conducts, group discussions, seminars and guest lectures. Poor performance due to frequent absenteeism is dealt by calling and sending letters to the parents .

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 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.

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 Affiliated 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	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution. BBA Specific Outcomes: PS01: Students will be motivated to consider self-employment with their entrepreneurial ventures. PS02: Will be able to work as team leader and as a member of team in an organization and strive effectively. PS03: Will be able to adapt to changes and have the aptitude for life-long learning. BCA Specific Outcomes: PS01: To pursue further studies to get the specialization in Computer Science and Applications, Economics, Mathematics, Business Administration PS02: To pursue the career in corporate sectors and opt for higher studies. PS03: To be able to

work in the IT Sector with efficient Communication and programming abilities. MCA Programme Outcomes: PS01: 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. PS02: To be able to identify, analyze and provide novel solutions for real and complex issues of the society. MBA Programme Outcomes: PS01: Students will be ready to engage in successful career pursuits covering a broad spectrum of areas in corporate , NGO'S , Public policy, entrepreneurial ventures. PS02: Students will be recognized in the fields of their managerial skills , creativity and innovation , integrity and sensitivity towards the society as well. PS03: They will have the ability to formulate and provide innovative solution frameworks to 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

65

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	View File
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://damits.ac.in/ssr.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

DAMITS takes the responsibility of the institution to take initiative in creating and transferring knowledge. Formally, it is done through classroom teaching, and co-curricular and extra - curricular activities.

The institution constantly tries to inculcate creative thinking in students and faculties to meet the expectations. Several methods are adopted to achieve this which includes workshops, seminars, exchange programmes, internships and many more. IIC Cell in association with MHRD Govt , India (MGNCRE) plays an active role in creating an ecosystem and transfer of knowledge by conducting and making active student participation in several activities like Swachh Bharat, Plantation, Campus Bazaar etc.

Faculties are also encouraged to attend FDPs, seminars ,conferences and more emphasis on Research writing. To bridge the gap , the institution invites various experts from different sectors to deliver seminars and lectures.

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

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

06

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

3

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
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

Damits gives prime importance towards contribution to the environment & society by making a voluntary participation of students. The institution actively organizes various outreach and extension activities to sensitize students towards community needs.

The NSS & YRC cell creates awareness through various programmes like Tree Plantation, National Youth Day, Swachh Bharat Abhiyan etc., To support student and their holistic development the NSS unit frequently plans social awareness events, including workshops, Blood Donation camps, Yoga Day celebration.

All the above activities have a positive impact on the students. This activity also helps in cultivating the hidden talent of students. The institute always keeps update of all extension activities in social media through Instagram, Facebook, Twitter, Youtube, Websites.

Instagram id: damits_rkl42

Facebook link: <https://www.facebook.com/damitsrourkela>

Twitter: @RourkelaDamits

Website: www.damits.ac.in/

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

8

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

19

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

19

File Description	Documents
Report of the event	View File
Any additional information	View File
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

7

File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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	View File
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 abide by the norms prescribed by Sambalpur University(SU) & BijuPatnaikUniversity 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 is constructed with robust structures for various academic purpose. Class rooms: Each classroom is of adequate size & has enough lighting air ventilation & good ambience. The institution has well furnished, ventilated, spacious classrooms for conducting theory classes. 4 classrooms are equipped with LCD projectors to facilitate the teachers for new teaching methods. 1 classroom 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.

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. We, at DAMITS, take 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:

- **SPARSH:** A 5 day cultural event, where students from numerous colleges, participate in multiple events, such as Singing, Gaming, Modeling, Cooking shows etc.
- **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.

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	Nil

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

9

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

408093

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 2021 initially with Software i.e. KOHA open source software has been installed and 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 **B. Any 3 of the above**

File Description	Documents
Upload any additional information	No File Uploaded
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)

136907

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

116

File Description	Documents
Any additional information	View File
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 revamped periodically as when there is a requirement & introduction of new technology for student and faculty upliftment has been of prime focus. The Institute doing frequent updates to IT facilities including broadband with wifi connection as it is very

essential intoday'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 facilitated 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://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)

408093

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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.

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 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 gets fixated during winter, so that descholar as well as hostel students, can enjoy their spare time, with a session of racquet and cock. All the classrooms are installed with 39 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://damits.ac.in/library.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

197

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

A. All of the above

File Description	Documents
Link to Institutional website	https://damits.ac.in/it.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

47

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

47

File Description	Documents
Any additional information	View File
Number of students benefitted 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

7

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
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

20

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

20

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.

04

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international 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)

Dr.Ambedkar Memorial Institute of Management & IT Science

Activity Report

The Student representatives of DAMITS have successfully conducted various activities which help the management build a positive environment for both academics and extra-curricular activities.

1. Drawing Competition- An initiative was taken by cultural committee of the College where more than 120 students participated from all the schools. Among all the students prizes were distributed to the winners.

1. Children's Day- Today's children are the future citizen. With this notion an event was conducted in the Technical Lab of the college where the students were introduced regarding their roles and responsibilities to excel in their career.

1. International Women's Day- An event was conducted with the students where the female students are enlightened with their inner potential to the challenges which is as equal as men.

1. Utkal Divas - A Programme was conducted in the conference hall of DAMITS on the auspicious day of Utkal day discussing the emphasis of our culture and rich heritage.

1. World Environment Day- On this day, students of DAMITS, planted seeds and saplings across an enclosed fertile land to promote Green Initiative.

And many more activities conducted throughout the year for the student's progress.

File Description	Documents
Paste link for additional information	https://damits.ac.in/pc.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

04

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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

Alumini Interaction 2023

We at DAMITS, value our principles that stand as pillar, signifying the institute's rich history with every student, passed out from this college. The learning's offered never go into vain as many of our students are well placed in numerous companies, across India. In order to stay in touch with them, we have established an "alumini network", that have simple objective i.e. to meet & greet, once a year so that we can know about their journey of success and share, it with existing student, for the sake of knowledge and experience.

In such way, an "Alumini interaction meet" was conducted in Damits campus, where both the Alumini & final year students, were present. Dr. Usha, HoD of Mgmt. Dept conducted this meet and our principal, offered their advice as well as encouraged the teaching fraternity and students, to engage in extracurricular activities, to enhance individual skillset. The respective alumini, shared their experiences with them and also, answered numerous queries from the students as well as from Faculties.

Due to Co-vid, such interactions got halted but with this year onwards, we are hopeful to conduct more such events, in extravangaza manner.

File Description	Documents
Paste link for additional information	Nil
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	View File

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:

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 respective in charge officer of different committee and club units are provided with authority. Each Committee has been authorized to organize activities with the help of other members to accomplish it. The reports are submitted to the Principal. The major committees formed are Grievance committee, SC/ST committee, Anti-ragging committees, Anti-sexual Committee etc. NSS and Youth Red Cross wings operate actively in the institute headed by officers in-charge.

Participative Management:

Under the guidance of the Principal all the stake holders are encouraged to participate in various activities. The Principal/IQAC invites a meeting of faculty and non-teaching staff to plan and execute curricular, co-curricular and activities to be conducted as planned in the meetings.

Before framing the Academic Calendar, the faculties are informed to give their valuable suggestions. For example, a series of expert talks by successful entrepreneurs organized by IIC of DAMITS. To promote hand on experience on rural entrepreneurial and marketing skills, Institute organized "Campus Bazar" where students, staff and localities had interaction as participants in collaboration with MGNCRE.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/committee.php
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, overall activities of academic year 2022-2023. The IQAC and 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.
- IIC-DAMITS cell to organize calendar activities and talks related to Entrepreneurship, Innovation, and IPR programs.

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

Awareness programs on many socially relevant extension activities such as Vigilance week, Cleangreen campus, and yoga and blood donation are some of the activities by the institution to list. Plantation drives and community engagement activities are planned under CSR activities.

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.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

The organizational framework of DAMITS comprises the Governing Body and an administrative structure outlined in its organogram. Various functions, including recruitment, service regulations, promotions, ethical standards, and grievance resolution mechanisms, operate through established channels. Institutional policies are formulated

democratically, with the governing body, academic advisory council, and accounts committee regularly addressing issues to ensure smooth operations. Non-academic departments, such as maintenance, sanitation, security, and infrastructure oversight, fall under the purview of the Principal. Additionally, a grievance redressal cell has been established to handle grievances and complaints from faculty, staff, and students. Chaired by the Principal, this cell addresses grievances received orally or in writing, resolving them through committee discussions. Furthermore, in compliance with AICTE and university guidelines, an anti-ragging committee has been constituted.

Organogram link

https://www.damits.ac.in/naac/Mandatory_Disclosure.pdf

<https://www.damits.ac.in>

File Description	Documents
Paste link for additional information	https://www.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	View File
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

There is MoU between Dr. Ambedkar Memorial Social Welfare and Educational Trust, Jagda, Rourkela and Community Welfare Society Hospital, Jagda for rendering services for treatment of employees.

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.
- Medical leaves are provided in case of emergency and as when required. Maternity leave to female faculties for 6 months.
- Financial support is provided for publication of article in Research Journal and presenting paper in the national and international conferences.

FOR NON-TEACHING STAFF

Staffs are evaluated on a regular basis, based on their work experiences and academic qualifications. Provided these aids:

- Advance payment to staff to meet emergency needs.
- Concession in the college fees for the wards of staff.
- 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

2

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

6

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

4

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

1. Performance Appraisal for Teaching-staff

DAMITS institute teaching members fill-up the appraisal forms for assessment. Head of Institution evaluates the appraisal forms and submits it to the management. Performance appraisal report is the self-appraisal report prepared by every faculty at the end of every academic session. The institute follows the performance appraisal guidelines prescribed by university, as in its regulations. Once appraisal is approved through proper channel the evaluation is noted. It contains general information of faculty, subject taught, activities performed including innovations in teaching and research, improvement of professional competence, participation in university examination evaluation, research contributions, extension work and community services and participation in corporate sector etc.

2. Performance Appraisal for Non-teaching staff

Performance appraisals of non-teaching staffs are done in regular basis with proper channel based on their position and skills. The appraisal forms are attached.

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

At the outset of each financial year, the accounts department formulates budget allocations across various categories. This process is overseen by the department head. As per the directives of the governing body, the institution arranges for an external audit conducted by a designated CA firm annually. Upon completion, the audit report is submitted to the institute's head, then forwarded to the management. Subsequently, the accounts department takes necessary actions based on the audit findings, seeking consultancy if required. The Principal and the head of accounts review these actions for adherence to regulations before presenting them to the management for approval. The external audit, conducted post-financial year, adheres to a two-tier system encompassing both external and internal audits. The external auditors furnish their report to both the management and associates chartered accountants, the firm appointed for the institute's external audit. Upon receipt of both audit reports, the institute evaluates them and requests compliance reports from the accounts section where necessary.

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.

Expenses includes that on expended on the activities of Institutional priority, on preservation of energy, organized pre-placement program for development of student skills, communication lab, CSR activities for the society, and 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 staff's 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 programs. The institute Principal communicates the same to the management for its final approval. In this academic session DAMITS conducted community engagement works like blanket distribution, drawing competition for kids, plantation and awareness programs etc. It is duly audited by chartered accountant (CA), as practiced in the institute. Accounts section of the institution authenticates the expenditure under different institutional activities with the supporting documents and gives 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. Students were given an opportunity to attend a training programs. Students also participated in Internal Hackathon, UNDP sponsored project opportunities organized by IIC DAMITSwith Koelfresh Pvt. Ltd, for practical exposure of data collection on market survey.

IQAC took initiatives on 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 and advance communication skills. To create effective learning aptitude IQAC has proposed some of the holistic teaching methodology for scaffolding and peer group learning. IQAC provides platform to the students for group discussions and seminars on the topics related to the syllabus and beyond.

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

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 counseling, both individual and group sessions, is integrated into the educational process to support academic progress. Various types of assessments, including classroom tests, internal examinations, and university exams, are conducted regularly. Seminars and workshops are organized professionally to foster academic excellence. An examination committee oversees all

examination procedures with the assistance of both teaching and non-teaching staff. Faculty members prepare and evaluate internal question papers, engaging students in discussions to enhance their understanding and confidence in answering questions. Feedback from evaluations is shared with students and parents during parent-teacher meetings. The institute boasts robust ICT infrastructure, supporting research-oriented faculty in conducting projects with scientific rigor, thereby inspiring students in IT and Management fields. Lesson plans are tailored to optimize student learning outcomes. Student feedback is meticulously analyzed to identify and address learning difficulties. Academic calendars and timetables are meticulously crafted to encourage active student participation in all institute learning initiatives.

File Description	Documents
Paste link for additional information	Nil
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	No File Uploaded
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	<p align="center"><u>ANNUAL GENDER SENSITIZATION ACTION PLAN</u></p> <p><u>Women's empowerment and gender equality are one of the primary concerns at DAMITS Institute. We practice to bring a positive change in the attitude and support equity among genders within the institute and in our outreach. We try to bring a harmony and positive attitude and support equality among the students in the campus. SL.NO NAME OF THE PROGRAM NO.OF PARTICIPANTS</u></p> <p><u>1. Employability Development Skill 50</u></p> <p><u>2. Workshop on Artificial Intelligence Awareness Program for Women 50</u></p> <p><u>3. International Women's Day 118</u></p> <p><u>International Women's Day The purpose of the day is to uphold women's achievements, recognize challenges, and focus greater attention on women's rights and gender. The main Objective is to support women to achieve their full potential; to encourage, enable and facilitate their active involvement in business, employment, learning and community life. Employability Development Skill Skills development is a pathway to increase productivity, employability and earning opportunities for women. These skills include communication, teamwork, adaptability, problem-solving, and more, aiming to increase employability and job success. Good communication skills, both written and verbal are fundamental in any workplace. Workshop on Artificial Intelligence Awareness Program Prof. Smitha R, Resource Person, Google Trainer gave an intellectual lecture to our students about the importance of Artificial Intelligence. To compare awareness about artificial intelligence (AI) in educational sector on the basis of gender. To give a complete awareness of various advanced tools in Artificial Intelligence</u></p>
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. Counselling 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	No File Uploaded

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

- Solid waste management is an integral part of the environment. Inefficient waste disposal system leads to environment pollution along severe health hazards. 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 as dry 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.

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 and 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	No File Uploaded

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 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	View File

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 IQAC provides 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 IQAC 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 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. . 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.

- Independence Day
- Republic Day 2023
- 13th National Voters Day 2023
- Blood Donation Camp 2023
- Blanket Distribution 2023
- Employability Development Skill
- Workshop on Artificial Intelligence Awareness Program

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://damits.ac.in/eca.php
Any other relevant information	Nil

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

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	View File
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
- Martyr's Day
- Teachers'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	No File Uploaded
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.

TEACHING - LEARNING PROCESS

To encourage teachers to adapt to advance pedagogical methods including ICT adoption in class room teaching.

The context It has become essential for teachers to adapt to the latest pedagogic styles and include ICT in class room teaching.

The practice

Assignments are conducted at scheduled dates to improve performance in the semester exam.

Evidence of Success

All teachers have adopted modern pedagogic styles and ICT in their classes.

Problems encountered and Resources required.

This practice requires a monitoring system which can show the progress and gaps at each point of time.

Blood Donation Camp

"Donate blood so that no life is lost due to its paucity.

To sensitize the need of donating blood to the needy in time

Context:

The NSS & YRC wing of the DAMITS organizes the Blood Donation Camp on 07-01-2023 in collaboration with RGH.

Practice:

The donor Students will be screened to identify their quality of blood to be collected.

Evidence of Success:

Total 150 students and staff members of college have donated blood.

Problems Encountered:

Students hailed from the villages and poor backgrounds are found to be ignorant of their health status.

File Description	Documents
Best practices in the Institutional website	https://damits.ac.in/it.php
Any other relevant information	https://damits.ac.in/eca.php

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

Empowering Jail Inmates through Computer Literacy

Computer literacy has become an essential skill for participating fully in society and the job market. However, for incarcerated individuals, access to technology and education is often limited. Recognizing this gap, our institution has prioritized the promotion of computer literacy among jail inmates as a key initiative.

Initiatives and Programs:

Our institution has implemented a range of initiatives and programs aimed at promoting computer literacy among jail inmates. These include:

Computer Training Workshops: Regular workshops conducted within the jail premises to teach basic computer skills such as typing, using word processing software, internet browsing, and email communication.

Certified Courses: Collaboration with educational institutions and training providers to offer certified courses in computer literacy, enabling inmates to gain recognized qualifications.

Technology Labs: Establishment of technology labs within the jail facilities equipped with computers and internet access, providing inmates with hands-on learning opportunities.

Conclusion: Our institution's commitment to promoting computer literacy among jail inmates exemplifies our dedication to rehabilitation, empowerment, and social reintegration. By providing inmates with the tools and skills needed to navigate the digital world, we contribute to breaking down barriers and fostering a brighter future for individuals within the criminal justice system.

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 regards effective delivery of curriculum as the most vital curricular aspect. The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

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). The Time Table is prepared by respective department HODs. The faculty engages extra periods and practical as and when necessary.

The institution follows the traditional, i.e. chalk and board as well as modern teaching method. To cope up recent curriculum ICT is used for effective teaching by the teachers of various departments.

Teachers refer to reference books prescribed by the University syllabus for effective implementation of course curriculum.

The Heads of Departments distribute workload, allot subjects, and plan the activities of the department and to review the completed syllabus.

The college ensures effective curriculum delivery through systematic and strategic transparent mechanism:

Academic calendar:

- At the beginning of academic session the college prepares the academic calendar which consists of curricular, co-curricular and extracurricular activities for effective implementation and delivery of curriculum

Lesson Plan:

- Lesson plan is prepared by every faculty member at the beginning of academic year.

Feedback:

- The collected feedback from students is analyzed and the performance of the students is assessed.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

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

DAMITS IQAC takes privilege to prepare academic calendar in accordance with the academic calendar of the university which includes internal test schedules, university examination schedule before commencement of semester

The institute prepares an institute-level calendar and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The academic calendar after being approved by the principal will reflect in the college website.

The academic calendar of the institute is planned well in advance based on the calendar provided by the university. Lesson plans and Class time table are then prepared based on the academic calendar. There are two internal examinations held in between the semester examination.

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, and unit test and semester examinations.

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

<p>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</p>	<p>D. Any 1 of the above</p>
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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)

1

File Description	Documents
Any additional information	View File
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

15

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

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

DAMITS follows curriculum prescribed by the University and integrates various socially relevant cross-cutting issues like ethics, human values, and environment.

Environment and Sustainability

The issues of Environment and Sustainability are addressed through the course "Environmental Studies" offered to engineering students in the I semester. Through this course, students are sensitized to ecological and environmental issues connected with land, air, and water, with awareness on sustainable development.

Gender

DAMITS imparting quality education to shape global leaders has firm belief in gender equity which is indispensable to ensure sustainable development of a country. Students are encouraged to

work towards gender equity. To promote gender equity among the students, Institute supports flexible seating arrangements in the class rooms, equal representation of both genders.

Human-Values and Professional Ethics

College celebrates days of National and International importance as Republic day, Women's day, Independence Day, Teacher`s day, International Yoga Day etc. These celebrations nurture the moral, ethical and social values in the students.

The NSS activities, blood donation and health awareness camps conducted by Youth Red Cross Unit play vital role in promoting inclusive environment towards regional and socioeconomic diversities among students making a Positive difference and shaping them into wholesome professionals.

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

4

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	C. Any 2 of the above
File Description	Documents
URL for stakeholder feedback report	Nil
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	B. Feedback collected, analyzed and action has been taken
File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil
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	

226

File Description	Documents
Any additional information	View File
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

123

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 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 are continuously encouraged to attend technical seminars & conferences. IQAC ensures availability of advanced study material as and when required. For Slow Learners College 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
226	20

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

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

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	View File

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

20	
File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

20	
File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
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

04	
File Description	Documents
Any additional information	View File
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

65

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 follows Orientation on Evaluation Process is given at the beginning of the semester through Induction Programme by the Institution. Assessment of performance is 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 topics Internal 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 members. The institute conducts, group discussions, seminars and guest lectures. Poor performance due to frequent absenteeism is dealt by calling and sending letters to the parents .

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 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.

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 Affiliated 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	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	View File

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

Attainment of Programme outcomes and course outcomes are evaluated by the institution. BBA Specific Outcomes: PS01: Students will be motivated to consider self-employment with their entrepreneurial ventures. PS02: Will be able to work as team leader and as a member of team in an organization and strive effectively. PS03: Will be able to adapt to changes and have the aptitude for life-long learning. BCA Specific Outcomes: PS01: To pursue further studies to get the specialization in Computer Science and Applications, Economics, Mathematics, Business Administration PS02: To pursue the career in corporate sectors and opt for higher studies. PS03: To be able to work in the IT Sector with efficient Communication and programming abilities. MCA Programme Outcomes: PS01: 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. PS02: To be able to identify, analyze and provide novel solutions for real and complex issues of the society. MBA Programme Outcomes: PS01: Students will be ready to engage in successful career pursuits 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 formulate 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

65

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	View File
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://damits.ac.in/ssr.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

DAMITS takes the responsibility of the institution to take

initiative in creating and transferring knowledge. Formally, it is done through classroom teaching, and co-curricular and extra - curricular activities.

The institution constantly tries to inculcate creative thinking in students and faculties to meet the expectations. Several methods are adopted to achieve this which includes workshops, seminars, exchange programmes, internships and many more. IIC Cell in association with MHRD Govt , India (MGNCRE) plays an active role in creating an ecosystem and transfer of knowledge by conducting and making active student participation in several activities like Swachh Bharat, Plantation, Campus Bazaar etc.

Faculties are also encouraged to attend FDPs, seminars ,conferences and more emphasis on Research writing. To bridge the gap , the institution invites various experts from different sectors to deliver seminars and lectures.

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

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

06

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

3

File Description	Documents
Any additional information	No File Uploaded
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	No File Uploaded
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

Damits gives prime importance towards contribution to the environment & society by making a voluntary participation of students. The institution actively organizes various outreach and extension activities to sensitize students towards community needs.

The NSS & YRC cell creates awareness through various programmes like Tree Plantation, National Youth Day, Swachh Bharat Abhiyan etc., To support student and their holistic development the NSS unit frequently plans social awareness events, including workshops, Blood Donation camps, Yoga Day celebration.

All the above activities have a positive impact on the students. This activity also helps in cultivating the hidden talent of students. The institute always keeps update of all extension activities in social media through Instagram, Facebook, Twitter, Youtube, Websites.

Instagram id: damits_rkl42

Facebook link: <https://www.facebook.com/damitsrourkela>

Twitter: @RourkelaDamits

Website: www.damits.ac.in/

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

8

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

19

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

19

File Description	Documents
Report of the event	View File
Any additional information	View File
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	
7	
File Description	Documents
e-copies of related Document	View File
Any additional information	View File
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	View File
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 abide by the norms prescribed by Sambalpur University(SU) &	

BijuPatnaikUniversity of Technology(BPUT) and the infrastructurerequired to facilitate effective teaching & learning from time totime. The Institute has a total area of 2.7 Acres of land whichisconstructed with robust structures for various academicpurpose.Class rooms: Each classroom is of adequate size & hasenoughlighting air ventilation & good ambience. The institution haswell furnished, ventilated, spacious classrooms for conducting theoryclasses. 4 classrooms are equipped with LCD projectors tofacilitatethe teachers for new teaching methods.1classroom Equipment (K-Yan)aimed at interactive learning experience. Seminar Hall: Theinstitute has 1 seminar hall with public addressing systems with 100members accommodation, LCD projectors in the halls respectivelywhere regularly used for conducting seminars of Regional & NationalLevel.

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. We, at DAMITS, take 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:

- SPARSH: A 5 day cultural event, where students from numerous colleges, participate in multiple events, such as Singing, Gaming, Modeling, Cooking shows etc.
- 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.

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	Nil

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

9

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

408093

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 2021 initially with Software i.e. KOHA open source software has been installed and 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

B. Any 3 of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

136907

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
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

116

File Description	Documents
Any additional information	View File
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 revamped periodically as when there is a requirement & introduction of new technology for student and faculty upliftment has been of prime focus. The Institute doing frequent updates to IT facilities including broadband with wifi connection as it is very

essential intoday's advance rapidly growing technology.The integration of up-to-date the infrastructure of a college playsa vital role in the development of the college as the students arenow focusing on the labs, It is important that the colleges havevery good infrastructure with advanced laboratories.The college hasproviding individual user id to student as well as faculties toaccess internet facilities and newer advancement performance,security and reliability.IT facilities like are with LCD/LED monitor connected with processorhaving high speed of internet connection with (200mbps). Institutionhas facilitated one to one language lab for learning seamlesscommunication and collaboration among students, faculty and staff.The computer systems are frequently kept secured as students work ondifferent platforms of programming languages to protect againstcyber threats and regular updates to facilities allow theinstitution to future proof its infrastructure.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://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)

408093

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
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.

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 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 gets fixated during winter, so that descholar as well as hostel students, can enjoy their spare time, with a session of racquet and cock. All the classrooms are installed with 39 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://damits.ac.in/library.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

197

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

<p>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</p>	<p>A. All of the above</p>
--	-----------------------------------

File Description	Documents
Link to Institutional website	https://damits.ac.in/it.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

47

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

47

File Description	Documents
Any additional information	View File
Number of students benefitted 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	View File
Details of student grievances including sexual harassment and ragging cases	View File

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

7

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	View File
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

20

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

20

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.

04

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international 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)

Dr.Ambedkar Memorial Institute of Management & IT Science

Activity Report

The Student representatives of DAMITS have successfully conducted various activities which help the management build a positive environment for both academics and extra-curricular activities.

1. Drawing Competition- An initiative was taken by cultural committee of the College where more than 120 students participated from all the schools. Among all the students prizes were distributed to the winners.

1. Children's Day- Today's children are the future citizen. With this notion an event was conducted in the Technical Lab of the college where the students were introduced regarding their roles and responsibilities to excel in their career.

1. International Women's Day- An event was conducted with the students where the female students are enlightened with their inner potential to the challenges which is as equal as men.

1. Utkal Divas - A Programme was conducted in the conference hall of DAMITS on the auspicious day of Utkal day discussing the emphasis of our culture and rich heritage.

1. World Environment Day- On this day, students of DAMITS, planted seeds and saplings across an enclosed fertile land to promote Green Initiative.

And many more activities conducted throughout the year for the student's progress.

File Description	Documents
Paste link for additional information	https://damits.ac.in/pc.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

04

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	View File
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

Alumini Interaction 2023

We at DAMITS, value our principles that stand as pillar, signifying the institute's rich history with every student, passed out from this college. The learning's offered never go into vain as many of our students are well placed in numerous companies, across India. In order to stay in touch with them, we have established an "alumini network", that have simple objective i.e. to meet & greet, once a year so that we can know about their journey of success and share, it with existing student, for the sake of knowledge and experience.

In such way, an "Alumini interaction meet" was conducted in Damits campus, where both the Alumini & final year students, were present. Dr. Usha, HoD of Mgmt. Dept conducted this meet and our principal, offered their advice as well as encouraged the teaching fraternity and students, to engage in extracurricular activities, to enhance individual skillset. The respective alumini, shared their experiences with them and also, answered numerous queries from the students as well as from Faculties.

Due to Co-vid, such interactions got halted but with this year onwards, we are hopeful to conduct more such events, in extravangaza manner.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs
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File Description	Documents
Upload any additional information	View File

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:

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 respective in charge officer of different committee and club units are provided with authority. Each Committee has been authorized to organize activities with the help of other members to accomplish it. The reports are submitted to the Principal. The major committees formed are Grievance committee, SC/ST committee, Anti-ragging committees, Anti-sexual Committee etc. NSS and Youth Red Cross wings operate actively in the institute headed by officers in-charge.

Participative Management:

Under the guidance of the Principal all the stake holders are encouraged to participate in various activities. The Principal/IQAC invites a meeting of faculty and non-teaching staff to plan and execute curricular, co-curricular and activities to be conducted as planned in the meetings.

Before framing the Academic Calendar, the faculties are informed to give their valuable suggestions. For example, a series of expert talks by successful entrepreneurs organized by IIC of DAMITS. To promote hand on experience on rural entrepreneurial and marketing skills, Institute organized "Campus Bazar" where students, staff and localities had interaction as participants in collaboration with MGNCRE.

File Description	Documents
Paste link for additional information	https://www.damits.ac.in/committee.php
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, overall activities of academic year 2022-2023. The IQAC and 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.
- IIC-DAMITS cell to organize calendar activities and talks related to Entrepreneurship, Innovation, and IPR programs.

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

Awareness programs on many socially relevant extension activities such as Vigilance week, Cleangreen campus, and yoga and blood donation are some of the activities by the institution to list. Plantation drives and community engagement activities are planned under CSR activities.

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.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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.

The organizational framework of DAMITS comprises the Governing Body and an administrative structure outlined in its organogram.

Various functions, including recruitment, service regulations, promotions, ethical standards, and grievance resolution mechanisms, operate through established channels. Institutional policies are formulated democratically, with the governing body, academic advisory council, and accounts committee regularly addressing issues to ensure smooth operations. Non-academic departments, such as maintenance, sanitation, security, and infrastructure oversight, fall under the purview of the Principal. Additionally, a grievance redressal cell has been established to handle grievances and complaints from faculty, staff, and students. Chaired by the Principal, this cell addresses grievances received orally or in writing, resolving them through committee discussions. Furthermore, in compliance with AICTE and university guidelines, an anti-ragging committee has been constituted.

Organogram link

https://www.damits.ac.in/naac/Mandatory_Disclosure.pdf

<https://www.damits.ac.in>

File Description	Documents
Paste link for additional information	https://www.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	View File
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

There is MoU between Dr. Ambedkar Memorial Social Welfare and Educational Trust, Jagda, Rourkela and Community Welfare Society Hospital, Jagda for rendering services for treatment of employees.

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.
- Medical leaves are provided in case of emergency and as when required. Maternity leave to female faculties for 6 months.
- Financial support is provided for publication of article in Research Journal and presenting paper in the national and international conferences.

FOR NON-TEACHING STAFF

Staffs are evaluated on a regular basis, based on their work experiences and academic qualifications. Provided these aids:

- Advance payment to staff to meet emergency needs.
- Concession in the college fees for the wards of staff.
- 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

2

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

6

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

4

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

1. Performance Appraisal for Teaching-staff

DAMITS institute teaching members fill-up the appraisal forms for assessment. Head of Institution evaluates the appraisal forms and

submits it to the management. Performance appraisal report is the self-appraisal report prepared by every faculty at the end of every academic session. The institute follows the performance appraisal guidelines prescribed by university, as in its regulations. Once appraisal is approved through proper channel the evaluation is noted. It contains general information of faculty, subject taught, activities performed including innovations in teaching and research, improvement of professional competence, participation in university examination evaluation, research contributions, extension work and community services and participation in corporate sector etc.

2. Performance Appraisal for Non-teaching staff

Performance appraisals of non-teaching staffs are done in regular basis with proper channel based on their position and skills. The appraisal forms are attached.

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

At the outset of each financial year, the accounts department formulates budget allocations across various categories. This process is overseen by the department head. As per the directives of the governing body, the institution arranges for an external audit conducted by a designated CA firm annually. Upon completion, the audit report is submitted to the institute's head, then forwarded to the management. Subsequently, the accounts department takes necessary actions based on the audit findings, seeking consultancy if required. The Principal and the head of accounts review these actions for adherence to regulations before presenting them to the management for approval. The external audit, conducted post-financial year, adheres to a two-tier system encompassing both external and internal audits. The external auditors furnish their report to

both the management and associates chartered accountants, the firm appointed for the institute's external audit. Upon receipt of both audit reports, the institute evaluates them and requests compliance reports from the accounts section where necessary.

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.

Expenses includes that on expended on the activities of Institutional priority, on preservation of energy, organized pre-placement program for development of student skills, communication lab, CSR activities for the society, and 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 staff's 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 programs. The institute Principal communicates the same to the management for its final approval. In this academic session DAMITS conducted community engagement works like blanket distribution, drawing competition for kids, plantation and awareness programs etc. It is duly audited by chartered accountant (CA), as practiced in the institute. Accounts section of the institution authenticates the expenditure under different institutional activities with the supporting documents and gives 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. Students were given an opportunity to attend a training programs. Students also participated in Internal Hackathon, UNDP sponsored project opportunities organized by IIC DAMITS with Koelfresh Pvt. Ltd, for practical exposure of data collection on market survey.

IQAC took initiatives on 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 and advance communication skills. To create effective learning aptitude IQAC has proposed some of the holistic teaching methodology for scaffolding and peer group learning. IQAC provides platform to the students for group

discussions and seminars on the topics related to the syllabus and beyond.

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

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 counseling, both individual and group sessions, is integrated into the educational process to support academic progress. Various types of assessments, including classroom tests, internal examinations, and university exams, are conducted regularly. Seminars and workshops are organized professionally to foster academic excellence. An examination committee oversees all examination procedures with the assistance of both teaching and non-teaching staff. Faculty members prepare and evaluate internal question papers, engaging students in discussions to enhance their understanding and confidence in answering questions. Feedback from evaluations is shared with students and parents during parent-teacher meetings. The institute boasts robust ICT infrastructure, supporting research-oriented faculty in conducting projects with scientific rigor, thereby inspiring students in IT and Management fields. Lesson plans are tailored to optimize student learning outcomes. Student feedback is meticulously analyzed to identify and address learning difficulties. Academic calendars and timetables are meticulously crafted to encourage active student participation in all institute learning initiatives.

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

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of

B. Any 3 of the above

**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)**

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	No File Uploaded
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	<p><u>ANNUAL GENDER SENSITIZATION ACTION PLAN</u> <u>Women's empowerment and gender equality</u> are one of the primary concerns at DAMITS Institute. We practice to bring a positive change in the attitude and support equity among genders within the institute and in our outreach. We try to bring a harmony and positive attitude and support equality among the students in the campus. SL.NO NAME OF THE PROGRAM NO.OF PARTICIPANTS 1. <u>Employability Development Skill 50</u> 2. <u>Workshop on Artificial Intelligence Awareness Program for Women 50</u> 3. <u>International Women's Day 118</u> <u>International Women's Day</u> The purpose of the day is to uphold women's achievements, recognize challenges, and focus greater attention on women's rights and gender.</p>

	<p><u>The main Objective is to support women to achieve their full potential; to encourage, enable and facilitate their active involvement in business, employment, learning and community life. Employability Development Skill Skills development is a pathway to increase productivity, employability and earning opportunities for women. These skills include communication, teamwork, adaptability, problem-solving, and more, aiming to increase employability and job success. Good communication skills, both written and verbal are fundamental in any workplace. Workshop on Artificial Intelligence Awareness Program Prof. Smitha R, Resource Person, Google Trainer gave an intellectual lecture to our students about the importance of Artificial Intelligence. To compare awareness about artificial intelligence (AI) in educational sector on the basis of gender. To give a complete awareness of various advanced tools in Artificial Intelligence</u></p>
<p>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</p>	<p><u>a. Safety and Security b. Counselling c. Common Room</u></p>

<p>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</p>	<p>C. Any 2 of the above</p>
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File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

- Solid waste management is an integral part of the environment. Inefficient waste disposal system leads to environment pollution along severe health hazards. 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 as dry 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.

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 and 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
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

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
<ol style="list-style-type: none"> 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
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**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	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	View File

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 IQAC provides 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 IQAC 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 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. . 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.

- Independence Day
- Republic Day 2023
- 13th National Voters Day 2023
- Blood Donation Camp 2023
- Blanket Distribution 2023
- Employability Development Skill
- Workshop on Artificial Intelligence Awareness Program

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://damits.ac.in/eca.php
Any other relevant information	Nil

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

B. Any 3 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	View File
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 sensitise 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	No File Uploaded
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.

TEACHING - LEARNING PROCESS

To encourage teachers to adapt to advance pedagogical methods including ICT adoption in class room teaching.

The context It has become essential for teachers to adapt to the latest pedagogic styles and include ICT in class room teaching.

The practice

Assignments are conducted at scheduled dates to improve performance in the semester exam.

Evidence of Success

All teachers have adopted modern pedagogic styles and ICT in their classes.

Problems encountered and Resources required.

This practice requires a monitoring system which can show the progress and gaps at each point of time.

Blood Donation Camp

"Donate blood so that no life is lost due to its paucity.

To sensitize the need of donating blood to the needy in time

Context:

The NSS & YRC wing of the DAMITS organizes the Blood Donation Camp on 07-01-2023 in collaboration with RGH.

Practice:

The donor Students will be screened to identify their quality of blood to be collected.

Evidence of Success:

Total 150 students and staff members of college have donated blood.

Problems Encountered:

Students hailed from the villages and poor backgrounds are found to be ignorant of their health status.

File Description	Documents
Best practices in the Institutional website	https://damits.ac.in/it.php
Any other relevant information	https://damits.ac.in/eca.php

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

Empowering Jail Inmates through Computer Literacy

Computer literacy has become an essential skill for participating fully in society and the job market. However, for incarcerated individuals, access to technology and education is often limited.

Recognizing this gap, our institution has prioritized the promotion of computer literacy among jail inmates as a key initiative.

Initiatives and Programs:

Our institution has implemented a range of initiatives and programs aimed at promoting computer literacy among jail inmates. These include:

Computer Training Workshops: Regular workshops conducted within the jail premises to teach basic computer skills such as typing, using word processing software, internet browsing, and email communication.

Certified Courses: Collaboration with educational institutions and training providers to offer certified courses in computer literacy, enabling inmates to gain recognized qualifications.

Technology Labs: Establishment of technology labs within the jail facilities equipped with computers and internet access, providing inmates with hands-on learning opportunities. **Conclusion:** Our institution's commitment to promoting computer literacy among jail inmates exemplifies our dedication to rehabilitation, empowerment, and social reintegration. By providing inmates with the tools and skills needed to navigate the digital world, we contribute to breaking down barriers and fostering a brighter future for individuals within the criminal justice system.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
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.
7. To create awareness and initiate measures for Protecting and Promoting Environment.
8. To implement the recommendations made by Audit Team which conducted Green Audit & Energy Audit, carried out by the Institution.
9. To continue to provide formal education to needy and deserving students, by providing - fee concessions, fee waiver, book bank facility, etc.
10. To Introduce Job-oriented and Skill based courses;
11. To give thrust to and create awareness about Cleanliness.
12. To initiate more scholarships to reward the students for various achievements.
13. To give additional thrust to Campus Placements Initiatives
14. To Identify Talent among students for various sports & cultural activities;