Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**D. A. V. AUTONOMOUS COLLEGE**
Name of the head of the Institution	**Sri Sushil Kumar Padhi**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**06655220523**
Mobile no.	**9853346496**
Registered Email	**principal.davcollege@gmail.com**
Alternate Email	**iqacdavautocollege@gmail.com**
Address	**DAV Autonomous College, Titilagarh, Dist-Bolangir(Odisha)**
City/Town	**Titilagarh**
State/UT	**Orissa**
Pincode	**767042**

2. Institutional Status

Autonomous Status (Provide date of Conformant of Autonomous Status)	**02-May-2017**
Type of Institution	**Co-education**
Location	**Semi-urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Bidyadhar Behera**
Phone no/Alternate Phone no.	**06655220523**
Mobile no.	**9776492294**
Registered Email	**beherababu2014@gmail.com**
Alternate Email	**b.bidyadhar@yahoo.co.in**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	**https://www.davcollegetitilagarh.org**

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.davcollegetitilagarh.org

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**71.50**	**2007**	**10-Feb-2007**	**09-Feb-2012**
2	**B++**	**2.86**	**2017**	**02-May-2017**	**01-May-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**11-May-2012**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

Swatchata Pakhwara	16-Jan-2020 15	500
Sanitation Awareness in Swatchhata Pakhwada	30-Dec-2021 1	100
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institution	RUSA	ODISHEC	2019 1	10000000
Institutrion	IDP	World Bank	2019 1	660000
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**3**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

1. Cultural activities performed by the students through EBSB program. 2. Different competitions like essay, debate etc were conducted under the same EBSB program. 3. As per feedback from the students, special care was taken of their toilets for their health and hygiene. 4. Principal was specially requested for purchase of new books as per state model syllabus. 5. Teaching staffs were impressed upon to join seminars and webinars.

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

Plan of Action	Achivements/Outcomes
Separation of library of library buildings of degree from junior college	Likely to be separated within a short span as the building has not been handed over to us.
Extension of laboratories of science subjects.	Government changed its decision and cancelled our approved plan for that.
Completion of new women's hostel.	Work was badly affected by the lock down, shut down etc. due to corona pandemic.
Maintenance of Language Laboratory which is badly affected by the rain.	A tin cover was made over the roof of the language lab which protected it from the rain.
Opening of new PG Courses in Computer Science, Hindi, History and Mathematics.	Government did not allow the opening of new PG courses in any Institution like us.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	30-Jun-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2020
Date of Submission	23-Apr-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	The following modules were operational in our MIS System: 1. Admission: The admission process is conducted through Students Academic Management System. Application, selection, admission, change of subject and college etc are all done through the SAMS. 2. Faculty position: data regarding faculty are updated regularly through SAMS. 3. College Accounting Procedure Automation has been introduced by the Government of Odisha for the smooth functioning of

the financial transactions. Transparency and corruption free is the motto of CAPA. 4. College Library is fully automated. Accession, issue of books are done by computerized manner. 5. Smart class rooms: Students are taught through smart class rooms. though the facility is limited, still the students have the exposure to the present day technical world. 6. Language Laboratories: Communication skill is being taught to the students through the language laboratories. 7. Bio metric attendance: Both teaching and nonteaching staff give their attendance by the biometric attendance system. Seven hours duty has been made compulsory by the Government of Odisha. 8. Students attendance: As 75 attendance is compulsory, students are being informed about their attendance through SMS and post card. 9. Publication of Examination result: The results of all the different examinations are published through the college website. 10. CCTV Cameras: Class room teaching, Exam hall situation, all official works and the college campus as a whole are kept under the vigil of CCTV. 11.Relevant Information to the public are made through the uploading of letters etc to the website, regularly. 12. All communications to the Government, UGC, NAAC and such other bodies are also done by the same process. 13. Special software for blind people has been loaded in two computers to facilitate reading both for students and teachers.Apart from these modules of last year, we also have more operational modules this year. Online classes through Google meet, Zoom applications etc are also being held and have become widely popular. And also every department has its own WhatsApp group for the quick dissemination of information. Our institution also has its own WhatsApp group for rapid transmission of messages, even leave applications, relieve orders etc are also being transmitted through the medium.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Design and Development

1.1.1 – Programmes for which syllabus revision was carried out during the Academic year

Name of Programme	Programme Code	Programme Specialization	Date of Revision
BA	01	NIl	Nill
BSc	02	Nil	Nill
BCom	03	Nil	Nill
MA	04	Nil	Nill
MSc	05	Nil	Nill
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1.1.2 – Programmes/ courses focussed on employability/ entrepreneurship/ skill development during the Academic year

Programme with Code	Programme Specialization	Date of Introduction	Course with Code	Date of Introduction
BA	NIL	Nill	NIL	Nill
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1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the Academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	NIL	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective Course System implemented at the College level during the Academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Honours in Eng, Eco, Edu, His, Hin, Odia, Phil, PSC, Sans	01/06/2019
BCom	Honours in Accounting	01/06/2019
BSc	Honours in Bot, Chem, Math, Phy, CSC, & Zool	01/06/2019

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
NIL	Nill	Nill
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NIL	Nill
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.	
Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Feedback obtained from the students are thoroughly gone through and after due discussion and deliberation, steps are taken by the college administration to do the needful which are beneficial for students catering to the development of the institution as a whole.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Honours in Eng. Eco, Edu, His, Hin, Odia, Phil, PSc & San.	256	1929	309
BCom	Honours in Accounting	64	642	58
BSc	Honours in Bot, Che, Mth, Phy, CSc & Zool.	224	2417	213
MA	Odia n PSc.	32	62	20
MSc	Chemistry	8	21	8
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	580	28	68	Nill	19

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using	ICT Tools and resources	Number of ICT enabled	Numberof smart classrooms	E-resources and techniques used

68	30	14	4	4	5

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

Students of every department are divided as per the number of teachers available in the concerned department. This system of classification is called proctorial system. Each group of students is headed by one teacher. The teacher knows every student personally, maintains a personal record of data. All the problems of every student of his group are looked into. May it be academic problem or any other difficulty faced by the student is taken care of by the concerned teacher.Thereby a kind of personal relation is developed among the group members. Academic problems are solved by giving of notes and other information available at hand. Study tours are also conducted by those mentors. Recently the students of Botany and Zoology had gone for such a study tour program headed by their mentors.Such information, with photographs, were already given on our website. Even our physical education teacher and sports officer also mentor in sports and games.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
608	68	1:9

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
59	58	1	10	13

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2020	NIL	Nill	NIL

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	PG	IV	29/09/2020	20/10/2020
BA	UG	VI	30/09/2020	20/10/2020

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2.5.2 – Average percentage of Student complaints/grievances about evaluation against total number appeared in the examinations during the year

Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Nill	495	0

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://davcollegetitilagarh.org/on-time-graduation-otg/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
05	MSc	Che	8	8	100
04	MA	Odi & Psc	15	15	100
03	BSc	Bot, Che, Csc, Mth, Phy & Zool.	180	162	89.74
02	BCom	Accountancy	49	43	87.75
01	BA	Eco, Edu, Eng, Hin, His, Odi, Phi, Psc, & San	256	195	76.15

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://davcollegetitilagarh.org/sss/

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Promotion of Research and Facilities

3.1.1 – The institution provides seed money to its teachers for research

No

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3.1.2 – Teachers awarded National/International fellowship for advanced studies/ research during the year

Type	Name of the teacher awarded the fellowship	Name of the award	Date of award	Awarding agency
National	NIL	NIL	Nill	NIL

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3.2 – Resource Mobilization for Research

3.2.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	NIL	0	0

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3.2.2 – Number of ongoing research projects per teacher funded by government and non-government agencies during the years

0

3.3 – Innovation Ecosystem

3.3.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	Nill

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3.3.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NA

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	NIL	NA	NA	NA	Nill

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3.4 – Research Publications and Awards

3.4.1 – Ph. Ds awarded during the year

Name of the Department	Number of PhD's Awarded
Chemistry	1

3.4.2 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NIL	Nill	0

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3.4.3 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	1

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3.4.4 – Patents published/awarded during the year

Patent Details	Patent status	Patent Number	Date of Award
NIL	Nill	0	Nill

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3.4.5 – Bibliometrics of the publications during the last academic year based on average citation index in Scopus/Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in	Number of citations excluding self

					the publication	citation
NIL	0	NIL	Nill	0	NA	Nill

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NA	Nill	Nill	Nill	NA

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3.4.7 – Faculty participation in Seminars/Conferences and Symposia during the year

Number of Faculty	International	National	State	Local
Presented papers	1	Nill	Nill	Nill
Attended/Seminars/Workshops	5	9	6	1

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3.5 – Consultancy

3.5.1 – Revenue generated from Consultancy during the year

Name of the Consultan(s) department	Name of consultancy project	Consulting/Sponsoring Agency	Revenue generated (amount in rupees)
NA	NA	NA	0

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3.5.2 – Revenue generated from Corporate Training by the institution during the year

Name of the Consultan(s) department	Title of the programme	Agency seeking / training	Revenue generated (amount in rupees)	Number of trainees
NA	NA	NA	0	0

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3.6 – Extension Activities

3.6.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood Donation	The Sambad - a Odia daily newspaper	5	34
Plantation	Sahitya Ghara - a constituent of The Sambad.	7	52
Oath taking	Govt of Odisha	36	200

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3.6.2 – Awards and recognition received for extension activities from Government and other recognized bodies

during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NA	NA	Nill

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3.6.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agen cy/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NA	NA	NA	Nill	Nill

No file uploaded.

3.7 – Collaborations

3.7.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
NIL	NIL	NA	0

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3.7.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NA	NA	Nill	Nill	0

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3.7.3 – MoUs signed with institutions of national, international importance, other institutions, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NA	Nill

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1350000	698400

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Seminar halls with ICT facilities	Newly Added

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
The Free Lancer	Fully	2017	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	13370	1300959	378	127463	13748	1428422
Reference Books	19423	1790683	99	32537	19522	1823220
Journals	39	149952	1	4500	40	154452
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NA	NA	Nill
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	57	3	12	0	0	13	8	512	0
Added	0	0	0	0	0	0	0	0	0
Total	57	3	12	0	0	13	8	512	0

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

512 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	NA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on	Expenditure incurred on	Assigned budget on	Expenditure incurredon

academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilites
485000	658500	1350000	698400

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website)

For any construction work to be undertaken by the college, the proposal is placed before the Governing Body. After getting the approval from the Governing Body, plan and estimate are invited from concerned government agencies. Then the order is placed either to the said agencies or to registered private agencies to undertake the works and to submit the utilization certificate within the due time. For the maintenance of physical, academic and support facilities we have different policies and procedures. We have three different procedures for maintenance of physical facilities. For the purpose of maintenance of classrooms, library and laboratory, the governmental agencies provide the funds and maintenance is done as per the rules of the government. For the support facilities, students' contribution plays a lead role, though sometimes external agencies also contribute. And the maintenance of computer labs for self financing course, the cost is obtained from those students' contributions exclusively. Above all, the governing body has empowered the principal to spend a maximum amount not exceeding rupees fifty thousand from the college fund in case of exigencies or shortage of funds. The procedure of utilizing the laboratories is that those remain open as long as classes are going on and often labs remain open for more than usual times till the completion of some particular experiment. All these facilities are utilized and maintained by the respective departments. But the class rooms and the equipment used in it are in charge of a selected group of staff members. The account of all such equipments is kept in their charge so that maintenance, replacement and induction could be done easily. At the closure of every academic session the account is maintained properly and the report is placed before the governing body. Accordingly the governing body makes the plan and program for the next academic session.

https://davcollegetitilagarh.org/wp-content/uploads/2021/12/Procedure-Policies-1.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Post Matric Scholarship	582	5725885
Financial Support from Other Sources			
a) National	0	Nill	0
b)International	0	Nill	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Spoken English Class	22/07/2019	40	Department of English

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	NIL	Nill	Nill	Nill	Nill
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	Nil	Nill	Nill
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	9	ECONOMICS Honours	ECONOMICS Deptt.	Rajendra University etc.	Post Graduation etc.
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Annual Athletic Meet - 2019-20	Degree	202
Literary Competitions	Degree	276
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	NA	Nill	Nill	Nill	NA	NA

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Our college being an autonomous institution, students are not elected to any council rather they are nominated to different associations, academic or administrative. Every department has an association of its own and at least two students- one girl and a boy- are normally chosen and they take part in all decision making processes and shoulder the responsibility of all such activities of the department. In case of institutional functions and such other course of actions, they take active role. They participate in decision making bodies, work out the decisions taken etc. They are an inseparable part of the actualization of any institutional activities. Program monitoring unit of RUSA - 2.0 and the IDP program also have students representation. They participate in all the meetings of the programs, take active role in taking decisions and also implementation of the resolutions taken. Other students participate as volunteers in making a program successful since there are so many programs which can not be worked out without their support. Be it the program of social forestry of government of Odisha or other social issues. The participation of students cannot be gainsaid in so many fields.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of registered Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Meeting organised for conducting parent-teacher meet on 14/11/2019 Meeting organised for increasing memorial prize money on 24/01/2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

Procurement: Procurement of materials - be it books for library or laboratory equipment or furniture - is an important function of the college administration. Nothing is done single-handed by the college principal. It is done with the participation of staff members, both teaching and non-teaching. Take for example- Library books and journals. There is a committee for it. The

entire process of procurement of books and journals is done by that committee. It is headed by one of senior member of the teaching staff supported by some other members with the librarian as the coordinator. The list of books are invited from the different departments and according to the availability of funds, the committee invites quotations from various suppliers and the process goes on till the payment is made. The principal is the final authority, but he does everything with the aid and advice of the committee. Similarly, take the case of the conduct of the classes. Here is also everything is done in a participatory method.Principal chooses one senior member of the staff as Academic Bursar, who looks after all the arrangement of the classes. Principal also forms a committee of the Heads of every departments, who look after the academic progress of their respective departments together with the fulfillment of other paraphernalia like the maintenance of records, conducting of proctorial classes, and such other academic activities. Heads of departments submit the records of their departments to the principal for verification at the end of every month. Whenever he wants to meet the members, be it of a department or be it the staff council, he calls for a meeting and discusses any academic matter he wants to. This is how the power of administration though is in the hands of the principal, he does everything by decentralizing it so that all the members of the teaching and non-teaching members be actively involved in the day to day administration of the college.

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

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Research and Development	As research is an essential part of all HEIs, some of our teachers are also doing it in different institutions. One teacher has joined the M Phil degree in a university. Some teachers are engaged in their post-doctoral research activities. Though the movement of people has been restricted by the government, our teachers are involved in conducting and attending webinars.
Examination and Evaluation	Before we conduct the Mid-term and the End-term examinations we also conduct some class tests by the individual departments to get the students acquainted with the exam pattern and the subject as well.This was the usual practice of every educational institution. Not this year because of the corona pandemic situation, we have changed our strategy of conducting the exams. The traditional pattern of conducting exams on offline mode have been replaced by the online mode .And the evaluation has also been done online. This online mode of exam is found to be more suitable.Everything was done online. This is how the gathering of students

	could be avoided and the fear of Corona also set aside.
Curriculum Development	CBCS syllabus prescribed by UGC was operational from 2015. But after four yours of observation, the state government felt the need of revising the sylabii and frame a new State Model syllabus for the state and it has been accepted for all the institutions of higher education. As per the directions from the government , we have accepted the state model syllabus from this session. The state government has also facilitated the availability of the books.
Teaching and Learning	Every year teachers are recharged through different training programs like Orientation, Refreshers, skill-based and such other programs conducted by different universities and Academic Staff Colleges . They are also encouraged to participate in seminars, webinars etc. Teachers are mostly taken care of as they are instrumental to the teaching-learning process of the institution.
Library, ICT and Physical Infrastructure / Instrumentation	This year some new books around 500 were added to the library and all these books were prescribed in the new state model syllabus. Previously this was a problem in following the CBCS syllabus. Some of the departments use smart class rooms for their teaching. Language lab is used for the purpose of teaching the communication skill. Laboratory facilities though not sufficient enough to accommodate the growing number of students, still manageable. Funds have already been sanctioned by the government for the extension of the laboratories, but construction will take some time. There has been addition to the number of classrooms which have been constructed from infrastructural development grant.
Human Resource Management	All the teaching and non-teaching members are engaged in different activities of the college. Members of Teaching staff have been assigned with other co-curricular and extra curricular activities. Games and sports activities are managed by the athletic association together with the PET. Details of the activities are mentioned in the college calendar.
Industry Interaction / Collaboration	Though the local industries are

	actively associated with us and give guidance to our students, but its not enough. Still some of our departments dont leg behind. The Biology department of our college made an academic visit to two institutions located at Bhubaneswar. Next session we will try to collaborate with some more industry. However there are meager number of different industries situated near the periphery of the institution.
Admission of Students	The entire admission process of our college is regulated by the e-admission process of the Government of Odisha under the Students Academic Management System(SAMS). Everything is done online, starting from application to the final stage of admission. Even financial transactions at the time of admission is also done online.

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

E-governace area	Details
Administration	The college administrative process is done electronically. All the agencies involved with our college administration are reciprocated through electronic mode. The higher authorities make all their queries through e-mode and we also respond in the same way. exchange of information with the members of the staff or students in general are done electronically.
Finance and Accounts	The government of Odisha has made it mandatory that all financial transactions shall be made online. They have introduced an application named CAPA(College Accounting Procedure Automation) through which all transaction are displayed. Financial transaction through cheques are also made for the smooth management of the institution.
Student Admission and Support	The admission of students is done through the government application SAMS (Student Academic Management System). The entire admission process is under governmental control. All the support services to the students are also done in e-mode. All financial helps to students are electronically done. Any information are reciprocated through e-mode.
Examination	As the end-term examination could not be done offline due to Corona pandemic this year, we conducted the exam

	online. Valuation, tabulation and such other required activities are also done online

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Nil	Nil	Nil	Nill
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6.3.2 – Number of professional development / administrative training programmes organized by the Colleges for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Computer Literacy Programme	Computer Literacy Programme	02/09/2019	07/09/2019	15	4
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Faculty Development Program on Entrepreneurship Development	1	18/11/2019	22/11/2019	5
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
10	Nill	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Residential quarters on a marginal rent, Free water supply	Residential quarters on a marginal rent, Free water supply	Financial help when needed, provision of drinking water, sanitizers, masks etc

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Internal audit - Whatever expenditure is incurred, it is always done after an internal audit of the proposal as well as expenditure is done. For that purpose, one of our senior teacher is given the charge of accounts bursar. He studies the proposal, looks in to the appropriateness of the estimated expenditure and when he finds the plausibility of the expenditure then only he approves the draft for furtherance of the file. Looking at his approval, the principal approves the proposal for any particular expenses. Similarly if the amount is a bigger one , the principal places the proposal before the governing body. And after getting the approval from the governing body, that financial activity is carried out. External Audit - After the completion of every financial year, the principal invites the local Fund Auditor from the government through the Director, Higher Education. The team of auditors then take up the audit of the income and expenditures incurred during the financial year and submit the report to the government. If any clarification is sought in any matter , it is complied by the principal within the stipulated time. Then the audit compliance report is produced before the governing body in the annual meeting of every financial year. This is a regular activity of our institution.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
1.Smt. Tukuni Sahu, Honble minister for women and child development and mission shakti, 2. Umakanta Ratha, 3. Debabrata Mishra	45000	Gold Medal for best Graduate in Arts, Science and Commerce

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6.4.3 – Total corpus fund generated

1926028

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Regional Director of education (RDE)	Yes	Principal and Governing body
Administrative	Yes	RDE and the University	Yes	Governing body

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1- Discussing various issues regarding conduct of classes and other academic activities. 2- Discussing environmental and social issues inside the college campus. 3- Over all development of the college.

6.5.3 – Development programmes for support staff (at least three)

1- Providing rent-free quarters. 2- Financial contribution to their EPFO. 3- Providing them opportunity of employment , when arises.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Introduction of smart classrooms. 2- Boosting the moral sentiment of students through the practice of Ethical Teaching. 3- Opening of PG courses.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC Annual meeting	21/05/2019	21/05/2019	21/05/2019	7
2019	Computer Literacy Programme	02/09/2019	02/09/2019	07/09/2019	19
2019	Organisation of parents teacher meeting	14/11/2019	14/11/2019	14/11/2019	40
2020	Career Counselling	06/01/2020	06/01/2020	06/01/2020	120
2020	Extra Mural lecture	15/01/2020	15/01/2020	15/01/2020	230
2020	Seminar on Cyber Crime	12/02/2020	12/02/2020	12/02/2020	90
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization	17/12/2019	18/12/2019	98	175

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
Plantation is the program we have taken up to make the college campus green. Since the temperature of Titilagarh exceeds 45 degree Celsius during the summer, students very well understand the need of plantation in the college campus. At present all the trees found in the college campus are result of the

program adopted 25 years back. Hence it has become a practice among our students. Of course NSS volunteers and NCC cadets have included the program of creating awareness in the nearby villages to plant trees in their normal locality.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Braille Software/facilities	Yes	5
Scribes for examination	Yes	4
Ramp/Rails	Yes	4

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2020	Nill	Nill	Nill	Nill	NA	NA	Nill

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7.1.5 – Human Values and Professional Ethics

Title	Date of publication	Follow up(max 100 words)
Seminar on Communal Harmony	02/10/2019	The Ethics Committee of the college had undertaken all possible steps to maintain a moral profile and build a good institutional image. With a view to creating awareness among learners, the committee had conducted meetings and seminars with students from time to time. In addition to that the ethics committee was vigilant towards issues of noncompliance of ethical practices by students. Such cases had been brought to the notice of the head of the institution and corrective measures formulated.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Clean India Movement	11/11/2019	11/11/2019	100

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

1- Rain-water harvesting - Provisions have been made to leave the rain water underground. Of course this year due to excess rain fall, some amount of water has flown down. 2- Plantation - The college campus has been filled with the trees and saplings. 3- Dumping of weathered leaves- Pits have been dug to dump weathered leaves. Instead of being thrown away or burnt. those are being dumped to turn in to compost 4- Use of dustbins - Large size dust bins have been set up in the campus here and there for the use of students. The useless plastic packets and torn papers are not thrown hither and thither. 5 - Use of bicycles - Separate stands have been made for the students to keep their bicycles as it has been prevailed upon them to use bicycles during college hours.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Ethical Teaching:We have accepted it as one of the best practices in our college. As value system of every society changes with the change of time and culture and also with the influence of cultural exchanges of neighboring countries, it is highly essential to imbibe the students with the universal values of our country. We have a rich cultural heritage and unless the students are made aware of it, they will remain in darkness. Moreover, moral awareness is inborn to man. And making him aware of what he is, is just to awake him from a siesta. We facilitate to create this awareness by eminent persons of the society with a strong moral background irrespective of caste, creed, religion etc. We invite such people from different walks of life. They put forth their stand points exemplifying themselves and their achievements out of it. The most important point is that the morality builds self-confidence arousing an inner voice of self which makes everyone of feeling independence. We hold meetings once in a month in which the invited guests deliver their speech to the students ans staff for an hour. Then the discussion begins and question-answer session starts. Students ask questions and our speakers clarify the stand point. Often it runs smoothly, but at times it goes to such a height of discussion that we baffle looking at the involvement and enthusiasm of students. A clear picture of the influence of the present day consumerism is seen, and how the students slowly adept to the views of speakers that is to be seen. The sense of morality though found in everyone it needs to be arisen, should be ignited. Hence we make students aware of the potency they have.Students of different subjects realise that such a faculty is present in them but they were not aware of it. Of course they use it on different occasions, but when they get a certification from an expert, they feel enlightened. In every sphere of life, the morality guides. This the realisation of students what they have expressed during the discussion. interesting impact is found among the science students. Such students feel that everything could be explained through the laws and principles of elementary sciences. As the world is run, guided and controlled by the different scientific law, so also every human affairs and his decisions could be explained by scientific laws. But in this ethical teaching program they feel that moral sense of man cannot be explained by the help of scientific principles. Where do they come from ? This was a simple question of a student of science. When the speaker explained it that human capacity much wider than the scientific explanation of the world and among other ways scientific explanation is only a smaller oneand a broader field is lying outside this material world, it opened the inner eye of the students. Then the speaker introduced a new concept called Metaphysics, and it goes beyond this physical world. And this view opened a new road to another session of moral teaching. The best can be said in conclusion that In higher education of whatever type should be appended with such topics which enlarges

the view point of the students. Simply the bookish knowledge is not enough. The life itself is a large book and by higher education we realise that such a large book can be read and we humans have that capability. Green Environment: It is another best practice we have adopted in our college.As our locality is one of the hottest place of the country, we adopted this practice of maintaining the environment and have been continually trying to make the college campus as well as the locality green one. Our students are being acclimatized to adopt such a practice as a par of their regular course of life. NSS volunteers and NCC cadets of our college also have accepted this program as core one. The as a whole also participates and celebrates the observation of social forestry week of the government of Odisha. As a result of which the entire college campus is full of green trees. The temperature of the campus and the locality has gone down. Of course the Government of Odisha has taken other measures too to curb the heat environment of the state. In our ethical teaching program, we invite at least one such speaker who is proficient in environmental problems and the required measures for protecting the same. The impact of direct discussion with such specialists impresses the students very much. And the plantation of saplings, up-keeping them continually etc are the practicals of the theoretical knowledge acquired in the class and in the meetings. Affiliation with the governmental organizations, philanthropic and non-governmental organizations help a lot to boost the emotion of the students and impresses them much to be wedded with many a social programs like this environmental problem. Other related activities are also done by the students which indirectly supports to the environmental one. Such an act is dumping of weathered leaves and other combustible materials in the pits. Such pits are filled with the water during rainy season and the dumping materials turn in to natural manures to fertilize the land. Even plastic wrappers scattered inside the campus are not burnt so that the poisonous smell of the smoke is also avoided. Students are also encouraged to use bicycles during the college hours to get rid of the carbon monoxide emitted by the motor cycles. At present whatever tree is found inside the campus have been planted by our students and looking at the height of the trees one could very well imagine the time from which our college has adopted this environmental program. Of course we have faced some unavoidable problems in maintaining this course. Sometimes trees are stolen by the thieves some times ripen trees could not be cut down due to the forest rules and regulations of the state government. But such hindrances have not stopped us keeping our environment green.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

https://davcollegetitilagarh.org/wp-content/uploads/2020/11/TWO-BEST-PRACTICES.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Titilagarh is a socio-economic backward region of Bolangir district in the state of Odisha. Almost 88 people of this district lives in rural areas and the rate of illiteracy is 44 as per Census Report 2011. The DAV Autonomous College situated in a rural area plays an important role in promoting higher education among the people of this backward region. Though our college has been instrumental to the intellectual growth of our people since 1968, the autonomy of our institution gave us enough freedom to design our own way of progress. When we look at the educational development of the world, we feel encouraged. But at the same time we find tough challenge to traverse such a long way. Hence keeping the demography of the district and the limitations of law in view, we carved out our own course. When we retrospect, we find a countable numbers of

students from the deprived section of the society in the college campus. But today a sizable part of our student community comprised of such boys and girls. More wondering is that even though government has set up a degree college specifically for women, the number of girl students in our college are increasing every year. To be more accurate in mathematical language, more than 35 of our students are from the downtrodden sections of the society and more than 50 are girl students. And keeping this changing scenario in view, we requested the government to provide accommodation to them and a separate girl's hostel is under construction from the aegis of RUSA 2.0. We are also planning to have a separate boys' hostel for the SC/ST students in near future. To keep pace with the progressive age of technology we have opened a specific department for Computer Science for science students and smart class rooms for students in general. And we have made our college campus Wi-Fi for the benefit of all students and staffs of our institution. For the benefit of students, we have Post-Graduate studies in three subjects, namely Chemistry, Odia and Political Science. We have also planned to give such opportunities to the students of other departments too. Though it is difficult to keep pace with the speed of the changing world, it is not impossible to accelerate the speed of the progress of our institution eying on our vision.

Provide the weblink of the institution
https://davcollegetitilagarh.org/wp-content/uploads/2019/12/achievments.pdf

8.Future Plans of Actions for Next Academic Year

Though the pandemic Covid-19 has stalled everything through the world, life is still moving on and on. To keep pace with the time, we have changed our course of action. we are hopeful, one day this catastrophe will be over and everything will return to its own track. Hence we have different plans for the next academic session. 1- Opening of more Post Graduate courses: We are planning to open more PG courses in two or three subjects. Years before we had shortage of teaching hands which was an insurmountable for any educational institution. Today we have full teaching staff and they are young and energetic enough to take the responsibility of more such courses. Above all, the new comers are filled with the knowledge and information which they can share with the students, As a result the student community at large will be benefited. 2- More smart classrooms: Currently we have only three smart classrooms in our college.