

Role and Importance of DVV in Accreditation Process

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Abstract:-

Present article gives an overview on NAAC scenario with regards to Data validation and verification as a key role in the entire process. The primary goal of NAAC is to make the assessment and accreditation transparent and Objective. For an effective delivery, NAAC has chosen to administer the process using a software based system. The software will be access controlled and only the persons responsible will be given access to the modules that they are authorized to work on. All the work assigned and performed by designated staff/Consultants will be tracked and monitored to ensure the data points verified and validated follow a logical path to conclusions. An institution seeking accreditation will have to convert the relevant documents from physical to electronic format for online submission and e-verification. The size of data and the documents to be uploaded may vary from institution to institution; but the NAAC Portal may have restrictions.

In case the documents size is more than what NAAC Portal will take, the same may be uploaded on the institutional website with a link to NAAC Portal. For this purpose, colleges will have to make the Website facilitative and dynamic. This will also help colleges to accelerate shift to e-governance and paperless administration.

I. INTRODUCTION

NAAC has established accreditation process using a new methodology and measurement system that is both qualitative as well as quantitative. The NAAC has identified about 140 data points that are required to be used in new accreditation system. Out of 140 points 100 are quantitative and 40 are qualitative. In order to reduce subjectivity, NAAC has hired computer assisted system which helps in creating a common system of validating data points and attains at a unified score for all participating institutions. All the institutions that are accredited need to do self-assessment first and then same is validated by NAAC for reliability and accuracy. Then after, a grading is arrived at computing CGPA (Cumulative Grade Point Average) for all the parameters that are Part of accreditation framework..

NAAC's process of quality assurance is similar to those that are followed by the other Quality Assurance (QA) agencies present worldwide.

According to the Revised Accreditation Framework (RAF) 2020, the NAAC has a timely step-by-step ICT-enabled accreditation process. The new process Student Satisfaction Survey, Data Verification, and Validation that augments the whole objective of NAAC.

II. METHODOLOGY

NAAC has adopted unique procedure to carry entire system of accreditation. It is broken down into seven steps without affecting its flow which will to access the institution. Here is the order of the nationally accepted NAAC Process,

HEIs registration in the NAAC website

Institutional Information for Quality Assessment (IIQA)

SSR submission on acceptance of IIQA (On rejection, an institute has 2 attempts to RESUME the IIQA form within 1 year)

Proceed to Data Validation & Verification (DVV) process and Pre-qualifier Score

Preparation towards the Student Satisfaction Survey (SSS)

Peer Visit by NAAC

NAAC announces the Institutional Grading

There are 4 major steps in which the entire NAAC Accreditation process is done, which are as follows,

- ❖ IIQA Submission
- ❖ SSR Submission
- ❖ DVV Process
- ❖ Peer Team Visit (PTV)

First of all an institution needs to get an Institutional login Id from the NAAC Portal simply by registering institution on NAAC Portal. There are no charges for registering institution which is called HEI's registration in the NAAC Website.

In order to cover theme, NAAC invites proposals from different agencies that will help in validating these quantitative data points in order to fulfill its objectives. The verification and validation work will not involve any travel to the institution, drive any electronic or phone conversation with the representatives of the institution under consideration but will be done as information available in the public domain as well as the provided by the institution in the NAAC portal.

The information contained in this proposal and any discussion and documents provided by the NAAC and its advisors are confidential and proprietary information of NAAC. NAAC does not convey any ownership to any party by disclosing this information.

By accepting this document, the service provider agrees to hold this information in strict confidence and will not use the same by itself or allow anyone to use it. This will not be used in any other way rather than for the preparation of the requested proposal. Service provider should ensure no conflict of interest with the institution.

III. DISCUSSION

Once HEI's registration is done online, Next main step is to institution go for IIQA Submission.

1) IIQA (Institutional Information for Quality Assessment)

SRA (Statutory Regulatory Authority) like UGC / AICTE Extension of Approval (EoA) for Current Academic Year (CAY) University affiliation letter for current academic year (CAY) for all programs, All India Survey of Higher Education (AISHE) Registration Certificate, Self-Declaration regarding programs and courses by Principal

Registration fee: DD in favor of Director NAAC – Rs. 25,000 + GST as applicable. Also this could be easily paid online also from NAAC portal.

- Upload first IIQA during the year starting from June; along with prescribed registration fee – Link is open throughout the year.
- If IIQA is rejected, two more chances within the same fees – NAAC will communicate reasons for rejection – overcome deficiencies and upload again,
- If IIQA is accepted, upload the SSR on the NAAC Portal within 45 days from the date of acceptance of IIQA along with 50% of the prescribed
- In case of failure to upload SSR within 45 days; you will have to start the process afresh along with registration accreditation fees
- SSR uploading is now open throughout the year
- No hard copy of IIQA & SSR – submission of documents only ONLINE now

2. SSR Submission (Self Study Report)

3. DVV (Data Validation and Verification)

This process is simply for 'DOCUMENTS VERIFICATION' in short, Every claim made by the institution needs to be verified and validated that's why it is called as data validation and verification. Verification is important particularly when claims could be doubtful, manipulated, exaggerated in the SSR. As members of Peer Team, we have come across a lot of even understatement of claims in large number of colleges.

Any institution in quest of accreditation will have to convert the relevant documents from physical to electronic format for online submission and e-verification. The size of data and the documents to be uploaded may vary from institution to institution; but the NAAC Portal may have restrictions.

In case the documents size is more than what NAAC Portal will take, the same may be uploaded on the institutional website with a link to NAAC Portal. For this purpose, colleges will have to make the Website facilitative and dynamic. This will also help colleges to accelerate shift to e-governance and paperless administration.

DVV Timeline as mandatory document

- Timeline: No flexibility in deviation with respect to Quantitative Data Metrics.
- Every claim needs to be supported with documents, such as minutes of meetings, decisions, statements of accounts, letters/orders/notifications, certificates, approvals, etc as specially mentioned. They are in bulk; hyperlink to the appropriate website may be given.
- There is fixed timeline for the entire DVV process, which is to be strictly followed. If not responded with in the stipulated time, whatever values uploaded before expiry of timeline, will be taken as final – no extension of timeline.
- Failure to upload full data/documents will adversely affect institutional score. Wherever Asterisk Red Mark* appears, it should be understood as mandatory requirement.

Data unaccompanied by relevant e-verifiable documents will make the data redundant . If the documents are not available with the primary external sources (like university, government), institution will have to reconstruct the document from internal sources (office or recipient faculty) – as all the correspondence from the external agencies must have been received by the teacher or college office Such documents will have outward numbers, date and address of the issuing authority along with copy endorsement. Gather missing documents from endorsed entities and upload on your website for e-verification.

IV. CONCLUSION

In the Assessment of institution laborious physical examination is avoided and mainly focused on e-verification and paperless administration. HEI monitoring is challenging task for rural area due to poor internet facility.

V. REFERENCES

<http://www.naac.gov.in/apply-now>