



Yearly Status Report - 2018-2019

Part A

Data of the Institution

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| Part A | |
| Data of the Institution | |
| 1. Name of the Institution | DINABANDHU ANDREWS COLLEGE |
| Name of the head of the Institution | Dr. Somnath Mukhopadhyay |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 03324304377 |
| Mobile no. | 9433526663 |
| Registered Email | dacprincipal@gmail.com |
| Alternate Email | iqacseminar@dacollege.org |
| Address | 54 Raja S.C. Mallick Road, Baishabghata, P.O. Garia, Kolkata, Pin-700084 |
| City/Town | Kolkata |
| State/UT | West Bengal |
| Pincode | 700084 |

| 2. Institutional Status | | | | | |
|---|-----------------|---|---------------------------------------|-------------|-------------|
| Affiliated / Constituent | | Affiliated | | | |
| Type of Institution | | Co-education | | | |
| Location | | Semi-urban | | | |
| Financial Status | | state | | | |
| Name of the IQAC co-ordinator/Director | | Dr. Amitabha Roy | | | |
| Phone no/Alternate Phone no. | | 03324301222 | | | |
| Mobile no. | | 9331026342 | | | |
| Registered Email | | dacprincipal@gmail.com | | | |
| Alternate Email | | iqac@dacollege.org | | | |
| 3. Website Address | | | | | |
| Web-link of the AQAR: (Previous Academic Year) | | https://www.dacollege.org/uploads/pdfs/aqar-2017-18_new.pdf | | | |
| 4. Whether Academic Calendar prepared during the year | | Yes | | | |
| if yes,whether it is uploaded in the institutional website: Weblink : | | https://www.dacollege.org/acal.html | | | |
| 5. Accrediation Details | | | | | |
| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
| | | | | Period From | Period To |
| 1 | B+ | 75.2 | 2007 | 10-Feb-2007 | 10-Feb-2012 |
| 2 | B | 2.37 | 2016 | 02-Dec-2016 | 02-Dec-2021 |
| 6. Date of Establishment of IQAC | | | 15-Jun-2011 | | |
| 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 | | |
| | | | | | |

No Data Entered/Not Applicable!!!

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L::asset('/', 'public').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. $instdata->upload_special_status))}
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8. Provide the list of funds 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 |
|---|---------------|--------------------------------------|-----------------------------|--------|
| Dr. Swapna Mukhopadhyay, Department of Microbiology | Major Project | Department of Higher Education, W.B. | 2017 1095 | 524400 |
| View Uploaded File | | | | |

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

5

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

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)

Development of Smart Classrooms. • LAN connectivity encompassing the entire college. • Development of Toilet/Washroom exclusively for Transgender Individuals.

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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 |
|--|--|
| 1. To organise seminars to commemorate | 1. Necessary arrangement has been made |

| | |
|---|---|
| the Diamond Jubilee year of the institution | by the Seminar Committee to organise the seminars in the month of AugustSeptember, 2017 |
| 2. To develop a few Smart Classrooms | 2. Presently one class room is being converted in to Smart Class on trial basis by WEBEL. |
| 3. Implementation of LAN initiated. | 3. WEBEL is presently installing the LAN network connecting the Principal's room, Office, Library and the lab-based departments |
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| | |
|---|-----|
| 14. Whether AQAR was placed before statutory body ? | Yes |
|---|-----|

| Name of Statutory Body | Meeting Date |
|--|--------------|
| Governing Body, Dinabandhu Andrews College | 19-Oct-2019 |

| | |
|---|----|
| 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 | 2019 |
|--------------------|------|

| | |
|--------------------|-------------|
| Date of Submission | 21-Feb-2019 |
|--------------------|-------------|

| | |
|---|----|
| 17. Does the Institution have Management Information System ? | No |
|---|----|

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Institution is within the prepare of retaining the presentation of the CBCS syllabus by the College of Calcutta since July 2018 over both PG and UG programs in Expressions and Science streams in Semester Examination format. The Institution set itself up by rebuilding the prospectus in view of Semester time period. Teachers/Instructors organized syllabus in brief capsules, planning for preparation of presentations and study materials for clear communication and convenient completion of the syllabus. ICT devices have ended up more essential. Regular mail i.ds are utilized to send study material and furthermore survey assignments. The Internal Examinations have structured itself to have MCQs and short question tests to familiarize students for competitive examination. Examination Conducting committees and the teachers of

the respective departments are following the guidance of IQAC to set up a consistent digitized framework by using the University software for all exam related administrative processes from enrolment, registration, admit card download to marks upload for tests conducted at the college end. All back copies are being preserved centrally and at the departmental level for ready reference.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entrepreneurship | Skill Development |
|-------------|-----------------|-----------------------|----------|--|-------------------|
| Nil | NA | Nil | 0 | 0 | 0 |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
|------------------------------------|--------------------------|-----------------------|
| Nil | NIL | Nil |
| View Uploaded File | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|----------------------------------|--------------------------|---|
| BA | Arts | 04/06/2018 |
| BSc | Science | 04/06/2018 |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

| | Certificate | Diploma Course |
|--------------------|-------------|----------------|
| Number of Students | 0 | 0 |

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 | Nil | 0 |
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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 |
|------------------------------------|--------------------------|---|
| BSc | Botany | 312 |
| BSc | Zoology | 81 |
| MSc | Zoology | 102 |
| BSc | Sericulture | 13 |
| BSc | Geography | 42 |
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| | |
|----------|----|
| Students | No |
|----------|----|

| | |
|-----------|----|
| 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 |
| NIL |

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 |
|-----------------------|--------------------------|---------------------------|--------------------------------|-------------------|
| BCom | UG | 370 | 2120 | 278 |
| BSc | UG | 1013 | 5012 | 622 |
| BA | UG | 980 | 5043 | 703 |
| MSc | PG | 79 | 366 | 62 |

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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 |
|------|---|---|---|---|--|
| 2018 | 1603 | 62 | 61 | 0 | 16 |

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 (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Number of smart classrooms | E-resources and techniques used |
|----------------------------|---|-----------------------------------|----------------------------------|----------------------------|---------------------------------|
| 61 | 15 | 10 | 10 | 1 | 5 |

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

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

Dinabandhu Andrews College has since its inception been open to student needs Student mentoring is an integral part of the Institutes' endeavor towards academic excellence. To efficiently care for the mentoring programme, the following techniques are taken. On the first day of enrolment, dual-orientation of students (i) by the Principal to welcome them to the campus and make them feel secure in a completely new learning atmosphere with unknown individuals and environments (ii) by the Departmental HOD to mitigate their speculation and fears about their topic of choice by presenting the scopes and work prospects in their subject matter to them. Bridging the gap between the teachers and students by fostering interaction between these two

communities beyond academic matters. Creation of a better college atmosphere where teachers can be approached by students, both for educational and personal guidance. They are made aware of the colleges rules and regulations, the facilities available, and how best they can manage the courses offered by the University of Calcutta. The faculty engages in personal therapy to discuss concerns related to stress, anxiety, depression and social issues. They are made conscious of their cultural proclivities and the importance of participating in sports, cultural and co-academic activities at college, university and state levels. Different need-based scholarships are managed by the College and there is a Principal's Welfare Fund which is accessed by Faculties in the proper meeting to extend help to students. Thus, the mentoring mechanism exists to promote an attitude of tolerance and inclusiveness, women empowerment and values of social responsibility among the mentees.

| | | |
|--|-----------------------------|-----------------------|
| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
| 1665 | 61 | 1:27 |

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 |
|-----------------------------|-------------------------|------------------|--|--------------------------|
| 61 | 61 | 0 | 1 | 37 |

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 |
|------------------------------------|---|-------------|--|
| Nil | NIL | Nil | NIL |
| View Uploaded File | | | |

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 |
|------------------------------------|----------------|----------------|--|---|
| BA | UG | PART I | 09/08/2018 | 30/01/2019 |
| BCom | UG | PART I | 23/07/2018 | 03/07/2019 |
| BSc | UG | PART II | 28/06/2018 | 28/11/2019 |
| BA | UG | PART II | 28/06/2018 | 28/11/2019 |
| BSc | UG | PART III | 27/04/2018 | 03/07/2019 |
| BA | UG | PART III | 26/04/2018 | 03/07/2019 |
| BCom | UG | SEMESTER II | 09/07/2018 | 13/11/2019 |
| BSc | UG | PART I | 09/08/2018 | 30/07/2019 |
| BCom | UG | SEMESTER I | 31/01/2019 | 26/03/2019 |
| BCom | UG | SEMESTER IV | 28/07/2018 | 21/11/2018 |
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In order to functionalize a continuous quality improvement module, the

following two stage evaluation and reform system has been implemented A) Student assessment - continuous monitoring of attendance, and responsiveness in the class, conduction of special remedial/tutorial classes outside the routine hours, periodic conduction of class tests, result analysis and discussion with the students B) Student feedback - The institution receives an exhaustive structured questionnaire from every student after year/semester end teaching, infrastructure, and the entire learning experience for the students during their tenure. The college has instituted an online student's feedback system to obtain feedback on teaching, coursework and various academic activities. The student's feedback is considered as a valuable source of information to measure their level of satisfaction. ? Parent teacher meeting /monitoring - Parents are invited at least once in a semester to discuss the progress of their wards. This is in addition to the regular monitoring of the student's progress by their mentors. ? Academic audit - Regular academic audit both internal/external are conducted. The audit reports are reviewed and approved by the management. The faculty (mentor) regularly interacts with the assigned students to access and monitor the progress of each student and the same is communicated to the parents.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The Academic calendar was prepared according to the guidelines issued by the University of Calcutta by a teachers' committee constituted by Principal in consultation with the Secretary of Teachers' council and duly placed and approved in a Teachers' Council meeting. The University Registration process for ensuing newly admitted students' process started on 12th July, 2017 and was completed within 5th September, 2017. Commencement of classes occurred on 25th July, 2017. Additional remedial/tutorial classes were taken by various departments for the not so meritorious students. Midterm examination for all three years was held in the month of November, 2017 just after the college reopened after Durgapuja vacations. Selection test to sit for the University Part I examinations was conducted for first year on the first week of March, For second year students it was held on the Last week of January and that for the third year was held on second week of December. In all cases, results were published within two weeks from the last date of examination.

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://drive.google.com/file/d/1bzA_pKZbZ5NgOhxa4M1GF2BcWggqjv80/view

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 |
|----------------|----------------|--------------------------|---|---|-----------------|
| UG | BCom | GENERAL | 56 | 30 | 53.57 |
| UG | BCom | HONOURS | 90 | 81 | 90.00 |
| UG | BSc | GENERAL | 139 | 108 | 77.70 |
| UG | BSc | HONOURS | 279 | 262 | 93.90 |
| UG | BA | GENERAL | 211 | 119 | 56.39 |
| UG | BA | HONOURS | 211 | 203 | 96.20 |

[View Uploaded File](#)

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)

[NIL](#)

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – 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 |
|------------------------------------|----------|--|------------------------|---------------------------------|
| Major Projects | 1095 | Department of Higher Education, Govt. of West Bengal | 5.24 | 5.24 |
| View Uploaded File | | | | |

3.2 – Innovation Ecosystem

3.2.1 – 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 | |

3.2.2 – 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 | Nil | NIL |
| View Uploaded File | | | | |

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

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|------------------------------------|------|--------------|----------------------|--------------------|----------------------|
| NIL | NIL | NIL | NIL | NIL | Nil |
| View Uploaded File | | | | | |

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

| State | National | International |
|-------|----------|---------------|
| 0 | 0 | 0 |

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|------------------------|-------------------------|
| NIL | 0 |

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

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---------------|---------------------------|-----------------------|--------------------------------|
| International | Department of Mathematics | 4 | 5 |

| | | | |
|------------------------------------|-------------------------|---|---|
| International | Department of Geography | 6 | 0 |
| International | Department of Botany | 3 | 4 |
| View Uploaded File | | | |

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

| Department | Number of Publication |
|------------------------------------|-----------------------|
| Department of Commerce | 3 |
| Department of Microbiology | 1 |
| Department of History | 1 |
| View Uploaded File | |

3.3.5 – 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 the publication | Number of citations excluding self citation |
|---|----------------|---|---------------------|----------------|---|---|
| Mathematical study of a memory induced biochemical system | Tridip Sardar | IEEE/CAA Journal of Automatica Sinica | 2018 | 17.6 | Dinabandhu Andrews College | 0 |
| Characteristics of Rayleigh wave propagation in orthotropic magneto-thermoelastic half-space: An eigen function expansion method. | Soumen Shaw | Applied Mathematical Modelling | 2018 | 9.4 | Dinabandhu Andrews College | 19 |
| Effect of rotation in magneto-thermoelastic transversely isotropic hollow cylinder with three-phase-lag model. | Soumen Shaw | Mechanics Based Design of Structures and Machines | 2019 | 6 | Dinabandhu Andrews College | 26 |

| | | | | | | |
|---|---------------|--|------|-------|----------------------------------|----|
| Bending of a thin rectangular isotropic micropolar plate. | Soumen Shaw | International Journal for Computational Methods in Engineering Science and Mechanics | 2019 | 0.215 | Dinabandhu Andrews College | 5 |
| Identification of iron oxides minerals in Western Jharkhand region, India using AVIRIS NG hyperspectral remote sensing. | Subhonil Guha | International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences - ISPRS Archives | 2018 | 0 | National Institute of Technology | 17 |
| Identification and measurement of deformation using Sentinel data and PSInSAR technique in coal mines of Korba. | Subhonil Guha | International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences - ISPRS Archives | 2018 | 0 | National Institute of Technology | 6 |
| Deformation monitoring in and around the national capital region of India using dInSAR technique. | Subhonil Guha | International Archives of the Photogrammetry, Remote Sensing and Spatial Information Sciences - ISPRS Archives | 2018 | 0 | National Institute of Technology | 5 |
| Evaluating Crosta technique for alteration | Subhonil Guha | International Archives of the Photogrammetry, Remote | 2018 | 0 | National Institute of Technology | 8 |

| | | | | | | |
|---|-------------|---|------|-------|----------------------------|----|
| mineral mapping in Malanjkhand copper mines, India. | | Sensing and Spatial Information Sciences - ISPRS Archives | | | | |
| RNA-Seq revealed expression of many novel genes associated with Leishmania donovani persistence and clearance in the host macrophage. | Mithun Maji | Frontiers in Cellular and Infection Microbiology | 2019 | 6.4 | Dinabandhu Andrews College | 29 |
| A green approach for the synthesis of antimicrobial biosurfactant silver nanoparticles by using a fern. | Joy Sarkar | Dig. J. Nanomater. Biostruct | 2019 | 0.963 | Dinabandhu Andrews College | 10 |

[View Uploaded File](#)

3.3.6 – 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 |
|--|----------------|---------------------------------------|---------------------|---------|---|---|
| Mathematical study of a memory induced biochemical system | Tridip Sardar | IEEE/CAA Journal of Automatica Sinica | 2018 | 12 | 0 | Dinabandhu Andrews College |
| Characteristics of Rayleigh wave propagation in orthotropic magneto- | Soumen Shaw | Applied Mathematical Modelling | 2018 | 12 | 19 | Dinabandhu Andrews College |

| | | | | | | |
|--|-------------|--|------|----|----|----------------------------|
| thermoelastic half-space: An eigen function expansion method. | | | | | | |
| Effect of rotation in magneto-thermoelastic transversely isotropic hollow cylinder with three-phase-lag model. | Soumen Shaw | Mechanics Based Design of Structures and Machines | 2019 | 12 | 26 | Dinabandhu Andrews College |
| Bending of a thin rectangular isotropic micropolar plate. | Soumen Shaw | International Journal for Computational Methods in Engineering Science and Mechanics | 2019 | 12 | 5 | Dinabandhu Andrews College |
| Green Synthesis of Silver Nanoparticles using Mangrove Fruit Polysaccharide for Bacterial Growth Inhibition | Joy Sarkar | Asian Journal of Pharmaceutical and Clinical Research | 2019 | 21 | 5 | Dinabandhu Andrews College |
| A green approach for the synthesis of antimicrobial biosurfactant silver nanoparticles by using a fern. | Joy Sarkar | Dig. J. Nanomater. Biostruct | 2019 | 21 | 10 | Dinabandhu Andrews College |
| RNA-Seq revealed | Mithun Maji | Frontiers | 2019 | 5 | 29 | Dinabandhu |

| | | | | |
|--|--|--|--|-----------------|
| expression of many novel genes associated with Leishmania donovani persistence and clearance in the host macrophage. | in Cellular and Infection Microbiology | | | Andrews College |
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
|------------------------------------|---------------|----------|-------|-------|
| Attended/Seminars/Workshops | 1 | 2 | 0 | 11 |
| Presented papers | 4 | 4 | 1 | 0 |
| View Uploaded File | | | | |

3.4 – Extension Activities

3.4.1 – 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 |
|---------------------------------------|--|--|--|
| EK BHARAT SHRESHTHA BHARAT | NCC | 0 | 1 |
| COMBINED ANNUAL TRAINING CAMP | NCC | 0 | 26 |
| EK BHARAT SHRESHTHA BHARAT | NCC | 0 | 2 |
| ALL INDIA COASTAL TREK -2018 | NCC | 0 | 2 |
| ARMY ATTACHMENT CAMP | NCC | 0 | 10 |
| NATIONAL INTEGRATION CAMP (NIC/E BSB) | NCC | 0 | 2 |
| View File | | | |

3.4.2 – 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 | NIL | NIL | 0 |
| View File | | | |

3.4.3 – 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/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activities | Number of students participated in such activities |
|---------------------------|---|----------------------|--|--|
| NIL | NIL | NIL | 0 | 0 |
| View File | | | | |

3.5 – Collaborations

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

| Nature of activity | Participant | Source of financial support | Duration |
|---------------------------|-------------|-----------------------------|----------|
| NIL | 0 | NIL | 0 |
| View File | | | |

3.5.2 – 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 | NIL | NIL | Nil | Nil | 0 |
| View File | | | | | |

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

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---------------------------|--------------------|--------------------|---|
| NIL | Nil | NIL | 0 |
| View File | | | |

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 |
|--|--|
| 15194000 | 15194000 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|-----------------------------------|-------------------------|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Seminar Halls | Existing |
| Seminar halls with ICT facilities | Existing |
| Value of the equipment purchased | Newly Added |

| | |
|--|-------------|
| during the year (rs. in lakhs) | |
| Number of important equipments purchased (Greater than 1-0 lakh) during the current year | Newly Added |
| Classrooms with Wi-Fi OR LAN | Newly Added |
| View File | |

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 |
|---------------------------|--|---------|--------------------|
| SOUL | Fully | 2.0 | 2019 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---------------------------|----------|---------|-------------|-------|---------|---------|
| | | | | | | |
| Text Books | 31791 | 1000000 | 308 | 67785 | 32099 | 1067785 |
| Reference Books | 0 | 0 | 0 | 0 | 0 | 0 |
| e-Books | 3135000 | 5900 | 0 | 0 | 3135000 | 5900 |
| Journals | 32 | 59112 | 13 | 21363 | 45 | 80475 |
| e-Journals | 6000 | 0 | 0 | 0 | 6000 | 0 |
| CD & Video | 75 | 0 | 0 | 0 | 75 | 0 |
| Digital Database | 1 | 0 | 0 | 0 | 1 | 0 |
| Others(s pecify) | 5 | 9125 | 0 | 0 | 5 | 9125 |
| View File | | | | | | |

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 | NIL | NIL | Nil |
| View File | | | |

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Co mputers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departme nts | Available Bandwidth (MBPS/ GBPS) | Others |
|-----------|------------------|--------------|----------|------------------|------------------|--------|--------------|----------------------------------|--------|
| Existin g | 101 | 24 | 33 | 22 | 11 | 19 | 47 | 50 | 5 |

| | | | | | | | | | |
|-------|-----|----|----|----|----|----|----|----|---|
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 101 | 24 | 33 | 22 | 11 | 19 | 47 | 50 | 5 |

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

| |
|---------------|
| 50 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 | Nil |

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 academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurred on maintenance of physical facilities |
|--|--|--|--|
| 1787500 | 1187500 | 810000 | 810000 |

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, provide link)

| |
|---------------------|
| NIL |
| NIL |

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 | Students Welfare Fund | 42 | 40140 |
| Financial Support from Other Sources | | | |
| a) National | Financial support from other sources like Kanyasree, Post Matric Scholarship to SC, ST and OBC, Chief Ministers Relief Fund (Nabanna), Swami Vivekananda, Swami Vivekananda Merit cum Means Scholarship for Minorities | 415 | 5138500 |
| b) International | Nil | 0 | 0 |
| View File | | | |

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 implementation | Number of students enrolled | Agencies involved |
|---|------------------------|-----------------------------|-------------------|
| NIL | Nil | 0 | NIL |
| View File | | | |

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 passed in the comp. exam | Number of students placed |
|---------------------------|--------------------|--|--|--|---------------------------|
| Nil | NIL | 0 | 0 | 0 | 0 |
| View File | | | | | |

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 |
|---------------------------|--------------------------------|---|
| 0 | 0 | 0 |

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
|-------------------------------|---------------------------------|---------------------------|-------------------------------|---------------------------------|---------------------------|
| Name of organizations visited | Number of students participated | Number of students placed | Name of organizations visited | Number of students participated | Number of students placed |
| NIL | 0 | 0 | NIL | 0 | 0 |
| View File | | | | | |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Department graduated from | Name of institution joined | Name of programme admitted to |
|------|--|--------------------------|---------------------------|----------------------------|-------------------------------|
| 2019 | 12 | B.Sc | Microbiology | University of Calcutta | M.Sc |
| 2019 | 20 | B.Sc | Zoology | University of Calcutta | M.Sc |
| 2019 | 4 | B.Sc | Economics | University of Calcutta | M.Sc |
| 2019 | 5 | B.A. | Political Science | University of Calcutta | M.A. |
| 2019 | 8 | B.Sc | Botany | University of Calcutta | M.Sc |
| 2019 | 10 | B.A. | Bengali | University of Calcutta | M.A. |
| 2019 | 11 | B.Sc | Physics | University of Calcutta | M.Sc |

| | | | | | |
|---------------------------|----|------|-------------------|--|------|
| 2019 | 15 | B.A. | History | University of Calcutta | M.A. |
| 2019 | 3 | B.Sc | Electronics | University of Calcutta and Jadavpur University | M.Sc |
| 2019 | 5 | B.A. | Political Science | University of Calcutta | M.A. |
| View File | | | | | |

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 |
|---------------------------|---|
| Nil | 0 |
| View File | |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
|---------------------------|-------|------------------------|
| NIL | NIL | Nil |
| View File | | |

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 |
|---------------------------|-------------------------|------------------------|-----------------------------|-------------------------------|-------------------|---------------------|
| Nil | NIL | Nil | Nil | Nil | NIL | NIL |
| View File | | | | | | |

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

Student Union is the voice of all students and it works throughout the year for the general interest and welfare of the students. Student Union organises various activities including Freshers' Welcome, Student Feast, Saraswati Puja and Annual sports. Student Union also plays important role in the admission process. The student representatives from the members of the Student Union are present in various academic and administrative bodies of the college to give their valuable opinion on different matters regarding the overall development of the institution.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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)

The administration responsibilities have been well segregated among the faculty members and non-teaching staff. At the core of this decentralized process, is the statutory Staff Council in which the entire teaching faculty, are the members. The constitution of various committees and the delegation of authority and responsibilities to the members and Conveners of the various committees ensure a decentralized method of functioning. There are nearly 18 Sub Committees which undertake various college activities. Some of the important committees of the Staff Council are the Finance Sub Committee, the Provident Fund and Income Tax Sub Committee, the Leave, CAS, Service Book Terminal Benefit Sub Committee, the Academic Sub Committee, the Routine Sub Committee, the Library Sub Committee, the Asset Cataloguing Sub Committee, the UGC Sub Committee, the Online Admission Sub Committee, the Building Sub Committee, the Examination Sub Committee, the Computer Sub Committee, the Seminar Sub Committee, the Kanyasree Sub Committee, the Students Welfare Sub Committee, the Backward Class Welfare Sub Committee, the Magazine Sub Committee and the Purchase Sub Committee. Apart from these committees, various other committees are also formed by the Principal of the College for carrying out any specific tasks. Also, the Non-teaching staff association is consulted for making important decisions pertaining to the college. Faculty members are responsible for supervising and managing the routine activities of these bodies. The college has a student union that is proactive in bringing the student issues to the concerned authorities and assists in bridging the gap between the administration and the students. Case Study: A) The students union representatives are appointed to carry out the annual sports. In carrying out the various tasks of sporting events, the members of the union undertake different duties, such as gathering the names of the participants, supervising the planning of tracks and fields, etc. B) The students union also organises Saraswati puja, the traditional ritual practised by Bengali students to worship the goddess of education. The entire programme is carried out by students, from bringing the idol of the goddess Saraswati to organizing pushpanjali, etc. The student body organises a grand feast to feed all the students, teachers and staff.

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

No

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 |
|-----------------------|--|
| Admission of Students | Merit is the only criterion for admission to this institution. Merit based admission of students is carried out in a full online manner to ensure transparency. An admission committee constituted from the teachers looks after the entire admission process. Notification is generally published in the website ahead of submission of |

online forms which usually commences within one week of publication of result of all major education boards across India. After the receipt of online application from the probable students, a merit list is displayed online on the basis of marks obtained. The students are asked to get admitted online by submitting the necessary fees online. Once the students are admitted, then they can physically come to the college for verification of their documents. This whole process is done to make the admission hassle free on the students' part.

Industry Interaction / Collaboration

In several lab-based subjects, educational/ industrial visits are carried out. In addition to the Internal Quality Assurance cell, separate cells exist to meet the needs of the stakeholders. cells include Training and placement cell etc.

Human Resource Management

The institution is subject to the full administrative and financial jurisdiction of the West Bengal Government. In a popular platform called iFMS (Integrated Financial Management System), the database of its employees is stored where service related employee information such as salary slip, arrear bill, family candidate for various schemes and plans, duty leaves, etc. can be seen and seen updated appropriately. The colleges human resources are made up of teaching staff and non-teaching staff. The principal is addressed to every question in the management of these services. In the event of a serious crisis, the matter shall be referred to the governing body, which shall consist of elected teaching and non-teaching staff members and the principal as Secretary. Teachers are encouraged and permitted to participate in general and specific training programmes like induction programmes, refresher courses, faculty development programmes and workshops. A Fresher's welcome programme was organized by the Students' Union in order to make the new students familiar with the existing students of the college. Teachers were also involved in this programme. Orientation programme of newly admitted student is performed regularly by the college.

Library, ICT and Physical
Infrastructure / Instrumentation

The following Library, ICT and infrastructural facilities are available in our College during college hours and in some cases beyond college hours. A library committee, comprising of the Principal, Bursar, Librarian and some other teacher members. The activity of this committee varies from introduction of various new software for library to recommendation of the purchase of books proposed by different departments during the beginning of the session or the change in curriculum of the university. Dedicated Library software 'SOUL' was adopted for Library Automation. This has helped in cost reduction and ease of access. The software is easily maintainable and has provided great assistance to the library staff, teachers and students. The library uses various ICT tools photocopiers, scanners, printers etc to help students. The library also has Wi-Fi connection. There is one dedicated internet browsing centre in the library and another 21 have been installed in various departments. The college has renewed its subscription to NLIST (conducted by INFLIBNET). E-journals and E-books can be availed by this programme. The College library has Institutional membership with the British Council Library. The College library has a dedicated web page (<https://libdac.wordpress.com/>) for the students. The Institute has more than 101 computers with 1 Smart class room. Local Area Network (LAN) installed in the College. There are two dedicated seminar rooms with high fidelity acoustics for the PG students. The laboratories of all science departments are well furnished with modern equipment. The infrastructural facilities are augmented with other amenities such as canteen, medical room, separate common rooms for boys and girls and indoor games hall. Available grants are assessed and distributed in a need-based manner after carefully scrutiny of the demands of the departments.

Research and Development

National/State level conferences, lecture series and seminars are arranged by various departments to orient the students with newer findings and better understanding of their subjects. The college authority has

always encouraged the faculty members to write minor and major projects. Consequently, One Major Research is going on under the supervision of Department of Microbiology. The college also encourages their faculty members to attend national and international seminars, conferences, workshops directly or indirectly.

Examination and Evaluation

The college is affiliated with the University of Calcutta and follows the guidelines for its curriculum and evaluation. There is an allocation of marks for internal evaluation under the newly implemented CBCS framework. In order to determine their students, most departments organise an assessment. The students attendance for the whole semester is also registered. Both of these data form an integral part of examination and evaluation as they carry marks in the university scorecard along with the final theoretical and practical/tutorial examination.

Teaching and Learning

In most of the humanities, the prevailing teaching practice students is the Chalk and board form. Yet almost all the science departments have one or two classrooms fitted with an LCD projector system. This allows faculty to offer Power Point presentation lectures. Many of the departments have formed WhatsApp groups to discuss various issues related to the subjects. These classes are often used to include important reminders, such as information about the dates of the examination or university registration. Various other Teaching and learning Aids used by the teachers are as follows: Ancient Indian Maps used by Dept. of Geography and History GPS (Geographical Positioning System) and 3D Maps - used by Dept. of Geography Phoenix Box Kit used for simulation of different laboratory-based experiments in Dept. of Physics and Electronics Herbarium specimen used by the Department of Botany, Structural Model for illustrating the three-dimensional molecular structure of animals and plants- used by Dept. of Zoology and Botany Audio-visual aids e.g., DVDs and CDs.

Curriculum Development

The college is affiliated to the University of Calcutta and follows its curricula and Examination guidelines.

The college has started the CBCS system from this year abiding by the instructions of the university. The course structure and the syllabus were supplied by the university. The university has a different set of Board of Studies (BoS) for the different subjects, which actually design the syllabus of the core courses (CC), the generic electives (GE), the discipline specific electives (DSE), the ability enhancement compulsory courses (AECC), skill enhancement elective courses (SEC) for all the courses. Out of them our college offers the subjects like English, Bengali, History, Philosophy and Political Science in humanities as core options or honours courses. In science, college provides core options or honours courses in Physics, Chemistry, Mathematics, Electronics, Botany, Zoology, Microbiology, Sericulture (Major), Economics and Geography. In Commerce, Accounting and Finance is offered as the core subject or Honours course. In Humanities Sanskrit is taught as General or Elective subjects, whereas, in Science, Molecular Biology is taught as General or Elective subjects.

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

| E-governance area | Details |
|---------------------------------|---|
| <p>Planning and Development</p> | <p>The Governing Body, the IQAC and the Academic Sub Committee shall carry out the planning and development portion. The college has its own website for various purposes, with various apps and pages connected to it for its specifications. This includes smooth university examination results, uploading of the marks to the university portal, searching in the library for the books with the title and name of the author, admission process, invigilation duties, etc. This is all done at the click of the mouse via the details available in the various links, which are linked through our website www.dacollege.org.</p> |
| <p>Administration</p> | <p>The college receives various forms of university information through a university portal, which is transmitted through the college website to the students. The grants obtained for the procurement of equipment and books from central/state government agencies are</p> |

made through the e-tender process. The notifications and the different academic and administrative programmes are notified to the Stakeholders via ICT. Emails are used to coordinate with various governing body members about the upcoming meeting. The college has also set up a web server that hosts the College Management Software (CMS). The goal of this was to develop and implement software solutions that provide sufficient detailed reports for smooth functioning or management of college administration in an accurate, consistent and timely manner. It is completely important to provide a robust database consisting of all information relevant to student activities in academic or non-academic fields. Periodically, proper systematic documentation of the same is needed. Several times, we have to plan and provide similar details and it is a tedious effort and waste of time for the institute effort. This programme for student data processing is running successfully.

Finance and Accounts

Salary bills are submitted to the treasury using IFMS and salaries of faculties and other non-teaching staff are directly transferred to their bank account. The provident fund account is also maintained through a software. The employees are able to know about their fund deposit at the end of each year. Purchase of items is done following e-tender procedure as per government guidelines. Payment of work orders were passed after the approval of the finance subcommittee, Principal and the President of the Governing body of Dinabandhu Andrews College.

Student Admission and Support

The complete admission process is carried out online and the students are permitted through an online form fillup system to fill in the form. The sorted merit list is then shown on the college website and the admission fees are also obtained electronically so that after being admitted, the students can physically come to the college. This is done to keep the complete issue of the admission process free from the part of the applicants. Without revealing their name, the student can lodge their complaint via an email (dacprincipal@gmail.com). Student fees

collection scheme through bank (for both undergraduate as well as postgraduate) is successfully implemented using fees management software. The Library Sub-Committee has decided unanimously to shift Library Management Information System to a Library Software 'SOUL' to make it a standardized one. OPAC (On-line Public Access Catalogue) are used by the student and faculty members along with the traditional library catalogue.

Examination

Term-end examinations, Internal assessment and semester examinations were conducted as per the guideline of the University of Calcutta. The invigilation duties for various examinations are listed in the college website. The members of the teaching and non-teaching staff act accordingly for smooth conduct of the examinations. Faculty members of different departments were performed invigilation duties, evaluated answer scripts as examiner, scrutineer and head examiner and conducted practicals/tutorials. The marks obtained by the students are uploaded by the examiners of the concerned subject in the university portal.

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 |
|---------------------------|-----------------|--|--|-------------------|
| Nill | NIL | NIL | NIL | 0 |
| View File | | | | |

6.3.2 – Number of professional development / administrative training programmes organized by the College 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) |
|---------------------------|--|---|-----------|---------|---|---|
| Nill | NIL | NIL | Nill | Nill | Nill | Nill |
| View File | | | | | | |

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 |
|---|---------------------------------|------------|------------|----------|
| Refresher Course | 2 | 02/01/2019 | 17/01/2019 | 16 |
| Summer School | 1 | 06/09/2018 | 27/09/2018 | 22 |
| Refresher Course | 1 | 07/12/2018 | 27/12/2018 | 21 |
| Orientation Course | 1 | 06/02/2019 | 06/03/2019 | 29 |
| Orientation Course | 1 | 27/08/2018 | 26/09/2018 | 29 |
| View File | | | | |

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|-----------|-----------|--------------|-----------|
| Permanent | Full Time | Permanent | Full Time |
| 4 | 0 | 0 | 0 |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|--|
| <p>Being a Governmentaided institution, all employees enjoy the privilege of Government Health Scheme Sasthya Sathi Programme• Loans from GPF very easily made available through single window service of Principal’s Office. • Medical Leave • Maternity Leave • CCL available at Principal’s discretion. • Staff Cooperative fund is also available for the teaching staff.</p> | <p>Being a Governmentaided institution, all employees enjoy the privilege of Government Health Scheme Sasthya Sathi Programme. Loans from GPF very easily made available through single window service of Principal’s Office. • Medical Leave • Maternity Leave • CCL available at Principal’s discretion. • Staff Cooperative fund is also available for the teaching staff.</p> | <p>Students were encouraged to apply for Kanyashree scheme (K1) and (K2) of the Government of West Bengal. Economically weaker students are given support to apply for Vivekananda Merit Scholarship. The college has also helped the economically weaker students by giving financial support from the students’ welfare fund of the college. Apart from that Post Matric Scholarship to SC, ST and OBC students, Chief Ministers Relief Fund (Nabanna), WBMDFC Post Matric Scholarship, West Bengal Govt. Merit Cum Means Scholarship, Swami Vivekananda Merit cum Means Scholarship for Minorities are also available for the students.</p> |

6.4 – Financial Management and Resource Mobilization

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

Internal and external financial audits are performed by the institution on a regular basis. The college is a government-aided institution and the financial audit is conducted by the external auditor appointed by the Higher Education Department, Govt. of West Bengal. The resource generated is being utilized in the development of infrastructure, library book, laboratory equipment, sports articles etc.

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 |
|--|-------------------------------|---------|
| NIL | 0 | NIL |
| View File | | |

6.4.3 – Total corpus fund generated

119909784

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 | No | Nil | No | Nil |
| Administrative | Yes | GOVERNMENT APPOINTED | Yes | GOVERNING BODY |

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

1. At the beginning of every academic year, first-year students and their parents are informed about the academic program and various student support services. 2. Every department organises meeting with parents to discuss the performance of students. 3. The valuable suggestions of parents are forwarded to college authority for necessary action.

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

Nil

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

1. Construction of new building -details required. 2. Upgradation of Library following the previous year's NAAC suggestion 3. The use of ICT by the faculty members in the teaching-learning process has been increased. 4. Renovation of girl's washroom.

6.5.5 – Internal Quality Assurance System Details

| | |
|--|-----|
| a) Submission of Data for AISHE portal | Yes |
| b)Participation in NIRF | Yes |
| 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 |
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|
|------|------------------------------------|-------------------------|---------------|-------------|------------------------|

| | | | | | |
|---------------------------|-----|-----|-----|-----|---|
| Nil | NIL | Nil | Nil | Nil | 0 |
| View File | | | | | |

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 |
| NIL | Nil | Nil | 0 | 0 |

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 |
| Substantial use of Solar Energy as part of our Green Initiative as well as renewable energy source |

7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|--|--------|-------------------------|
| Provision for lift | No | 0 |
| Ramp/Rails | Yes | 5 |
| Braille Software/facilities | Yes | 1 |
| Rest Rooms | Yes | 20 |
| Scribes for examination | Yes | 1 |
| Special skill development for differently abled students | No | 0 |
| Any other similar facility | Yes | 5 |

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 |
|------------------------------------|--|--|------|----------|--------------------|------------------|--|
| No Data Entered/Not Applicable !!! | | | | | | | |
| No file uploaded. | | | | | | | |

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|------------------------------------|---------------------|--------------------------|
| No Data Entered/Not Applicable !!! | | |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---------------|-------------|------------------------|
| No Data Entered/Not Applicable !!! | | | |
| No file uploaded. | | | |

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

1. Solar Energy Conservation 2. Plantation of trees by the roadside of the pond
 3. Maintenance of Medicinal Garden, College Trees and Shrubs 5. For generating environmental awareness among the students, the college encourages the students to participate in the process of developing one project on environmental sustenance 6. Students, staff using a) Bicycles b) Public Transport c) Pedestrian-friendly roads 7. Plastic-free campus 8. Paperless office 9. Green landscaping with trees and plants 10. Rain Water Harvesting System

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Establishment of a protective Place for the cycles of the students (automobile free zone) 2. Establishment of Roof top solar power plant 3. Maintenance of aquatic habitat within a large and healthy pond inside the college campus 4. Web-based entire admission procedure 5. Establishment of a medicinal plant garden inside the college campus 6. Installation of water purifier and water cooler at different location of the campus 7. Prepare a gallery type seminar room on a temporary basis for the different academic activities 8. Procurement of one wheel chair for physically challenged students 9. Establishment of one carom board and one table tennis board in the boys common room.

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

<https://www.dacollege.org/insbp.html>

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

Establishment of one medicinal plant garden inside the college campus.

Provide the weblink of the institution

<https://www.dacollege.org/insdp.html>

8.Future Plans of Actions for Next Academic Year

1. To continue construction of the new academic building on the proposed site 2. To complete the Centralized Serverbased networking 3. To computerize the students' database 4. To continue the process of complete online fee collection and to implement the same in a phased manner. 5. To continue the work of digitization of the library and other documents