



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

DINABANDHU ANDREWS COLLEGE

**BAISHNABGHATA, P.O. GARIA, DIST. 24 PARGANAS (S), KOLKATA 700 084
700084**

www.dacollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Named after Rev. Charles Freer Andrews (1871-1940), a noted educationist and close associate of Rabindranath Tagore and Mahatma Gandhi, who had come to India from England as a Christian missionary and subsequently identified himself with the cause of social reforms and India's independence and earned the epithet 'Dinabandhu' for his compassionate services to the poor, the college was founded in 1956 by an order of the Government of India and concurrent orders issued thereafter by the Government of West Bengal with the object of facilitating the access to higher education mainly for the children of the uprooted families from East Pakistan who had settled, among other places, at Garia and its vicinity in the aftermath of the Partition of 1947.

The college started with about 500 students, 50 teachers, and 30 non-teaching staff. The subjects taught were chiefly of the humanities. Afterwards, the college earned recognition from the UGC under Sections 12B and 2(f), and other subjects including those of science and commerce were introduced. At present, 94 teachers, including 27 State-Aided College Teachers (SACTs), and 36 full-time non-teaching staff cater to the academic and other related needs of over 4000 students.

The college runs both morning and day shifts, and the courses of study offered are at general, honours, and major levels in arts, science, and commerce, which include three general courses, fifteen honours courses, and one major course.

A post-graduate course in zoology was introduced in 2000 and another one in electronic science in 2006.

Presently, the college has about 3500 students on its rolls, and the number of teachers and non-teaching staff serving at it is 91 and 27, respectively.

Vision

We envision a future wherein, through our untiring efforts and collective endeavors, the college will attain a still higher place in the arena of learning and emerge as a beacon to the aspirants for quality education not only in Kolkata but also in the state as a whole. At the same time, we hope that our students – former, present and future - will play no lesser a role in raising their alma mater to a position of glory by making their own contribution to the process.

Mission

The mission of the college is to make, within its limited means, knowledge acquired through higher education reach every deserving school pass-out who aspires to take admission to this institution and instill in him/her a spirit of free inquiry, thereby broadening the scope of higher learning on the one hand, and to help in every possible way students who are needy so that they can carry on and complete their studies and stand on their own feet as responsible citizens, on the other.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. The College has a long tradition of providing quality academic services with special emphasis on the Indian Knowledge System.
2. The college has the 'User Right' on the adjacent playground conferred on it by the Government.
3. More than 95% of the teaching posts are duly filled up.
4. The college has highly qualified teachers having M.Phil./Ph.D./D.Sc. degrees and expertise in different fields of knowledge.
5. The admission of the students which, being conducted online, is transparent and absolutely based on merit.
6. The college is well-connected by road, Metro Railway, conventional railway, and airport.
7. The college has been recipient of grants from the State Government, MPLAD Fund, and MLA Fund (BEUP; Bidhayak Elaka Unnayan Prokalpo).
8. College offers most of the subjects that are taught at the government/non-government/private schools and colleges in West Bengal to make them competent for the job market.
9. High average demand ratio of the number of applications against the number of seats available.
10. College is in continuous rhythm of activities pertaining to (1) progressive development of new infrastructure such as construction of the six-storied Diamond Jubilee Building, a new seminar room, an auditorium, gymnasia (developing), a new computer centre, five large class rooms, theoretical research centres, a dedicated room with a seating capacity of 25 for doing confidential work, etc., and (2) maintenance and reinforcement of the existing infrastructure.
11. Effective implementation of student-centric schemes for students such as Kanyasree Prakalpo for girl students, government scholarships for students belonging to SC/ST/OBC/Minority categories, UGC-sponsored Indira Gandhi Single Girl Scholarships, etc.
12. Timely settlement of terminal benefits of the teachers and the staff.
13. Regular audit of college accounts.
14. Selection of the college as a Pilot Project for 'Performance Audit' by the CAG.
15. Collaborative activities: Collaborative activities through MoUs and linkages with different institutions and industries for providing multi-disciplinary and practical knowledge up-gradation.
16. A goodly number of pass-outs of this college pursue higher studies every year.
17. The college promotes inclusivity and strictly implements the reservation policy of the government for accommodating students and staff from all sections of society.

Institutional Weakness

1. Lack of scope in formulating the curricular contents of the programmes.
2. Absence of any provision for appointment of technical staff for the lab-based departments.
3. The post of data manager is lying vacant.
4. There is no provision for appointment of IT professionals to look after the day-to-day maintenance of the IT Infrastructure.
5. The non-teaching staff pattern does not allow the college to appoint any staff for performing specialized jobs such as (1) maintenance of leave records, (2) preparation of papers for terminal benefits of the teachers and the staff, etc.
6. activities are less than expected.

7. The college library is not fully computerized till date.
8. Many a thing remains to be done to make the college administration fully computerized.
9. The construction of gymnasia one each for boys and girls is to be completed.
10. There is no fully equipped medical unit at the college.
11. Some of the academic departments are suffering from dearth of students.

Institutional Opportunity

1. Due to its well-preparedness for implementing of the NEP, the college may look for its autonomy in the near future.
2. There is ample scope for the introduction of new courses of inter-disciplinary/ multi-disciplinary nature.
3. The very high demand ratio for most of the subjects enables the college to select meritorious students every year.
4. Examinations may be held in a separate building leaving classrooms free for holding classes.
5. Research units for Microbiology and Electronics may be developed using the available infrastructure of the departments of Microbiology and Electronics.
6. Newly-developed theoretical research labs provide opportunity for augmentation of in-house research activities in the near future.
7. More institutional memberships may be acquired.
8. The library may be fully computerized using the modern software already available to the college.
9. More classrooms may be developed into Smart Classrooms.
10. The pond on the college premises may be developed into a natural research laboratory for fishery/aquaculture.

Institutional Challenge

1. A number of posts of non-teaching staff are lying vacant.
2. Sustenance of administrative services due to shortage of non-teaching staff.
3. New appointments of non-teaching staff against retirement are a very long-drawn process sometimes taking several years.
4. College has to pay 50% of the Tuition Fees earned by the college to the Government.
5. Introduction of new course(s) in the face of a long-drawn procedure for sanction of teaching posts and appointment of teachers.
6. Sustenance of a few academic departments due to the absence of sufficient number of students. For example, Electronics, Economics, Sericulture, etc.
7. Sharp decline of students in science subjects such as Physics, Chemistry, and Mathematics in recent times.
8. Arranging campus placements and other employment opportunities for the students.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Dinabandhu Andrews College offers **19 Undergraduate courses distributed in** 3-Yr Honours, 3-Yr General and 3-Yr Major B.A, B.Sc. and B.Com Programmes under Choice Based Credit System (CBCS) and in 4-Yr B.A., B.Sc. & B.Com. Honours & Honours with Research, 3-Yr Multidisciplinary Courses in B.A, B.Sc. and B.Com and 4-Yr B.Sc. Honours with Core Vocational (Sericulture). The college also offers two 2-Yr/4-Semester M.Sc. Courses in Zoology and Electronic Science. All the courses are run under the affiliation of Calcutta University.

Curriculum delivery

Every Academic Department has a curriculum plan and academic calendar for effectively implementing the teaching-learning process in tune with the extant CBCS and the newly introduced CCF. In addition to the Theoretical/Practical/Tutorial Classes Project work and Educational Excursion are regularly arranged in subjects/Courses/Programmes such as Botany, Zoology, Microbiology, Sericulture, and Geography.

Continuous Internal Evaluation

Continuous Internal Evaluation is the integral part of all curricula. The college also arranges co-curricular activities and mentoring sessions for the benefit and improvement of students.

Add-on Course

Dinabandhu Andrews College has offered **00 Add-on Courses** and **00 Certificate Courses** during the last 5 years starting from the academic session 2018-19 to 2011-23.

Crosscutting Issues

The Institution takes care of the cross-cutting issues such as **Professional Ethics, Gender, Human Values and Environmental Sustainability** for enabling the students plan their future according to the prevailing socio-economic milieu aimed at the sustainability of the future of the human civilization.

Feedback

The College has collected and analyzed **feedback** through a specified set of questionnaires from various stakeholders such as the students, the members of teaching and non-teaching staff, the alumni and employers on various aspects of curriculum delivery, institutional infrastructure, laboratories, library facilities, ICT facilities, office facilities and other support services of the institution. Appropriate Actions have been taken as far as possible on the basis of the feedback reports during the last 5 years.

Teaching-learning and Evaluation

Admission (Enrollment)

Dinabandhu Andrews College followed web-based system of online admission for ensuring admission strictly according to merit and other Govt. rules.

Students-Teacher ratio

The College has a Students-Teacher ratio of 38.74

ICT infrastructure

The College has developed its ICT Infrastructure during the last 5 years as a result subscribing for a vibrant website, Wi-Fi-based internet connectivity, ICT-base Teaching-learning process, robust ERP system with multiple modules for enabling the college administration to emerge as Cashless and Paperless. It developed online examination system during COVID.

Experiential, Participative and Problem-solving Teaching-Learning methodologies

During the entire period of last 5 years, the College has focused on experiential, participative and problem-solving teaching-learning methodologies by way of conducting classes, both theoretical and practical, projects and dissertations, field trips, seminars, workshops, hands-on trainings, add-on and certificate courses.

Faculty Profile and Strength

Dinabandhu Andrews College has a rich diversity academic resources including female and male teachers representing all of the social categories distributed between the two genders. Additionally, 76% of the teachers are D.Sc./Ph.D./M.Phil./NET/SLET/SET qualified.

Internal and External Examinations

The College conducts Internal and External examinations as per the guideline of the affiliating university. A time-tested system governed by the duly appointed Examination Committee takes care of all examinations, Internal, Tutorial, Theoretical, and Practical. During the COVID pandemic, the examination college conducted online examinations.

While online Notice Board maintains communication with respect to the examinations throughout the year, online system of Enrolment, Filling Up of Application Forms, Online Approval of candidature, and online availability of Admit Card make the entire examination system hassle-free.

Examination-oriented Grievances

The students of the College are free to register their complaint/grievance in both online and offline mode.

POs, PSOs and COs enlistment, circulation and evaluation of their Attainment

The POs, PSOs and COs of all the courses/programmes have been worked out in a systematic way as a result of a concerted effort of the leadership of the Internal Quality Assurance Cell and the Academic Department of the college over the years.

Results

The College has an extremely healthy Examination Pass percentage which is above the 80% mark over the last 5 years.

Research, Innovations and Extension

Resource Mobilization for Research:

Grant received for research projects: Faculty members of Dinabandhu Andrews College have received 02 research projects during the assessment period, viz. One Major Research Project from Government of West Bengal awarded to Dr.Swapna Mukherjee (Microbiology) of Rs.1325800.00 and another Major Research Project awarded Dr.Tridip Sardar (Mathematics) of Rs. 2129834.00 (Total: Rs.34.56.00 during last 5 years).

Innovation Ecosystem:

Dinabandhu Andrews College has created an ecosystem for innovations through the activities:

Inculcating Indian Knowledge System (IKS)

- Language Laboratory

Incubation Centre facility:

- Establishment of Central Computer Laboratory cum Language Laboratory
- Establishment of the culture of 'No Barrier' among the physically separated laboratories
- Continuous enrichment of the learning resources in the library

Awareness on Intellectual Property Rights (IPR)

- Organizing Intellectual Property Rights Awareness Programmes

Other Academic Activities:

- Organizing Workshops/Seminars
- Publication of e-magazine, News Letters etc.
- Conducting Co-Curricular Activities
- No objection for pursuing Doctoral degree or Research Projects Guidance

Research Publications and Books Publications:

- 175 research papers have been published by the Faculty members during the assessment Period.
- 39 books and book chapters have been published by the Faculty members during the last five years.

Seminars/Webinars/Workshops/Conferences:

47 workshops/seminars/webinars, etc. on Research Methodology, Intellectual Property Rights and entrepreneurship were conducted for the enrichment of the students and teachers during the last five years.

Extension and Social Outreach Activities

The College organizes several extension and social outreach programmes in the local community to promote

social awareness among the students for their holistic development:

- Learning with joy
- Science in our hands
- Community Services by NCC/NSS Unit, Kanyasree Committee and Social Harmony Cell

Awards and Recognitions:

The Institute, through the active participation of its Students and Teachers in various extension and social outreach activities relating to community service, has received several appreciations, recognitions.

NSS Activities:

46 extension and outreach programs have been conducted by the institution through organized by NSS Unit with involvement of community during the last five years.

Collaborative activities:

46 functional MoUs & linkages with different expert institutions of higher learning/ industries have been conducted for the execution of various capacity building, skill enhancement, career counseling programmes during the last five years.

Infrastructure and Learning Resources

The college has three buildings: Old Building, Annex Building and the Diamond Jubilee Building:

Old Building contains:

- Principals' Room,
- Bursar's Room
- College Office
- College Library
- Different Academic Department
- 21 Classrooms including 2 Smart Classrooms
- 26 Laboratories
- Girls' & Boys' Common Room
- Students' canteen
- Caretaker's Room

Annex Building contains:

- Conference Room
- 2 Computer Centres
- 12 Classrooms including 3 Smart Classrooms
- 6 Laboratories
- IGNOU Study Centre
- Department of Commerce, Microbiology, Sericulture and Geography

- Toilet Blocks
- Two Gymnasias, one each for boys and girls (in the making)

Diamond Jubilee Building contains:

- A Seminar room with all modern facilities on the Ground Floor
- IQAC Room with all modern facilities
- Evaluation Room/Room for Confidential works
- 5 Large Smart Class Rooms
- 3 medium sized Classrooms
- 3 Theoretical Research Laboratories one each for Humanities subjects, Biological Science Subjects and Physical Science Subjects
- 2 Computer Centers
- 10 Toilet Blocks
- Auditorium
- Generator and Electric Room
- 3 Store Rooms

Other Facilities:

- Government owned playground with user right of the college
- 67 M X 60 M natural water body
- Well-constructed Ramp
- 2 modern elevators
- Garden owned by the college
- High Capacity Solar Power Plant

Student Support and Progression

Dinabandhu Andrews College a well organized system of students support aimed at the enrichment of academic, social and emotional aspects of their student hood:

Scholarship and free-ships:

- Dedicated teacher for supporting the students, both boys and girls, in the area of scholarships
- Dedicated teacher for supporting the girl students in the area of scholarships specially designed by the Government for the girl students
- Dedicated office staff for looking after the benefit of students in the areas of SC/ST Scholarships, College sponsored Student Aid Fund
- During the COVID Pandemic all Laboratory fees were waived
- The CU Enrolment Fees were also waived during the COVID Pandemic

Capacity Building and Skill Enhancement Programmes:

- Dinabandhu Andrews College organized many Capacity Building and Skill Enhancement Programmes to improve students' capabilities, knowledge, and competencies in connection with their employability. A number of such events were organized during the current assessment period.

- College has signed many MoUs in order to widen the scope of collaborative activities with a number of academic organizations/ institutes, industries to provide better career opportunities to the students.

Awards and achievements:

- **33 awards received by the students in the areas of Culture and Sports**

Organized Grievance Redressal Mechanism:

College has functional, well-organized regulatory committees such as (1) Anti Ragging Committee, (2) Grievance Redressal Cell, (3) Internal Complaint Committee etc. for awareness, prevention and addressing the grievances/complaints related to ragging, sexual harassment of students.

Alumni:

College has a registered functional Alumni Association which actively participates in different academic and infrastructural development of the institution.

Governance, Leadership and Management

The governance of Dinabandhu Andrews College has always been in tune with Vision and Mission of the Institution. Steady Institutional Growth has occurred both in Academics and Administration during the last 5 years. Examples include (1) New constructions, (2) Augmentation of the existing Facilities, (3) Introduction of new facilities etc.

Under the overall administrative jurisdiction of the Department of Higher Education of the Government of West Bengal and under the supportive administrative environment provided by the Governing Body of the college, this college has traversed a long way toward its sustained existence.

The facets of Governance, Leadership and Management are summarized as follows:

- Introduction of E-governance in all areas of operation of the college including Administration, Finance & Accounts, Student Admission & Support and Examination etc.
- Timely execution of fast, transparent and impartial system of conferring the promotional benefits of the teachers and staff
- Timely execution of fast, transparent and impartial system of settlement of the retirement benefits of the teachers and staff
- Availability of several beneficiary schemes (both Govt. sponsored and college sponsored) for the teachers and staff
- Financial discipline by way of (1) timely audit of college accounts, (2) transparency in all financial transactions, (3) decentralization of the departmental procurement procedure, (4) appointment of Bursar for looking after the financial discipline of the college etc.
- Regularity if the participation in NIRF and AISHE activities
- Credibility of the college reflected by the receipt of a grant of Rs.4,00,00,000.00 as Building Grant from the Government of West Bengal

Institutional Values and Best Practices

Institutional values and social responsibilities

- Gender Audit
- Facilities for women on the campus
- Women empowerment by way of inclusion of lady teachers of different decision-making bodies
- Gender sensitization

Institutional facilities and initiatives

- Roof-top solar power plant
- Water conservation through natural water body on the college premises
- Activities pertaining to the Green Campus
- Disable-friendly barrier free environment

Quality Audits on environment and energy

- Green Audit
- Energy Audit
- Activities pertaining to Environmental Promotion beyond the campus

Institutional Best Practices

Best Practice 1(E-administration)

- Students' Admission
- Students' Registration with the affiliating university
- Online payment of fees by the students through college portal
- Students' data Management
- Students' Support Systems including scholarship verifications
- Financial Management System
- Students' Enrolment for appearing at the university examinations
- Uploading of marks on the university portal
- Minimizing the use of papers in order to save trees
- Smooth and faster communications
- Protecting data and documents from possible dangers due to fire/earthquake

Best Practice-2 (Safeguarding Nature for Tomorrow's World)

- Development of environmental consciousness among students, faculty, and the local community.
- Engagement the college community in sustainable and renewable practices that contribute to environmental conservation.
- Development of awareness about the impact of human activities on nature and encourage the adoption of eco-friendly habits.
- Empowerment of students as environmental ambassadors who can lead future generations in protecting the planet.
- Engagement the college community in waste management and generation of alternative energy

resources.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	DINABANDHU ANDREWS COLLEGE
Address	Baishnabghata, P.O. Garia, Dist. 24 Parganas (S), Kolkata 700 084
City	KOLKATA
State	West Bengal
Pin	700084
Website	www.dacollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Somnath Mukhopadhyay	033-24303532	9433526663	-	dacprincipal@gmail.com
IQAC / CIQA coordinator	Joy Sarkar	-	7908155493	-	jsarkar80@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
West Bengal	University of Calcutta	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	31-08-1956	View Document
12B of UGC	31-08-1956	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Baishnabghata, P.O. Garia, Dist. 24 Parganas (S), Kolkata 700 084	Semi-urban	2.0755	2512

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/ Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Bengali Honours,	48	Higher Secondary or Equivalent	Bengali	103	59
UG	BA,English Honours,	48	Higher Secondary or Equivalent	English	86	56
UG	BA,History Honours,	48	Higher Secondary or Equivalent	English,Bengali	104	56
UG	BA,Philosophy Honours,	48	Higher Secondary or Equivalent	English,Bengali	104	48
UG	BA,Political Science Honours,	48	Higher Secondary or Equivalent	English,Bengali	104	66
UG	BSc,Mathematics Honours,	48	Higher Secondary or Equivalent	English	98	23
UG	BSc,Physics Honours,	48	Higher Secondary or Equivalent	English	98	25
UG	BSc,Chemistry Honours,	48	Higher Secondary or Equivalent	English	98	27
UG	BSc,Economics Honours,	48	Higher Secondary or Equivalent	English	92	8
UG	BSc,Zoology Honours,	48	Higher Secondary or Equivalent	English	98	59
UG	BSc,Electronics Honours,	48	Higher Secondary or Equivalent	English	98	3
UG	BSc,Botany Honours,	48	Higher Secondary or	English	104	31

			Equivalent			
UG	BSc, Microbiology Honours,	48	Higher Secondary or Equivalent	English	71	36
UG	BSc, Geography Honours,	48	Higher Secondary or Equivalent	English	49	28
UG	BSc, Sericulture Major,	48	Higher Secondary or Equivalent	English	97	4
UG	BCom, B Com Honours,	48	Higher Secondary or Equivalent	English	196	103
UG	BA, B A General,	36	Higher Secondary or Equivalent	English, Bengali	698	523
UG	BSc, B Sc General,	36	Higher Secondary or Equivalent	English, Bengali	323	160
UG	BCom, B Com General,	36	Higher Secondary or Equivalent	English, Bengali	257	171
PG	MSc, Zoology,	24	B.Sc. Honours in Zoology	English	55	48
PG	MSc, Electronic Science,	24	B.Sc. Honours in Electronics or Physics	English	25	2

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				37				53			
Recruited	1	0	0	1	17	20	0	37	24	29	0	53
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff						
	Male		Female		Others	Total
Sanctioned by the UGC /University State Government						47
Recruited	25		2		0	27
Yet to Recruit						20
Sanctioned by the Management/Society or Other Authorized Bodies						13
Recruited	11		2		0	13
Yet to Recruit						0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	1	0	0	1
Ph.D.	1	0	0	14	13	0	8	7	0	43
M.Phil.	0	0	0	1	2	0	1	1	0	5
PG	0	0	0	2	5	0	14	21	0	42
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	1		0		1

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1834	3	0	0	1837
	Female	1796	2	0	0	1798
	Others	1	0	0	0	1
PG	Male	23	0	0	0	23
	Female	49	0	0	0	49
	Others	0	0	0	0	0
Certificate / Awareness	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	226	231	258	260
	Female	210	205	180	189
	Others	0	0	0	0
ST	Male	9	5	11	4
	Female	5	9	5	5
	Others	0	0	0	0
OBC	Male	93	80	63	80
	Female	97	90	77	61
	Others	0	0	0	0
General	Male	448	450	377	327
	Female	472	422	401	344
	Others	0	0	0	0
Others	Male	3	3	2	1
	Female	2	1	0	3
	Others	0	0	0	0
Total		1565	1496	1374	1274

Institutional preparedness for NEP

<p>1. Multidisciplinary/interdisciplinary:</p>	<p>As per the NEP 2020, the College follows the syllabi under the University of Calcutta which comprising multi/interdisciplinary courses. There are a number of subjects under the Multidisciplinary Courses. Dinabandhu Andrews College has a tradition of offering multiple choices with regard to the combination of subjects to the aspiring students at the time of admission to undergraduate courses. For example, the students opting for History at the advance level can freely select any two subjects out of these the subjects, namely, Political Science/Philosophy/Bengali. The students opting Microbiology at the advance level likewise are free to opt any two of the three subjects, namely,</p>
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	<p>Chemistry/Botany/Physics. The B.Com. courses taught in this college are themselves multidisciplinary in nature since they include Economics, Commercial Mathematics, Statistics, Taxation, Commercial Rules etc., along with Commerce as the basic subject. The college promotes activities of interdisciplinary nature such as conducting seminars, workshops, etc. Going by the above, we think that we are pre-adapted to the process of successful implantation of the New Education Policy of the country.</p>
<p>2. Academic bank of credits (ABC):</p>	<p>The Academic Bank of Credit (ABC) under the New Education Policy, 2020 has been intended to be an integral part for which notification has been issued by the appropriate authority of the affiliating university in the recent past. The University of Calcutta has made the system of ABC mandatory for the students beginning from the Academic Session 2024-25. This system, we believe, will certainly facilitate the Academic Mobility of the students across different Higher Educational Institutions of the country. The college on its part has already taken the initiative of making the students aware of the system of Academic Bank of Credit by way of organizing a Seminar on the subject on 00.00.0000 at the college. We wish to organize more such seminar in the future and act in tune with the directives of the University of Calcutta.</p>
<p>3. Skill development:</p>	<p>As an affiliated college under the University of Calcutta, we implanted the CBCS curriculum as early as 2017 which is still continuing. Under this curriculum, the students got the opportunity to study Ability Enhancement Courses including Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (AEC). The Ability Enhancement Compulsory Courses (AECC) included courses based upon the content that leads to Knowledge enhancement. These were made mandatory for all disciplines and included (1) AECC1: Communicative English / One Modern Indian Language (Bengali), and (ii) AECC2: Environmental Studies. The Skill Enhancement Courses, on the other hand, included the optional courses designed to provide value-based and/or skill-based knowledge aimed at the development of competence and skill of the students. As we are accustomed with the process of imparting Skill Enhancement/Ability Enhancement/Skill</p>

	Development through the aforesaid courses, we believe that we will be able to successfully implement the Skill Development component of the National Education Policy 2020.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	Since inception, this college is engaged in imparting the essence of the Indian Knowledge System to the students through the teaching of different subjects/courses which are part of the Indian Knowledge System in tune with the Mission and Vision of the college and the curricular directives of the affiliating university. This endeavour includes teaching of subjects such as Indian Language & Literature, Indian History, Indian Philosophy, Indian Political System, Cultural Heritage of India, the art of Silk Cultivation in India, Indian Economics, Indian Economic Geography, Indian Geography with special reference to Cultivation, Agriculture & Agro-based Industries, Indian Pisciculture, Lac Culture etc. this college also have a unit of National Cadet Corps (NCC under 39 Bengal Battalion) under the stewardship of a trained Assistant Professor of the rank of Lieutenant which instills patriotism on the one hand and trains the cadets for the defense of their motherland. We, therefore, already have a broad-based framework of imparting the Indian Knowledge System and thereby putting the Indian Knowledge System in its proper perspective in the broad spectrum of the entire knowledge system. As we are accustomed with the process of imparting the Indian Knowledge System through the aforesaid courses, we believe that we will be able to successfully uphold the 'Indian Knowledge System' component of the National Education Policy 2020.
5. Focus on Outcome based education (OBE):	Dinabandhu Andrews College promotes Outcome Based Education (OBE) principally through its emphasis on student centric teaching-learning processes for imparting knowledge-based learning experiences leading to a holistic education system within the existing limitations of an affiliated college. The fundamental facets of the Outcome-based teaching-learning process include: • Conventional Lecture-based teaching • ICT-based modern teaching pedagogy • Experiential Learning • Experimental teaching-learning process The Learning Outcomes of the syllabi prescribed by the appropriate authority of Calcutta University has been formulated with the final desired for a particular course at the end of the

	programme. The teachers of Dinabandhu Andrews College are committed to enlighten the students regarding the course-specific Program Outcomes (PO), Program Educational outcomes (PEO) and Course Outcomes (CO). On the basis of these well defined 'outcomes', the institutional teaching-learning process are designed accordingly.
6. Distance education/online education:	For persons who could not pursue formal education for whatever reasons, an Open University, Indira Gandhi National Open University, was set up by the Act of Parliament 20th September, 1985. Keeping in mind our Mission and Vision, this college made itself a Study Centre (Study centre No. 2814) of the Indira Gandhi National Open University (IGNOU) way back 1995 in terms of the official communication bearing No. IG/CRG/2814/95/26, dated 06.04.1995 from the then Regional Coordinator Dr.C.K. Ghosh. Hundreds of learners of different age groups and different walks of life pass out of this Study Centre every year. The college thus is already actively engaged in the work which is in tune the National education Policy 2020.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	The Electoral Literacy Club is a platform to sensitize the students about their electoral rights and familiarize them with the electoral process of registration and voting. The Electoral Literacy Club in Dinabandhu Andrews College was formed in April, 2021 just prior to the Assembly Election in West Bengal in consultation with the District Election Officer of the District South 24 Parganas.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes, the ELC consists of the Students' Co-ordinator and Co-ordinating faculty members duly appointed by the Principal of the college. Yes, the ELC is functional. The Club takes initiatives in conducting various awareness programs on Electoral Literacy including sensitizing programmes on rights and obligations of the students as the Citizen of India
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral	The following initiatives have been undertaken by the ELC of Dinabandhu Andrews College: • Organizing Sensitization Programme on Electoral Literacy •

<p>processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>Uploading ELC Resource Guide for Colleges on the college website • Organizing workshop for demonstration of voting process</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>Dinabandhu Andrews College ELC organizes various awareness programmes: • Celebration of Constitution day to realize the importance of Constitutional Rights of every Indian Citizen. • Special lecture series on Constitutional obligations, rights and duties of every Indian Citizen.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>The ELC of Dinabandhu Andrews College takes initiative to encourage all the students of 18+ years of age to register them as voters under the leadership of the Department of Political Science and History</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3525	3533	3341	3595	3193

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 97

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
91	93	94	74	72

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
148.4408	187.6462	263.9785	273.8814	89.7575

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Curriculum Planning and Delivery:

Affiliated with the Calcutta University, Dinabandhu Andrews College is a Government Aided college having elevated to the Master's level of teaching. It offers 18 Undergraduate Courses including 3-Yr-B.A./ B.Sc./B.Com courses of Honours, Major and General Standard under Choice Based Credit System (CBCS) as well as 4-Yr-B.A./B.Sc./B.Com. (Honours & Honours with Research), 4-Yr-B.Sc. Honours with Core Vocational and 3-YrB.A./B.Sc./B.Com. Multidisciplinary Courses under CCF, and 2 Post Graduate Programs in Zoology ad Electronic Science under CBCS. While the curricular framing is dome by the affiliation university itself, the teachers of the often contribute to the curricular framing process i various ways such as Member, Board of Studies, Invitee experts, participants in relevant seminars/workshops etc.

The teachers of the college are committed to implement the curricula framed by the university in the following ways:

1. Development of Curricular Planning in tune with the Academic Calendar
2. Complementation of the Curricular Planning/Academic Calendar with the framing of Class-Routine drawn by the Routine Committee which are published on the college website in the beginning of each semester
3. The curricula are often divided under several Modules assigned to specific teachers of the concerned departments.
4. The teachers teach the students through the conventional mode of teaching supplemented with ICT-based teaching-learning process.
5. The teachers take 1-2 classes to make the students understand the structure of the curricular system and the components on which examination are to be held in due course: Internal Examinations, Tutorial Examinations, Practical Examinations and Theoretical Examinations.
6. The teachers prepare the teaching plan in a manner such that the syllabi are covered within the time available for a given semester. In doing so they often take the help of Learning Management System (LMS) accessible to students

7. The students are often asked to deliver talks on specific topics taught by the teacher for understanding the level of understanding of the students
8. Some departments take their students on Educational Excursion/Field Visit as part of the curricula or otherwise in order to make the students aware of the real-life situation as compared to the knowledge borrowed out of text books.
9. The students are encouraged to visit library where the Librarians help them navigate through the learning materials available in print as well as in the web.
10. Teachers often encourage students to contribute to the Wall Magazines/E-magazines
11. The parents are often requested to visit the college for exchanging views for better education services to the students
12. Appropriate planning for holding examinations at the end of each semester in tune with the notifications issued by the affiliating university, etc.

Although the college has no scope of complacency, the teachers often feel satisfied seeing that the students learning in a way that is transforming them an informed individual capable of understanding things of their own.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 23

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Other Upload Files

1

[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 29.74

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2503	2609	00	00	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

1. Professional Ethics

Professional ethics are essential for fostering sense of responsibility and integrity among students. Institutions integrate professional ethics into the curriculum through:

Different course/curricula taught in the college successfully cater the issue of Professional Ethics which are integral part of those course/curricula:

- **Topics like insurance, Entrepreneurship, Accountancy, Auditing, Business Ethics etc. are taught in Commerce & Economics courses**
- **The Western Ethics, Ethical and Social Philosophy of India are integral part of Philosophy Course.**
- **The crosscutting issues relevant to human values are covered in curriculum of Political Science & History**
- **Workshops and Seminars are organized for open discussions on the ethical dilemmas and solutions**
- **Incorporation of case studies in the curriculum to help students analyze and learn from ethical issues**
- **Publication of the Code of Conduct on the college website help students understand the issue**

2. Gender Issues

Addressing gender issues within the curriculum help the students understand the role of women in ancient, medieval and contemporary society of the world:

- **The topics such as the condition of women in ancient/medieval Indian society, role of women in Indian Freedom Struggle, condition of women in medieval European Society, Role of women in the French Revolution etc. are taught in History Course**
- **Workshops and Seminars are organized for open discussions on the issues of Gender Sensitization**

3. Human Values

Inculcating human values in students is crucial for their overall development and societal contribution. Institutions integrate human values through:

- The crosscutting issues relevant to human values are covered in curriculum of Political Science and History Courses
- The college encourage the students to participate in community service and social work to develop empathy and social responsibility
- The cultural events are organized for promoting values such as mutual respect, compassionate feeling, and tolerance.

4. Environment and Sustainability

Physical law dictates that a sustainable future is bound to come. It is up to us to decide whether this will occur only when the human species is extinct or whether we can build a human society that does not destroy our environment faster than it is restored.

If we continue to consume our environmental resources faster than they can be replaced, living standards everywhere will decline until the whole world is living in what we would now think of as poverty.

We can move toward sustainable development by way of planning, education, conservation and population control. Our plans for the future should make international provision for research, energy, food, reduced military spending, abolishing poverty, reforestation, conservation and recycling.

All these issues are compulsorily taught in all the courses/programmes of B.A./B.Sc./B.Com. and M.Sc. here in this college as 'Environmental Education' in one/two semesters. Moreover, the courses such as Zoology or Botany have included specialized aspects of the 'Sustainability' issue of the Environmental Science/Studies.

Three/four departments of this college regularly organize field trips and projects that allow students to engage with environmental issues in real life situation.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 55.4

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 1953

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System**1.4.1**

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 58.48

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2022-23	2021-22	2020-21	2019-20	2018-19
1565	1496	1374	1274	1399

2.1.1.2 Number of sanctioned seats year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2431	2431	2431	2431	2431

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 61.2

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2022-23	2021-22	2020-21	2019-20	2018-19
645	624	596	603	595

2.1.2.2 Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
1001	1001	1001	1001	1001

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 38.74

2.3 Teaching- Learning Process

2.3.1

Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

This College believes in dual mode of teaching, both traditional chalk-and-talk method and modern ICT-based teaching methods:

- The college website contains a vibrant and dynamic notice board for the students: (1) General Notice, (2) Examination Notice, (3) Admission Notice, etc.
- All the academic departments are provided with desk-top/lap-top computers, printers, Internet connectivity, etc. and periodically uploaded study materials on college website.
- The Teachers' Room is Wi-Fi enabled
- The college library is supported with software like INFLIBNET for day-to-day execution of library activities, and N-List for facilitating the availability of online academic resources (e-Books, e-Journals etc.).
- Some faculty members have created online digital repositories of lectures on platforms like the college Learning Management System (LMS) and YouTube.
- During the COVID pandemic, teachers used online platforms such as Zoom, Google Meet, Google Classroom, E-mail, WhatsApp Chatting, WhatsApp Call, Video Conference, Conference calling etc

To be specific, the college provided several facilities for (1) Experiential Learning (2) Participative Learning, and (3) Problem Solving Methodologies.

1. Experiential Learning

We see Experiential Learning as a teaching method that involves students actively engaging with course material and applying it to real-world situations. Here, the students learn something new or experience something familiar in a new way:

- Professors share their vast experience with the students
- Teachers guide the students to navigate the e-resources/physical resources available on the Internet and in the library
- The teachers help the students perform experiments using instruments/equipment for understanding the 'theory' of a topic in real-life situations.
- The students are given the scope of gathering experience from experiments designed for solving problems.
- The students are often taken to the 'fields' for making them aware of the real-life situations with respect to ecosystem in operation, meaning of sterilized/aseptic condition in reality, assess the risk of drinking tube-well lifted/municipality supplied water, visualize the process of silkworm harvesting, fishery and pisciculture, study behavior of the animals in the zoo which are rarely seen in the wild, acquire knowledge of fundamental research by way of visiting laboratories of national repute etc

2. Experiential learning

Experiential learning activities include hands-on laboratory experiments, field visits and stage performances.

- The college has well-equipped laboratories where students conduct experiments under the

teachers' supervision.

- Field visits to places of cultural/historical interest, reputed laboratories and botanical gardens encourage experiential learning.
- Eminent academicians, researchers, and entrepreneurs are invited to deliver lectures and participate in panel discussions.
- Several students have participated in various online courses for skill development using ICT tools.

3. Participative_learning

- Students are encouraged to participate in conferences, seminars, poster presentations, debates, and quizzes. ICT tools have enabled students to participate in webinars, online workshops, poster and photography competitions. The inter-departmental wall magazine competition is held annually.
- Several online competitions like poster-making competition, singing, and dance competitions were held during the COVID pandemic.
- Students of science departments participate inter-departmental model competition. Science exhibition, quiz and invited lectures are held on National Science Day.

4. Problem-solving_methodologies

- In some departments, students write term papers, dissertations, and projects.
- Students are given regular assignments and home tasks.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 95.28

2.4.1.1 Number of sanctioned posts year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
97	97	97	77	77

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 74.06

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
65	65	64	61	59

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Dinabandhu Andrews College believes in the time-tested system of evaluation. At the same time, the college encourages innovative practices of evaluation. Prior to the academic session of 2017-2018, the students of all disciplines were instructed and evaluated in the then 1+1+1 system. The affiliating university introduced the Choice Based Credit System (CBCS) for Commerce from 2017-2018, and for Arts and Science this was introduced from 2018-2019. For successful implementation of the CBCS, we had to introduce semester-based system of examination and evaluation along with (1) internal and (2) tutorial/practical examination.

While the question papers were set by the affiliating university, the questions for the internal and tutorial examinations were set by the teachers of the college following university regulations.

The college implemented the system of examination and evaluation for ensuring transparency and fidelity in the following order:

1. Mechanism of internal and tutorial examinations:

- Publication of the notifications of the University of Calcutta regarding examinations.
- Issuance of different notices separately for the students and the teachers for defined purposes.
- Publication of the schedule of the internal and tutorial examinations.
- Holding internal and tutorial examinations.
- Evaluation of the answer-scripts of the internal examination and of the tutorial assignments/projects.
- Uploading marks to the University portal

1. Mechanism of external examination:

- Publication of University notifications regarding the schedule of theoretical/practical examinations.
- Issuance of different notices separately for the students and the teachers for defined purposes.
- Issuance of the allotment notification by the affiliating university.
- Planning of the examination schedule and room allotment.
- Assigning specific duties to specific staff
- Issuance of duty lists for the teachers and staff.
- Evaluation of the answer scripts of the General papers of the students of other colleges and uploading of marks to the University portal of the of Calcutta within the deadline.

1. Grievance Redressal System:

Many students are often not satisfied with their results and seek redressal. For this, the affiliating university has its own time-tested system of review and self-inspection (by the student) of the evaluated answer-scripts. The college takes care of the matter through the following steps:

- Issuance of notice by the college asking the desirous students to apply for review and self-inspection in online mode as per university guideline.
- The college approves the applications after verification and sends the approved list to the university.
- After the 'review' results are published, the affiliating university issues the revised mark sheets, if any, to be handed over to the students

During the COVID pandemic, the entire examination system was conducted in online mode. The student community witnessed an unprecedented rate of errors in their results.

To address the issue, the college issued a notification bearing No. DAC/N-93/2020-21, dt.14.01.2021. In response to this, a large number of students submitted their problems through online mode. The college then submitted the 'Problems' for correction, if any, to the university.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

Dinabandhu Andrews College places a strong emphasis on the importance of establishing clear and comprehensive Outcomes and Objectives for its broad-based Streams, Programmes, and Courses before the start of the Teaching-Learning process. This approach ensures that students have a thorough understanding of the scope, syllabus, and depth of the Programmes they are about to pursue. To achieve this, a systematic approach was undertaken to design and disseminate the Objectives, Outcomes, and Goals to all relevant stakeholders.

The process began with a deep understanding of Learning Outcomes (LOs) based on Bloom's Taxonomy. With this foundational framework in place, Dinabandhu Andrews College proceeded to design the Programme Outcomes (POs) for its broad-based streams. The college categorized its Undergraduate and Postgraduate Programmes into four major streams: B.A. Programmes, B.Sc. Programmes, M.Sc. Programmes, B.Com Programmes.

The Internal Quality Assurance Cell (IQAC) of the college meticulously crafted the Programme Outcomes (POs) for each of these four streams.

Following the establishment of these broad-stream based Programme Outcomes, the college moved on to the next phase: designing the Programme Specific Outcomes (PSOs) for the subject specific Programmes. This phase involved extensive brainstorming sessions among Faculty Members from all Departments. Through collaborative efforts, the faculty developed the PSOs for each of all the Programmes. Additionally, they created Course Outcomes (COs) for each course within these Programmes' curricula.

To ensure clarity and transparency in the Teaching-Learning process, Dinabandhu Andrews College

implemented a comprehensive strategy for the widespread circulation of the POs, PSOs, and COs. This was aimed at ensuring that all stakeholders, including students and educators, were well-informed about the educational objectives and expected outcomes. The college utilized the following methods for effective dissemination:

1. **Dedicated Webpage:** The centralized PSOs, along with the departmental POs and COs, were uploaded to a dedicated webpage on the College website. This ensured that the information was readily accessible to all stakeholders.
2. **Published Notifications:** The College issued Notifications that included web links to the relevant POs, PSOs, and Cos, this allowed students and their parents to easily access and understand the objectives and outcomes of the Programmes.
3. **Classroom Discussions:** Faculty members played a key role in ensuring that students understood the Objectives and Outcomes. These were shared and discussed in detail during classroom sessions, encouraging students to engage with the objectives and gain a comprehensive understanding of the Programmes they were pursuing.

Through these efforts, Dinabandhu Andrews College ensures that all students are well-informed about the educational goals and objectives set before them, leading to a more focused and effective Teaching-Learning process. This approach not only fosters a deeper understanding among students but also aligns their learning experiences with the broader educational goals of the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

Dinabandhu Andrews College has developed a structured approach to assess the attainment of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs) as part of its commitment to continuous improvement in the teaching-learning process. The college uses a combination of direct and indirect evaluation strategies to ensure a comprehensive assessment of student learning outcomes.

Direct Methods:

Continuous Internal Assessment: Following the regulations of the affiliating university, the college conducts internal evaluations worth 20 marks, which include 10 marks for attendance and 10 marks for continuous assessment. The continuous assessment evaluates students' understanding and skill

development through various activities such as seminars, assignments, projects, lab performance, poster presentations, class tests, and college tests. Departments often require students to create project files and present papers on topics related to their disciplines, which are preserved for future reference. For postgraduate (PG) students, preparing dissertations is mandatory as part of their curriculum. The attainment of students is measured by evaluating COs and POs.

Semester Examination Performance Analysis: The grades students earn through formative and summative evaluations serve as direct indicators of their attainment of specific COs. The marks obtained by students at the end of each semester, and upon completion of the entire course, demonstrate the extent to which course objectives have been achieved.

Indirect Methods:

Robust Feedback Mechanism: The college maintains a strong feedback system to uphold and enhance the quality of teaching and learning. Feedback is collected annually from students, Teachers, alumni, and employers. IQAC evaluates student feedback on various aspects, including teachers' performance in concept delivery, timely completion of the curriculum, and evaluation methods. This feedback is analyzed and discussed with college authorities and department heads. Students also provide feedback on syllabi and overall institutional provisions, which is analyzed by the IQAC and reported to the college authority and, if necessary, to the affiliating university. A summary of these feedbacks is made available on the college website.

Holistic Development of Students: Teachers encourage students to work in teams and participate in various institutional activities, fostering leadership qualities and promoting values such as respect for others' views, conflict mediation, professional ethics, and environmental sustainability.

Student Progression: The progression of students to higher education is a key indicator of the program's success. Over the last five years, students have pursued higher education in various institutions across the country. Postgraduate students from the college join prestigious institutions for Ph.D. programs or work as project assistants. Additionally, many students qualify for competitive exams like JAM, GATE, NET, and SET etc.

Placement and Employability: Placement and employability are crucial indicators of the achievement of POs and COs. The college's Placement Monitoring Cell organizes career counseling and internships, which significantly enhance students' employability. The successful completion of internships and off-campus placements underscores the effectiveness of the learning outcomes.

The attainment level score for each course is calculated by combining 80% of the direct method score and 20% of the indirect method score, based on teachers' assessments and student responses.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3**Pass percentage of Students during last five years (excluding backlog students)****Response:** 80.2**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
543	662	874	910	912

2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
985	925	912	956	1086

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.98

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 28.12

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

2022-23	2021-22	2020-21	2019-20	2018-19
4	10.494	0	8.37983	5.244

File Description

Document

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Research and Publication Sub-Committee Report

The Research and Publication Sub-Committee of this college support the growth of academics and research activities through various initiatives. We organize seminars, workshops, and educational activities to disseminate knowledge among faculty members and the students. Our focus is to promote student-faculty interactions and enhancement of research infrastructure including up-gradation of the laboratories and establishing a Centre for Skill Development. The Central Instrumentation Centre, with its diverse experimental devices, is a key resource. Additionally, we offer skill-improvement courses and issue certificates to boost students' abilities and employability.

Incubation Center

The Incubation Center fosters practical skills and innovation through activities such as handmade craft and jewelry making, organizing food festivals, heritage fairs, science exhibitions, mushroom cultivation workshops, model competitions, and commercial mushroom cultivation training programs. These activities provide hands-on experience and entrepreneurial opportunities for the students.

Indian Knowledge System - Sanskrit Language Lab

The Sanskrit Language Lab explores Indian knowledge systems like Ayurveda, Yoga, and Vedanta. It offers language instruction, digital tools for text analysis, audio-visual resources, a library with rare manuscripts, and research support. The lab aims to deepen the understanding and research in these traditional fields.

Central Computer Laboratory and Language Laboratory

The Central Computer Laboratories are equipped with high-performance computers and advanced software to support academic and practical training. The Language Laboratories offer interactive tools for language learning, including audio-visual aids and language software, enhancing both spoken and written communication skills.

Central Library Facilities

The Central Library, located on the ground floor has a rich collection of books/titles and journals. It features two lending counters, reading rooms with 50 seats, and internet browsing facilities restricted to educational content.

Central Instrumentation and Departmental Instruments Facilities

The BOOST program provided us with fund to enhance research infrastructure in biotechnology and related sciences. This includes upgrading laboratory spaces, acquiring essential equipment, and improving networking and computational facilities. This initiative supports teaching and research in these fields.

Research Guidance and Grants

Research guidance involves mentorship from experienced researchers, regular meetings to track progress, and goal setting. Research grants are formal approvals from funding agencies, providing financial support for research projects.

Intellectual Property Rights (IPR)

Intellectual Property Rights protect creations like patents, trademarks, copyrights, and industrial designs. They prevent unauthorized use and ensure creators maintain control over their innovations for a set period.

Published Patents

Patents protect new inventions and discoveries, serving as valuable assets for academia, start-ups,

and industries. They help attract investments and enhance market value, impacting research output, educational standards, and recruitment.

Departmental E-Magazine and College Journal

The Departmental E-Magazine highlights faculty and students' achievements, research, and creative work through articles and multimedia contents. The Dinabandhu Andrews College Journal, a peer-reviewed publication, showcases original research and scholarly articles, contributing to the academic discourse.

No Objection for Doctoral Degrees

Faculty members are encouraged to pursue doctoral degrees and research projects. The college provides no objection certificates to support their admittance to Ph.D./D.Sc./D.lit. degrees.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 47

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
17	8	18	3	1

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years**Response:** 1.19**3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
20	26	24	29	16

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2**Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years****Response:** 0.4**3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2022-23	2021-22	2020-21	2019-20	2018-19
8	8	17	2	4

File Description	Document
List of chapter/book along with the links redirecting to the source website	View Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Over the past five years, Dinabandhu Andrews College extension initiatives have impacted the neighborhood and students. These events have promoted social responsibility, environmental awareness, and community engagement, which help students develop holistically.

1. Institutional Social Responsibility: "Learning with Joy"

The "Learning with Joy" initiative has been a key component in promoting education among underprivileged children. Through this program, students from Dinabandhu Andrews College have actively engaged in teaching and mentoring children from disadvantaged backgrounds. This has not only helped bridge the educational gap but also sensitized the students to the importance of social equity and the transformative power of education. The program has encouraged the students to develop empathy and a deeper understanding of the challenges faced by marginalized communities.

2. Institutional Social Responsibility: "Science in Our Hands"

The "Science in Our Hands" campaign encourages rural and impoverished pupils to be curious about science. College students have inspired underprivileged children to study science through workshops and displays. This approach has increased community scientific literacy and enabled college students to lead educational outreach, improving their communication and organizational skills.

3. Community Service Projects by NCC Unit, NSS Unit, Kanyasree Committee and Social Harmony Cell

The NCC Unit, NSS Unit, Kanyasree Committee and the Social Harmony Cell have been at the forefront of numerous community service projects, including blood donation drives, health awareness campaigns,

and relief work during natural disasters. These projects have provided students with practical experience in addressing real-world issues, such as public health and disaster management. The involvement in these projects has developed the students' leadership and teamwork skills while fostering a strong sense of social responsibility.

4. Mangrove Saplings Plantation in Sundarban Areas

In conjunction with an NGO, the college planted mangrove saplings in the Sundarbans areas. It has restored the Sundarbans' sensitive ecosystem and raised pupils' environmental awareness. This project taught pupils about ecological balance and environmental conservation, which are essential to their overall development.

5. Community Engagement Activities

Various community engagement activities, including awareness campaigns on health, hygiene, and education, have helped in building a strong connection between the college and the local community. These activities have provided students with opportunities to interact with people from different socio-economic backgrounds, thereby broadening their perspectives and deepening their understanding of societal issues. The direct involvement in community work has also instilled a sense of civic responsibility among the students.

6. Philanthropic Activities: Contribution to WBCM Relief Fund

Efforts like donating ₹10 lakh to the West Bengal Chief Minister's Relief Fund demonstrate the college's dedication to social welfare. Students can learn from this generosity and the importance of giving back. It also underlined the role of institutions in supporting governmental and national welfare efforts, emphasizing collective responsibility in crises and its value to students.

These extended programs have helped students become socially conscious and provide them with the skills and values to improve society. These activities have given students hands-on experience that will help them overcome future obstacles with empathy, resilience, and purpose.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Dinabandhu Andrews College has received awards, appreciations, recognitions from Government and

Non-Government agencies as a result of its continuous effort with respect to the student centric activities. The awards, appreciations, recognitions under reference refers both to the Institution as a whole and to the level of its individual students and employees:

- The college owned 1st Prize as the best performing college in 2022-23 with respect to the successful implementation of Kanyasree Prokalpo (Scholarship Scheme for unmarried girl students sponsored by the Government of West Bengal).
- Dinabandhu Andrews College was selected as a 'Pilot Study' in connection with performance audit of the colleges of West Bengal for the period 2017-18 to 2021-22 by the Office of the Principal Accountant General (Audit-I), WB on 16.12.2022, 13.01.2023, 14.01.2023 and 16.01.2023.
- The Principal of the College Dr.Somnath Mukhopadhyay received the 'Outstanding Teacher Award 2021-22' from Presidency University, Bengaluru
- Dr.Joy Sarkar was selected as the Fellow of The Linnean Society of London (FLS) in October, 2020
- Dr.Tanmay Ghosh, Assistant Professor of Microbiology was selected as the Fellow of The Linnean Society of London (FLS) in January, 2024. Dr. Ghosh also received a number of recognitions/prizes/patents which attests his unmatched calibre: (1) Hooghly Ratna Award, 2020, (2) Corona Warrior Honour, 2020, (3) Young Researcher Award, 2020, (4) International Research Award, 2021, (5) Education Icon Award, 2021, (6) Distinguished Professor Award, 2021, (7) Bharat Gourav Puraskar, 2022, (8) Rhasriya Prathistha Puraskar, 2022, (9) Swami Vivekananda Excellence Award, 2023, (9) Selected a Member of the Royal society of Biology, (10) Dr.Tanmay Ghosh has three patents to his credit.
- The Principal of the College Dr.Somnath Mukhopadhyay received several recognition of his credibility in the form of his engagement in different Government assignments: (1) District Nodal Office w.r.t. SET Examination, 2018, 2023, (2) Selected as Special Guest in Govt. sponsored NAAC Workshop, December, 2023, (3) Selected as Member of the State Level Quality Assurance Cell (SQAC), (4) Selected as Evaluator of the Seminar Presentations in RC/OP at Javampur University in September, 2018 and 2019, (5) Appointed as 'Officer on Special Duty' at West Bengal College Service Commission from February, 2022, (6) Acted as resource person for Capacity Building Workshop organized by West Bengal State Council of Higher Education in February, 2023, (7) Service of the Principal was requisitioned by the State Government from May, 2023 to October, 2023, (8) Selected as Member of the State Committee for 'Academic Bank of Credit', (9) Selected as a Member of the District Selection Committee for 'National Award to Teachers', (10) Govt. of West Bengal selected him to be a delegate in the 5-day workshop at National Institute of Planning and Administration, New Delhi.
- During the assessment period several students (*Moumita Mondal, Prithu Bhattacharyya, Sreyosee Chabri, Joyeeta Karmakar, Apeksha Giri, Sanskriti Ghosh, Sohini Sikdar, Ahana Dey, Martina Chakraborty, Dyutimoy Banerjee* and other) exhibited their excellence in different field which amply justify the credibility of the college at large.

The college is continuously on the move for promoting young talents in the nation building process.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 46

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
23	8	5	9	1

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 34

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	View Document
List of year wise activities and exchange should be provided	View Document
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

After its humble beginning in 1956, there has been continuous effort for augmentation of the college infrastructure college for facilitating the teaching-learning process to cope up with the demand of the time. By the year 2000, the construction of 4-storied Annex Building was completed. In the year 2014 the college library was renovated and expanded with notable enhancement of its physical infrastructure. In the subsequent years college concentrated on the major repair work of the old and Annex building on the one hand and on the development of ICT infrastructure on the other.

In late 2015 the college established a system of E-integration of all major areas in a single server-based computer networking, establishment of LCD projectors in 4 classroom and 5 laboratories. Moreover, the college developed one computer centre containing 20 desk Top Computers, Network Printer, LCD Screen and Internet with Wi-Fi connectivity. Subsequently, the entire college including office, library and Principal's office were provided with Wi-Fi based internet connectivity.

The college took the endeavour of constructing a new building for supplementing the lacunae in the existing infrastructure: (1) A dedicated Seminar Room, (2) An Auditorium, (3) Computer Centre with provision of about 100 desk-top computers, (4) 4-5 spacious smart classrooms, (5) a dedicated IQAC Room, (6) one large room for confidential works, (7) 5-6 medium sized classrooms, (8) Gymnasium one each for girls and boys, (9) 2-3 store rooms, and (10) 5 staff quarters. The building of this description came into existence in March, 2023.

At present the college has 131 rooms including 42 Classrooms, 20 laboratories and 4 Computer Laboratories. Other rooms are meant for Library, Principal's Offices, College Office Rooms, Teachers' Room, Stores, and Electrical Room etc.

In the recent past, during the COVID pandemic, there has been an explosion of activities with respect to E-Administration and online Instruction and evaluation process. The college developed web-based system of online teaching, online examination, student-centric online services such as:

- Introduction of online payment services
- Making the Enrolment Services available online
- Distribution of Admit Card and Mark Sheets through online mode
- Publication of notices with Enrolment List hyperlinked with the same

- Online application for scholarships and the like

From the session 2023-24, the college concentrated on the issues for successfully implementing the 4-Yr Undergraduate Courses in Arts & Humanities, Science and Commerce and 3-Yr Multidisciplinary Courses in B.A., B.Sc. and B.Com. under CCF.

In early 2023, college sponsored one teacher to go for training for taking over the charge of the NCC Unit of the college. In September, 2023 the concerned teachers completed the training successfully and was designated as Lieutenant and took over the charge of the NCC unit.

The college continuously encourages the students to respect the diversity of the cultural heritage of the country as evidenced through the observance of the Republic Day, Saraswati Puja, Iftar Party, the Independence Day, Teachers' Day, Mother Language Day, Yoga Day etc. The students are also encouraged by the college to participate in the sports activities including inter-college sports.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 59.01

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2022-23	2021-22	2020-21	2019-20	2018-19
25.34539	112.43579	208.62539	208.9061	13.40508

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

The Library of Dinabandhu Andrews College is located on the ground floor of the Old Building, spreading over 1595 sq. feet and has a reading space for 50 students at a time. There are 04 CCTV cameras which monitors activities of the library. The library is fully automatic with required software and Fiber Optic-based internet connectivity with a provision of 05 workstations to access e- resources inside library premises and accessible through college website over the internet through AIMES software connected both within the college premise and elsewhere.

Requisition of books are invited from the teachers and students at initial phase of each semester. The Principal sanctions the necessary fund for the purchase of books with concurrence from the Finance Committee/Governing Body.

Library_Automation:

Since 2011, the library service has been made automated using 'SOUL', a user-friendly Integrated Library Management Software which has a number of advanced features with regard to availability of learning resources. It helps to provide a handful of attractive interfaces, like quick search and access, Web-OPAC and the feasibility of integrating new technologies like inscribing bar code on the books. This software enables library users to use efficiently browser-based access of fetching bibliographical data from its own user interface through its own search engine for improved user-friendly OPAC interface, Import/export of data and quick report generation in different formats etc.

- **Name of ILMS software: SOUL**
- **Nature of automation (fully or partially): Fully**

- **Version: 3.0**
- **Year of Automation: 2011**

At present, the library is providing access to more than 6000 e-journals and 32 lakh e-books through N-List, a part of e-ShodhSindhu and a number of other open-access resources. Library orientation and information literacy programs are conducted every year for students and teachers to make the best use of these facilities, using books, journals, learning materials and technology- aided learning mechanisms organized in a way that optimizes teaching-learning activities and research.

Library_Website:

- **The library website link is: <https://>**
- **The Website lists the services offered by the library for users and provides links to other e-resources hosting digital versions of syllabi and previous years question papers for both Undergraduate and Post Graduate through the library website.**

Library_Support_Services:

- **Online Public Access Catalogue (OPAC)**
- **Web OPAC**
- **Lending Service / Circulation:**
- **Display of new arrival of books discipline wise**
- **Reference Service**
- **Internet facility through LAN and Wi-fi**
- **Reprography and printing facilities**

Career_Guidance_Books: Books related to different competitive examinations (such as NET/SLET Exam, SSC, Bank etc.) and current events, news, information, general knowledge etc for career/service and other documents are separately available for consultation only in the Reading Room of the library.

- **Document delivery services through email**
- **Reading room service through the open-access system**
- **Orientation programs for new users:** At the beginning of every academic session, awareness programmes for first semester students are organized to get them acquainted with the functioning of the library.
- **Remote access to the E-resources**
- **CCTV surveillance for security reinforcement**

Facilities:

- **Office Room**
- **Circulation Centre**
- **Stack Room**
- **Reading Room**
- **ICT Room**
- **Fumigation Room**

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

Dinabandhu Andrews College believes in the establishment of E-Governance with emphasis on E-Administration leading to a cashless and paper-less Institution of Higher Education. The endeavor started as in 2006 with establishment of a college website www.dacollege.org.

Within years the college introduced modernization in the admission and Accounting processes by way of subscription of Tally Software for accounting and an indigenous software for admission. On 24.03.2018, the college signed an agreement with M/s. Technosoft India for the establishment of web-based College Management System (CMS) along with certain web-based Modules such as (1) Online Admission, (2) Online Fees Payment, (3) Online system of receipt and payment etc. This endeavor necessitated the subscription of high speed internet connectivity. The college started subscribing dedicated internet connectivity from Bharat Sanchar Nigam Limited (BSNL) from 18.02.2014 and installed WiFi Routers in multiple places such as Teachers' Room, College Office, Principal's Chamber, and Computer Centre etc. Subsequently, dedicated internet connectivity was established in the PG Department of Electronics (from 19.11.2016), PG Department of Zoology (from 19.11.2016) and the college Library (from 19.11.2016) through Alliance Broad Band. Such initiatives of the installation of College Management Software with supportive internet connectivity paved the way for online execution of the following academic and administrative functionalities

The key areas of such online services include:

- Publication of notices of all kinds including General Notices, Admission Notices, Examination Notices, Tender Notices, etc. made available online through the college website.
- Establishment of electronic communication with the students through SMS/E-mail through the college ERP.
- Establishment of the Online Admission Process to the UG and PG Courses through ERP-based Admission Modules including functionalities like Admission, Cancellation of Admission, Registration of the newly admitted candidates with the Affiliating University
- Management of scholarships through different portal created and maintained by the Government
- Using departmental WhatsApp groups/G-Suits to share online class links during the COVID pandemic for finding out the new avenue of teaching-learning process

- Regular procurement and maintenance of updated computers and accessories, with a campus-wide Wi-Fi network and antivirus protection.
- Advancement of digital services in the library records using SOUL 3.0 software and providing remote access to the digital catalog via the Online Open Access Catalogue.
- Mapping students' attainments using specialized software and utilizing a Learning Management System (LMS) for sharing academic resources
- Arrangements for the establishing a Language Lab to develop language skills
- Installing CCTV cameras for campus security of the campus
- Providing subject-specific software in computer labs for teaching and research purposes, with new software installed as and when needed.
- Managing admissions and financial transactions digitally through dedicated portals and financial management systems like Tally ERP 9.0 (updated to TALLY Prime), HRMS under IFMS maintained by the Department of Finance, Government of West Bengal
- Management of transactions in the Provident Fund accounts of the employees through Non-Government Institution Provident Fund (NGIPF) module of HRMS under IFMS
- Management of pension and other terminal benefits through the E-Pension portal of the Government of West Bengal

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 352.5

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 10

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 2.47

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

2022-23	2021-22	2020-21	2019-20	2018-19
5.17	3.37	1.56	1.21	12.52

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 73

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
2707	3525	3281	1907	1127

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

- 1. Soft skills*
- 2. Language and communication skills*
- 3. Life skills (Yoga, physical fitness, health and hygiene)*
- 4. ICT/computing skills*

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 56.49

5.1.3.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
3516	2202	1753	1215	1023

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

- 1.Implementation of guidelines of statutory/regulatory bodies**
- 2.Organisation wide awareness and undertakings on policies with zero tolerance**
- 3.Mechanisms for submission of online/offline students' grievances**
- 4.Timely redressal of the grievances through appropriate committees**

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 32.5

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
486	297	241	155	89

5.2.1.2 Number of outgoing students year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
543	662	874	910	912

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 3.11

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2022-23	2021-22	2020-21	2019-20	2018-19
46	23	4	4	5

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 52

5.3.1.1 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 wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
27	8	3	7	7

File Description**Document**

Upload supporting document

[View Document](#)

list and links to e-copies of award letters and certificates

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 14.6

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2022-23	2021-22	2020-21	2019-20	2018-19
30	21	02	12	08

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

5.4 Alumni Engagement

5.4.1

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

Response:

Dinabandhu Andrews College has formally established its Alumni Association, with the Trust deed officially registered on April 8, 2024. Despite this recent formalization, the college has a long-standing tradition of informal alumni engagement. The Alumni Association of Garia Dinabandhu Andrews College, originally an informal group, has been active in organizing reunions, cultural programs, and collaborating with the Social Harmony Cell and NSS for social initiatives.

Academic Sessions: 2018-19 to 2022-23

Name: Alumni Association of Garia Dinabandhu Andrews College

Establishment Year: 2024

Registration No.: S0041931 of 2024-2025

President: Mrinal Chakraborty

Vice President: Sukanta Guha

Secretary: Samyabrata Dutta

Assistant Secretary: Krishnendu Das

Treasurer: Madhujoya Chattopadhyay

Number of Registered Alumni Members: 472

Vision and Mission: The Alumni Association envisions itself as a beacon of unity, empowerment, and positive influence. Its mission includes facilitating the exchange of academic and professional experiences with current students, supporting activities that promote skill development and entrepreneurship, and providing career guidance through notable alumni.

Departmental Initiatives in Alumni Engagement:

1. Department of Botany:

- The department frequently invites alumni to serve as resource persons in webinars, seminars, and workshops, fostering a culture of mentoring.
- During the Covid-19 pandemic and the 'Amphan' and 'Yaas' cyclones, the departmental alumni association, "Shikor," played a crucial role in community support, providing essential supplies to those in need in the Sundarban region.

- The department also organizes an "Annual Alumni Meet," creating a platform for alumni to connect with current students and offer guidance.

2. Departments of Political Science, Zoology, and Bengali:

- These departments host their own "Annual Alumni Meet," promoting mentorship and providing valuable guidance to current students.

3. Department of Microbiology:

- The alumni association was actively involved in community support during the Covid-19 pandemic.

4. Department of Physics:

- The department regularly invites alumni as resource persons in webinars, reinforcing a culture of mentorship.

Activities of the Alumni Association:

- **Academic/Cultural Interaction:**

- The association organizes annual reunions and cultural events like Guru Pronam and Saraswati Puja, fostering connections between alumni and current students.

- **Infrastructural Support:**

- Alumni have contributed books to the college library's book bank.
- They are also involved in environmental initiatives, such as tree-planting drives, in collaboration with the Social Harmony Cell, NSS Unit, faculty, and students to promote sustainability.

- **Philanthropic Activities:**

- During the Covid-19 pandemic, the association played a vital role in providing food, clothing, masks, and sanitizers to those in need.
- Regular donations of sarees and blankets during alumni gatherings support local communities.
- The association also organizes visits to old age homes and orphanages, involving alumni and current students in social outreach activities.

Transparency and Accountability: Before its formal registration, the informal Alumni Association conducted regular audits from the financial year 2017-2018 to 2023-2024, ensuring greater transparency among its members.

This dynamic partnership between the alumni and Dinabandhu Andrews College is a powerful driver of continuous growth and success. Through collective efforts and unwavering dedication, the alumni ensure that the legacy of the college thrives, benefiting future generations.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

Our Mission

The mission of the college is to make, within its limited means, knowledge acquired through higher education reach every deserving school pass out who aspires to take admission to this institution and instil in him/her a spirit of free inquiry, thereby broadening the scope of higher learning on the one hand, and to help in every possible way students who are needy so that they can carry on and complete their studies and stand on their own feet as responsible citizens on the other.

Our Vision

We envision a future wherein, through our untiring efforts and collective endeavours, the college will attain a still higher place in the arena of learning and emerge as a beacon to the aspirants for quality education not only in Kolkata but also in the state as a whole. At the same time, we hope that our students- former, present and future- will play no lesser a goal in raising their alma matter to a position of glory by making their own contribution to the process.

As a Government-Aided Institution, Dinabandhu Andrews College is affiliated with the University of Calcutta and is substantially funded by the Government of West Bengal. The college is run by the Governing Body of the college which is formed in terms of Section 4 & 5 of Chapter-III of 'The West Bengal Universities and Colleges (Administration and Regulation) Act, 2017 R/W Section 93 of the Calcutta University First Statute, 1979. The Governing Body of the college is open for inputs from other statutory bodies of the college such as IQAC, the Teachers' Council, and the different cells and Sub-committees.

A. Functioning of the Governing Body

The Governing Body functions to administer the college with emphasis on decentralization and 3600 participation of the institutional bodies/stakeholders mentioned above in the following ways:

- Management of the teaching-learning process aimed at successful implementation of National Education Policy, 2020 (NEP)
- Management of the Human Resources
- Management of the college infrastructure and finance

B. Functioning of the Internal Quality Assurance Cell

The IQAC of the college takes care of the Academic and Administrative Audit, MAnnual Quality Assurance Report (AQAR), signing of 'MoU's, organizing seminars/workshops/conferences, organizing cultural events, CAS benefit of teachers, etc.

C. Functioning of the Statutory Cells: The Statutory Cells take care of RTI applications, redressal of grievances, preventive measures against ragging, etc.

D. Functioning of Sub-committees:

1. **Academic Sub-committee:** Academic activities of the college.
2. **Finance Sub-committee:** Overall financial management of the college
3. **Admission Sub-committee:** Looks after the Admission Process
4. **Pension/PF/Leave Sub Committees:** Overall management of terminal benefits of the staff

All the other Sub-committee of the college discharge their duties in a harmonious way for 360 degree developments of the college.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

The organizational structure of the institution has been functioning and rendering services in accordance with the statutes of the affiliating university and the rules and regulations of the Department of Higher Education, Govt. of West Bengal.

While the existing Governing Body was reconstituted w.e.f. 31.12.2021, the term of the previous Governing Body of the college extended from 04.08.2015 to 30.12.2021 which falls within the assessment period. Matters related to many aspects of the college administration were considered at the meetings of the Governing Body, such as

- (1) Reconstitution of the IQAC.
- (2) Restructuring of the Sub-Committees.

- (3) Appointment of eight teachers [including appointment by transfer] and two members of non-teaching staff.
- (4) Construction of the Diamond Jubilee Building
- (5) Promotion of ten teachers under CAS and awarding of additional increments to five teachers for obtaining Ph.D. degrees while in service
- (6) Settlement of the retirement benefits to ten retiring/deceased members of the teaching and non-teaching staff
- (7) Conduct of the admission process
- (8) Conduct of internal and external examinations
- (9) Management of Provident Fund
- (10) Budget
- (11) Audit and
- (12) CAG audit as a pilot project, etc.

Perspective Plan:

1. The construction of the Diamond Jubilee Building is one of the most important institutional strategic/perspective plans for a brighter future of the college. It includes:

- One ‘Seminar Room’ on the ground floor with appropriate acoustic and projection systems having a seating capacity of 70.
- One auditorium with all modern facilities having a seating capacity of 150.
- One hall to be used as ‘Evaluation Room’ for all the academic departments.
- Two computer laboratories each with provision of 50 computers.
- Five smart class rooms.
- Four medium-sized classrooms.
- One theoretical laboratory for biological sciences.
- One theoretical laboratory for physical sciences.
- One theoretical laboratory for humanities departments.
- One Principal’s Room and one room for the IQAC.
- Two gymnasias one each for the boys and the girls (under construction).
- Five Gr. D Staff Quarters with separate entrance.
- Two elevators, broad stairways, and one ramp for ensuring a barrier free passage of locomotory challenged students/staff/teachers.
- Four toilet blocks for men and four toilet blocks for women.
- One toilet block for differently-abled persons.
- One toilet block for transgenders.

- Eleven fire-resistant doors.

2. The college has arranged for the installation of a dedicated transformer for meeting the additional electricity requirement. The work is under way.

3.The Diamond Jubilee Building is connected with the water supply line of the local municipal authority (KMC) for conserving ground water resources.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

- 1.Administration**
- 2.Finance and Accounts**
- 3.Student Admission and Support**
- 4.Examination**

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

All members of the teaching and non-teaching staff holding permanent appointment against substantive posts enjoy the following benefits in terms of the Government rules in force:

- Security of service up to the age of 60 years (for Non-teaching staff) and 65 years (Teaching staff).
- Benefit/Facility of General Provident Fund (currently under NGIPF Module of HRMS under IFMS).
- Facility of refundable loan or withdrawal from the Provident Fund
- The privilege of leave including Earned Leave, Casual Leave, Medical Leave, Quarantine Leave, Study Leave, On-duty leave, etc.
- Benefit of Maternity Leave of 180 days for regular female employees.
- Benefit of Child Care Leave of 720 days for regular female employees.
- Benefit of Paternity Leave of up to 30 days for regular male employees.
- Benefit of monthly Medical Allowance.
- Benefit of Government-sponsored Health Scheme.
- Death-cum-Retirement Benefit including (1) Gratuity, (2) Commutation Value Pension, and (3) Leave Encashment
- Benefit of Bonus or Payment Ex-Gratia (applicable to certain employees depending on the Government Orders issued from time to time).

In addition to the benefits/facilities mentioned above, the college extends the following benefits to both the regular employees and the other employees who do not hold any substantive post:

- Benefit of Group Savings Linked Insurance Scheme
- Benefit of interest-free Festival Advance (recoverable through 10 EMIs)
- Benefit of interest-free advance of Rs.10000.00 in exigencies (recoverable through 10 EMIs)
- Monetary benefit @ Rs.5000.00 once in a year for all members of regular and other members of non-teaching staff.

Other welfare measures:

- Regular teachers are allowed to attend on duty leave Refresher Courses and/or Orientation Programmes conducted by different statutory authorities.
- Regular and other teachers are allowed to attend on duty leave (a) short-term training programmes, (b) seminars/conferences as participants/speakers/invited speakers/plenary speakers, etc.
- Regular and other teachers are allowed to render academic services to other academic institutions as (a) examiners, (b) confidential academic assignees, (c) resource persons (under MoUs or otherwise).
- Members of the teaching and non-teaching staff are encouraged to participate in (a) blood donation camps, (b) health check-up camps, (c) COVID vaccination camps, (d) awareness programmes, etc., organized by the college.

The Annual Appraisal of staff

The Annual Performance Appraisal of the teaching and non-teaching staff is done over and above the appraisal system practiced for the purpose of promotional benefits under Career Advancement Scheme (CAS).

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

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

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

File Description	Document
Policy document on providing financial support to teachers	View Document
Institutional data in the prescribed format	View Document
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	View Document
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 82.28

6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
40	58	76	145	71

6.3.3.2 Number of non-teaching staff year wise during the last five years

2022-23	2021-22	2020-21	2019-20	2018-19
07	0	0	29	14

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	View Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Mobilization and optimal utilization of resources and funds from various sources:

Dinabandhu Andrews College regularly collects various fees from the students:

Admission Fee, Annual Fee, Building Fee, Library Fee, Laboratory Fee, Students' Aid Fee, University Fee, Tuition Fee, Students' Health Home Fee, Students' Activity Fee, Registration Fee, CU Sports Fee etc.

Prior to the 2020-21 academic session, the college used to collect a lump sum amount as 'Online Application Fee' from the applicants for admission to UG and PG Courses. Other sources of fund include (1) Grant from the State Government for infrastructure development, and (2) Research grants from different agencies.

The college is required to pay 50% of the tuition fees collected to the State Government in terms of the G.O. bearing No. 114-Edn(CS), dt. 11.02.2013. The remaining part is used for giving remunerations to part-time/full-time/guest teachers/outsourced persons (security/attendants/computer operator) appointed by the college.

The fees collected as laboratory fee and library fee are used for recurring (consumable) and non-recurring (durable instrument/equipment) expenses of the laboratories, procurement of books & journals and for other regular expenses like subscription of journals, newspapers, etc.

The fees collected as Students' Health Home Fee and Students Aid Fund Fee are used to pay subscription to Students' Health Home (for free medical benefits), and for providing monetary help to the needy students.

Registration Fee collected is used for students' registration with the affiliating university, while the 'Sports Fee' is mandatorily payable to the university.

Money needed for all recurring expenditures made for procurement of office stationeries, materials for health & hygiene, payment of electricity bills, telephone and internet, payment of travelling allowances, procurement of electric utensils/gadgets, wooden and steel furniture, expenses for for legal services, emergency medical services, cost of organizing seminars/symposia, for buying computers and computer peripherals, for buying software, for maintenance and repair of the college infrastructure (civil/plumbing/electrical), etc. comes from fees collected as Admission Fee and Annual Fee.

The fee collected as Building Development Fee is used for supplementing the expenses with respect to major Infrastructure Development such as (1) Building Development (2) IT/ICT Infrastructure Development (3) Major expenses on furniture, (4) Major civil/electrical/plumbing repair & maintenance work, etc.

During the Assessment Period, the college received a sum of three crore rupees which was utilized (along with the fund made available from the Development Fund of the college) for the construction of the Diamond Jubilee Building.

Conducting financial audits regularly (internal and external):

The college accounts are regularly audited by the External ‘Auditor’ duly appointed by the State Government. The college accounts have been audited till 2022-23.

The college was selected as ‘Pilot Study’ in connection with the ‘Performance Audit’ for the period 2017-18 to 2021-22 conducted by the office of the Principal Accountant General (Audit-I), West Bengal. The senior audit officers conducted the above ‘Pilot Study’ in the month of April 2023.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5 Internal Quality Assurance System**6.5.1**

Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in institutionalizing quality assurance strategies and steady academic processes of the college.

Establishment and Objectives of IQAC

The IQAC was established in 2012 in pursuance with the Action Plan for performance evaluation, assessment and accreditation and quality up-gradation of the college having the following strategies:

? Timely execution academic and administrative duties of the college

? Quality enhancement

? Equitability and affordability

? Integration of modern methodologies in the teaching-learning process

? Ensuring fidelity and transparency of the evaluation procedure

? Ensuring uninterrupted support structure and services

? Collaboration and networking with other institutions

Functions of the Internal Quality Assurance Cell (IQAC)

? Creation of a learner-centric environment conducive to quality education

? Arrangements for feedback from the students, parents and other stakeholders

? Organizing workshops/seminars of intra- and inter-institutional nature

? Documentation of all kinds of academic and administrative activities

? Institutional participation in NIRF/AISHE/NAAC assessment and accreditation process

Infrastructure Development

New Academic Campus and Facilities:

During the last five years the following major infrastructure came in to existence as a result of a concerted effort of the IQAC and the college administration:

One 6-storied building named Diamond Jubilee Building (barer free entry) containing 1 auditorium, 1 seminar hall, 2 Computer Centres, 5 major classrooms, 4 medium sized classrooms, 3 theoretical research labs, 1 IQAC Room, 1 Principal's Chamber, two Gynaecium (one each for Girls & Boys), and 5 Nos. of Gr.D Staff Quarter has potentially augmented the physical infrastructure facilities of the institution.

Technological Advancements

? The renovation of the college office with ICT facilities with high-speed internet connectivity for quality enhancement

? The college has stressed on the e-administration to a great extent in last 5 years by way of subscribing a multifaceted Enterprise Resource Planning (ERP) system aimed at a paper-less administrative set up. The system has enabled e-governance initiatives to a great extent.

? Procurement of sophisticated instruments has greatly augmented the standard of lab-based education

? Installation of hardware and software support system for the development of Language Lab is another example of technological advancement

? During the last 5 years the college has subscribed for Learning Management System software (LMS), SOUL, OPAC software, and Programme Outcome and Course Outcome software significantly improves the teaching and learning experience in addition to the already existing INFLIBNET which has made the e-resources easily available to the students and teachers

Other initiatives

The other initiatives include:

? Development of online examination system during COVID

? Subscribing high speed internet connectivity for conducting academic activities online during COVID

? ISO Certification (ISO 9001:2015, ISO 14001:2015, and ISO 50001:2018)

? Signing of MoUs with Government and Non-Government institutions

? Conducting Quality Audits (Academic, Administrative, Green, Gender Audit etc.)

? Regularly organizing Seminars/Workshops

? Introduction of Feedback mechanism for the improvement of functionalities

? Introduction of PO & CO mapping

? Initiatives toward the Institutional Preparedness for NEP

? Student mentoring and support

The initiatives of the IQAC continues.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: A. Any 4 or more of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	View Document
NIRF report, AAA report and details on follow up actions	View Document
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

1. Gender Audit

The institution conducted Gender Audit to assess the status of gender equity on campus. The audit included surveys, group discussions, and review of institutional policies and practices. The findings highlighted strengths in promoting gender equity, as well as areas of improvement. The audit served as a foundation for implementing targeted measures to address gender disparities and foster a more inclusive environment.

Dinabandhu Andrews College regularly arranges Gender Audit on students, teachers and non-teaching staff members and organizes various Gender-sensitive programmes and takes care about gender related issues within the college. Dinabandhu Andrews College has maintained Gender Equity as is evident from the sex ratio of students.

2. Facilities for Women on Campus

The college has consistently upgraded its facilities to ensure a safe and supportive environment for female students, teachers and staff:

- **Separate Restrooms:** For women are available on the campus.
- **Common Rooms:** Dedicated common rooms for female and male students
- **Sanitary Napkin Dispensers:** Napkin vending machines and disposal unit has been installed in girls' common room.
- **Security Measures:** CCTV surveillance and appointment of lady security personnel ensures safety of females.

3. Kanyashree Scholarships

The institution promotes Kanyashree Prakalpa, a state-sponsored scholarship for girl students. The success of college was recognized by the State Government in 2023 for being selected as number one performer in 2023.

4. Gender Issues in Curriculum

The college has integrated gender issues into the curriculum across various disciplines. Courses on women's studies, gender equality, and human rights are offered, raising awareness among students about gender-related challenges and the importance of equity. Faculty members are encouraged to incorporate gender perspectives in their teaching and research, contributing to a more inclusive academic environment.

5. Women_Empowerment_in_College_Administration

The college has made conscious efforts to include women in decision making process of college administration. Women hold key positions in various administrative bodies, including the IQAC, Governing Body, and Academic Committee. Their participation has strengthened decision-making processes and ensured that gender perspectives are considered in institutional policies.

6. Gender_Sensitization_Programmes_Organized

Over the last five years, the college has organized some gender sensitization programs aimed at fostering a culture of respect and equality:

- **Workshops and Seminars:** Regular workshops on gender sensitivity, legal rights of women, and gender-based violence have been conducted for students, faculty, and staff
- Empowerment in Every Cycle: Entrepreneurial Approaches to Menstrual Hygiene
- Healing Innovations: Entrepreneurial Solutions for Human Diseases
- Critical Values in Action: Entrepreneurial Approaches to Environmental Challenges
- Eco-Entrepreneurship in Education: Applied Ecology for Curriculum Enrichment A Webinar on Entrepreneurship in the Wild: Innovative Approaches to Conservation
- **Awareness Campaigns:** The college has organized campaigns on important days such as International Women's Day, focusing on themes like gender equality and women's empowerment
- Breaking Barriers: Entrepreneurial Approaches to HIV/AIDS Awareness
- The Mental Health Entrepreneur: Supporting Youth in the New Normal
- Entrepreneurial Mindset: Gender Sensitization for Innovation and Growth
- Public Health Awareness Camp
- Gender Sensitization Programme
- Mindful Entrepreneurship: The Psychology of Success **Self-Defence Training:** Self-defence workshops have been provided to female students to enhance their confidence and personal safety.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document
Bills for the purchase of equipment's for the facilities created under this metric	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1. Green audit / Environment audit**
- 2. Energy audit**
- 3. Clean and green campus initiatives**
- 4. Beyond the campus environmental promotion activities**

Response: A. All of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

In an effort to provide a welcoming atmosphere for all students, Dinabandhu Andrews College hosts a number of events throughout the year to commemorate national and international days, memorial days, festivals, and NSS programs. These gatherings aim to promote diversity and inclusion on campus by providing a common ground for faculty and students from all walks of life. Such pursuits play a significant role in fostering acceptance and unity among people of different linguistic, cultural, geographical, social, and economic backgrounds.

Dinabandhu Andrews College regularly hosts welcome ceremonies and induction programs. All departments arrange goodbye rituals for departing students. These programs help senior students and newcomers integrate into the college's culture and legacy. Semester-1 students learn about the college's history and values through these interactions.

In addition, on “Pochise Baishakh” (the 25th of Baishakh) and “Baise Srabon” (the 22nd of Srabon), the college remembers the great poet Rabindranath Tagore's birth and death, respectively. The atmosphere set by these celebrations is ideal for studying Rabindranath Tagore and his work to promote social cohesion. Moreover, the college hosts the globally acclaimed Basant Utsav every year, providing an opportunity for students to come together and celebrate cultural variety while also learning to tolerate and honour it. In addition, the student cultural forum plays a key role in fostering an appreciation for and understanding of regional heritage by hosting Saraswati Puja on campus.

A distinctive aspect of Dinabandhu Andrews College is its Bengali Department, which holds an annual celebration of International Mother Language Day on 21st February. These events offer students from

diverse backgrounds the chance to immerse themselves in the Bengali language, literature, and culture, as well as the historic movement for the preservation of the Bengali language.

To enhance the development of well-rounded citizens, the college raises awareness among its students and staff about their constitutional obligations related to values, rights, duties, and responsibilities. This is accomplished through a range of programs, such as expert-led lectures, mock parliamentary sessions, and visits to local Municipal Corporation offices to closely observe their operations. These efforts are designed to cultivate responsible citizenship among students.

Sports are also quite important at this college, and students are strongly encouraged to take part in a variety of contests held throughout the year. One of the most anticipated events of the year is the Annual Sports, when students can participate in a variety of games and contests both indoors and outside.

The Social Harmony Cell, NCC unit and NSS unit of Dinabandhu Andrews College actively participate at the national level to strengthen nationwide bonds and relationships. The college regularly organizes awareness campaigns, orientation and training programs, seminars, and workshops on ethical values, rights, and duties to sensitize the student community. These initiatives are aimed at developing a sense of social and constitutional responsibility among students, preparing them to become future leaders of the country.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

1. Title of the Practice: e-Administration

2. Objectives of the Practice

E-Administration is the process of converting paper-based office procedure into electronic ones.

1. Students' Admission
2. Online payment_ fees
3. Students' _data_Management
4. Students' Support_Scholarship
5. Financial Management

6. Students' Enrolment & Uploading_marks

The College has the following objectives:

- One Click_Administrative services
- Minimizing the use of papers
- Smooth and faster communications
- Protecting data

3. The Context

In the face of gradual reduction of manpower the college felt it difficult to ensure student-centric services including admission, fee collection over the counter, verification of university enrolment documents etc. Moreover, a huge amount of papers were used to maintain such services. The college started thinking to adopt such a system that can communicate with students in no time on one hand and the college can save its time and energy on the other.

4. The Practice

The practice of E-Administration is executed in different ways:

- Online Admission
- Online Study materials
- Online payment
- Online Examination_COVID_period
- Online Marks Entry
- Online Admit Card_CU Portal
- Online processing of Scholarships
- Online Financial Management
- Use of HRMS
- Online Pension_Family Pension
- Online PF Management
- Government Orders & Compendia made available online

The College introduced/adopted various systems in E-administration for the fulfillment of paperless E-governance:

- All Administrative communications through the College **website**
- For procurement over Rs.100K through e-tendering
- Governance brought to public domain through college website
- Financial transactions pertaining to salary and non-salary grants done through **HRMS**
- The employees' subscription to the PF, TDS & PT through the HRMS.
- All other financial transactions done through College_ERP
- The accounts of all financial transaction maintained through 'Tally'.
- Financial transactions pertaining to the Provident Fund done through NGIPF portal of HRMS
- The processing of applications for terminal benefits of the retiring employees done through **E-Pension** portal
- Students' Admission Process managed through college_ERP.

- Student database management done through College_ERP
- Student support managed through Govt. portals
- Registration of the newly admitted students (Semester-I under CBCS ad CCF) done through ERP
- Fees are collected through college_ERP.

5.Evidence of Success

The success of the endeavour towards the establishment of E-Governance and paperless college administration is evidenced from the following operational portals:

- College website
- Administrative ERP Solution
- Use of HRMS Portal
- Online Fees Payment Portal
- Online Admission Portal
- Use of E-Pension Portal
- Use of Scholarships Portal
- Use of Swami Vivekananda Merit Cum Means Scholarship (SVMCM)
- Use of OASIS Scholarship
- Use of Aikyashree Scholarship
- Use of Provident Fund Portal (NGIPF)
- Use of Student ERP
- Feedback System

6. Problems Encountered and Resources Required

Problems Encountered:

1. Technical problems leading to interruptions in Internet Connectivity at required speed
2. Frequent changes of Mobile Phone Number and E-Mail IDs of the students often cause hindrances to the E-services and E-Administrative activities
3. Lack of adequate devices sometimes pose problems

Resource required:

1. Sufficient Government Funding
2. Deployment of trained professionals for handling the issues pertaining to the E-Administration

7. Notes (Optional)

Emphasis on E-Administration in order to ensure transparency in administration is the need of the time. Moreover, E-Administration is potentially augments the Environment Conservation Activities primarily through the reduction in the use of papers which help us save the trees and eventually protect our future.

1. **Title of the Practice: Safeguarding Nature for Tomorrow's World**
2. **Objective of the Practice:** The "Safeguarding Nature for Tomorrow's World" initiative at Dinabandhu Andrews College, Garia, Kolkata, aims to:

- Foster environmental consciousness among students, faculty, and the local community.
- Encourage sustainable practices within the college community to preserve the environment.
- Raise awareness about the impact of human activities on nature, promoting eco-friendly habits.
- Empower students to become environmental ambassadors, leading future generations in protecting the planet.

1. **The Context:** Located in the urban heart of Kolkata, Dinabandhu Andrews College faces the urgent need to address environmental degradation. The challenges posed by urbanization, pollution, and climate change require immediate action. The college, as a community cornerstone, is uniquely positioned to drive positive change through education and action. The "Safeguarding Nature for Tomorrow's World" initiative was conceived to align with global sustainability efforts and fulfill our responsibility to future generations.

2. **The Practice:**

• **Raising Environmental Awareness:**

- **Workshops and Seminars:** Regular events educate students and faculty about pressing environmental issues like climate change and biodiversity loss. Experts are invited to share their insights.
- **Campaigns and Outreach:** Creative campaigns and outreach programs engage students in understanding and addressing environmental concerns.
- **Curriculum Integration:** Environmental topics are woven into the curriculum, ensuring students grasp the importance of environmental stewardship.
- **Educational Excursions and Community Work:** Excursions to botanical gardens and sanctuaries, along with community work through the Social Harmony Cell, NCC, and NSS, enhance practical knowledge.

• **Environmentally Friendly Initiatives:**

- **Tree Plantation Drives:** Collaborations with organizations like Purbasha Eco-Helpline Society and Pran Prahari lead to tree and mangrove plantation drives, aimed at combating soil erosion and promoting biodiversity.
- **Workshops and Training:** Partnerships with Sayan Nursery and "Shikor"-Alumni of the Botany Department equip students with horticultural skills and facilitate sapling distribution to needy farmers.
- **Waste Management Programs:** A comprehensive waste management system, in collaboration with "Vital Waste," includes waste segregation, composting, and recycling.
- **Energy Conservation:** Initiatives include installing rooftop solar panels, conducting energy audits, and promoting renewable energy use.

1. **Evidence of Success:** The initiative's success is reflected in:

- Increased participation in environmental activities among students and faculty.
- Enhanced green cover on and around the campus due to tree plantation drives.
- Recognition and awards from local environmental organizations.
- Improved student understanding of environmental issues, demonstrated through academic performance and participation in related projects.

1. **Problems Encountered and Resources Required:**

- **Resource Constraints:** Limited financial resources restrict the scale of activities.

- **Community Engagement:** Engaging the broader community remains challenging.
- **Sustained Participation:** Maintaining long-term interest among students is difficult due to academic pressures.

1. **Notes (Optional):** The "Safeguarding Nature for Tomorrow's World" initiative exemplifies Dinabandhu Andrews College's dedication to environmental stewardship. Moving forward, the college aims to expand its efforts, collaborate with more stakeholders, and continue promoting sustainability, ensuring that our commitment to protecting the environment endures and evolves.

File Description	Document
Best practices as hosted on the Institutional website	View Document
Any other relevant information	View Document

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Institutional Distinctiveness of Dinabandhu Andrews College

From the very inception in 1956 Dinabandhu Andrews College has been discharging its education services to students. The major distinctive areas of its functioning include:

1. **Opening of the Morning Shift**
2. **Gender Equality and Zero discrimination in Admission/Appointment**
3. **Pro-student and pro-employee activities**
4. **Financial Transparency**
5. **E-Administration**
6. **Progressive infrastructure development**
7. **Extension Activities**

1. Opening of the Morning Shift

The college began to run a morning unit from 1986 with a view to providing the opportunity of higher education particularly to those children belonging to underprivileged sections of society who are eager to pursue higher studies but who are engaged in some form of work or otherwise in the daytime to earn their living and, as such, who cannot pursue higher studies even if they so wish.

2. Gender Equality and Zero discrimination in Admission/Appointment

At Dinabandhu Andrews College, we have adopted the following principles for preventing Gender inequality:

- Ensuring indiscriminate admission as per merit and reservation rules with no gender-bias
- Ensuring appointment of teachers as per merit and reservation rules with no gender-bias
- Organizing the Gender Sensitizing programmes, Gender Audit,
- Existence of a Social Equity Cell, etc.

3.Pro-student and pro-employee activities

Pro-student activities

- Students are encouraged to avail the benefit of the award for CU Examination, Students' Aid Fund and different Government-sponsored scholarships
- Students are encouraged to enroll themselves to the NCC/NSS Unit of the college
- The students' complaints regarding their 'result' are appropriately taken care of
- The students are often accommodated in different committees in order to bring students' voice in the decision making processes

Pro-Employee activities

- The college ensures timely disbursement of salary and other financial benefits
- Timely settlement of the promotional benefits
- The college takes care of the Medical Insurance & Life Insurance of the employees
- The college encourages teachers for higher degrees or trainings/research (through Research Guidance Cell)
- Prompt sanction of leave including Child Care Leave
- The college allows interest-free festival advance and other such advances
- Timely settlement of terminal benefits of the retired employees

4. Financial Transparency

Execution of the AUDIT of the college accounts is indicative parameters of the financial discipline and Financial Transparency of any institution. The State Government appoints auditors for auditing of accounts of the college as per GO No. 364-Edn(CS), dated 02.03.1973. The audit report prepared by such auditor is sent to the Director of Public Instruction. Till date, the college has caused to audit its accounts up to the financial year 2022-23.

Recognition of the college to have been selected as a 'Pilot Project' under 'Performance Audit for 2017-2022' undertaken by CAG is an example of the Financial Transparency of the institution.

5. E-Administration

E-Administration is an ICT tool aimed at improving performance and productivity at the workplace through the conversion of the traditional office, paper-based processes into electronic processes, to establish a paperless one. Dinabandhu Andrews College adopted the E-administrative procedures in every sphere of its administrative procedure minimizing use of papers as much as possible on one hand and transforming cash-based financial transactions into cashless one in the following ways:

- Implementing online information delivery system through the development of an informative and vibrant website
- Implementing online Admission to UG and PG courses
- Implementing online Fees Payment by the students through ERP mediated third-party based settlements
- Implementing online financial transactions (use of systems like NEFT, RTGS, Net Banking etc.)
- Implementing online system of accounting through college ERP and web-based Tally software
- Implementing online fund transaction including salary and non-salary grants and provident funds through HRMS under IFMS
- Implementing online system of settlement of pension and other retirement benefits, etc.

6. Progressive infrastructure development

The college has consistently stressed on the progressive infrastructure development to cope up with the increasing number of students and introduction of new undergraduate and postgraduate courses. The gradual development of infrastructure of the college may be summarized as:

- Completion of the 1st building of the college around 1960
- Construction of the 4-storied Annex Building and vertical extension of the existing old building was complete by 1996 which made it possible to introduce IGNOU Study Centre, Computer Centre, Vocational Course like Sericulture (Science of Silk Cultivation) etc.
- A open air shed measuring about 50 m X 35 m with a permanent stage under it was built by 2010 for organizing different cultural programmes, induction meetings etc.
- By 2015 a roof-top solar power generation system of 20kWp capacity was developed in 2015 with financial assistance from West Bengal Renewable Energy Development Agency (WBREDA) with the following motives:
 - To reduce the electricity consumption from conventional grid
 - To reduce the expenditure on electrical consumption
 - To reduce carbon foot print
 - To demonstrate the future source of pollution free energy for sustainable development

A measurement shows that the average yearly output of the plant is about 22180 Units which is equivalent to a minimum saving of Rs. 221800.00

- By March, 2023 the construction of 6-storied Diamond Jubilee Building came into existence for the purpose of:
 - Provisioning of healthy activities of students
 - Seminar Room and Auditorium
 - IQAC Room
 - 5-6 smart classrooms and 4-5 classrooms
 - A room to be used by the teachers for evaluation of answer scripts and other confidential works, and
 - 3 theoretical research laboratories

7. Extension Activities

There are number extension activities on record:

- Training of Orphan children on ‘Jewellery making’
- Awareness camp for school students on snake biting and afforestation
- Health Check-up camps for the neighbouring communities
- Mangrove Plantation in the fringe of Sundarbans
- Road safety Programme by the NCC unit
- Banana Sapling distribution to the farmers of Sundarbans
- Food packet distribution for the victims of **Amphan** and **Yash** at Sundarbans
- Donation of Rs.10,00,000/-to the Chief Minister’s Relief Fund during COVID
- The college Best Performer Award on Kanyasree Scheme in 2023

File Description	Document
Appropriate web in the Institutional website	View Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

ACADEMIC:

1. **Introduction of Add-on and Certificate Courses:** Courses have been introduced for all students.
2. **Student Enrichment Programs:** Programs across different sectors have been organized.
3. **Co-curricular Activities:** Dinabandhu Andrews College has prioritized environmental and educational issues in its neighbourhood, involving both students and faculty as part of its Social Outreach Program.
4. **Learning with Joy Project:** In partnership with various NGOs and local primary schools, the college has initiated the Learning with Joy project to provide supplementary academic support.
5. **College Journal:** The college has applied for ISSN and e-ISSN numbers for the college journal.
6. **Know your Heritage:** To preserve and promote the city's rich history and revolutionary past, the college arranged several awareness programmes like Heritage Fair and Heritage Walk.
7. **Non-Formal Indian Education System:** The college has introduced "Language Lab" for the upliftment of the knowledge in English language and Sanskrit Language.
8. **Mangrove Plantation:** A project at Sundarban region aims to prevent soil erosion and improve air quality and biodiversity in collaboration with Purbasha Eco-Helpline Society, South 24 Paraganas-700152.
9. **NSS Activities:** The NSS unit has been conducting extension activities for underprivileged groups.
10. **Boosting Employability:** The college is working with professional institutions and NGOs to increase students' employability and introduce them to new career opportunities.

INFRASTRUCTURE:

1. **Application of Software:** Since 2018, the college has introduced software applications for governance and learning processes.
2. **Girls' Accommodation:** The college has signed two MoUs with two nearby PGs for the accommodation of girls' student.
3. **Diamond Jubilee Building:** This six-story building became operational in 2023, housing the auditorium, seminar, gym, confidential section, and various research centres.
4. **Renewable Energy Source:** Solar panels have been installed on the administrative building to harness solar energy.
5. **Water Resource Management:** The college completed a water resource management project, including rainwater harvesting and wastewater recycling, in early 2011.
6. **ISO Certification:** The college has received ISO 9001:2015, ISO 14001:2015, and ISO 50001:2018 certifications.

Concluding Remarks :

Concluding Remarks:

Future Plans:

- The college plans to introduce multidisciplinary subjects in line with NEP-2020 guidelines from the

University of Calcutta.

- Initiatives will be taken to diversify add-on programs and skill-oriented certificate courses.
- Capacity building and skill enhancement activities will be promoted for the holistic development of students.
- The New Education Policy presents an opportunity for interdisciplinary and multidisciplinary research and academic activities. The college aims to equip the Central Research Facility and encourage global-level research projects and publications.
- Extension and social outreach programs involving neighbouring institutions will be conducted periodically, with active participation from the NSS Unit and various departments.
- Environmental awareness and protection activities will continue, with an expansion of mangrove plantations at Sundarban region.
- Language Lab offers an opportunity to expand the Indian Knowledge System, with plans to enhance learning resources and research facilities.
- The college will focus on maintaining and upgrading existing facilities.
- Efforts will be made to generate and utilize more renewable energy sources on campus with financial support.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p>Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)</p> <p>Answer before DVV Verification :</p> <p>Answer After DVV Verification :23</p> <p>Remark : DVV has made necessary changes as per the clarification.</p>																				
1.2.2	<p><i>Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</i></p> <p>1.2.2.1. Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>3894</td> <td>4449</td> <td>4046</td> <td>1946</td> <td>264</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>2503</td> <td>2609</td> <td>00</td> <td>00</td> <td>00</td> </tr> </tbody> </table> <p>Remark : DVV has made necessary changes as per the clarification.</p>	2022-23	2021-22	2020-21	2019-20	2018-19	3894	4449	4046	1946	264	2022-23	2021-22	2020-21	2019-20	2018-19	2503	2609	00	00	00
2022-23	2021-22	2020-21	2019-20	2018-19																	
3894	4449	4046	1946	264																	
2022-23	2021-22	2020-21	2019-20	2018-19																	
2503	2609	00	00	00																	
1.3.2	<p>Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)</p> <p>1.3.2.1. Number of students undertaking project work/field work / internships</p> <p>Answer before DVV Verification : 2056</p> <p>Answer after DVV Verification: 1953</p> <p>Remark : DVV has removed the duplicate names.</p>																				
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website</p> <p>Answer After DVV Verification: C. Feedback collected and analysed</p>																				

Remark : DVV has reverified and made changes accordingly.

2.4.2 Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
67	67	66	63	61

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
65	65	64	61	59

Remark : DVV has rechecked and made changes as per shared clarification.

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

3.3.1.1. Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
35	45	40	36	19

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
20	26	24	29	16

Remark : DVV has made necessary changes as per the clarification.

3.5.1 Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Answer before DVV Verification :

Answer After DVV Verification :34

Remark : DVV has reverified and made changes accordingly.

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

4.3.2.1. Number of computers available for students usage during the latest completed

academic year:

Answer before DVV Verification : 139

Answer after DVV Verification: 10

Remark : DVV has rechecked and considered only latest completed academic year bills and made changes as per the shared clarification.

4.4.1 **Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)**

4.4.1.1. **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
104.57774	67.77446	39.72755	55.73864	66.65698

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
5.17	3.37	1.56	1.21	12.52

Remark : DVV has rechecked and made changes accordingly.

5.2.1 **Percentage of placement of outgoing students and students progressing to higher education during the last five years**

5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
509	303	253	165	91

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
486	297	241	155	89

5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
543	662	674	610	612

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
543	662	874	910	912

Remark : In 5.2.1.1 DVV has removed the duplicate names and In 5.2.1.2 considered as per 2.6.3.1.

5.2.2 Percentage of students qualifying in state/national/ international level examinations during the last five years

5.2.2.1. Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
70	37	10	8	8

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
46	23	4	4	5

Remark : DVV has reverified and made changes as per the shared clarification.

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

5.3.1.1. 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 wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
19	5	3	3	3

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
27	8	3	7	7

Remark : DVV has made changes as per the data shared by HEI.

5.3.2 Average number of sports and cultural programs in which students of the Institution

participated during last five years (organised by the institution/other institutions)

5.3.2.1. Number of sports and cultural programs in which students of the Institution participated year wise during last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
78	53	11	20	16

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
30	21	02	12	08

Remark : DVV has considered the Multiple activities on the relatively closer dates to be considered as one only as per SOP.

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

6.3.2.1. Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

Answer before DVV Verification:

2022-23	2021-22	2020-21	2019-20	2018-19
13	11	32	12	6

Answer After DVV Verification :

2022-23	2021-22	2020-21	2019-20	2018-19
00	00	00	00	00

Remark : DVV has exclude the less than 2000/- financial supports , Hence the value is downgraded.

2.Extended Profile Deviations

ID	Extended Questions										
1.1	<p>Expenditure excluding salary component year wise during the last five years (INR in lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2022-23</th> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> </tr> </thead> <tbody> <tr> <td>148.4408</td> <td>187.6462</td> <td>263.9785</td> <td>273.8814</td> <td>151.7048</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p>	2022-23	2021-22	2020-21	2019-20	2018-19	148.4408	187.6462	263.9785	273.8814	151.7048
2022-23	2021-22	2020-21	2019-20	2018-19							
148.4408	187.6462	263.9785	273.8814	151.7048							

2022-23	2021-22	2020-21	2019-20	2018-19
148.4408	187.6462	263.9785	273.8814	89.7575