



Yearly Status Report - 2018-2019

Part A

Data of the Institution

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

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Amitabha Roy
Phone no/Alternate Phone no.	03324301222
Mobile no.	9331026342
Registered Email	dacprincipal@gmail.com
Alternate Email	iqac@dacollege.org

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	http://www.dacollege.org/iqac/index.htm 1
4. Whether Academic Calendar prepared during the year	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	http://www.dacollege.org

5. Accrediation Details					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B+	75.2	2007	10-Feb-2007	10-Feb-2012
2	B	2.37	2016	02-Dec-2016	02-Dec-2021

6. Date of Establishment of IQAC	15-Jun-2011
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7. Internal Quality Assurance System

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

No Data Entered/Not Applicable!!!

L::asset('/', 'public').'/public/index.php/admin/get_file?file_path='.encrypt('Postacc/Special_Status/'. \$instdata->upload_special_status)}}}

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Dr. Swapna Mukhopadhyay, Department of Microbiology	Major Project	Department of Higher Education, W.B.	2017 1095	524400
No Files Uploaded !!!				

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

Yes

Upload latest notification of formation of IQAC

[View Link](#)

10. Number of IQAC meetings held during the year :

5

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

No

Upload the minutes of meeting and action taken report

No Files Uploaded !!!

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

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

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

Plan of Action	Achievements/Outcomes
1. To organise seminars to commemorate	1. Necessary arrangement has been made

the Diamond Jubilee year of the institution	by the Seminar Committee to organise the seminars in the month of AugustSeptember, 2017
2. To develop a few Smart Classrooms	2. Presently one class room is being converted in to Smart Class on trial basis by WEBEL.
3. Implementation of LAN initiated.	3. WEBEL is presently installing the LAN network connecting the Principal's room, Office, Library and the lab-based departments
No Files Uploaded !!!	

14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
Governing Body, Dinabandhu Andrews College	19-Oct-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	21-Feb-2019
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17. Does the Institution have Management Information System ?	No
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Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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

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

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
No file uploaded.		

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

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

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

Certificate	Diploma Course
No Data Entered/Not Applicable !!!	

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BSc	Botany	312
BSc	Zoology	81
MSc	Zoology	102
BSc	Sericulture	13
BSc	Geography	42
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	No
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Teachers	No
Employers	No
Alumni	No
Parents	No

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

Feedback Obtained
No Data Entered/Not Applicable !!!

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BCom	UG	370	2120	278
BSc	UG	1013	5012	622
BA	UG	980	5043	703
MSc	PG	79	366	62

[View Uploaded File](#)

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1603	62	61	0	16

2.3 – Teaching - Learning Process

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

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

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

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

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

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

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

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

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
61	61	0	1	37

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	UG	PART I	09/08/2018	30/01/2019
BCom	UG	PART I	23/07/2018	03/07/2019
BSc	UG	PART II	28/06/2018	28/11/2019
BA	UG	PART II	28/06/2018	28/11/2019
BSc	UG	PART III	27/04/2018	03/07/2019
BA	UG	PART III	26/04/2018	03/07/2019
BCom	UG	SEMESTER II	09/07/2018	13/11/2019
BSc	UG	PART I	09/08/2018	30/07/2019
BCom	UG	SEMESTER I	31/01/2019	26/03/2019
BCom	UG	SEMESTER IV	28/07/2018	21/11/2018
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

In order to functionalize a continuous quality improvement module, the

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

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

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

2.6 – Student Performance and Learning Outcomes

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

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

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
UG	BCom	GENERAL	56	30	53.57
UG	BCom	HONOURS	90	81	90.00
UG	BSc	GENERAL	139	108	77.69
UG	BSc	HONOURS	279	262	93.90
UG	BA	GENERAL	211	119	56.39
UG	BA	HONOURS	211	203	96.20

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2.7 – Student Satisfaction Survey

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

No Data Entered/Not Applicable !!!

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	1095	Department of Higher Education, Govt. of West Bengal	5.24	Nil
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3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
No Data Entered/Not Applicable !!!		

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

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

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

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

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

International	Department of Geography	6	0
International	Department of Botany	3	4
No file uploaded.			

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

Department	Number of Publication
Department of Commerce	3
Department of Microbiology	1
Department of History	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

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

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

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

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Mathematical study of a memory induced biochemical system	Tridip Sardar	IEEE/CAA Journal of Automatica Sinica	2018	12	0	Dinabandhu Andrews College
Characteristics of Rayleigh wave propagation in orthotropic magneto-	Soumen Shaw	Applied Mathematical Modelling	2018	12	19	Dinabandhu Andrews College

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

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	2	0	11
Presented papers	4	4	1	0
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3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
EK BHARAT SHRESHTHA BHARAT	NCC	0	1
COMBINED ANNUAL TRAINING CAMP	NCC	0	26
EK BHARAT SHRESHTHA BHARAT	NCC	0	2
ALL INDIA COASTAL TREK -2018	NCC	0	2
ARMY ATTACHMENT CAMP	NCC	0	10
NATIONAL INTEGRATION CAMP (NIC/E BSB)	NCC	0	2
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
No Data Entered/Not Applicable !!!			
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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No Data Entered/Not Applicable !!!

No file uploaded.

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
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No Data Entered/Not Applicable !!!

No file uploaded.

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
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No Data Entered/Not Applicable !!!

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
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No Data Entered/Not Applicable !!!

No file uploaded.

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
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15194000

15194000

4.1.2 – Details of augmentation in infrastructure facilities during the year

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

during the year (rs. in lakhs)	
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
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4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Fully	2.0	2019

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	31791	1000000	308	67785	32099	1067785
Reference Books	0	0	0	0	0	0
e-Books	3135000	5900	0	0	3135000	5900
Journals	32	59112	13	21363	45	80475
e-Journals	6000	0	0	0	6000	0
CD & Video	75	0	0	0	75	0
Digital Database	1	0	0	0	1	0
Others(s pecify)	5	9125	0	0	5	9125
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

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

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

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

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

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

No Data Entered/Not Applicable !!!

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Students Welfare Fund	42	40140
Financial Support from Other Sources			
a) National	Financial support from other sources like Kanyasree, Post Matric Scholarship to SC, ST and OBC, Chief Ministers Relief Fund (Nabanna), Swami Vivekananda, Swami Vivekananda Merit cum Means Scholarship for Minorities	415	5138500
b) International	Nil	0	0

No file uploaded.

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
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No Data Entered/Not Applicable !!!

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
No Data Entered/Not Applicable !!!					
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	12	B.Sc	Microbiology	University of Calcutta	M.Sc
2019	20	B.Sc	Zoology	University of Calcutta	M.Sc
2019	4	B.Sc	Economics	University of Calcutta	M.Sc
2019	5	B.A.	Political Science	University of Calcutta	M.A.
2019	8	B.Sc	Botany	University of Calcutta	M.Sc
2019	10	B.A.	Bengali	University of Calcutta	M.A.
2019	11	B.Sc	Physics	University of Calcutta	M.Sc
2019	15	B.A.	History	University of Calcutta	M.A.

2019	3	B.Sc	Electronics	University of Calcutta and Jadavpur University	M.Sc
2019	5	B.A.	Political Science	University of Calcutta	M.A.
No file uploaded.					

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
No file uploaded.		

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

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

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

No Data Entered/Not Applicable !!!

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

No Data Entered/Not Applicable !!!

5.4.4 – Meetings/activities organized by Alumni Association :

No Data Entered/Not Applicable !!!

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

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

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

No

6.2 – Strategy Development and Deployment

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

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

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

Industry Interaction / Collaboration

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

Human Resource Management

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

Library, ICT and Physical

The following Library, ICT and

Infrastructure / Instrumentation

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

Research and Development

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

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

Examination and Evaluation

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

Teaching and Learning

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

Curriculum Development

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

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

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

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

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

Finance and Accounts

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

Student Admission and Support

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

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

Examination

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

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the	Number of teachers	From Date	To date	Duration
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professional development programme	who attended			
Refresher Course	2	02/01/2019	17/01/2019	16
Summer School	1	06/09/2018	27/09/2018	22
Refresher Course	1	07/12/2018	27/12/2018	21
Orientation Course	1	06/02/2019	06/03/2019	29
Orientation Course	1	27/08/2018	26/09/2018	29
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

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

6.3.5 – Welfare schemes for

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

6.4 – Financial Management and Resource Mobilization

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

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

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
No file uploaded.		

6.4.3 – Total corpus fund generated

119909784

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	Yes	GOVERNMENT APPOINTED	Yes	GOVERNING BODY

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

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

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

Nil

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

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

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
No Data Entered/Not Applicable !!!				

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

Percentage of power requirement of the University met by the renewable energy sources

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

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
No Data Entered/Not Applicable !!!							
No file uploaded.							

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

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

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
----------	---------------	-------------	------------------------

No Data Entered/Not Applicable !!!

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

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1. Installation of CCTV for campus safety 2. We have undertaken administrative and technical works so that the entire admission process be conducted on web-based mode from 2018 to 2019

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

<http://www.dacollege.org>

7.3 – Institutional Distinctiveness

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

The Institute believes in providing inclusive quality education to all regardless of caste, creed and economic status. It receives many first generation learners because of its location. It is therefore a difficult challenge for the faculty to keep them inspired by the current job market in their academic pursuit. Keeping in mind the above objective, the institution does not routinely get toppers across all disciplines but is always effective in identifying and placing meritorious students from the non-cream layer of society in the academic career. The institutions multilingual platform also contributes greatly to achieving this goal, and learners can slowly learn and become moulded into the academic climate of the campus. The following is a sample of students from economically weak backgrounds who were effectively put in the last academic year in top academic and administrative positions.

Provide the weblink of the institution

<http://www.dacollege.org>

8.Future Plans of Actions for Next Academic Year

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

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