



DON BOSCO COLLEGE

P. B. 191, JOLLANG, ITANAGAR—791 111, ARUNACHAL PRADESH

Office: 9366933653 / 8258827072; Principal +91-7642035958

Email: dbcitanagar@gmail.com/principaldbcita@gmail.com

Web: www.dbcitanagar.com

E-Circular ## Dated 12th May 2021

Dear Faculty Members and Staff,

I am writing this circular in the wake of Lockdown and extended dates of Exam Form Fill-up & Term End Exam. Kindly take note of the following points:

Inclusion of Academic Year 2020-21 in NAAC-SSR

We have come to the end of academic year 2020-21 and we are advised to include this academic year to the NAAC Self Study Report (SSR). Hence I would request all the Criterion Heads and others to include the activities of 2020-21 into the report. Criterion I & II are already working on it.

Remedial Classes

As per the NAAC guidelines we are expected to conduct remedial classes for our students. Since this academic year is going to be part of our SSR we are getting a golden opportunity to conduct remedial classes and include it in our report. Besides, exam dates are extended and we are getting more time to be engaged in remedial classes. Therefore, all the Faculty Members are requested to conduct Remedial Classes online and submit the report after 20th May to IQAC (Arun & Luhish) You can include the classes taken by you during last week too in the report of remedial classes. Each one can use the regular class routine to take remedial classes to avoid clash of classes. Remedial Classes can continue till 20th May 2021.

Ongoing NAAC Works

We had completed the presentations by Criterion I & II before lockdown and lots of feedbacks were given to them to fine tune. We shall resume the NAAC Works after the lockdown where other groups will get the opportunity to present. However, we shall assess the COVID situation at the end of lockdown and take a decision on this matter. In the mean time I would request everyone to continue with your NAAC works from home.

Submission of Reports for Annual Magazine 2020-21

I am placing here part of the circular issued by me on 5th May regarding College Magazine 2020-21:

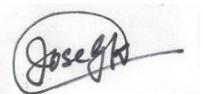
I would request all the HODs and incharges of clubs, cells and movements to submit the report for 2020-21. Please keep in mind the following points:

- **Submission of reports on or before 21st May 2021 to Ashun, Office Assistant.**
- All photographs of the events both with geo tag and without it to be submitted.
- Department Reports, Clubs, Cells & Movements Reports of 2020-21
- Minutes of meetings of departments, clubs, cells and movements
- Reports of Webinars and FDPs organized by various Departments
- Report of Internships
- Stadium inauguration by sports club
- E-Library Inauguration by Librarian
- I may have left out few events but I would request the concerned persons to prepare the reports.

It is a reminder to all the Faculty Members that as you prepare the report of your respective department, club, cell and movement for the college magazine Bosco Beams 2020-2021 a copy of your report should be submitted to the IQAC office for documentation. Also, please note that your report should be as per the format provided to you by the IQAC.

Remembering all of you in my prayers....

Stay Safe....Stay At Home....



Fr. (Dr) Jose George
Principal, DBC Itanagar