SWAMI NISWAMBALANANDA GIRL'S COLLEGE

Bhadrakali, Hooghly

ACCREDITED BY : NAAC 2007

The Annual Quality Assurance Report (AQAR)

FOR

SUBMISSION TO

National Assessment and Accreditation Council (NAAC)

Bangalore, India

The Annual Quality Assurance Report (AQAR) of the IQAC of
Swami Niswambalananda Girls' College

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC.

Part – A (4)

AQAR for the year

2013-14

1. Details of the Institution

1.1 Name of the Institution

Swami Niswambalananda Girls' College

1.2 Address Line 1

115, B.P.M.B. Sarani

Address Line 2

P.O: Bhadrakali, P.S: Uttarpara

City/Town

Uttarpara, Dist.: Hooghly

State

West Bengal

Pin Code

712232

Institution e-mail address

sngcollege@yahoo.co.in

Contact Nos.

033-26630270

Name of the Head of the Institution:

Dr. Subrata Dutta

Tel. No. with STD Code:

033-26630270

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+ 919830241920

Name of the IQAC Co-ordinator:

Dr Chhabi Majumdar

Mobile:

+919874529668

IQAC e-mail address:

sngcollege@yahoo.co.in

1.3 **NAAC Track ID**

OR

1.4 **NAAC Executive Committee No. & Date:**

EC/32/A&A/153 dated 21.03.2007

1.5 Website address:

http:// www.sngirlscollege.com

Web-link of the AQAR:

htt://www.sngirlscollege.com/AQAR2013-14.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++		2007	2012
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :

22/11/2013

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC : Nil

    i. AQAR2011-12 _Submitted on 22.12.2015_
   ii. AQAR2012-13 _Submitted on 22.12.2015_

1.9 Institutional Status

    University   State ☐   Central ☐   Deemed ☐   Private ☐

    Affiliated College   Yes [√]   No ☐

    Constituent College   Yes ☐   No ☐

Autonomous college of UGC   Yes ☐   No ☐

Regulatory Agency approved Institution   Yes ☐   No ☐

Type of Institution   Co-education ☐   Men ☐   Women [√]

                     Urban [√]   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid [√] UGC 2(f) [√] UGC 12B [√]

                Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.10 Type of Faculty/Programme

     Arts [✓]   Science [√] Commerce [✓]   Law ☐   PEI (PhysEdu) ☐

     TEI (Edu) ☐ Engineering ☐   Health Science ☐   Management ☐

     Others (Specify)   .

1.11 Name of the Affiliating University   University of Calcutta

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc N.A

Autonomy by State/Central Govt. / University

University with Potential for Excellence   UGC-CPE

DST Star Scheme   UGC-CE

UGC-Special Assistance Programme   DST-FIST

UGC-Innovative PG programmes   Any other (*Specify*)   √

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   01

2.4 No. of Management representatives   03

2.5 No. of Alumni   02

2. 6 No. of any other stakeholder and

community representatives   Nil

2.7 No. of Employers/ Industrialists   Nil

2.8 No. of other External Experts   01

2.9 Total No. of members   14

2.10 No. of IQAC meetings held   01

2.11 No. of meetings with various stakeholders: No. Nil   Faculty   01

Non-Teaching Staff Students | Nil | Alumni | Nil | Others | Nil

2.12 Has IQAC received any funding from UGC during the year?   Yes ☐   No √

If yes, mention the amount ☐

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Ns. ☐   International ☐   National ☐   State ☐   Institution Level ☐

(ii) Themes ☐

2.14 Significant Activities and contributions made by IQAC

> 1. Pay attention to academic affairs.2. Initiative has been taken for promotion of teaching staff.3.Try to fill up the post of Teaching and Non-Teaching Staff.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Process of initiation for introduction of Distance Education in PG courses.	On-going process

2.15 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management ☐   Syndicate ☐   Any other body √

Provide the details of the action taken

> 1. Up gradation of library.   2. Up gradation of canteen.

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	09	Nil	Nil	Nil
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	09	-	-	-

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option √/ Open options
(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	-
Trimester	-
Annual	-

1.3 Feedback from stakeholders*   Alumni [✓]   Parents [✓]   Employers [✓]   Students [✓]

Mode of feedback: Online [ ]   Manual [√]   Co-operating schools (for PEI) [ ]

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

No

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
23	05	09	-	9

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	01	-	-	-	-	-	-	-	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

05   Nil   Nil

2.5 Faculty participation in conferences and symposia:

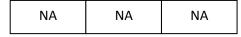| No. of Faculty	International level	National level	State level
Attended	02	04	16
Presented papers	01	-	-
Resource Persons	-	-	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

1. Internal examinations, 2. Project works, 3. MCQ (multiple choice questionnaires)

2.7 Total No. of actual teaching days during this academic year

217

2.8 Examination/ Evaluation Reforms initiated by the Institution

Open Book Examination, Oral, Multiple Choice

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

NA   NA   NA

2.10 Average percentage of attendance of students

69%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					Total % Of Pass
		Distinction %	I %	II %	III%	Pass %	
B.A(Hons.)							
Bengali	41	-	-	82.9	-	-	82.9
Education	18	-	-	50.00	-	-	50.00
English	11	-	-	63.00	-	-	63.00
Sanskrit	14	-	-	85.7	-	-	85.7
History	09	-	-	77.00	-	-	77.00
Geography	27	-	-	85.1	-	-	85.1
Philosophy	03	-	-	66.6	-	-	66.6
Political Science	01	-	-	-	-	-	-
B.Com.(Hons.)							
Accounts & Finance	05	-	-	20.00	-	-	20.00
B.Sc(Hons)							
Geography	18	-		83.3	-	-	83.3
. **B.A.(General)** .	152	-	-	8.5	-	26.3	34.8
B.Com(General).	06	-	-	-	-	50.00	50.00
B.Sc.(General)	06	-	-	-	-	50.00	50.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

a.Participation in admission process in UG courses.

 b. Filling up the vacant teaching and non teaching posts,

c. Monitoring the attendance of students, and classes held.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programs	*Number of faculty benefitted*
Refresher courses	Nil
UGC – Faculty Improvement Program	Nil
HRD programs	Nil
Orientation programs	01
Faculty exchange program	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	04	NIL	NIL
Technical Staff	N.A	NIL	NIL	NIL

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Faculty members are encouraged by IQAC to promote research programme. A minor project has been completed.

3.2   Details regarding major projects   Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	-	-	01
Non-Peer Review Journals	-	-	01
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range [   ]   Average [√]   h-index [   ]   Nos. in SCOPUS [   ]

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations Nil

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total				

3.7 No. of books published   i) With ISBN No.   [01]   Chapters in Edited Books   [NA]

ii) Without ISBN No.   [NA]

3.8 No. of University Departments receiving funds from   Nil

UGC-SAP [   ]   CAS [   ]   DST-FIST [   ]

DPE [   ]   DBT Scheme/funds [   ]

3.9 For colleges   Autonomy [   ]   CPE [   ]   DBT Star Scheme [   ]

INSPIRE [   ]   CE [   ]   Any Other (specify) [✓]

3.10 Revenue generated through consultancy

| NIL |

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number	-	-	1	-	-
Sponsoring agencies	-	-	UGC	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons | NIL |

3.13 No. of collaborations   International | | National | | Any other | 1 |

3.14 No. of linkages created during this year | Nil |

3.15 Total budget for research for current year in lakhs :   Nil

From Funding agency | | From Management of University/College | |

Total | |

3.16 No. of patents received this year

Nil

Type of Patent		Number
National	Applied	-
	Granted	
International	Applied	-
	Granted	
Commercialised	Applied	-
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows of the institute in the year : N.A.

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

| Nil |

| Nil |

3.19 No. of Ph.D. awarded by faculty from the Institution | Nil |

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)   Nil

   JRF | | SRF | | Project Fellows | | Any other | |

3.21 No. of students Participated in NSS events: Applied for NSS   Nil

University level | | State level | |

National level | | International level | |

3.22 No. of students participated in NCC events: Nil

University level ☐   State level ☐

National level ☐   International level ☐

3.23 No. of Awards won in NSS: Nil

University level ☐   State level ☐

National level ☐   International level ☐

3.24 No. of Awards won in NCC: Nil

University level ☐   State level ☐

National level ☐   International level ☐

3.25 No. of Extension activities organized   Nil

University forum ☐   College forum ☐

NCC ☐   NSS ☐   Any other ☐

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Plantation of trees.

Student's welfare. Etc.

Criterion – IV
4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	1.05Acre	Nil	DONATION	1.05Acre
Class rooms	18	Nil	UGC	18
Laboratories	02	Nil	UGC	02
Seminar Halls	01	Nil	UGC	01
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	Nil	Nil	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	Nil	Nil	Nil
Others	Nil	Nil	Nil	Nil

4.2 Computerization of administration and library   Yes

4.3 Library services:

	Existing		Newly added		Total No.	Gross Total	Dep.	Total Value
	No.	Value	No.	Value				
Text Books	8819	196008	86	11237	9805	207245	21286	185959
Reference Books	5792		37		5829			
e-Books	-	-	-	-	-	-	-	-
Journals	56		26		82			
e-Journals	-	-	-	-	-	-		-
Digital Database	-	-	-	-	-	-		-
CD & Video	-	-	-	-	-	-		-
Others (specify)	-	-	-	-	-	-		-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	36	1	15	01	01	01		Laptop-9
Added	0	0	1 (Wi-Fi)	01	01	01		Laptop-0
Total	36	1	16	02	02	02		Laptop-9

4.5 Computer, Internet access, training to teachers and students and any other programme for technology
upgradation (Networking, e-Governance etc.)

Nil

4.6 Amount spent on maintenance in lakhs :

i) ICT — 0.22

ii) Campus Infrastructure and facilities — -

iii) Equipments — 0.38

iv) Others — 0.07

Total : 0.67

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> IQAC takes initiation to organise Principal / TIC's motivational lecture towards the students regarding career consciousness and their future.

5.2 Efforts made by the institution for tracking the progression

> Regular class tests/ mid-term test/ Annual test are held and after the publication of result, teachers and the administration participate in the result consideration meeting to track student's progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1422	-	-	-

(b) No. of students outside the state

02

(c) No. of international students

00

Men

No	%

Women

No	%

Last Year 2012-13						This Year 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1408	28	01	0	0	1437	1384	30	04	04	0	1422

Demand ratio 1:1.56   Dropout % :6.35%

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

> Nil

No. of students beneficiaries

Nil

5.5 No. of students qualified in these examinations : N.A

NET ☐   SET/SLET ☐   ATE ☐   CAT ☐

IAS/IPS etc ☐   State PSC ☐   UPSC ☐   Others ☐

5.6 Details of student counselling and career guidance

NA

No. of students benefitted   NA

5.7 Details of campus placement   N.A

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8   Nil

5.9 Students Activities : Nil

    5.9.1   No. of students participated in Sports, Games and other events : NIL

    State/ University level ☐   National level ☐   International level ☐

No. of students participated in cultural events : NIL

    State/ University level ☐   National level ☐   International level ☐

5.9.2   No. of medals /awards won by students in Sports, Games and other events : Nil

Sports: State/ University level ☐   National level ☐   International level ☐

Cultural: State/ University level ☐   National level ☐   International level ☐

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	60 (Kanyashree)	60×25000=1500000
Financial support from other sources	--	--
Number of students who received International/ National recognitions	_	_

5.11   Student organised / initiatives : Nil

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12   No. of social initiatives undertaken by the students   Nil

5.13 Major grievances of students (if any) redressed: Grievance about college canteen and toilet.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> Vision: Though our college is not a very rich college we have a vision to make it a centre of excellence and an institution of national acclaim.
>
> Mission: To enhance the quality of education

6.2 Does the Institution has a management Information System

> Yes,
>
> the department of Commerce has IT as subject consisting of 100 marks.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

> Educational excursion
>
> Project work.
>
> Applied for Distance Education.

6.3.2 Teaching and Learning

> Delivering lectures in classrooms.
>
> Internet access for project works.
>
> Field works.
>
> Organising seminars.

6.3.3 Examination and Evaluation

> Class tests, midterm tests and annual examinations.
>
> Showing answer scripts and motivating the students to rectify their mistakes.

6.3.4 Research and Development

> Encouraging faculty members for research publication in peer reviewed journals.
>
> Motivating them to present paper in National/ International Seminars.
>
> Encouraging them to organising seminars.

6.3.5 Library, ICT and physical infrastructure / instrumentation

> Construction of ladies hostel.
>
> Internet facilities for students.
>
> Provision of more desktops, laptops and projectors.

6.3.6   Human Resource Management

Encouraging he faculty members to participate in refreshers and orientation courses.

6.3.7   Faculty and Staff recruitment

Applications are submitted to WBCSC for recruitment of teachers.

Advertisement in the daily news papers for guest lecturers.

6.3.8   Industry Interaction / Collaboration

Nil

6.3.9   Admission of Students

Online admission.

Admissions are made strictly on the basis of merit.

Govt. Rules are followed strictly for reserved categories.

6.4 Welfare schemes for

Teaching	___
Non teaching	Yes
Students	___

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes [✔]   No [ ]

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nil	Nil	Yes	Self
Administrative	Yes	Higher Education	No	No

6.8 Does the University/ Autonomous College declare results within 30 days?

                For UG Programmes   Yes ☐   No ✓

                For PG Programmes   Yes ☐   No   Nil

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

> N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

> N.A

6.11 Activities and support from the Alumni Association

> Publication of college magazines.
>
> Organising cultural programme annually.

6.12 Activities and support from the Parent – Teacher Association

> Though there is no Parent- Teacher association, meetings are held regularly between Parent and Teachers.

6.13 Development programmes for support staff

> N.A

6.14 Initiatives taken by the institution to make the campus eco-friendly

> Lectures are delivered by the resource persons to make the campus eco-friendly.
>
> Plantation of trees.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> Introduction of COSA.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

- Applied for sponsor's seminars.
- Upgrading the student feedback mechanism.
- Reforming college examination by innovative method (MCQ model)
- Arrangement for model class room.
- Construction of ladies hostel.
- Organizing tree plantation program.

7.3 Give two Best Practices of the institution

1) Awareness programme to make the college campus eco-friendly.
2) Applied for sponsored seminar(State level)

7.4 Contribution to environmental awareness / protection

> Plantation of trees.
>
> Caring for the existing plants by regular watering.

7.5 Whether environmental audit was conducted?   Yes [   ]   No [✓]

7.6 Any other relevant information the institution wishes to add.

> Introduction of COSA.
>
> Computerization of Office Administration.

8. Plans of institution for next year

1. Emphasis on Research activities.

2. Faculty exchange programme.

3. Emphasis on Research Publication.

4. Initiative to bring NCC.

5. Emphasis on extra tuition to SC, ST and OBC students By Remedial Courses.

Name DIPAK BISWAS   *Name DR.CHANDANA ROY CHOWDHURY*

_____   _____

*Signature of the Coordinator, IQAC   *** Signature of the Chairperson, IQAC*

*This report has been prepared and signed by the coordinator of IQAC after taking charge on 12.08.2015

**Signature of the present Principal who joined on June, 2015.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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