



**SWAMI NISWAMBALANANDA GIRLS 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.

### West Bengal

#### Part – A (2)

AQAR for the year

2011-12

#### I. 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 No.

033-26630270

Name of the Head of the Institution:

Dr. Bhagabat Chandra Maji

Tel. No. with STD Code:

033-26630270

Mobile:

+918902225542

Name of the IQAC Co-ordinator:

N.A.

Mobile:

N.A.

IQAC e-mail address:

N.A.

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:

<http://www.sngirlscollege.com/AQAR2011-12.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C++		2007	2012
2	2 <sup>nd</sup> Cycle	N.A.			
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC:

N.A.

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

No AQAR was submitted for the previous years.

1.9 Institutional Status

University	State	<input type="checkbox"/>	Central	<input type="checkbox"/>	Deemed	<input type="checkbox"/>	Private	<input type="checkbox"/>
Affiliated College	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>				
Constituent College	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Autonomous college of UGC	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Regulatory Agency approved Institution	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>				
Type of Institution	Co-education	<input type="checkbox"/>	Men	<input type="checkbox"/>	Women	<input checked="" type="checkbox"/>		
	Urban	<input checked="" type="checkbox"/>	Rural	<input type="checkbox"/>	Tribal	<input type="checkbox"/>	Rural	<input type="checkbox"/>
Financial Status	Grant-in-aid	<input checked="" type="checkbox"/>	UGC 2(f)	<input checked="" type="checkbox"/>	UGC 12B	<input checked="" type="checkbox"/>		
	Grant-in-aid + Self Financing	<input type="checkbox"/>	Totally Self-financing	<input type="checkbox"/>				

1.10 Type of Faculty/Programme

Arts	<input checked="" type="checkbox"/>	Science	<input checked="" type="checkbox"/>	Commerce	<input checked="" type="checkbox"/>	Law	<input type="checkbox"/>	PEI (PhysEdu)	<input type="checkbox"/>
TEI (Edu)	<input type="checkbox"/>	Engineering	<input type="checkbox"/>	Health Science	<input type="checkbox"/>	Management	<input type="checkbox"/>		
Others (Specify)	<input type="text"/>								

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

CE

UGC-Special Assistance Programme

UGC-Innovative PG programmes

*Specify*

✓

UGC-COP Programmes

**2. IQAC Composition and Activities**

NA

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

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) NIL

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC was not formed within the period of 2011-2012, it was formed on 22.11.2013

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.	

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate  Any other body

Provide the details of the action taken

IQAC was not formed within the period of 2011-2012, it was formed on 22.11.2013

## Part – B

### Criterion – I

#### I. 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	-	-	-	-
<b>Total</b>	<b>09</b>	-	-	-
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	03

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, as C.U. has not changed syllabus.

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
	25	5	11	-	9

2.2 No. of permanent faculty with Ph.D.

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

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	02	08
Presented papers	01	-	03
Resource Persons	-	-	01



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

**213**

2.8 Examination/ Evaluation Reforms initiated by the Institution

Open Book Examination, Oral, Multiple Choice Questionnaires

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

NA

NA

NA

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

**75%**

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>B.A (Hons.)</b>							
Bengali	44	-	-	75	-	-	75
Education	14	-	-	78.57	-	-	78.57
English	14	-	-	57.14	-	-	57.14
Sanskrit	16	-	-	81.25	-	-	81.25
History	14	-	-	78.57	-	-	78.57
Geography	06	-	-	83.33	-	-	83.33
Philosophy	02	-	-	00.00	-	-	00.00
Political Science	01	-	-	100	-	-	100
<b>B.Com.(Hons.)</b>							
Accounts & Finance	02	-	-	100	-	-	100
<b>B.Sc. (Hons)</b>							
Geography	04		-	100	-	-	100
<b>B.A.(General)</b>	115		-	7.83	-	36.52	44.35
<b>B.Com(General).</b>	04		-	-	-	-	-
<b>B.Sc.(General)</b>	05		-	60	-	-	60.00

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

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	Nil
HRD programmes	Nil
Orientation programmes	02
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

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	16	NIL	NIL	NIL
Technical Staff	NIL	NIL	NIL	NIL

## Criterion – III

### 3. Research, Consultancy and Extension

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

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	01	-		01
Outlay in Rs. Lakhs	119900	-		01

3.4 Details on research publications: Nil

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

3.5 Details on Impact factor of publications: NA

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	1yr 6months	UGC	119900/-	119900/-
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 : NIL

i) With ISBN No.

iii) Chapters in Edited Books.

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from : Nil

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

3.9 For colleges : NIL

Autonomy

CPE

DBT Star Scheme

INSPIRE

CE

Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences NIL

organized by the Institution

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

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

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

Type of Patent		Number
National	Applied	NA
	Granted	N/A
International	Applied	NA
	Granted	NA
Commercialised	Applied	NA
	Granted	NA

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

NA

NA

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

NA

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

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: YES

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.

Children welfare.

### **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 (≥ 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: Camera	01	01	UGC	02
Almira	20	02	UGC	22

4.2 Computerization of administration and library

Yes
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4.3 Library services:

	Existing		Newly added		Total No.	Gross Total	Dep.	Total Value
	No.	Value	No.	Value				
Text Books	7192	150622	825	42477	8017	193099	9036	184063
Reference Books	4662		560		5222			
e-Books	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Journals	20	NIL	07		27	NIL	NIL	NIL
e-Journals	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Digital Database	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
CD & Video	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Others (specify)	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	1	15	01	01	01		Laptop-1
Added	0	0	1 (Wi-Fi)	01	01	01		Laptop-4
Total	27	1	16	02	02	02		Laptop-5

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

Nil
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4.6 Amount spent on maintenance in lakhs :

i) ICT	0,20
ii) Campus Infrastructure and facilities	-
iii) Equipments	-
iv) Others	0.67
<b>Total :</b>	0.87

## **Criterion – V**

### **5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC was not formed within the period of 2011-2012, it was formed on  
22.11.2013

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 students progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1283	-	-	-

(b) No. of students outside the state

00

(c) No. of international students

00



Men	No	%	Women	No	%

Last Year 2010-11						This Year 2011-12					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1044	39	0	0	0	1082	1237	42	04	0	0	1283

Demand ratio 1:1.44    Dropout % 7.91%

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	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Nil

No. of students benefitted

5.7 Details of campus placement **N.A**

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NA	NA	NA	NA

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities Nil

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

State/ University level  National level  International level

No. of students participated in cultural events

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	Nil	Nil
Financial support from government	Nil	Nil
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

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

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

## 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 the faculty members to participate in refreshers and orientation courses.  
 Introduction of COSA by NIC for non teaching staffs.

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.

Teaching	—
Non teaching	Yes

Students	_____
----------	-------

6.4 Welfare schemes for

6.5 Total corpus fund generated

NIL
-----

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	No	No	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

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.
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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. Innovations and Best Practices

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

Nil

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

- Motivating the students to have leadership in all works of life – personal as well as professional.
- Encouraging the students to take part in social works.
- Emboldening them mentally to face any emergency or crisis.
- Developing co-feeling among them to execute “live and let live” concept.
- Imparting the knowledge of discipline and its utility in academic life.
- Encouraging the students to participate in college sports events.
- Applied for sponsored seminars.

7.3 Give two Best Practices of the institution

- 1) Encouraging every student to participate in college sports events.
- 2) Encouraging the students to take part in social works.

7.4 Contribution to environmental awareness / protection

Plantation of trees.

7.5 Whether environmental audit was conducted?

Yes

No

7.6 Any other relevant information the institution wishes to add.

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.*

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Annexure I

**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