



**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 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 (3)

**AQAR for the year**

2012-13

#### I. Details of the Institution

1.1 Name of the Institution

Swami Niswanbalananda 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

**SWAMI NISWAMBALANANDA GIRLS' COLLEGE**

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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:

NA

Mobile:

NA

IQAC e-mail address:

NA

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/AQAR  
2012-13.doc](http://www.sngirlscollege.com/AQAR%2012-13.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				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> 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

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

(eg. AICTE, BCI, MCI, PCI, NCI)

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

Art  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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1.11 Name of the Affiliating University	<input type="text" value="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	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text" value="✓"/>
UGC-COP Programmes	<input type="text"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="NA"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="NA"/>
2.3 No. of students	<input type="text" value="NA"/>
2.4 No. of Management representatives	<input type="text" value="NA"/>
2.5 No. of Alumni	<input type="text" value="NA"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="NA"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="NA"/>
2.8 No. of other External Experts	<input type="text" value="NA"/>
2.9 Total No. of members	<input type="text" value="NA"/>

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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 : 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

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

## 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	9	Nil	Nil	Nil
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	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	03

##### 1.3 Feedback from stakeholders\*Alumni

Alumni   
  Parents   
  Employers   
  Students

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

*\*Please provide an analysis of the feedback in the Annexure*

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
24	05	10	-	09

2.2 No. of permanent faculty with Ph.D.

05

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
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

04      Nil      Nil

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	03	04
Presented papers	01	01	02
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 questionnaire)

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
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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
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2.10 Average percentage of attendance of students

76%
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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	51	-	-	94.1	-	-	94.1
Education	15	-	-	93.33	-	-	93.33
English	25	-	-	52	-	-	52
Sanskrit	17	-	-	82.3	-	-	82.3
History	5	-	-	100.00	-	-	100
Geography	15	-	-	93.3	-	-	93.3
Philosophy	04	-	-	75.00	-	-	75.00
Political Science	02	-	-	100.00	-	-	100.00
<b>B.Com.(Hons.)</b>							
Accounts & Finance	02	-	-	50.00	-	-	50.00
<b>B.Sc(Hons)</b>							
Geography	11	-	-	100.00	-	-	100.00
<b>B.A.(General)</b>	159	-	-	3.1	-	47.7	50.8
<b>B.Com(General).</b>	01	-	-	-	-	100.00	100.00
<b>B.Sc.(General)</b>	07	-	-	28.5	-	42.8	71.3

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	01
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	03
Others	-

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	15	01	N.A	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

IQAC was not formed within the period of 2012-2013, it was formed on 22.11.2013

#### 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	-	-	02
Non-Peer Review Journals	-	-	-
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	-	-	-	-

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Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published :NIL

i) With ISBN No.  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  
 Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences 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 Nil 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 : 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

0

0

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

0

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 : 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.

Flood relief.

## **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

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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 : Xerox Machine	03	01	UGC	04
LCD TV	02	01	UGC	03
Almirah	22	06	UGC	28

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	8017	184063	802	23700	8819	207763	1175 5	196008
Reference Books	5222		570		5792			
e-Books	-	-	-	-		-		-
Journals	27		29		56			
e-Journals	-	-	-	-	-	-		-
Digital Database	-	-	-	-	-	-		-
CD & Video	-	-	-	-	-	-		-
Others (specify)	-	-	-	-	-	-		-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsi ng Centres	Computer Centres	Office	Depart -ments	Others
Existing	27	1	15	01	01	01		Laptop-5
Added	09	0	1 (Wi-Fi)	01	01	01		Laptop-4
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 Up gradation (Networking, e-Governance etc.)

Nil
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4.6 Amount spent on maintenance in lakhs :

i) ICT	0.45
ii) Campus Infrastructure and facilities	0.39
iii) Equipments	0.21
iv) Others	0.97
<b>Total :</b>	2.02

## **Criterion – V**

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

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC was not formed with the date. It was formed on 22.11.2013.
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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.
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5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1437	-	-	-

(b) No. of students outside the state

02
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(c) No. of international students

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Men	No	%	Women	No	%

  

Last Year 2011-12						This Year 2012-13					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1237	42	04	0	0	1283	1408	28	01	0	0	1437

Demand ratio 1: 1.53

Dropout % 8.86

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  GATE  CAT   
 IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

Workshop organised on Investment awareness Programme on Financial Inclusion.

No. of students benefitted

103

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
-	-	-	-

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	-	-
Financial support from government	Nil	Nil
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

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 he 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.

6.4 Welfare schemes for

Teaching	—
Non teaching	Yes
Students	—

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

 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. 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.

Introduction of COSA and Wi-Fi.

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

- Developing philanthropic attitude to life among the students.
- Motivating the students to be self-sufficient to serve the society and nation.
- Encouraging the students to develop innovative ideas and reorienting them in different fields.
- Finding dormant quality in every student to channelize it into action for the cause of human resource development.
- Introduction of COSA.
- Awareness program to make the campus eco-friendly.
- Making NSS programs more interesting and student friendly.

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

Making plastic free campus, helping the people of old-age home

7.4 Contribution to environmental awareness / protection

Plantation of trees.  
Flower exhibition performed.

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



\_\_\_\_\_  
*\*Signature of the Coordinator, IQAC*

Name DR.CHANDANA ROY CHOWDHURY



\_\_\_\_\_  
*\*\* 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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