

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 (I)

AQAR for the year

2014-15

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 Nos.

033-26630270

Name of the Head of the Institution:

Dr.Chandana Roy Chowdhury

Tel. No. with STD Code:

033-26630270

Mobile:

+919477252860

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](http://www.sngirlscollege.com)

Web-link of the AQAR:

<http://www.sngirlscollege.com/AQAR2014-15.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++		2007	2012
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th 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. AQAR 2011-12 submitted on 22.12.2015
- ii. AQAR 2012-13 submitted on 22.12.2015
- iii. AQAR 2013-14 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	<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 checked="" type="checkbox"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="03"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="01"/>

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)

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

Total No. 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 has been taken for introducing certificate course in management, soft skill development programmes etc	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

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	-	-	-	-
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	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	07	09	-	09

2.2 No. of permanent faculty with Ph.D.

07

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
02	-	-	01	-	-	-	01	02	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

05	Nil	Nil
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	05	05
Presented papers	-	07	-
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

214

2.8 Examination/ Evaluation Reforms initiated by the Institution

Open Book Examination, Oral test, Multiple Choice oriented test
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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

70%

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	39	-	-	76.92	-	-	76.92
Education	32	-	9.38	71.88	-	-	81.26
English	10	-	-	60%	-	-	60.00
Sanskrit	16	-	-	81.25	-	-	81.25
History	15	-	-	86.67	-	-	86.87
Geography	27	-	-	92.59	-	-	92.59
Philosophy	05	-	-	60.00	-	-	60.00
Political Science	05	-	-	60.00	-	-	60.00
B.Com.(Hons.)							
Accounts & Finance	07	-	-	42.86	-	-	42.86
B.Sc(Hons)							
Geography	19	-	5.26	94.74	-	-	100.00
B.A.(General)	197	-	-	3.05	-	28.43	31.48
B.Com(General)	08	-	-	-	-	25.00	25.00
B.Sc.(General)	10	-	-	-	20	30.00	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.
- d. Encouraging students to get involved in social works, cultural activities, sports and games
- e. Motivating students to raise the voice against gender violence.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
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.	05
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	10	06	N.A	02
Technical Staff	N.A			

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	-	-	-
e-Journals	04	-	-
Conference proceedings	-	01	-

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 <i>(other than compulsory by the University)</i>	-	-	-	-

Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from N.A.

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	N.A
	Granted	N.A
International	Applied	N.A
	Granted	N.A
Commercialised	Applied	N.A
	Granted	N.A

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.

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	1.05 Acre
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 :Computer	36	02	State Govt.	38
Printer	13	02	„	15

4.2 Computerization of administration and library

Yes

4.3 Library services:

	Existing		Newly added		Gross Total	Dep.	Total Value	
	No.	Value	No.	Value				
Text Books	8905	185959	85	24556	8990	210515	12091	198424
Reference Books	5829		50		5879			
e-Books	-	-	-	-	-			-
Journals	82	-	21	-	103			-
e-Journals	-	-	-	-	-			-
Digital Database	-	-	-	-	-			-
CD & Video	-	-	-	-	-			-
Others (specify)	-	-	-	-	-			-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsin g Centres	Computer Centres	Office	Departments	Others
Existing	36	1	15	01	01	01		Laptop-9
Added	2	0	1 (Wi-Fi)	01	01	01		Laptop-0
Total	38	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	0.63
ii) Campus Infrastructure and facilities	1.40
iii) Equipments	0.56
iv) Others	0.41
Total :	3.00

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 orientation lecture on students and also organising career counselling programmes.

5.2 Efforts made by the institution for tracking the progression

Regular class tests/ mid-term tests/ Annual tests are held after the publication of result, teachers and the administration participate in the result considering the meeting to track student's progression. Seminars are arranged in respective departments to discuss and highlight the future scope of the students in their respective subjects.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1093	-	-	-

(b) No. of students outside the state

02

(c) No. of international students

00

Men	No	%
	0	0

Women

No	%
0	0

Last Year 2013-14						This Year 2014-15					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1384	30	04	04	0	1422	1048	40	02	03	0	1093

Demand ratio 1:1.51 Dropout % 6.52%

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

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

Proposed

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	57 (Kanyashree)	57×25000=1425000
Financial support from other sources	13(Minorities)	55,200/-
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 pure drinking water supply and clean toilet facilities in every floor 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: 1.To enhance the quality of education and overall development of the students
2. To motivate the female students to be self dependent in terms of self employment.

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

- a) Educational tour
- b) Project work.
- c) Applied for Distance Education.

6.3.2 Teaching and Learning :

Delivering lectures in classrooms.

Internet access for project works.

Field works.

Organising seminars and workshops

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 and publication in peer reviewed journals.
Motivating them to present paper in National/ International 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.

6.3.7 Faculty and Staff recruitment

Applications are submitted to WBCSC for recruitment of teachers and requisition has been given to fill up the vacant post of non teaching staff and it has been forwarded to DPI.

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	Ongoing process
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 Ni

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 magazine
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, e-Pradhan & e-Billing, Introduction of on line admission process

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

- Awareness generation to environmental protection.
- Computerization of office administration.
- Introduction of e-pradhan and e-billing.
- Introduction of online admission process.
- Arranging seminar on investment awareness among the students.
- Computerization of college library.
- Cultural activities in college campus.
- Providing internet facilities to students.
- Development of the central library with model books.
- Development of the laboratory.
- Development of Wi-Fi

7.3 Give two Best Practices of the institution

- 1) Awareness generation to Environmental protection.
- 2) Introduction of e-PRADHAN & e-BILLING

7.4 Contribution to environmental awareness / protection

Plantation of trees.
Creating plastic free zone.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Introduction of COSA, Introduction of on line admission process,
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
