



Estd. :- 1978

SWAMI NISWAMBALANANDA GIRLS' COLLEGE

Bhadrakali, Hooghly

Accredited By : NAAC 2007

Self Study Report (SSR)



For Submission to

National Assessment and Accreditation Council (NAAC) 2015

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Swami Niswambalananda Girls' College

115, Biplabi Phanindra Mohan bandyopadhyay Sarani,
P.O. - Bhadrakali, P.S. – Uttarpara, Dist. – Hooghly (W.B.) - 712232
(Near Uttarpara Railway Station / Shakher Bazar)

E-Mail : sngcollege@yahoo.co.in, Website : www.swaminiswambalanandagirlscollege.com

ACCREDITED BY NAAC

Ref. No.

Date.....

To

The Director,

National Assessment and Accreditation Council (NAAC),

P.O. Box. 1075,

Bangalore-560072

India

Sub: Uploading SSR of Swami Niswambalananda Girls'College, P.O-Bhadrakali, Dist- Hooghly, West Bengal,
Pin:712232 for 2nd Cycle of accreditation in our official website www.swaminiswambalanandagirlscollege.com

Respected Sir,

In compliance with our LOI requirements, we are glad to upload our SELF STUDY REPORT, 2015 in our aforesaid official website for second cycle of accreditation. Covering all the seven criteria as required by you.

Waiting for response from your end regarding the inspection of peer team in our college.

Thanking you.

Yours sincerely

Chandana Roy Chowdhury



PREFACE



Swami Niswambalananda Girls' College which was an outcome of some enlightened farsighted local people was established in the year 1978. Emerged from a humble background, this college has strived strenuously for more than three decades and tried to improve its contributions to the society by enhancing the quality of education and other activities. Though the journey was not a bed of roses for this college, it tried to climb the pillar of success by producing morally and spiritually sound and committed citizens who can be the torch bearers of the society.

It is a girls' college and it has been providing an opportunity for higher education in Arts and Commerce to girl students. It is situated near G.T Road and due to good connectivity with rail and road many girl students from far and near take admission in our college.

The institution is awaiting the Second Cycle of Accreditation of NAAC. The college has been favorably inspected by the NAAC Peer Team in March, 2007 and our efforts were rewarded. The suggestions and recommendations of the team had given a new dimension and impetus to the college to march forward.

Principal

Dr. Chandana Roy Chowdhury





...the women students must be trained up in ethical and spiritual life

-Swami Vivekananda

Acknowledgement:

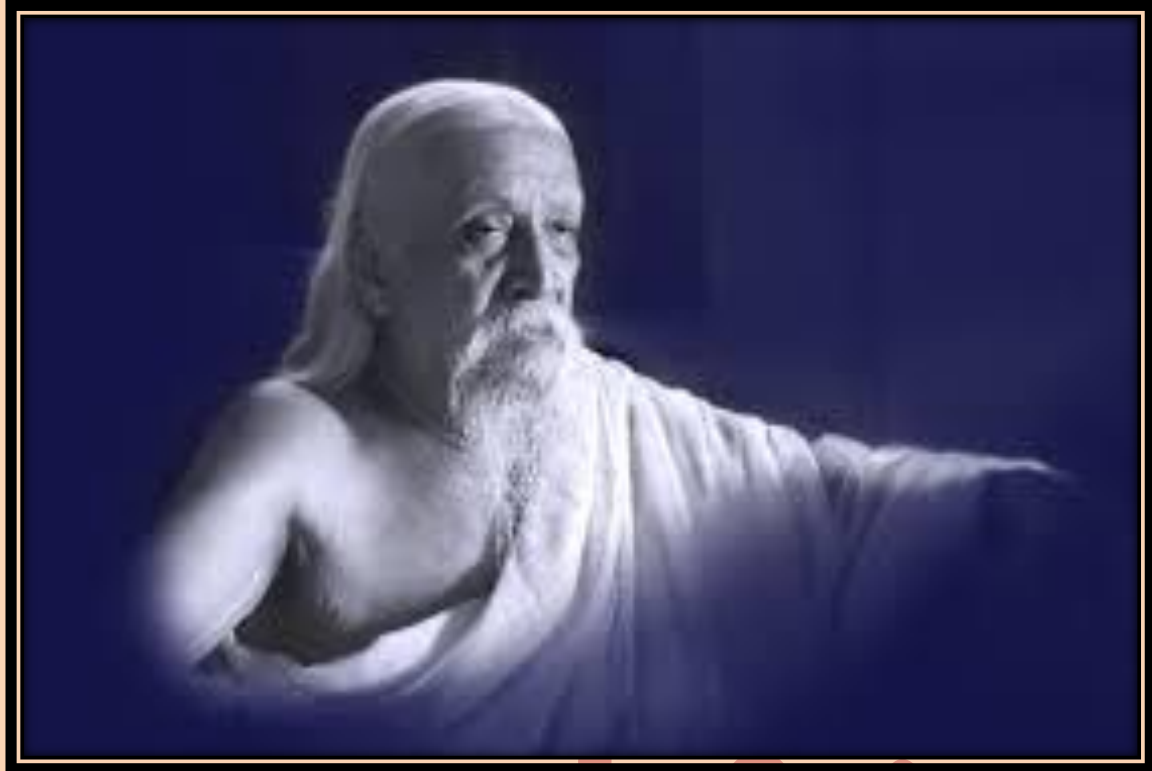


We know that the sun always shines bright after the dark night and we can't value light unless we experience darkness. Our college has sailed through some difficult phase and with the arrival of our new principal Dr. Chandana Roy Chowdhury we have got the aspirations of achieving the goal under her leadership. Her commendable efforts to uplift the standard of college have enabled us to dream for the best. We are very much indebted to her for her tireless and inspiring guidance.

While preparing the Self Study Report full cooperation has been achieved from all the teachers, non teaching staff, library staff, student union and the students, without whose help it would not have been possible to complete this work. I acknowledge gratefully the assistance and help received from members of Governing Body and all the stakeholders. Efforts and support acquired from some of the particular members of the IQAC are highly commendable. Special thanks must be given to the lady teacher whose hard work and technical support have enabled us to complete this work. Cooperation and inspiration of all the members of IQAC are highly appreciated.

Coordinator

Dr. Sobhana Misra



".....the evocation of this real man

Within is

The right objects of

Education and indeed of

All human life"

-Sri Aurobindo

SWOC Analysis:***Strength:***

- The institute prides itself in being a Girls' College which produces more and more educated female.
- Empowering women by encouraging them to build up their personality to face challenges in their lives.
- Making teaching learning methods friendlier and interesting by organising seminars, workshops and study tours.
- It encourages students to participate in various activities like sports, cultural programs etc which helps in the development of a positive attitude towards life.
- Needy students are helped financially so that their studies are not hampered by economic constraints.
- Teachers are encouraged by granted leaves to do various research programs.
- Weak students are given special attention by Remedial Coaching and special classes.
- Transparency is at the time of admission that there will be no controversy in this regard.
- Students are encouraged to participate in various programs of NSS so that they will be aware of their social responsibilities.
- Various measures are taken to keep the campus clean and make it eco-friendly.

Weakness:

- Usually the students who join the college are academically poor this gets reflected in the results.
- Since they can from economically poor background they cannot pursue their studies in self-financing courses.
- There are only few teachers who have undertaken research projects.



- There should be better infrastructure and facilities for the students.
- Shortage of teaching and non teaching staff.

Opportunities:

- Empowerment of students through NSS which make them aware of social responsibilities.
- Remedial Coaching which gives special facilities to SC/ST/ Minorities and weak students
- Financial helps to economically weak students.

Challenges:

- To attract better quality students.
- To better infrastructure.
- To recruit more qualified faculties.
- To generate fund for development of the college.

Future Plans:

- To make the college more eco-friendly by more plantation of trees and rain water harvesting.
- To upgrade the library and laboratories.
- To organise international seminars.
- To create smart class rooms.
- To organise more community development works.

MISSION AND VISION



- ❖ To provide qualitative education to the students.
- ❖ To create values like self respect, secularism and national integration among them.
- ❖ To provide opportunities to students to face challenges in life.
- ❖ To generate discipline among them.
- ❖ To bring environmental awareness among them by organizing seminars/ workshops.
- ❖ To provide the students with well equipped library and laboratories.
- ❖ To enhance their abilities to be more successful in their lives.
- ❖ To encourage students to be more innovative and develop their characters.



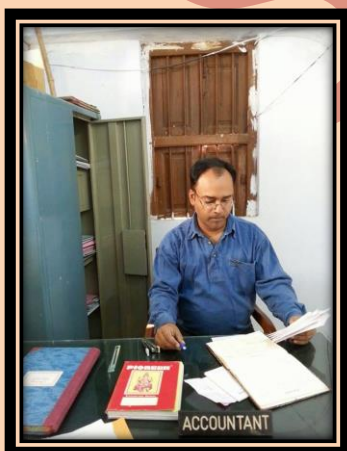
Principal



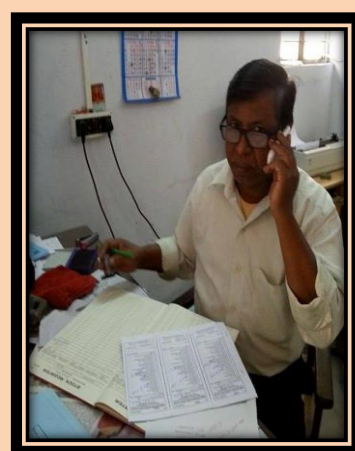
Burser



Our Teaching Staff



Accountant



Cashier

SSR in Progress :



UNITED WE STAND.....



MEMBERS OF NAAC STEERING COMMITTEE

&

IQAC

1. PROF.SOBHANA MISRA

2. PROF. DEEPAK BISWAS

3. PROF. MINAKSHI HALDER

4. PROF. SHOHINI CHAKRABORTY

5. PROF. MADHURI RAY

6. PROF.PROVASHIS MONDOL

7. AND ALL HEAD OF DEPARTMENTS OF OUR COLLEGE.





“Educate your women first and leave them to themselves; then they will tell you what reforms are necessary for them”

- Swami Vivekananda

Executive Summary:

Criterion: I

Curricular Aspects:

Our college aims to make its students illumine the world with the light of true knowledge. The college offers a wide range of programs to focus on providing our students with value education, technical skills, personality development and communication skill. Our mission is to impart quality education. Students are encouraged to conduct social service, through different associations such as NSS, donating blood to the needy, planting seeding etc. The college organizes study tours to different places. The Education Department has arranged an outing to Chandan Nagar C.M.D Park. The History Department has also conducted a study tour to Science City, Salt Lake.

The teachers are encouraged to participate and present research papers in respective subjects in State, National and International seminars and workshops. During the class hours, student interaction, group discussions, student seminars and project work are given special importance. Regular departmental meetings are conducted to fulfill the stated objectives. The college provides Projector Machine, LCD digital class room facility for students. Students are also provided with Internet facility to get day to day worldwide informations.

Criterion: II

Teaching Learning Evaluation:

Ours' is purely women's college and its aim is to produce students who would be truly educated and socially conscious human beings who can be good citizens with ethical and culture orientation. The motto is to impart quality education and make them self-sufficient to face challenges in real life sphere.



The college has a web-site, which provides all the information's regarding admission procedure, fee structure, academic and co curricular activities, transparency is maintained at the time of admission.



Our college adopts an admission policy where the government's policy of inclusion and commitments to diversity, has been reflected very well. Students who are from the underprivileged sections of society as SC, ST, OBC have been given access to the college as there is implementation of reservation-cum-merit policy as per government rule.

We have an academic calendar which strictly follows the guidelines



of affiliating university i.e. University of Calcutta. Teaching plans are laid out by the teachers who try to develop innovative teaching methods. Our college has made the leaving more student friendly by offering a number of supporting systems like the use of computers, LCD projector etc. Study tours are arranged to enhance

the knowledge of students. Regular counseling is provided to weaker students. There is also a well equipped library which enables students for having access to wide range of knowledge. Different departments organize UGC sponsored seminars to generate awareness and interest among the students. Special coachings are also provided to the weaker students by Remedial coaching classes.

The college follows the syllabi of the examination patterns of the University of Calcutta. As part of the formative education technique, class tests, mid terms and annual tests are conducted. Annual sports, music and dance contests are organized regularly in the curricular front. The college has NSS unit which organizes workshops regarding health hygiene, population etc. It also carries out several activities to develop social awareness and community consciousness among the students.



The college evaluates students by various methods such as class tests, interactive ability, departmental conduct etc. There are other curricular activities like sports and cultural programs which give them ample opportunities to prove them. The college tries its best to inspire students to prepare themselves to face every aspect of life.



Criterion: III

Research Consultancy Extension:

There is no recognized research centre as ours is an undergraduate college. But the faculty members are actively pursuing their research works and they have access to books for reference work from library. Mainly the college focuses on undergraduate teaching learning curriculum. The Career Guidance Cell initiates the interface talks with the industry and training institutes. Seminars and workshops are organized to facilitate both student interest and increase teacher's knowledge. The commerce department has held a workshop on investment. Though the college does not have any stated policy on consultancy, teachers have stated planning to begin consultancy program like tax consultancy, financial accounting etc. The college motivates the staff to utilize their expertise for consultancy services by networking with institutions, organizations and other agencies. Sometimes other institutions invite our faculty as resource persons to deliver lectures on a particular topic. Faculty exchange programs are also encouraged. We have NSS unit, which undertake programs throughout the year. The vision of the college is not only to develop the students academically but also

to help in inculcating civic sense. College on its own initiative has developed the laboratory with latest equipments, library with new books and internet facilities.

Criterion: IV:

Infrastructure and Learning Resource:

The college has adopted the policy of providing the primary requirements like microphone, computer, projectors etc for efficient teaching and learning classrooms are equipped with sufficient benches, blackboards, whiteboards, lights and fans. Seminar hall, laboratories, microphones, projectors are also there. The institution provides books and journals to students. There is a health care unit with all first aid equipment for the students. There is also a library



Smart Class



Our Reading Room

Subcommittee, which consists with all the head of the departments. The library gets the feedback from its students and staffs. The purchase and building subcommittee takes responsibility of maintenance and up keep of the infrastructure facilities. There are night guards and gate keepers who keep visit on the college. Annual maintenance and repair of the buildings taken care by the college authority in a regular manner. The college has electricians and supporting staff who are responsible for the up keep of electrical equipments and their maintenance.

Criterion: V**Students Support and Progression:**

Our college is fully committed to the mission of uplifting the status and living conditions of the students by empowering them in every aspect. The college prospectus contains various informations like programs of study and curriculum, UG faculty, Departments and staff, admission rules, institutional calendar, scholarships, financial assistance etc. The college facilitates the students to receive scholarships and financial assistance from the government. Career counseling provides different job informations, while special coaching are provided to weaker students by the Remedial Coaching classes. Students are also provided with multi gym facility and canteen.

Teachers play a very important role to prepare students for higher studies by constantly motivating and helping them to explore admission opportunities in different Universities. The college organizes extracurricular activities like Fresher's Welcome, Independence Day Celebration, Celebration of Teachers' day, Student's Festivals etc. Students also play outdoor as well as indoor games. The College Annual Sports is held every year. The college publishes magazine for students to encourage them to develop their writing skills. In addition to this students are encouraging to make wall magazines on different topics. The college has a Student's Union, which is an active and constructive body of the college.

**Criterion VI:****Governance, Leadership and Management:**

Our college which was established for upliftment of female students is situated on the bank of Hooghly River in the Municipal area under Uttarpara-Kotung



Municipality. This institution has attained an enviable position in the field of imparting education. Teachers' Council and Governing Body meetings are held regularly for the betterment of students. There are also well functioning committees and sub-committees for academic and administrative activities. The college regularly organizes meetings and entrusts competent teachers and non teaching staffs with responsibilities relating different aspects. It delegates authority to different departments in order to get a successful completion of work without any delay or obstruction. We have nine departments to teach B.A, B.Sc and B.Com (Hons. and General) courses. After the first visit of NAAC (2007), infrastructure development has been done by the college authority. A Girls' Hostel and new class rooms have been built for the departments of college.



Usually payment of salaries is done in the first week of every month and there is provision of Group Insurance Policy for teaching and non-teaching staffs. The college authority takes necessary measures for payment of Retirement Benefits within stipulated period. It also does its level best to invite eminent personalities to deliver lectures on updated topics in different

disciplines in order to enrich the quality of faculty members as well as to inspire the students. At the time of promotion the top management evaluates the performance appraisals of teachers and accordingly takes major decisions.

There are different administrative committees like purchase committee, building committee etc. for the departments of the institution. The college authority does the budget planning to monitor the financial budget. Proper methods are followed for inviting tenders. Our college has compromised account department, which has double entry system vouchers are maintained for all kinds of transactions. The Governing Body takes administrative decisions regarding the deficit of recurring and non recurring expenditure. There is also Internal Quality Assurance Cell which helps the college to conduct various faculty development programs and assist the college authority to enhance the quality of the institution.

Criterion VII:**Innovation and Best Practices:**

To create environmental consciousness among the students the college undertakes various activities. There are plantation of trees and saplings by the NSS unit and students take proper care of them. To conserve energy CFL lamps are used and students and teachers are asked not to misuse electricity. Workshops are organized to spread awareness about global warming and environment.



are used and students and teachers are asked not to misuse electricity. Workshops are organized to spread awareness about global warming and environment.

The college has introduced various steps for innovations like computerization of office, computerization of library, project works by different departments, web-site, Internet facilities etc. Study tours are conducted and financial assistance is given to poor students.

Ours is a ladies college and the goal of our college is to make our girl students more competent. The NSS unit has not only tried to achieve this goal but also have undertaken various activities. These activities have definitely positive impact on our students, who are now trying to take initiatives in various fields.





“There is no chance for the welfare of the world unless the conditions of woman are improved. It is not possible for the bird to fly on only one wing”

- Swami Vivekananda



Profile of the Institution:

1. Name and Address of the College:

Name :	SWAMI NISWAMBALA NANDA GIRLS' COLLEGE	
Address :	115, B.P.M.B SARANI, P.O-BHADRAKALI, P.S.-UTTARPARA, CITY-UTTARPARA, DIST-HOOGHLY, STATE-WEST BENGAL , PIN CODE-712232.	
City :UTTARPARA	Pin :712232	State :WEST BENGAL
Website :	www.sngirlscollege.com	

2. For Communication:

Designation	Name	Telephone with STD	Mobile	Fax	Email
Principal	DR. CHANDANA ROY CHOWDHURY	O:03326630270 R:03326426023	9477252860	NIL	R:CHANDANAPHY@GMAIL.COM O:sngcollege@yahoo.co.in
Vice Principal	NA	O: :	NA	NA	sngcollege@yahoo.co.in
Steering Committee Co-ordinator	PROF. SOVONA MISRA	O:03326630270 R:	9831029989		O: sngcollege@yahoo.co.in

3. Status of the Institution:

Affiliated College

☒

Constituent College

Any other (specify) :

4. Type of Institution:

a. By Gender

i. For Men

☐

ii. For Women

☒

iii. Co-education

☐

b. Shift

i. Regular

☒

ii. Day

☒

iii. Evening

☐


5. It is a recognized minority institution?

Yes

☐

No

☒

If yes specify the minority status (Religious/linguistic/ any other) and provide documentary evidence.

NA

6. Sources of funding:

Government

☐

Grant-in-aid

☒

Self-financing

☐

Any other

7. a. Date of establishment of the college: **04/09/1978** (dd/mm/yyyy)

b. University to which the college is affiliated /or which governs the college (If it is a constituent college)

UNIVERSITY OF CALCUTTA

c. Details of UGC recognition:

Under Section	Date, Month & Year (dd-mm-yyyy)	Remarks(If any)
i. 2 (f)	19/11/2003	
ii. 12 (B)	19/11/2003	

(Enclose the Certificate of recognition u/s 2 (f) and 12 (B) of the UGC Act)

d. Details of recognition/approval by statutory/regulatory bodies other than UGC (AICTE, NCTE, MCI, DCI, PCI, RCI etc.)

Under Section/ clause	Recognition/ Approval details Institution/Department Programme	Day, Month and Year (dd-mm-yyyy)	Validity	Remarks
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i.	NA	NA	NA	NA
ii.	NA	NA	NA	NA
iii.	NA	NA	NA	NA
iv.	NA	NA	NA	NA

(Enclose the recognition/approval letter)

8. Does the affiliating University Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges? : **NO**

Yes ☐ No ☒

If yes, has the College applied for availing the autonomous status?

Yes ☐ No ☐

9. Is the college recognized : **NO**

a. by UGC as a College with Potential for Excellence (CPE)?

Yes ☐ No ☒

If yes, date of recognition: **NA** (dd/mm/yyyy)

b. for its performance by any other governmental agency?

Yes ☐ No ☒

If yes, Name of the agencyNA..... and

Date of recognition:NA (dd/mm/yyyy)

10. Location of the campus and area in sq.mts:

Location *	SEMI-URBAN
Campus area in sq. mts.	4289.668 sq. mts
Built up area in sq. mts.	1715.60 sq. mts

(* Urban, Semi-urban, Rural, Tribal, Hilly Area, Any others specify)

11. Facilities available on the campus (Tick the available facility and provide numbers or other details at appropriate places) or in case the institute has an agreement with other agencies in using any of the listed facilities provide information on the facilities covered under the agreement.

- Auditorium/seminar complex with infrastructural facilities : YES
- Sports facilities



- * Play ground : YES
- * Swimming pool : NO
- * Gymnasium : YES

- Hostel

- * Boys' hostel : **No**

i. Number of hostels

ii. Number of inmates

iii. Facilities (mention available facilities)

- * Girls' hostel : **YES**

i. Number of hostels : 01

ii. Number of inmates : 0

iii. Facilities (mention available facilities): fooding & lodging

- * Working women's hostel : NO

i. Number of inmates

ii. Facilities (mention available facilities)

- Residential facilities for teaching and non-teaching staff (give numbers available – cadre wise) NO

- Cafeteria – NA

- Health centre – NIL

First aid, ☒

Inpatient, Outpatient, Emergency care facility, Ambulance..... Health centre staff – **NIL**

Qualified doctor Full time ☐ Part-time ☐

Qualified Nurse Full time ☐ Part-time ☐

- Facilities like banking, post office, book shops : NEAREST BANK
- Transport facilities to cater to the needs of students and staff : NO
- Animal house : NO
- Biological waste disposal : Yes



- Generator or other facility for management/regulation of electricity and voltage : YES
- Solid waste management facility :Yes
- Waste water management : YES
- Water harvesting : NO

12. Details of programmes offered by the college (Give data for current academic year)

Sl. No.	Programme Level	Name of the Programme/ Course	Duration	Entry Qualification	Medium of instruction	Sanctioned/ approved Student strength	No. of students admitted
	Under-Graduate	09	3 YEARS	H.S	BENGALI / ENGLISH	707	380
	Post-Graduate	NA	NA	NA	NA	NA	NA
	Integrated Programmes PG	NA	NA	NA	NA	NA	NA
	Ph.D.	NA	NA	NA	NA	NA	NA
	M.Phil.	NA	NA	NA	NA	NA	NA
	Ph.D	NA	NA	NA	NA	NA	NA
	Certificate courses	NA	NA	NA	NA	NA	NA
	UG Diploma	NA	NA	NA	NA	NA	NA
	PG Diploma	NA	NA	NA	NA	NA	NA
	Any Other (specify and provide details)	NA	NA	NA	NA	NA	NA

13. Does the college offer self-financed Programmes?

Yes ☐

No ☒

If yes, how many?

14. New programmes introduced in the college during the last five years if any?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>	Number	NA
-----	--------------------------	----	-------------------------------------	--------	----



15. List the departments: (respond if applicable only and do not list facilities like Library, Physical Education as departments, unless they are also offering academic degree awarding programmes. Similarly, do not list the departments offering common compulsory subjects for all the programmes like English, regional languages etc.)

Faculty	Departments (eg. Physics, Botany, History etc.)	UG	PG	Research
Science	GEOGRAPHY	YES	NO	NA
Arts	BENGALI, ENGLISH, EDUCATION, HISTORY, POLITICAL SCIENCE, GEOGRAPHY, PHILOSOPHY, SANSKRIT	YES	NO	NA
Commerce	ACCOUNTANCY	YES	NO	NA
Any Other (Specify)	ECONOMICS AS PASS SUBJECT	YES	NO	NA

16. Number of Programmes offered under (Programme means a degree course like BA, BSc, MA, M.Com...)

a. annual system

09

B.A/B.SC/ B.COM

b. semester system

c. trimester system

17. Number of Programmes with :NO

a. Choice Based Credit System

NA

b. Inter/Multidisciplinary Approach

NA

c. Any other (specify and provide details)

NA

18. Does the college offer UG and/or PG programmes in Teacher Education?

Yes

☐

No

☒

If yes,

a. Year of Introduction of the programme(s).....NA... (dd/mm/yyyy)

and number of batches that completed the programme

NA

b. NCTE

recognition details (if applicable)

Notification No.:NA.....

Date:NA..... (dd/mm/yyyy)

Validity:.....NA.....

- c. Is the institution opting for assessment and accreditation of Teacher Education Programme separately?



Yes ☐ No ☒

19. Does the college offer UG or PG programme in Physical Education?

Yes ☐ No ☒

If yes,

a. Year of Introduction of the programme(s)...NA..... (dd/mm/yyyy)

and number of batches that completed the programme

b. NCTE recognition details (if applicable)

Notification No.:NA.....

Date:NA..... (dd/mm/yyyy)

Validity:.....NA.....

c. Is the institution opting for assessment and accreditation of Physical Education Programme separately?

Yes ☐ No ☒

20. Number of teaching and non-teaching positions in the Institution

Positions	Teaching faculty						Non-teaching staff		Technical staff	
	Professor		Associate Professor		Assistant Professor					
	*M	*F	*M	*F	*M	*F	*M	*F	*M	*F
Sanctioned by the UGC / University / State Government	NA	NA	02	05	02	05	05	02	NIL	NIL
Recruited										
Yet to recruit						03	03	01	01	
Sanctioned by the Management/ society or other authorized bodies										
Recruited										
Yet to recruit										

*M-Male *F-Female

21. Qualifications of the teaching staff:

Highest qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent teachers							
D.Sc./D.Litt.	0	0	0	0	0	0	0



Ph.D.	0	0	02	02	0	01	05
M.Phil.	0	0	0	01	02	02	05
PG	0	0	0	02	0	02	04
Temporary teachers							
Ph.D.	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0
PG	0	0	0	0	0	05	0
Part-time teachers							
Ph.D.	0	0	0	0	01	0	01
M.Phil.	0	0	0	0	0	03	03
PG	0	0	0	0	0	03	03

22. Number of Visiting Faculty / Guest Faculty engaged with the College. 05

23. Furnish the number of the students admitted to the college during the last four academic years.

Categories	Year 1 2014-15		Year 2 2013-14		Year 3 2012-13		Year 4 2011-12	
	Male	Female	Male	Female	Male	Female	Male	Female
SC	NA	40	NA	30	NA	28	NA	42
ST	NA	02	NA	04	NA	01	NA	04
OBC	NA	03	NA	04	NA	0	NA	0
General	NA	1048	NA	1384	NA	1408	NA	1237
Others								

24. Details on students enrollment in the college during the current academic year:

Type of students	UG	PG	M. Phil.	Ph.D.	Total
Students from the same state where the college is located	1093	NA	NA	NA	1093
Students from other states of India	02	NA	NA	NA	02
NRI students	0	NA	NA	NA	
Foreign students	0	NA	NA	NA	
Total	1095	NA	NA	NA	1095

25. Dropout rate in UG and PG (average of the last two batches)

UG

6.435%

PG

NA

26. Unit Cost of Education

(Unit cost = total annual recurring expenditure (actual) divided by total number of students enrolled)



(a) including the salary component

Rs. 53590.00

(b) excluding the salary component

Rs. 26104.00

27. Does the college offer any programme/s in distance education mode (DEP)?

Yes ☐ No ☒

If yes,

a) is it a registered centre for offering distance education programmes of another University

Yes ☐ No ☐

b) Name of the University which has granted such registration.

NA

c) Number of programmes offered

NA

d) Programmes carry the recognition of the Distance Education Council.

Yes ☐ No ☐

28. Provide Teacher-student ratio for each of the programme/course offered for 2014-15

B.A : 1:58

B.SC: INCLUDING BA TEACHER AS B.SC GEOGRAPHY IS A PART

B.COM : 1:12

29. Is the college applying for

Accreditation : Cycle 1 ☐ Cycle 2 ☒ Cycle 3 ☐ Cycle 4 ☐

Re-Assessment: ☐

(Cycle 1 refers to first accreditation and Cycle 2, Cycle 3 and Cycle 4 refers to re-accreditation)

30. Date of accreditation* (applicable for Cycle 2, Cycle 3, Cycle 4 and re-assessment only)

Cycle 1: 31/03/2007 (dd/mm/yyyy) Accreditation Outcome/Result...C++ Cycle

* Kindly enclose copy of accreditation certificate(s) and peer team report(s) as an annexure.



31. Number of working days during the last academic year.

264

32. Number of teaching days during the last academic year

(Teaching days means days on which lectures were engaged excluding the examination days)

214

33. Date of establishment of Internal Quality Assurance Cell

(IQAC) IQAC...12/08/2015 (dd/mm/yyyy)

34. Details regarding submission of Annual Quality Assurance Reports (AQAR) to NAAC.

(i) 22/12/2015 (dd/mm/yyyy) AQAR

(ii) 22/12/2015 (dd/mm/yyyy) AQAR

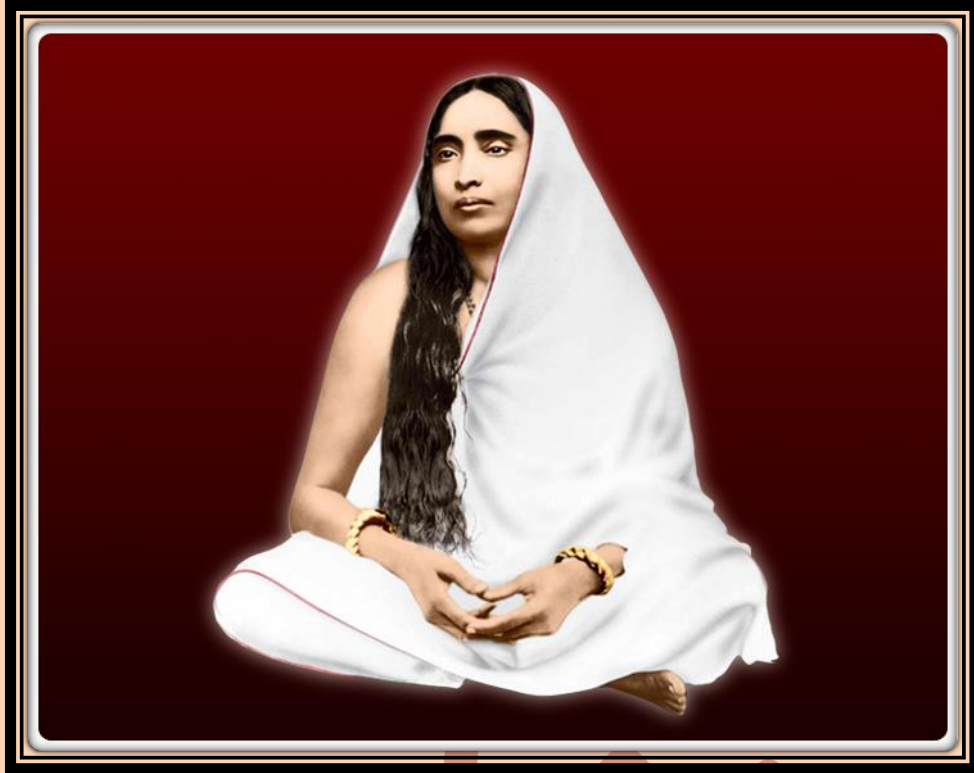
(iii) 22/12/2015 (dd/mm/yyyy) AQAR

(iv) 22/12/2015 (dd/mm/yyyy) AQAR

35. Any other relevant data (not covered above) the college would like to include. (Do not include explanatory/descriptive information)

NA





“Everyone can break down something but how many can build up?”

-Sri Ma Sarada Devi

Criteria wise Analytical Report:

Criteria:1 Curricular Aspect :

Swami Niswambaniananda Girls' college aims to make its students illumine the world with the light of true knowledge and education and dispel the darkness of ignorance prevailing around them. This institution offers a wide range of programs, which aims at making morally upright, psychologically integrated, physically healthy citizens of future India and who would champion the cause of truth, justice, non violence and love. We aspire to create a society which respects human dignity and human rights and is free from caste and religious discrimination, free from corruption and all sorts of parochial ties. The Institution has always fostered a collaborative network the parent University. Our teachers are actively involved in the official responsibilities of the University like being Chief Superintendent of the theory and practical exams, Internal Examiners of the Practical Examinations and participating in the evaluation of the University examination answer papers. The institution collects regular feedback from the faculty, students, alumni and academic experts for making and recommending to the University desirable and possible changes in the curriculum. As the institution is an affiliated college of Calcutta University, West Bengal, there is limited scope for academic autonomy and flexibility. Nevertheless, we focus on providing our students with value education, technical skills, personality 'development and communication skill; Mathematics and Business law, income Tax law and practice and Spoken English. The teaching, practical and extension activities provided in the college aim to generate a work culture for optimum utilization of human resources. The college utilizes all the available resources for experimentation



and innovation, which help in achieving and sustaining excellence in students' development. The institution takes feedback from students on the courses, on the teachers and on the curriculum at regular intervals. Every year, the college arranges alumni and the alumni by the college give suggestions and feedback regarding the academic activities. The Institution has developed a questionnaire which is given to the students for collecting feedback on teaching and learning. This is studied, reviewed and discussed by the Faculties and the management and appropriate measures are taken accordingly.

1.1. Curriculam Planning and Implementation

1.1.1 state the vision , mission & objectives of the institution and describe how these are communicated to the students , staff and stake holders.

Vision:

To prepare educationally strong and culturally vibrant students| with of national spirit and modern outlook.

Mission:

To Impart Quality education to all sections of society at affordable cost

To develop sound character, manners, habit and taste among the students

To inculcate among the students a sense of discipline, patriotism and values enshrined in our constitution

To guide and prepare the students in choosing career the vision and mission



statement of the institution defines the institution's distinctive characteristics;

Serving the needs of the society by imparting in-depth knowledge and Quality education at affordable cost It seeks to serve the students by imparting sound liberal Education Upholding the cultural ethos by inculcating in students, high sense of duty and responsibility.

Aims and Objectives :

Our College was established in response to a long felt need of the people of the town to have an Institution for higher education, imparting quality education especially to the female students coming from catchment areas as well as remote places. Its special aim, besides offering high academic education, is to give the students a sound, moral, physical and spiritual training during their academic years. The college provides education only to women students without distinction of caste, creed and religion, through well versed and qualified teaching staff. The college aims at providing not only University education but also equipping the pupils to face the challenges of life. Thus the College Management lays great emphasis on communicating the Vision and Mission of the Institution to the teachers, staff and students, which leads to the development of the character among the young students, so that they may turn out to be worthy citizens of our country, which is also one of the chief objectives of the Institution. Our College is giving equal importance to both curricular and extracurricular activities to fulfill its



objectives. For that purpose Students' Council was constituted, since the inception of the college, to inculcate self confidence, leadership qualities for their overall development of personalities. Students are also encouraged for social service, through different associations such as NSS, Nature club, donating blood to the needy, planting seedlings, etc thus creating social awareness regarding environmental issues. The Parent Teachers Association is in existence since three and half decades to involve the parents in the educational process of their wards to achieve the aims and objectives of the college.

1.1.2. How does the institution develop and deploy action plans for effective implementation of the curriculum? Give details of the process and substitutive through specific example(s).

In the beginning of the academic year, the newly admitted students for first year degree courses are explained in detail regarding the curriculum of the three years in the Orientation program. The visual presentation conducted by most of the departments, helps the students to understand the lessons better and make them thorough with the subjects. Curriculum of the commerce subjects are made effective through practical work; for example, the model bank competition make the students to know about the various banking products, such as new type of ATMs, lockers, new type of loans, deposits etc. The practical experiences obtained by visiting office, bank and industries the commerce and management students understand the subjects mentioned in the curriculum properly and thoroughly keeping this in mind, Commerce of our College has conducted to work-shops and one seminar on Investment



Awareness for the students. The field visit and Studytours, especially for the students of Geography Department to hilly regions, river side's, plant farms and forests make the students visualize the live plants different soils ,pebbles etc. and to study their morphological characters in relation to their ecological habitat. Such visits not only help the students to understand the curriculum but also to make them appreciate the importance of the environment for sustaining life on this planet. The Philosophy department of our College makes the students to visit some of the remote places and orphanages as an extension activity. This activity titled —"Learn, teach and inspire" gives an opportunity to our students to teach the physically challenged students some of the difficult topics from their syllabus through power point presentation with recent information. The Education Department of our College has also arranged an outing to Chandan Nagar C.M.D Park for the students and Teacher both to rejuvenate them from the dull; monotonous .insipid, lifeless, Class roomTeaching-learning , ambience. The Department of English of our College with its limited Man power takes to the task of escorting the Students of our College to attend different seminars and work-shops organized by nearby Colleges like Raja Peary Mohan, Uttar Para, Serampore College, Serampore etc. Through these activities, students not only enrich their knowledge of the curriculum, but also encourage the high school students to develop interest in Basic science studies. In addition, students also develop the laboratory and presentation skills which make them better employable. Our College also makes the students to visit nearby schools and present a demonstration cum interactive session with school children. This extension activity titled — "Reaching out to Society" —"Catch them Young" is aimed at creating



curiosity and interest in science among high school students and to motivate them in Basic science studies. The Computer science department motivates and directs the students to appear for the aptitude test conducted by reputed Institutes such as George Telegraph. This helps the students to understand the curriculum effectively and develops self analyzing ability in all aptitude test and also to develop self confidence to face interviews. All these activities help the students to develop organizational skill, presentation skill and self-confidence. These are the different ways by which institution develop deploy action plans for effective implementation of the curriculum.

1.1.3.What type of support (procedural and practical)do the teachers receive (from the University and / or institution)for effectively translating the curriculam and improving teaching practices?

The success of any Institution hinges upon the active and responsible Management. The rush for admissions in the college induced the Management to expand in different fields of studies. Geography (Hons) course was started in 2007 and to fulfill the need of students, laboratories were furnished with more number of computers. The additional courses forced the expansion of our infrastructure for housing a spacious Library, Reading room and more class rooms. The Institution organizes workshop for the staff on —"Effective class room management", every year in the beginning. Institution also conducts training program for the staff on — "Methodology of imparting value education". These programs help the teachers in improving their teaching skills. The knowledge and ideas



acquired by our teachers through these workshops help them in translating the curriculum effectively.

Present research papers in respective subjects in State, National and International seminars workshops. This helps the teachers to improve their teaching skills in translating the curriculum to the students effectively. The Institution and Management motivate the departments of the College to conduct Add-on courses and Certificate courses related to the respective subjects. These are the various types of procedural and practical support the teachers receive from the University and/or institution for effectively translating the curriculum and improving teaching practices.

1.1.4.Specify its initiatives taken up or contribution mode by the institution for effective curriculum delivery and transaction on the Curriculum provided by the affiliating University or other statutory agency,

Curriculum is designed and shaped by the University and adopted in such a way that there is a disciplined atmosphere in the college campus which enables our students to excel in academic matters. Education is made more value- oriented by making the students to understand theoretical aspects practically and observing them live through field study. Mass communication, Communicative English, E-banking, Drawing, Light music, Gender awareness and sensitivities with a view of effective operationalistion of curriculum. Add-On courses come under self financed programs and admissions to these courses are done by the Departments or Associations which offers the course. The department and association design the curriculum and invite guest Lecturers from other Colleges to conduct classes. More stress is given for relevance and skill development in various fields. During class hours, student interaction, group discussions, student seminars,



project work and power point presentation are given special importance with view to fulfilling the objectives of curriculum.

1.1.5.How does the institution network and interact with beneficiaries such as industry, research bodies and the University in effective operationalization of the curriculum?

The college has various Associations such as Arts, Commerce, Science, Nature club, IT club, Consumer forum etc. Through these association activities, many expert personnel are invited from various employment sectors such as Industries, Banks and Companies. Consultation and interaction is carried out with these people on the curriculum development process. Besides this, our staff members are also the members of Board of Studies (BOS) of affiliating University which help in curriculum design. In addition to this, the Department of Commerce has organized project work on Banking and Financial services. Numbers of National seminars have been conducted for an active interdisciplinary dialogue with leading academicians, educationists, Government leaders, public and N.G.O's on the conference theme for effective operationalisation of curriculum designed by the University. In this way the Institution networks and interacts with beneficiaries such as industry, research bodies and the University in effective operationalisation of the curriculum.



1.1.6.What are the contributions of the institution and / or its staff members to the development of the curriculum by the University(number of staff members / department represented on the board of studies, student feedback, teacher feedback, stakeholder feedback provided, specify suggestions etc ?

A large number of teaching faculties from different Departments of the Institution are the members of Board of studies and Board of Examinations of Mangalore University and different autonomous colleges in various subjects during the period 2010-2015. Since our curriculum is directed and controlled by the University of Calcutta, the college does not have formal mechanism to obtain feedback from the students, staff and stakeholders to develop the curriculum designed by the University. But only BOS members design and implement the curriculum as per the rules and regulations of the University.

1.1.7.Does the institution develop curriculum for any of the courses offered(other than those under the preview of the affiliating University) by it ? If “yes”, give details on the process (‘ Needs Assessment’, design, development and planning) and the courses for which the curriculum has been developed.

As the College is an affiliated College, it does not have the freedom to develop the curriculum. It follows the syllabus prescribed by the Calcutta University.

1.1.8.How does institution analyze/ensure that the stated objectives of curriculum are achieved in the course of implementation ?

Objectives of the curriculum are achieved by framing the teaching - learning plans. The teaching -learning plans are in accordance with the learning objectives stated by the University in the syllabus of each subject. Further the deliveries of teaching-learning plans are analyzed through monthly



monitoring sheets. Regular departmental meetings are conducted to ensure that syllabus in the classes is fulfilling the stated objectives and are achieved while implementing. At the beginning of the course the objectives of the course are explained to the students by the concerned faculty. The institution ensures that the stated objectives of the curriculum are achieved through:- 1) Question -answer sessions: Teachers conduct question - answer session at the end of every module to understand if the learning outcome are achieved. 2) Feedback from students: At the end of every academic year, student feedback is obtained to know whether the stated objectives are achieved. 3) Analysis of Result: Result analysis help to understand the effectiveness of curriculum delivery with respect to achievements of the stated objectives.

1.2.Academic flexibility

Our institution is not an autonomous body. That is why it cannot undertake any direct step in curriculum development process like changing syllabus, framing new evaluation method etc. But the Faculty members are always active in collecting information in various disciplines and channelize their prudent ideas and suggestions to the under graduate Board of Studies. Our College is also taking earnest step to launch certificate courses, Diploma Courses on Soft skill development, Spoken English, Computer Training in association with other Universities like Sikkim Manipal etc.

1.3.Curriculum Enrichment

Describe the efforts made by the institution to supplement the University's Curriculum to ensure that the academic programs and Institution's goals and objectives are integrated?



The college provides education to female students who belong to all sectors without distinction of caste, creed and religion, through well versed and qualified teaching staff as mentioned in its Objectives. Our goals and objectives are in tune with the University's Curriculum. The Institution encourages the students in social service through various activities such as blood donation, development of villages etc initiated by the NSS unit of the Institution. In this way, the Institution is serving society and contributing to the National Development. Science and Technology has brought significant development in the society today. Modern tools and technological innovations are well recognized for teaching, learning, and governance. Traditional method of delivering higher education has become less motivating to the students. To keep pace with the developments, Institution has provided Projector Machine, LCD and digital classroom facility for students. In addition to this Institution also provides Internet facility to the students to get day-to-day worldwide information, documentation and data management which is very important for Higher Education. 5. Institution also implements some good values in conformity with the goal and mission of the institution, which is reflected in the Curriculum adopted with value added courses.



1.4.Feedback system

1.4.1.What are the contributions of the institution in the design and development of the curriculum prepared by the University?

The College cannot design and review the curriculum prepared by the University. The sole authority of this is Calcutta University, the Board of studies and the College must follow the curricular design and model framed by the said University. The Institution flows guide lines of Calcutta University for assessment of learners through class tests, periodical Tests Oral Test, Multiple Choice Test, Annual Examination, etc.



Criterion II: Teaching Learning Evaluation

2.1: STUDENTS ENROLMENT AND PROFILE

2.1.1: How does the college ensure publicity and transparency in admission process?

In an academic institution student enrolment is one of the important procedures. We maintain transparency in the process of admission.

We put notification on the notice board regarding this admission process of the college within the college premises. The same also is posted in the college website furnishing of necessary informations regarding the admission.

The college prospectus contains the relevant informations regarding the infrastructure, fees and scholarships, academic and co-curricular activities of our college. The guidelines of University of Calcutta have always been followed in the procedure of admission and transparency is ensured by inviting applications in advance.

2.1.2: Explain in detail the criterion adopted and process of admission (Ex (i)merit (ii) common admission test conducted by state agencies and national agencies (iii) combinations of merit and entrance test or merit, entrance test and interview (iv) any other) to various programs of the institution.



Since is an exclusively undergraduate Institution, students knowledge and skills are assessed only by their academic performances in their school leaving examinations, before commencement of the teaching program. We also take into consideration, the reservation criterion, as per the order of the Government of West Bengal and the affiliating University, i.e University of Calcutta.

2.1.3: Give the minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college and provide a comparison with other colleges of the affiliating university within the city/ district

The minimum and maximum percentage of marks for admission at entry level for each of the programs offered by the college is as follows:

For subjects offered in B.A(Hons) & B.Sc(Hons) course the minimum required percentage of marks is 50% in aggregate and 45% marks in the subject are required.

In case of students opting for B.Com(Hons) 50% in the subject chosen 50% marks in the aggregate are required.

For the students of Scheduled Caste and Scheduled Tribes 40% in the subject chosen or an aggregate of 40% in the previous qualifying examinations are required.

These rules have been setup by the affiliating university, i.e University and here we follow these guidelines.

2.1.4: Is there a mechanism in the institution to review the admission process and student profiles annually? If 'yes' what is



the outcome of such an effort and how has it contributed to the improvement of the process?

Yes, since there is an Admission Committee transparency has been obtained in the procedure of admission. This committee reviews the admission procedure of the previous years and tries to find out the drawbacks, if any. All notifications related to admission are displayed on the college notice board and also posted in the college website. There is college prospectus which provides all the informative details about the admission.

2.1.5: Reflecting in the strategies adopted to increase/ improve access for following categories of students, enumerate on how the admission policy of the institutions and its students, profile demonstrate, reflect the Natural commitment to diversity and inclusion

- **SC/ ST**
- **OBC**
- **WOMEN**
- **DIFFERENTLY ABLED**
- **ECONOMICALLY WEAKER SECTION**
- **MINORITY COMMUNITY**
- **ANY OTHER**

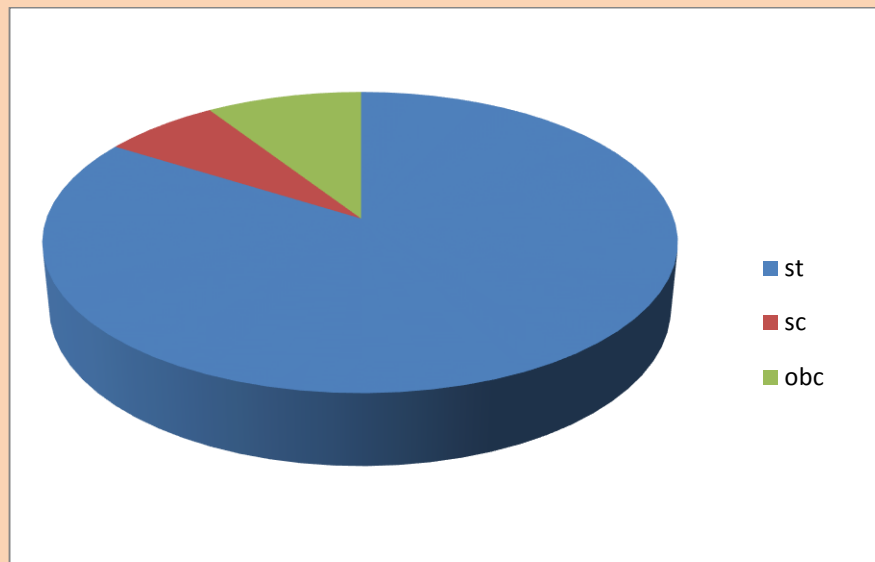
Our college adopts an admission policy where the Government policy of inclusions and commitments to diversity, has been reflected very well.

The students who are from underprivileged sections of society such as SC, ST, OBC have been given access to the college as there is implementation of reservation-cum-merit as per Government's rule.



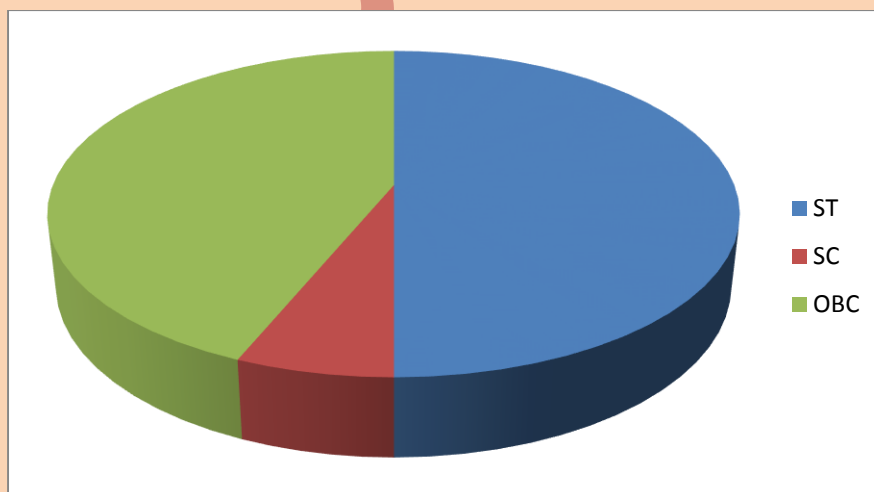
SOCIAL PROFILE OF STUDENTS THE YEAR 2013-14

SC	ST	OBC
73	06	08



SOCIAL PROFILE OF STUDENTS THE YEAR 2014-15

SC	ST	OBC
24	03	21



GENDER PROFILE OF THE COLLEGE**WOMEN:****DIFFERENTLY ABLED:**

Our college gives special attention to the differently -abled students. Reservation is made for them as per UGC guide lines.

ECONOMICALLY WEAKER SECTION:

Special facilities are adopted for students belonging economically weaker sections of the society. They are special tuitions through Remedial Coaching classes. They are also given fees concession.

MINORITY COMMUNITY:

Steps are taken by the college to help the students belonging to minority community in all possible aspects. Concessions are provided them as per Government rules.

ANY OTHER:

Students who have attained excellence in athletics/ sports or other cultural activities regional or national levels are given preference at the time of admission. The college tries to help them in all possible ways.

2.1.6: Provide the following details of various programs offered by the institution during the last four years and comment on the trends i.e reasons for increase/ decrease and actions initiated for improvements.

Programmes	No. Of Applications 2011-2012	No. Of Students admitted 2011-2012	Demand Ratio	No, of Applications 2012-2013	No. Of Students admitted 2012-2013	Demand Ratio	No. Of Applications 2013-2014	No. Of Students admitted 2013-2014	Demand Ratio	No. Of Applications 2014-2015	No. Of Students admitted 2014-2015	Demand Ratio
B.A, B.Com (Hons)	982	546	1:0.55	1015	590	1:0.58	986	469	1:0.48	969	425	1:0.44

2.2: CATERING TO DIVERSE NEED OF STUDENTS

2.2.1. How does the institution cater to the needs of differently abled students and ensure adherence to Government policies in this regard?

As per Government Rule norms of reservation are followed. Tuition fees relaxation and stipend are provided to the differently abled students. Extra time is



given to them at the time of examinations. Writers are provided to the blind students from among the students of the college.

2.2.2 Does the institution assess the students' needs in terms of knowledge and skills before the commencement of the program? If 'yes' give details on the process.

Though there is no formal mechanism for assessing the students, teachers in every department initiate post admission counselling to the students informing them about the course, academic rule regulations etc. Interactive discussions are also made with the students.

2.2.3 What are the strategies drawn and deployed by the institution to bridge the knowledge gap of the enrolled students to enable them to cope with the program of their choice? (Bridge, Remedial, Add-on, Enrichment Courses etc.)

Teachers try to identify the slow learners during the class interactions. Special coachings are given to them by Remedial Coaching classes, simple text books are often recommended to them and extra classes are taken to give them special attention.





2.2.4 How does the college sensitize its staff and students on issues such as gender, inclusion, environment etc.?

To solve issues regarding the gender harassment there is a cell as per recommendation of the UGC, in the college.

There is NSS wing which tries to bring awareness in various socio-economic and cultural issues. It tries to bring awareness in the field of environment by planting various trees and plants.

2.2.5 How does the institution identify and to special educational/ learning needs of advanced learners?



Reference books from the departmental libraries are provided to the advance learners. Seminars are organised to enhance their knowledge. Sometimes personal attentions by the teachers are given to them for their upliftments.

2.2.6 How does the institute collect, analyse and use the data and informations on the academic performance (through the program duration) of the students at risk of dropout (students from the disadvantaged sections of society, physically challenged, slow learners, economically weaker sections etc.)?

- I. The college take steps to collect data about them from their academic records, percentage of attendance and their behaviour etc.
- II. The teachers give personal and classroom counselling to the weak students to prevent drop outs. Answer scripts written by them are often shown to them to rectify their mistakes.
- III. By remedial coaching and extra classes special care is given to them.
- IV. Sometimes family problems and financial constraints aggravate the dropout problem. In this case teachers take personal care.



2.3 TEACHING LEARNING PROCESS

2.3.1 How does the college plan and organize the teaching learning and evaluate schedules (Academic Calendar, Teaching Plan, Evaluation, Blue Print etc.)

Academic Calendar: we have an academic calendar which strictly follows the guidelines of affiliating university i.e, university of Calcutta. It indicates the schedule of different academic, cultural and sports activities including the list of holi days.

Teaching Plan: Teachers make teaching plans which outlines the schedule to complete the each of the modules. As a result of this students get an overview of the syllabus departmental meetings have been conducted to the discuss the teaching plan.





Evaluation Methods: There is examination subcommittee which makes the yearly academic schedule for conducting the internal midterm and test examinations. Notifications regarding the examinations schedule are regularly being put up on the notice boards for students viewing and the same are also placed in the staff room for the teachers.

Thus we try to implement a meticulous, systematic and rational teaching learning process.

2.3.2. How does IQAC contribute to improve the teaching learning process?

Internal Quality Assurance Cell (IQAC) of our college has been formed consisting of the following members

1. No of Teachers: 05
2. No of Administrative/ Teaching Staff: 02
3. No of Students: 01
4. No of Management Representatives: 03
5. No of Alumni: 02
6. No of any other stakeholders: Nil
7. No of Employers/ Industrialists: Nil
8. No of other external experts: 01
9. No of members: 14
- 10.No of IQAC meeting: 01

Some quality bench mark/ parameters have been provided by the cell for monitoring and developing quality of various academic, administrative and co curricular activities of our college. It monitors different quality measures to restore and uplift the quality of the college as a whole. IQAC also tries to put emphasis on the enrichment of the teachers' knowledge to improve the quality of teachinglearning process.



2.3.3. How is learning made more students -centric? Give details on the support structure and systems available for teachers to develop skills like interactive learning, collaborative learning and independent learning among the students?

Our aim is to obtain all round development of the students in the field of studies and co-curricular activities like sports and cultural creativity. In the classroom students are encouraged to display their talent in the form of classroom discussions, tutorials, seminars etc. Our college has made the learning more student-centric by offering a number of supporting systems like the use of computers, LCD projector etc. There is also internet facility and well equipped library which help the students to enrich their knowledge. Students from The Geography and Commerce stream are properly guided by the departmental teachers in their projects.

2.3.4. How does the institution nurture critical thinking, creativity and scientific temper among the students to transform them into life-long learners and innovations?

Teachers from different departments organize study tours to different scientific places to enrich students' awareness and knowledge. Students are also encouraged to wall magazines to enhance their creativities. They are asked to participate in class room discussions to develop leadership qualities. The NCC wing organizes various programs to create healthy habits, discipline and environmental awareness.



2.3.5. What are the technologies and facilities available and used by the faculty for effective teaching? Examples, virtual laboratories, e-learning- resources from Natural Program on Technology Enhanced Learning (NPTEL) and National Mission on Education through Information and Communication Technology (NME-ICT), open educational resources, mobile education etc.

The college has LCD projectors and microphones. Larger classes are equipped with microphones which enables students to be more attentive and enable teachers to be interactive with students. Geography and Commerce departments organize projects, which educational study tours are conducted to enlighten the students in different subjects. Due to internet facility students have access to e-material and computer assisted learning. The well equipped laboratories give the students immense opportunities to enhance their knowledge.

2.3.6. How are the students are faculty exposed to advanced level of knowledge and skills (blended learning, expert lectures, seminars, workshops etc)?

Different departments organize UGC sponsored seminars to generate awareness and interest among the students. Study tours are conducted to provide a fillip to learning which help to complement classroom learning. Workshops also organize to create interest and awareness among students. Faculties of different departments participate in Orientation and Refresher Courses sponsored by the UGC which keep the updated.



Our library is updated with latest editions of text and reference books. The college purchases books time to time with the UGC grants, keeping in track of students' demand.

2.3.7. Detail (process and number of students benefited) on the academic, personal and psycho-social support and guidance services (professional counseling/ mentoring/ academic advise) provided to students?

Teachers provide personal counseling to the students who suffer from problem like stress, anxiety, examinations phobia etc. Occasionally financial support has also been given to the students are in genuine need of such help. Sometimes experts from the service sector or the industry are invited to conduct workshops to get an idea of investments, employability etc. Grievance Redressal Cell which takes care of grievances of students regarding academic matters, student canteen, water and toilet problems etc.

2.3.8. Provide details of innovative teaching approaches/ methods adopted by the faculty during the last four years. What are the efforts made by the institution to encourage the faculty to adopt new and innovative approaches and the impact of such on student learning?

There are field trips by the department of Geography to enhance the learning process of the students. Other departments also conduct study tours,



which not only create awareness but also give them immense learning pleasure. Weaker students are also provided with supplementary classes.

2.3.9. How are library resource used to augment the teaching-learning process?



Every department has a departmental library and there is also a well equipped central library which regularly provides books to students. Times to time books are purchased with the UGC fund keeping in view students' need. Except Sundays and

college holidays, the central library functions on all days.

2.3.10. Does the institution faces any challenges in completing the curriculum within the planned time frame and calendar? If yes, elaborate on the challenges encountered and the institutional approaches to overcome these.

Teachers try their level best to complete the curriculum in time. Slow learners are often provided with extra classes. The shortage of teaching staff sometimes poses problems in completing the syllabi. In order to overcome this problem, the college authority has appointed part-time and guest teachers.

2.3.11. How does the institution monitor and evaluate the quality of teaching learning?

Departmental meetings are held regularly to evaluate the teaching-learning process. There is an Academic Sub-Committee, which constitutes all the Heads of the departments to keep a track of the progress and performance of the students. Teachers participate in the Orientation and Refresher Courses to uplift their knowledge and teaching abilities. Class tests, mid terms and final term tests are regularly conducted to evaluate the academic performance of students.

2.4. TEACHER QUALITY

2.4.1. Provide the following details and elaborate on the strategies adopted by the college in planning and management (recruitment and retention) of its human resource (qualified and competent teachers) to meet the changing requirements of the curriculum.

There is no option in the recruitment of whole time teachers as their appointment is made in accordance with the recommendations of West Bengal College Service Commission, which follows the rules of UGC. Part-time and guest teachers are appointed by the college authority when there is shortfall of teachers due to delay in recruitment of new teacher after the retirement of any teachers. Contractual/ part-time/ guest teachers are appointed by college authority also when post remain vacant for long time. The rules drawn by the



Department of Higher Education and the University of Calcutta are followed strictly.

The present faculty of our college is as follows:

Highest Qualification	Professor		Associate Professor		Assistant Professor		Total
	Male	Female	Male	Female	Male	Female	
Permanent whole time teachers							
D.Sc/ D.Lit	Nil	Nil	Nil	Nil	Nil	Nil	0
Ph.D			02	03		01	06
M.Phil				01	02	03	06
PG							
Permanent Contractual/ Part time teachers							
-							
Ph.D	01	0					01
M.Phil		04					04
PG							
Temporary Guest Teachers							
-							
Ph.D	0	0	0				0
M.Phil							
PG							

2.4.2. How does the institution cope with the growing demand/ scarcity of qualified senior faculty to teach new programs/ modern areas (emergency areas) of study being introduced (Biotechnology, IT, Bioinformatics etc.)? Provide details of the efforts made by the institution in this direction and the outcome during the last three years.

The college has introduced IT as a subject and there is one part-time/ guest teacher who teaches this subject. As per the requirements, contractual/ part-time and guest teacher have been appointed to take care of the increasing workload of the teachers.



2.4.3. Provide details on staff development programs during the last four years elaborate on the strategies adopted by the institution in enhancing the teacher quality.

No of faculties who have taken parts in staff development programs during last four years:

1.ACADEMIC STAFF DEVELOPMENT PROGRAMMES	NUMBER OF FACULTY TAKEN PART			
	2011-12	2012-13	2013-14	2014-15
2.REFRESHER COURSES	01	01	0	02
3.HRD PROGRAMMES	0	0	0	0
4.STAFF TRAINING CONDUCTED THE UNIVERSITY	0	0	01	0
5.STAFF TRAINING CONDUCTED BY OTHER UNIVERSITY	0	0	0	0
6.ORIENTATION PROGRAMMES	01	0	0	0
7.SUMMER/ WINTER SCHOOLS, WORKSHOPS ETC.	01	0	0	02

Apart from the above programs, experts from the different areas are invited to deliver teachers. The college also provides necessary infrastructure to the teachers to enhance their teaching abilities.

2.4.4. What policies/ systems are in place to recharge teachers? (e.g providing research grants, study leave, support from research and academic publications, teaching experience in other national institutions and specialized programs, industrial engagement etc.)

When a teacher carries out any doctoral research work, study leave has always been granted. The college authority encourages teachers to



attend Orientation Courses, Refresher Courses and Workshops etc. They are also granted leaves to take part in State, National and International Seminars. The college extends genuine support to teachers pursuing them to do minor research projects in different subjects.

2.4.5. Give the number faculty who received awards/ recognition at the state, national and international level of excellence in teaching during the last four years. Enumerate how the institutional culture and environment contributed to such performance/ achievement of the faculty.

Nil.

2.4.6. Has the institution introduced evaluation of teachers by the students and external peers? If yes, how is the evaluation used for improving the quality of teaching-learning process?

At the time of promotions every teachers has to go through an evaluation process by the subject experts from the University and by the officials of the Higher Education Department. During this process experts evaluate the teaching and research activities of the teacher in proper way.

2.5. EVALUATION PROCESS AND REFORMS:

2.5.1. How does the institution ensures that the stakeholders of the institution especially the students and faculty are aware of the evaluation process?



All the academic activities of the college have been reflected in the academic calendar, which reveals the examination schedule. The date of examination, evaluation methods etc. are regularly displayed in the college notice board.

2.5.2. What are the major evaluation reforms of the University that the institution has adopted and what are the reforms initiated by the institution on its own ?

The college follows the syllabi and the examination patterns of the University of Calcutta. The University has introduced 1+1+1 system in 2007 and the college has been following this systems since that time according to this system, Part-I, Part-II and Part-III examinations are held at the end of each year. The notices congaing all the informations regarding the examinations are displayed on the notice board of the college. The midterm and annual tests are regularly held and all have been displayed on the notice board.

2.5.3. How does the institution ensure effective implementation of the evaluation reforms of the university and those initiated by the institution on its own?

The full informations regarding the examination schedule and evaluation methods have been provided in the college prospective. Time to time notices containing informations are displayed on the notice board. Students get all the details from the academic calendar for the entire year.





2.5.4. Provide details on the formative and summative evaluation approaches adopted to measure student achievement. Cite a few examples which have positively implied the system.

As part of the formative evaluation technique, class tests, midterm and annual test are conducted on regular basis. This leads to summative evaluation approach to the smooth conduction of yearly university examinations.

Annual sports, music and dance contests are organized regularly in the curricular front. The college has NSS unit which organizes workshops regarding health, hygiene, population etc. It helps the slum dweller and motivates their children to join school. Sometimes students collect funds

and cloths and distribute them among downtrodden people. Thus the college encourages the students to be involved in social service activity.

Following ways are taken for formative and summative evaluation approaches:

- I. Class interaction
- II. Class tests
- III. Home assignments
- IV. Projects preparation
- V. Study
- VI. Organization of cultural programmes
- VII. Activities of NSS
- VIII. Social activities like plantation of trees
- IX. College sports
- X. Overall attendance

2.5.5. Enumerate how the institution monitors and communicate the progress and performance of students through the duration of the course/ program? Provide an analysis of the students result/ achievements (program/ course wise for last four years) and explain the differences if any and patterns of achievement across the program/ course offer?

There are attendance register which monitors attendance of students strictly. When students fail to attain the requisite percentage of attendance, guardians are informed. To communicate the progress of the students Parent-Teacher meetings are held. The college has also Academic



Sub-Committee which reviews the results of students and thus it monitors their progress and performance.

THE RESULTS OF STUDENTS (LAST FIVE TEARS)

PROGRAMME WISE DETAILS OF PASS % PART-III

PROGRAM	2011	2012	2013	2014	2015
B.A(HONS & GEN)					
BENGALI(H)	98	100	100	98	100
BENGALI GEN)	96	93	97	95	93
ENGLISH (H)	100	72.22	84	83.33	100
ENGLISH (GEN)	87.09	88.88	95.23	51.72	91.66
HISTORY (H)	100	100	No student	89	100
HISTORY (GEN)	96	98	97	96	95
POL.SCIENCE (H)	100	100	100	100	80
POL.SCIENCE (GEN)	96	98	97	96	95
PHILOSOPHY (H)	100	100	100	100	80
PHILOSOPHY (GEN)	94	90	50	90	90
EDUCATION (H)	100	100	100	90	96
EDUCATION (GEN)	96	95	85	92	-
GEOGRAPHY (H)	-	63	83	91	84
GEOGRAPHY (GEN)	71	75	88	80	-
SANSKRIT (H)	100	99	80	81	85
SANSKRIT (GEN)	90	83	90	85	-
ECONOMICS (GEN)	100	87	100	91	90



PROGRAMME	2011	2012	2013	2014	2015
B.COM (H)	100	66	50	50	100
B.COM (GEN)	100	75	100	50	100



2.5.6. Details on the significant improvement made in ensuring rigor and transparency in the inter assessment during the last four years weightages assigned for the overall development of the students

weightage for behavioural aspects, independent learning, communication skills etc.

After the internal assessments when the results are out answer scripts are shown to the students, where mistakes are pointed out and they are advised to rectify the mistakes. Notices regarding the different terms and their procedures are displayed on the college notice boards to ensure transparency. For weaker students correct answers are given to rectify their drawbacks.

2.5.7. Does the institution and individual teachers use assessments/ evaluations as an indicator for evaluating Student performance, achievement of learning objectives and planning? If 'yes' provide details on the process and cite a few examples.

The college evaluates students by various methods such as class tests, interactive ability, departmental conduct etc. The social activities conducted by the NSS reflect the abilities of students. There are other curricular activities like sports and cultural programs which give the ample opportunities to prove themselves. Prizes are given to the rewarding students which boost up their competitive spirit.

2.5.8. What are the mechanisms for redressal of grievances with reference to evaluation both at the college and the university level?

After the college tests, results are displayed on the notice boards of the college. Then the answer scripts are shown to them and when there are doubts regarding the evaluation they are free to ask the concern teacher.



Parent-Teacher meetings are also conducted to discuss results. Thus they are given ample opportunities to ventilate their grievances regarding evaluation.

During the university examinations different procedures are followed. When a student is not satisfied with the result, he/ she can apply to the University for Re-examination or self-inspection of answer scripts.

2.6. STUDENT PERFORMANCE AND LEARNING OUTCOMES

2.6.1. Does the college have clearly stated learning out comes? If 'yes' give details on how the students and staffs are made aware of these?

Yes, our college has clearly stated learning out comes and the students and staffs are made aware of those in the following manners:

- I. College prospectus are provided to students
- II. Teachers regularly give informations to the students regarding university and college examinations
- III. There is academic sub-committee, which reviews the results of the students
- IV. Teachers take active part in teacher council meetings regarding the examination results
- V. College has a website which provides all kinds of informations
- VI. The notice boards of college display university college circulars.

2.6.2. How are the teaching, learning and assessment strategies of the institution structured to facilitate the achievement of the intended learning out comes?



We have well designed class rooms, LCD projectors, computers, wi-fi system, library and well equipped laboratory etc. which create proper ambience to felicitate the intended learning out comes. With the personal touch and help the faculty with their utmost efforts try to enhance the teaching, learning assessment strategies of the college.

2.6.3. What are the measures/ initiatives taken by the institution to enhance the social and academic relevance (quality jobs, entrepreneurship, innovation and research aptitude) of the course offered?

Following measures are taken by the college to enhance the social and economic relevance:

- The college organises workshops and seminars
- Study tours are conducted
- Class-rooms interaction and discussion by teachers and students generate innovative ideas.

2.6.4. How does the institution collect and analyze data on student learning out comes and use it for planning and overcoming barriers of learning.





The college takes the following steps to collect data:

- From the result of internal assessments (like midterm, annual tests)
- From the result of university examination
- From the results of practical examinations

After obtaining the data they are analyzed and reviewed by the departments. The Academic Sub-Committee and the Teachers' Council review and analyze results. Remedial Coaching are provided to the weaker students and teachers make plans to overcome barriers of learning.

2.6.5. How does the institution ensure and monitors the achievements of learning out come?



A series of steps are taken by the Academic Sub-Committee and IQAC to monitor the achievement of learning out comes. They identify the different categories of learners and after taking their feedbacks steps are taken to ensure the achievement of learning out comes.

2.6.6. What are the graduates attributes specified by the college/affiliating university? How does the college ensure the attainment of these by the students?

Ours is a ladies' college, which encourages girls to attain competence and proficiency in profession and to obtain excellence in education. We encourage them to be self-confident as well as to build up the personality in such a way that they might sail through life's journey without any difficulties.

We teach them:

- ❖ To respect teachers, parents and other elders
- ❖ To extend help people in need
- ❖ To be generous and courteous
- ❖ To be honest
- ❖ To develop positive attitude towards life
- ❖ To develop ethical sense
- ❖ To have academic achievements
- ❖ To be a good citizen

The college tries to ensure these by following ways:

- ❖ By creating a very friendly atmosphere
- ❖ By appointing competent teachers
- ❖ By providing good infrastructure
- ❖ By encouraging the students to take part in the sports, games and other cultural programmes
- ❖ By providing library to ensure their knowledge
- ❖ By inviting eminent speakers to create enlightenment and awareness.



Criterion III: Research Consultancy Extension

3.1. PROMOTION OF RESEARCH:

3.1.1. Does the Institution have recognized research centre and affiliating University of any other agency/ organization?

As our college is an undergraduate college, there is no recognized research centre.

3.1.2. Does the institution have a research committee to monitor and address the issue of research? If so what is its composition? Mention few recommendations made by the committee for implementation and their impact.

The college has no scope for research committee to monitor and address the issues of research.

3.1.3. What are the measures taken by the Institution to facilitate smooth progress and implementation of research seminars/ projects?

The institution provides support in terms of information required. The faculty members who are actively pursuing their research work have access to books for reference work from library. Apart from these they can avail the special statutory leaves of eight weeks. The teachers are also provided with On-duty leave for presenting paper in various conferences and seminars.



3.1.4. What are the efforts made by the institution in developing scientific temper and research culture and aptitude among students?

As an undergraduate college, this institution has little scope to develop scientific temper and research culture among students. But during class lecture group participation and one-to-one conduct between faculty members and students are encourage developing the power of critical thinking among the students. As an undergraduate college, this institution has little scope to develop scientific temper and research culture among students. But during class lecture group participation and one-to-one conduct between faculty members and students are encourage developing the power of critical thinking among the students. Moreover special lectures by eminent scholar are also organized so that they can get ample scope to interact with the resource persons. Educational tours are also organized by some department. Some of the subjects at Undergraduate level e.g. Education have practical work in their curriculum that is statistical research oriented to give a basic idea to the students regarding research area.

3.1.5. Give details of the faculty improvement in active research (Guiding students research leading research projects, engaged in individual/ collaborative research activity etc.)

None of the faculty members are involved in guiding research scholar. But some of them are involved in individual research activity like pursuing Ph.D. degree.



3.1.6. Give details of workshops/ training programs/ sensitization programs conducted/ organized by the institution which focus on capacity building in terms of research and imbibing research culture among the staff and students.

No such workshop has been organized by the institution which can build research temperament or attitude among the students and staffs.

3.1.7. Provide details of prioritized research areas and the expertise available with the institution:

<i>SL</i>	<i>Subject</i>	<i>Area of Research</i>
1.	Education	Socio-economic problems of drop-out among upper primary school children in North 24 Parganas
2.	Bengali	AbanindraSahitya: AkPalabodolerPotochitra
3.	History	Industrialization, Local Politics and Jute Labor Movement In Hooghly District.
4.	Philosophy	Exploring Human Error
5.	Philosophy	
6.	Commerce	
7.	Geography	

3.1.8. Enumerate the efforts of the institution in attracting researcher of eminence to visit the Campus and interact with teachers and students.

No such effort was undertaken by the institution to attract researchers of eminence to visit the campus and interact with teachers and students.



3.1.9. What percentage of the faculty has utilized sabbatical leave for research activities? How has the provision contributed to improve the quality of research and imbibe research culture on the campus?

None of the faculty members have utilized sabbatical leave for research activities. But, the institution encourages the faculty members to present papers in various conferences and seminars and for this provide on-duty leave.

3.1.10. Provide details of the initiatives taken up by the institution in creating awareness/ advocating/ transfer of relative findings of the research of the institution and elsewhere to students and community.

Provide necessary encouragement and for publication of article in different journal and seminar proceedings. Leaves are also sanction to complete the work.

3.2. RESEARCH MOBILIZATION FOR RESEARCH

3.2.1. What percentage of total budget is earmarked for research? Give details of major heads of expenditure, financial allocation and actual utilization?

No separate fund is earmarked for research work.

3.2.2. Is there a provision in the institution to provide seed money to the faculty for research? If so, specify the amount disbursed and the percentage of the faculty that has availed the facility in the last four years?

No there is no provision in the institution to provide such money to the faculty for research.



3.2.3. What are the financial provisions made available to support student research projects by students?

No such provision is available to support student research project as this is an undergraduate institution.

3.2.4. How does the various departments/ units/ staff of the institute interact in undertaking inter-disciplinary research? Cite examples of successful endeavors and challenges faced in organizing inter disciplinary research.

Till date no such program based on inter-disciplinary research was undertaken by the college.

3.2.5. How does the institution ensure optimal use of various equipment and research facilities of the institution by its staff and students?

Reference books are available of the college which the Staffs and Students can use.

3.2.6. Has the institution received any special grants or financial from the industry or other beneficiary agency for developing research facility? If 'yes' give details.

The institution did not receive any special grants or finances from any sources.

3.2.7. Enumerate the support provided to the faculty in securing research funds from various funding agencies, industry and other



organizations. Provide details of ongoing and completed projects and grants received during the last four years.

A Faculty member of commerce Department has completed a Minor Research Project.

- Duration
- Title of the Project
- Name of Funding Agency : UGC
- Total Grant

Sanctioned:

Received:

3.3. INFRASTRUCTURE FOR RESEARCH

3.3.1. What are the research facilities available to the students and research scholars within the campus?

Research Scholars can available books from library they can also avail study leaves allotted for research work activities.

3.3.2. What are the institutional strategies for planning, upgrading and creating infrastructural facilities to meet the needs of researchers especially in the new and emerging areas of research?

Till date no such strategies has been taken up by the institution for promoting and meeting the needs of researchers.

3.3.3. Has the institution received any special grants or finances from the industry or other beneficiary agency for developing



research facilities? If 'yes' what are the instruments/ facilities created during the last four years.

The institution has not received any such grant.

3.3.4. What are the research facilities made available to the students and research scholars outside the campus/ other research laboratories.

As this is an undergraduate institution, students don't undertake any individual research work. But the faculty members who are pursuing different research activities visit libraries and places related to the research work as per their convenience.

3.3.5. Provide details on the library/ information resource centre or any other facilities available specifically for the researchers.

Well- equipped Central library is available for the researchers to do reference work. 3.3.6. UGC funds are utilized to purchase books for library.

3.4. Research Publications and Awards :

3.4.1. Highlight the major research achievements of the staff and the students in terms of :

- ___ Patents obtained and filed (process and product)
- ___ Original research contributing to product improvement
- ___ Research studies or surveys benefiting the community or improving the services
- ___ Research inputs contributing to new initiatives and social development are taken

Our college mainly focuses on undergraduate teaching learning curriculum and research activities are carried out by our expert teachers.



3.4.2 Does the Institute publish or partner in publication of research journal(s)? If 'yes', indicate the composition of the editorial board, publication policies and whether such publication is listed in any international database?

Nil

3.4.3 Give details of publications by the faculty and students:

Sl.No	Name of Department	No. of State, National	No. of international	Articles with ISSN	Chapters in books	Books edited	Books with ISBN	Seminar proceedings	others	Total
1	English	3(state)	-----	----	-----	----	-----	-----		
2	History	3(state)								
3	Bengali	5(sate), 2(natio nal)	3							
4	Sanskrit	1(natio nal),2(st ate)								
5	Geograp hy	2(state)						1		
6	Commer ce	3(natio nal)2 (state)						5	1	
7	educatio n		1						1	
8	Political science	8(state) 2(natio nal)						1	1	
9	Philosop hy	4(state) 3nation al	1						2	1



N.B. Details of publications are given in the department's evaluation report.

3.4.4 Provide details (if any) of

- _ Research awards received by the faculty.
- _ Recognition received by the faculty from reputed professional bodies and agencies, nationally and internationally.
- _ Incentives given to the faculty for receiving state, national and international recognitions for research contributions.

Ph.D awarded to the faculty during the last Nine years:

NAME	DEPARTMENT	UNIVERSITY	YEAR
RITASINGHARROY	EDUCATION	CALCUTTA UNIVERSITY	2010
PINAKI BISWAS	BENGALI	RABINDRA BHARATI	2015

3.5 Consultancy

3.5.1 Give details of the systems and strategies for establishing institute-industry interface?



The Career Guidance cell of the college initiates the interface talks with the industry as well as training institutes oriented towards the technical skill set and soft skill improvement of the students so that our students get greater exposure in job arena. Seminars and workshops are held to facilitate both student interest and increase teacher's knowledge. Very recently a workshop held by commerce department on investment.

3.5.2 What is the stated policy of the institution to promote consultancy? How is the available expertise advocated and publicized?

Since we are imparting education to the students of undergraduate levels, college does not have any stated policy on consultancy. However, teachers on their own initiative and interest have started planning to begin consultancy program like tax consultancy, financial accounting. Publicity is made through students, personal interactions and notice boards.

3.5.3 How does the institution encourage the staff to utilize their expertise and available facilities for consultancy services?

The college is encouraging the teachers to start soil testing and underground water testing for the betterment of the society specially done by geography faculties. The college motivates the



staff to utilize their expertise for consultancy services by networking with institutions, organizations and other agencies. Sometimes other Institutions invite our faculty as resource persons to deliver lecture/s on a particular topic. Faculty exchange programs are encouraged. The college encourages the faculty to undertake such extension/consultancy services. Private individual consultation in the respective subject is also provided by the faculty.

3.5.4 List the broad areas and major consultancy services provided by the institution and the revenue generated during the last four years.

No revenue is generated, as the services are mostly voluntary.

3.5.5 What is the policy of the institution in sharing the income generated through consultancy (staff involved: Institution) and its use for institutional development?

Not Applicable

3.6 Extension Activities and Institutional Social Responsibility (ISR)

3.6.1 How does the institution promote institution-neighborhood-community network and student engagement, contributing to good citizenship, service orientation and holistic development of students?



We have NSS Units consisting of hundred volunteers. NSS

Volunteers undertake programs throughout the year.

We have an old age home in our locality. Some teachers with the volunteers visit the home and interact with the beneficiaries. Our college has also adopted a village. The works of the NSS includes:

--VANMOHOSTSAV

--VISIT TO OLD AGE HOMES

--SOCIAL AWARENESS PROGRAM LIKE ENVIRONMENTAL --DEGRADATION, PULSE POLIOMALARIA,

--DISTRIBUTING BOOKS AND EDUCATIONAL MATERIALS TO --THE CHILDREN OF BUSTEE.





3.6.2 What is the Institutional mechanism to track students' involvement in various social movements / activities which promote citizenship roles?

With the help of NSS volunteers programs like plantation of trees, health and hygiene related issues, danger of tobacco chewing and smoking, promoting female education, creating and combating female feticide are held. In these programs students and people of the locality are invited. Sometimes we arrange rallies in the locality to promote awareness with the NSS cadres, students and teachers.

3.6.3 How does the institution solicit stakeholder perception on the overall performance and quality of the institution?

Students and teachers of nearby schools and local people are invited to participate in different extra-curricular activities and are made aware of various social programs through road rallies. Parents are also invited to put forth their valuable suggestions along with teacher's students and neighbors. Other initials are:

1. Regular meetings with staff, Heads of Departments and Governing Body are conducted in order to keep every member updated about the changes and developments in the college. The decisions taken are implemented after discussion.
2. The College solicits students' perception through their feedback every year. Parents' perception and Alumni's perception are collected from Parent-Teacher meeting and Alumni meets respectively.

3.6.4 How does the institution plan and organize its extension and outreach programs? Providing the budgetary details for last four years, list the major extension and outreach programs and their impact on the overall development of students.

No separate budget allocation is made for organizing the program but when these programs are undertaken by NSS or IQAC then funds are provided from non- plan allocation.



3.6.5 How does the institution promote the participation of students and faculty in extension activities including participation in NSS, NCC, YRC and other National/International agencies?

Our college has two NSS units. The program officers motivate students to join NSS. The faculty members are nominated as Program Officers in NSS and NCC.

They plan activities to be undertaken in the course of the year and a suitable time table is prepared. Students are comprehensively informed of the manifold benefits of joining these bodies such as personality development, social utility and career augmentation in order to motivate them.

3.6.6 Give details on social surveys, research or extension work (if any) undertaken by the college to ensure social justice and empower students from underprivileged and vulnerable sections of society?

Our NSS cadres are working hard for the betterment of the society by visiting adjacent bustee (slum), and imparting education and awareness on social maladies to the underprivileged, visiting orphanage and old age homes.

3.6.7 Reflecting on objectives and expected outcomes of the extension activities organized by the institution, comment on how they complement students 'academic learning experience and specify the values and skills inculcated.

The vision of the college is not only to develop the students academically but also to help in inculcating civic sense and to develop spiritually. Keeping these objectives in mind our students and NSS volunteers participate in various social and extra-curricular activities. Development of social interaction skills is a manifest outcome of such programs. Self esteem, financial independence, social



orientation and community interaction are the values inculcated through such programs.

3.6.8 How does the institution ensure the involvement of the community in its reach out activities and contribute to the community development? Detail on the initiatives of the institution that encourage community participation in its activities?

Local residents, students and teachers of nearby school, children of slum dwellers are taken and made involved in various social activities carried out in the college premises. Social awareness programs are undertaken for community development.

3.6.9 Give details on the constructive relationships forged (if any) with other institutions of the locality for working on various outreach and extension activities.

Youth parliament and quiz competition programs are organized by the Government of West Bengal. Competition is arranged at the district level and winners at the district level participate at state level competition. Our students are trained by the concerned teacher to participate in this competition and interact with the participants of other institutions.

3.6.10 Give details of awards received by the institution for extension activities and/contributions to the social/community development during the last four years.

Our college is trying hard to expand our NSS and to get social recognition.



3.7 Collaboration

3.7.1 How does the institution collaborate and interact with research laboratories, institutes and industry for research activities. Cite examples and benefits accrued of the initiatives - collaborative research, staff exchange, sharing facilities and equipment, research scholarships etc.

Members of the faculty of various academic departments who have registered for PhD Research are carrying out their work at different institutes. Experts from various institutes visited college and delivered lectures in seminars which benefitted the faculty in their research works.

3.7.2 Provide details on the MoUs/collaborative arrangements (if any) with institutions of national importance/other universities/industries/Corporate (Corporate entities) etc. and how they have contributed to the development of the institution.

NIL

3.7.3 Give details (if any) on the industry-institution-community interactions that have contributed to the establishment / creation/up-gradation of academic facilities, student and staff support, infrastructure facilities of the institution viz. laboratories / library/ new technology /placement services etc.

College on its own initiative has developed the laboratory with latest equipments, library with new books internet facilities. For the use of audio visual aid for teaching, smart classroom has been created.



3.7.4 Highlighting the names of eminent scientists/participants who contributed to the events, provide details of national and international conferences organized by the college during the last four years

3.7.5 How many of the linkages/collaborations have actually resulted in formal MoUs and agreements? List out the activities and beneficiaries and cite examples (if any) of the established linkages that enhanced and/or facilitated –

- a) Curriculum development/enrichment---yes
- b) Internship/ On-the-job training----yes
- c) Summer placement---nil
- d) Faculty exchange and professional development----yes
- e) Research---yes
- f) Consultancy----yes
- g) Extension---yes
- h) Publication---yes
- i) Student Placement--yes
- j) Twinning program---nil
- k) Introduction of new courses----not yet, have plans for future
- l) Student exchange--yes
- m) Any other---nil

No MOU has been signed.



3.7.6 Detail on the systemic efforts of the institution in planning, establishing and implementing the initiatives of the linkages/ collaborations.

The college is in formal linkage with the relevant government departments & Organizations with respect to the execution of their social and academic initiatives with the participation of student community



Criterion: IV: Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 What is the policy of the Institution for creation and enhancement of infrastructure that facilitate effective teaching and learning?

Our Institution has already been adopted a policy of providing the primary requirements like microphone, computer, projectors etc. for efficient teaching and learning.

4.1.2 Detail the facilities available for

a) Curricular and co-curricular activities – classrooms, technology enabled learning spaces, seminar halls, tutorial spaces, laboratories, botanical garden, Animal house, specialized facilities and equipment for teaching, learning and research etc.

b) Extra –curricular activities – sports, outdoor and indoor games, gymnasium, auditorium, NSS, NCC, cultural activities, Public speaking, communication skills development, yoga, health and hygiene etc.

a) Classrooms are equipped with sufficient benches, black boards, white boards, lights and fans. A seminar hall, laboratories, microphones (for some rooms), projectors are available here.



(b) In every year our college organizes various cultural and sports programs such as fresher's welcome, teacher's day, annual function, and annual sports. Cultural programs are mainly arranged by the students' union and the members of the cultural committee. Sports programs are arranged by student union and members of sports committee. Our college students, teachers and non-teaching staff actively participate in each activity. In addition there is a well-equipped gymnasium as an asset of our college.

4.1.3 How does the institution plan and ensure that the available infrastructure is in line with its academic growth and is optimally utilized? Give specific examples of the facilities developed/augmented and the amount spent during the last four years (Enclose the Master Plan of the Institution / campus and indicate the existing physical infrastructure and the future planned expansions if any).

The institution tries to fulfill the requirement of the department follows a policy of providing essential infrastructure for academic development. These requirements are: Books and Journals, teaching Equipments, almirah etc. for students welfare free studentship is available and transport concession is also available for poor students. (Kindly see the annexure for the master plan of the institution/campus and the physical infrastructure of the college.)

Amounts spent on infrastructural facilities for the last 4 years



Sl. Items	2010-11	2011-12	2012-13	2013-14
Building	94,825/-	3,31,500/-	22,050/-	
Furniture	70,100/-		2,46,079/-	
Equipment		10,000/-	4,06,643/-	29,375/-
Computers			5,46,444/-	
Others				
Total				

4.1.4 How does the institution ensure that the infrastructure facilities meet the requirements of students with physical disabilities?

The Institution has not got any opportunity to do anything special for students with Physical disabilities yet.

4.1.5 Give details on the residential facility and various provisions available within them:

- **Hostel Facility-**
- **Recreational facilities-**
- **Computer facility including access to internet in hostel-**
- **Facilities for medical emergencies-**
- **Library facility in the hostels-** NA
- **Internet and Wi-Fi facility-** not present in the college



- **Recreational facility-common room with audio-visual equipments- Available residential facility for the staff and occupancy-** no
- **Constant supply of safe drinking water:** There is constant supply of safe drinking water; one water cooler and five aqua guards are there.
- **Security-** College authority has arranged for security from local private agencies.

4.1.6 What are the provisions made available to students and staff in terms of health care on the campus and off the campus?

There is a Health care Unit with all first aid equipments in this college. This unit provides First Aid Treatment for students and staff in the primary level of any health issue. First Aid Kits are provided in the Student's Union Room and in the Staff Room by the unit. College authority takes students to the nearest health center for treatment in case of emergencies.

4.1.7 Give details of the Common Facilities available on the campus— spaces for special units like IQAC, Grievance Redressal unit, Women's Cell, Counseling and Career Guidance, Placement Unit, Health Centre, Canteen, recreational spaces for staff and students, safe drinking water facility, auditorium, etc.

- a) A room has been allotted for IQAC so that the activities related to IQAC may be carried out unhindered.
- b) A Grievance Redressal Box is there for students.



- c) There is a women's cell in college.
- d) Counseling and career guidance and placement unit has been working very efficiently in the college.
- e) There is constant supply for safe drinking water.water cooler and aqua guards are there.
- f) There is a common room for the girls for recreation

4.2 Library as a Learning Resource

4.2.1 Does the library have an Advisory Committee? Specify the composition of such a committee. What significant initiatives have been implemented by the committee to render the library, student/user friendly?

Yes, the library has an advisory committee which is called the library subcommittee.

In this college the library committee is constituted with Head of the all departments and library Clark.

Significant initiations which have been taken by the library committee are as follows:

- Purchase necessary reference and text books as per demand of the students
- developing habit of self-education among the students, library committee gives important in arrangement of reading books with in college hour
- This committee also gives important in helping student in selection of appropriate books as per their requirement when they ask for it



4.2.2 Provide details of the following:***Total area of the library****Central library: 600 sqmts****Reading room: 300 sqmts*****Total seating capacity:20** students +...6 staff***Working hours:**

On working days – 11 am to 4 pm (5 hours)

On holidays – closed

Before examination days – 10 am to 5 pm (7 hours)

During examination days – 11am to 4pm (5 hours)

During vacation – 11 am to 4 pm (5 hours)

***Layout of the library (individual reading carrels, lounge area for browsing and relaxed reading, IT zone for accessing e-resources):**

Library comprises of 1 study room for students and 1 for staff.

There are 38almirahs housing books of the different subjects.

4.2.3 How does the library ensure purchase and use of current titles, print and e-journals and other reading materials? Specify the amount

spent on procuring new books, journals and e-resources during the last four years.

All the departments submit the book list to the librarian. According to the fund allotted, books are purchased through proper procedure of calling tenders. Sellers giving maximum discount are given the order for purchase of books.

During the last 4 years, the amount spent in purchasing books:-

	2011-12		2012-13		2013-14		2014-15	
Library holdings	Number	Rupees	Number	Rupees	Number	Rupees	Number	Rupees
Text book	825		802		86		56	
Reference book	560		570		37		45	
Journals/Periodicals	07		07		26		21	
Total	1392	42477	1379	23700	149	11,237	122	3140

4.2.4 Provide details on the ICT and other tools deployed to provide maximum access to the library collection?

***Electronic Resource Management package for e-journals:** Not available



***Federated searching tools to search articles in multiple databases:**

Not available

***Library Website:** Not available

***In-house/remote access to e-publications:** No

***Library automation:** Not at all

***Total number of computers for public access:** Nil

***Total numbers of printers for public access:** Nil

***Internet band width/ speed:** Not available

***Institutional Repository:** Not available

***Content management system for e-learning:** Not available

***Participation in Resource sharing networks/consortia (like Inflibnet):**

Not available

4.2.5 Provide details on the following items:

***Average number of walk-ins:** 110-120 per day

***Average number of books issued/returned:** 120-130 per day



***Ratio of library books to students enrolled: 01 student:** 12 books

***Average number of books added during last three years:** 900-1000 books

***Average number of login to OPAC:** NA

***Average number of login to e-resources:** NA

***Average number of e-resources downloaded/printed:** NA

***Number of information literacy trainings organized:** Nil

***Details of “weeding out” of books and other materials**

The librarian places the details of outdated, torn, damaged books in the library committee. The committee suggests the authority to dispose off the books.

4.2.6 Give details of the specialized services provided by the library

***Manuscripts:** no

***Reference:** Yes

***Reprography:** No

***ILL (Inter Library Loan Service):** No



***Book bank:** yes

***Information deployment and notification:** Yes

***Download:** No

***Printing:** No

***Reading list/ Bibliography compilation:** No

***In-house/remote access to e-resources:** No

***User Orientation and awareness:** No

***Assistance in searching Databases:** No

***INFLIBNET/IUC facilities:** No

4.2.7 Enumerate on the support provided by the Library staff to the students and teachers of the college.

Library staffs maintain the books of the library, and help the staff to get the books when required.

4.2.8 What are the special facilities offered by the library to the visually/physically challenged persons? Give details.

No special facility is offered by the library to the visually challenged persons.

4.2.9 Does the library get the feedback from its users? If yes, how is it analyzed and used for improving the library services. (What strategies are deployed by the Library to collect feedback from users? How is the feedback analyzed and used for further improvement of the library services?)



Yes, the library gets the feedback from its students and the staffs. The feedback is placed in the meeting of the library committee. There all the feedback is analyzed in details and take measures to improve the library.

4.3 IT Infrastructure

4.3.1 Give details on the computing facility available (hardware and software) at the institution.

- Number of computers with Configuration (provide actual number with exact configuration of each available system): Nil
- Computer-student ratio: Nil
- Stand alone facility: Nil
- LAN facility: Nil
- Wi-Fi facility: Nil
- Licensed software: Nil
- Number of nodes/ computers with Internet facility: Nil
- Any other: Nil



4.3.2 Detail on the computer and internet facility made available to the faculty and students on the campus and off-campus?

N.A

4.3.3 What are the institutional plans and strategies for deploying and upgrading the IT infrastructure and associated facilities?

N.A

4.3.4 Provide details on the provision made in the annual budget for procurement, up gradation, deployment and maintenance of the computers and their accessories in the institution (Year wise for last 4 years) Year Computer Procurement Maintenance Data EntryTotal

N.A

4.3.5 How does the institution facilitate extensive use of ICT resources including development and use of computer-aided teaching/ learning materials by its staff and students?

Some faculty members use digital laboratories in different classrooms using power-point projection, if necessary (specially, dept. of Geography and IT.)

4.3.6 Elaborate giving suitable examples on how the learning activities and technologies deployed (access to on-line teaching-learning resources, independent learning, ICT enabled classrooms/learning spaces etc.) by the institution place the student at the centre of teaching-learning process and render the role of a facilitator for the teacher.

In our institution there is no provision for accessing on-line teaching-learning resources. We have no ICT enabled classroom or learning spaces.



4.3.7 Does the Institution avail of the National Knowledge Network connectivity directly or through the affiliating university? If so, what are the services availed of?

The Institution does not avail of the National Knowledge Connectivity and it is not yet provided by the affiliating University.

4.4 Maintenance of Campus Facilities

4.4.1 How does the institution ensure optimal allocation and utilization of the available financial resources for maintenance and upkeep of the following facilities (substantiate your statements by providing details of budget allocated during last four years)?
Budget Allocated on the following items of the last four years

N.A

4.4.2 What are the institutional mechanisms for maintenance and upkeep of the infrastructure, facilities and equipment of the college?

The Purchase and Building subcommittee takes responsibility of maintenance and upkeep of the infrastructure facilities and equipments of the college. Members of this sub-committee keep vigil on the maintenance required.

4.4.3 How and with what frequency does the institute take up calibration and other precision measures for the equipment/instruments?

Annual maintenance and repair of the infrastructure is taken care by the college in a regular manner. On the other hand day to day maintenance is carried out by the staff appointed for cleaning and maintenance of the building.



In this context college has following staff:

- Night Guard
- Gatekeeper (Casual)

4.4.4 What are the major steps taken for location, upkeep and maintenance of sensitive equipment (voltage fluctuations, constant supply of water etc.)?

The major steps taken for location, upkeep and maintenance of sensitive equipment are given below:

- There is an overhead water tank with submersible water pump for constant supply of water
- Institute has uninterrupted supply of Electricity but during load shedding and power cuts Generator facilities are available in the college.
- The college electrician and the supporting staff are responsible for the upkeep of electrical equipments and their maintenance.



Criterion V: Student Support and Progression

5. STUDENT SUPPORT AND PROGRESSION

5.1 Student Monitoring and Support

5.1.1 Does the institution publish its updated prospectus/ handbook annually? If 'Yes', what is the information provided to students through these documents and how does the institution ensure its commitment and accountability?

Yes, the College publishes its updated prospectus annually and supplied to the students through college cash counter at the time of issuing admission form. The prospectus includes all the necessary information for the students seeking admission into college. The following information is provided to the students through prospectus.

- Vision and Mission of the college.
- Brief history of the College
- Committees functioning in the College
- Programmes of Study and Curriculum
- UG Faculty, Departments and Staff
- Infrastructure and Facilities, Labs, Libraries, Other Learning Resources
- Admission Rules, Seats and Reservations Criteria
- Scholarships, Awards, Financial Assistance
- Co-curricular Activities, Career Guidance, Extra-curricular Activities
- Statutory Information and Notices, Contacts Information
- Discipline, Dos and Don'ts



- Institutional Calendar with Examination Schedules, holidays, college functions, test and examination dates
- Essential University Information

Except providing prospectus to the students now-a days the institution has moved towards electronic data management and have official institutional website www.sngirlscollege.com to provide ready and relevant information to stakeholders.

Commitment and Accountability

The College is fully committed to the mission of uplifting the status and living conditions of the students and transforming them into a workforce empowered to change the destiny of the nation. This calls for a change from the traditional, enabling them to compete successfully in the shifting globalized world. The institution also ensures social responsibility by the NSS activities. Various programs have been designed to achieve this end. The institution is always aware of its responsibility and accountability towards all its stakeholders. This is ensured through collection of feedback from the stakeholders and timely evaluation sessions. Areas for improvement are identified and positive action taken to achieve the objectives. This process is being continued for more than a decade. The institution also ensures social responsibility by the NSS activities.

5.1.2. Specify the type, number and amount of institutional scholarships / free ships givento the students during the last four years and whether the financial aid was available and disbursed on time?



The SC, ST and the minority candidates have received financial assistance as per government rules. The office of the College and the subcommittee of Students' Aid fund also help the student to apply offline for Government Scholarships (Fresh application & Renewal of Scholarships). Principal forwards applications of eligible students and take care of the disbursement of Scholarship to students in time.

5.1.3. What percentage of student receives financial assistance from state government, central government and other national agencies?

The college caters to the academic needs of the students belonging to the rural area. There are lots of students who belong to the non-creamy layer of the society or who are from economically weaker section of the society. The college facilitates the students to receive financial assistance which are provided by central government, state government and the other agencies.

5.1.4. What are the specific support services / facilities available for?

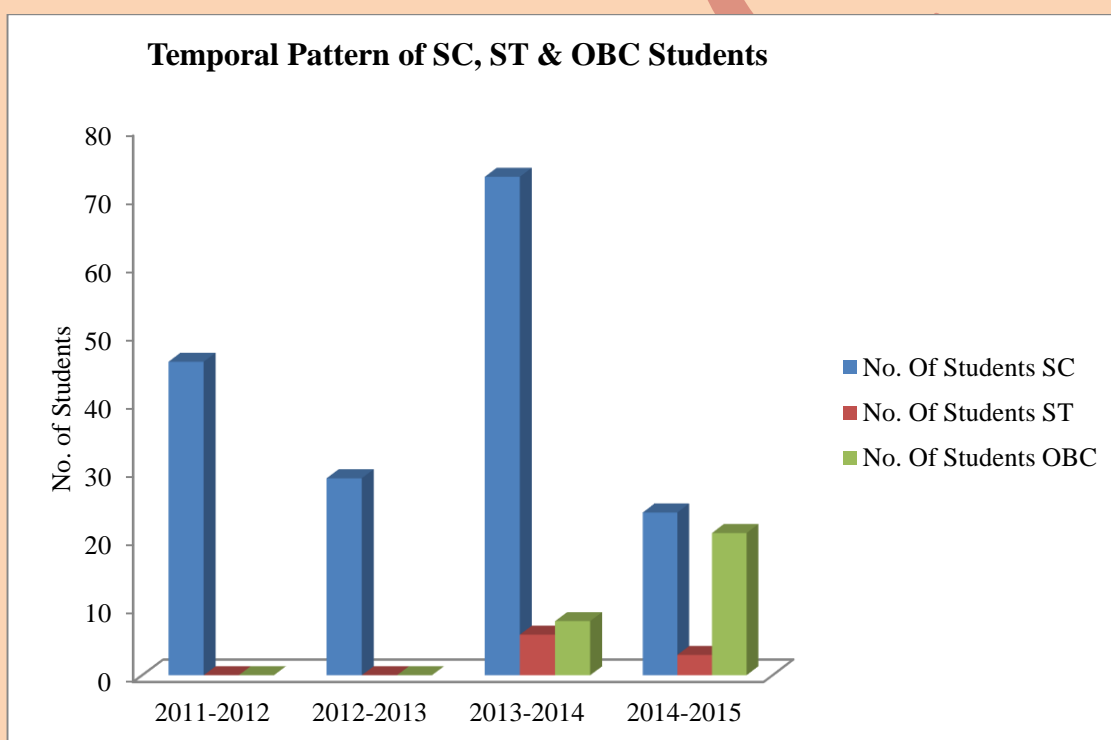
The college is committed to provide the students every possible help and support whenever need in their pursuit to become civilized and worthy citizens. The college was set up with a mission of imparting holistic education and therefore, provides the following support facilities to its students.

(a) Students from S.C / S.T, OBC and economically weaker sections.

The data of SC, ST and OBC candidates for the last four years are given in the table below:



year	No. Of Students		
	SC	ST	OBC
2011-2012	46	Nil	Nil
2012-2013	29	Nil	Nil
2013-2014	73	6	8
2014-2015	24	3	21



Following measures are taken up by the institution to provide support to students from the above mentioned category:



- The scholarships received from the governments are distributed to them without any delay.
- Institution provides all types of information like types of scholarships available, its eligibility, criteria how to fill the forms and also guide the students in obtaining various certificates which are needed for the scholarships.
- Reservation in admission is provided as per norm
- Faculty members are encouraged to put more efforts and take extra classes to make them capable to compete with other students
- Remedial coaching is provided
- Railway and Bus concessions are provided

(b) Students with physical disabilities.

- College has reservation for physically handicapped students as per University and government norms.
- The Institution is committed to accommodate them. The library facility is provided to them easily accessible on the ground floor. The students are given extra attention on the request of physically challenged student during the college terminal examinations as well as final examinations by making a special arrangement on the ground floor.

(c) Overseas students:



- There are no overseas students in the college. The college will welcome the students in future and provide convenience to them.

(d) Students to participate in various competitions / National and International:

- Special coaching classes are taken and guidance is given
- Career coaching classes are taken
- Competitive books and magazine facility is provided
- Computer with net facility is provided

(e) Medical assistance to students: Health centre, health insurance etc:

- The students of this college are provided first aid from college health unit.
- In case of emergencies, the patient is taken to the Uttarpara State General Hospital or local Nursing Homes as they prefer.

(f) Support for 'slow learner':

- Remedial classes & Tutorials are organized for such slow learners
- Their daily homework is checked to monitor their progress
- Bilingual explanations and discussions



- Concept clarification and problem solving exercises & Provision of simple but standard lecture notes/course material
- Revision of topics and practical

(g) Exposures of students to other institution of higher learning /corporate / Business house etc.:

N. A

(h) Publication of student magazines:

- The College annually publishes a magazine for students. The students of the college very enthusiastically contribute with their articles, self-composed poem in the magazine. It is an ideal platform for students to realize their creative potential and skill of writing.
- The students of various departments & units bring out Wall magazines which comprises general as well as articles relating to the subject.

5.1.5. Describe the efforts made by the institution to facilitate entrepreneurial skills, among the students and the impact of the efforts.

N.A

5.1.6 Enumerate the policies and strategies of the institution which promote participation of students in extracurricular and co-curricular activities such as sports, games, Quiz competitions, debate and discussions, cultural activities etc.



The college is committed to attract students for participating in various extracurricular activities by ensuring consistent encouragement and motivation. The necessary facilities are provided and adequate funds are allotted for the purpose. The sports and cultural committee supervises the extracurricular activities. The students who participate in the sports activities or cultural activities are provided with extra classes so that the time they have devoted for various other activities can be compensated for. Apart from this they are given attendance relaxation for appearing at the class test.

5.1.7 Enumerating on the support and guidance provided to the students in preparing for the competitive exams, give details on the number of students appeared and qualified in various competitive exams such as UGC-CSIR- NET, UGC-NET, SLET, ATE / CAT / GRE / TOIFEL / GMAT / Central /State services, Defence, Civil Services, etc.

This is an undergraduate college. The College presently doesn't have the provision of post-graduate courses. The minimum criterion needed to apply for NET/SLET/GATE is 55% in masters. So the College actively cannot encourage the students for competitive examinations like UGC-CSIR-NET, SLET, etc.

5.1.8 What type of counselling services are made available to the students (academic, personal, career, psycho-social etc.)?

- **Academic and Career counselling:** The Admission Committee conducts academic counselling at the time of entry into the College regarding the choice of stream and subjects. They are informed about the scope and nature of various subjects that form their course. The students are not pressurized in choosing the subjects. The career counselling cell



provides counselling in such a manner that the students become successful in different competitive examinations from time to time.

- ***Personal and Psycho-social counselling:*** The students are admitted from Rural and Urban area in this college. They have diversity of family background, economical conditions and regional limitations. The concerned teachers are very supportive in guiding them to fight their problems. The students some time come face to face with certain social issues or problems which tend to bring the inferiority complex in them. The teachers make it sure that no such deterioration happens with the psycho-social understanding of the student.

5.1.9 Does the institution have a structured mechanism for career guidance and placement of its students? If 'yes', detail on the services provided to help students identify job opportunities and prepare themselves for interview and the percentage of students selected during campus interviews by different employers (list the employers and the programs).

No, the college has no structured mechanism as such for career guidance and placement of its students. But the college has career counselling cell which provides different job information and information regarding government projects to the students and provides guidance for appearing before interview board.



5.1.10 Does the institution have a student grievance redressal cell? If yes, list (if any) the grievances reported and redressed during the last four years.

Yes. The College has a “Grievance Redressal Cell” to redress the grievances of the stakeholders.

This cell actively interacts with the students to help them to redress their grievances. The students drop their grievances in the complaint/ suggestion box. They are also free to share their grievances with the departmental teachers and the principal also through class representative of student union or individually. After thorough discussion on the issues, in the concerned cell, necessary actions are taken to redress their grievances.

Grievances redressed during the last two years of Students:

- Computer and Internet Access for students.
- More books according to new syllabus in the central library
- Remedial Coaching Classes for financially & socially backward students.
- Provide canteen facilities
- Improvement of toilet facilities for students
- Improvement of Drinking water facilities for students
- Facilities for sports and indoor games
- Generator for continuous power supply.

5.1.11. What are the institutional provisions for resolving issues pertaining to sexual harassment?



The College has a Disciplinary Committee comprising senior teachers to enquire and take actions in cases of sexual harassment, if any, in the college. It is to be noted here that no particular case of sexual harassment has yet been reported to the authority. The college authority stands behind every student as a rock to protect them from any kind of unseemly behavior inside/outside the campus. It must be mentioned that Swami Niswamabalananda Girl's College is an all women's' College and therefore instances of sexual harassment are minimal.

5.1.12 Is there an anti-ragging committee? How many instances (if any) have been reported during the last four years and what action has been taken on these?

The Prospectus makes it very clear that the Institution believes in holistic education and is very seriously committed to its goal of free and healthy thinking. Ragging is banned in the college. The College has adopted the UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009 & has constituted an Anti-Ragging Committee governed by the senior staff members of our college. No instances of ragging have been reported during the last four years.

5.1.13. Enumerate the welfare schemes made available to students by the institution.

The college is working towards ensuring social justice through the various students' welfare schemes to the students. The following welfare schemes are made available to the students:



- **Scholarship and free ship:** Economically weaker students who belong to S.C / S.T/ Minority category receive financial assistance as scholarship from state government as per government rules.
- **Student Aid-Fund:** The College provides financial assistance to the economically weaker students from the college aid-fund as per college rules.
- **Awards:** To encourage our students every year the college authority has used to organize a prize distribution ceremony for the meritorious students. Generally, the University examination toppers from each subject are eligible to achieve this award.
- **Extra Curricular Activities:** Students are encouraged to participate in extra- curricular activities.
- **Grievance Redressal Cell:** Grievance Redressal Cell actively interacts with the students in helping them to sort out their grievances.
- **Women Cell:** Women Cell helps the students to develop a healthy relationship with the opposite gender. It is actively involved to check the transgressions of the code of conduct of students and the cell spread out the awareness on socio-cultural, political and biological implications of different issues. And hence the women cell carries forward the message of understanding to other genders.



- **Remedial Coaching Centre:** The College has UGC sponsored Remedial Coaching Centre. Slow learners who belong to the S.C / S.T/OBC/Minority category/ non creamy layer students are provided free coaching from this centre.
- **Health Service:** The College provides medical assistance to the students through health unit.
- **Canteen facility:** provision for canteen is now under processing. The canteen facility will be provided to our students very soon.
- **Professional attachment:** A gym instructor has been appointed to carefully monitor the students when they work exercise on the instruments in the multi-gym.



5.1.14. Does the institution have a registered Alumni Association? If 'yes', what are its activities and major contributions for institutional, academic and infrastructure development?

College has an Alumni Association. We have no registered college Alumni Association. Membership to the alumni association is free. They give suggestion and advice about the academic and infrastructural development of the college.



OUR ALUMNI....



5.2 STUDENT PROGRESSION

5.2.1 PROVIDING THE PERCENTAGE OF STUDENTS PROGRESSING TO HIGHER EDUCATION OR EMPLOYMENT (FOR THE LAST FOUR BATCHES) HIGHLIGHT THE TRENDS OBSERVED.

This is an undergraduate college. Students passing from over here take admission in different Universities and Institutions across the country. So it is difficult to quantify student's progression in this regard.

5.2.2. PROVIDE DETAILS OF THE PROGRAMME WISE PASS PERCENTAGE AND COMPLETION RATE FOR THE LAST FOUR YEARS (COHORT WISE/ BATCH WISE AS STIPULATED BY THE UNIVERSITY)? FURNISH PROGRAMME-WISE DETAILS IN COMPARISON WITH THAT OF THE PREVIOUS PERFORMANCE OF THE SAME INSTITUTION AND THAT OF THE COLLEGE OF THE AFFILIATING UNIVERSITY WITHIN THE CITY/ DISTRICT.

A comparative analysis of the pass percentage and performance is provided below

- Pass percentage in BA/ B.Sc. and B.Com Honours & BA/ B.Sc. and B.Com General students:
- &
- Ratio of Student Passing in 1st, 2nd and 3rd division in BA/ B.Sc and B.Com



Course/Program Wise Distribution Of Pass Percentage Of 2011-2012 :

Title of the Program	Total no of students appeared	Division					Total % of Pass
		Distinction %	I%	II%	III%	Pass %	
B.A (Hons.)							
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	-	-	100.00	-	-	100.00
B.Com.(Hons.)							
Accounts & Finance	02	-		100.00	-	-	100.00
B.Sc(Hons).							
Geography	04	-		100.00	-	-	100.00
B.A.(General)	115	-		7.83	-	36.52	44.35
B.Com(General)	04	-			-		
B.Sc(General)	05	-	-	60.00			60.00

Course/Program Wise Distribution Of Pass Percentage Of 2012-2013 :

Title of the Program	Total no of students appeared	Division					Total % of Pass
		Distinction %	I%	II%	III%	Pass %	
B.A(Hons.)							
Bengali	51	-	-	94.1	-	-	94.1
Education	15	-		93.33	-	-	93.33
English	25	-		52.00	-	-	52.00
Sanskrit	17	-		82.3	-	-	82.3



History	5	-		100.00	-	-	100.00
Geography	15	-		93.3	-	-	93.3
Philosophy	04	-		75.00	-	-	75.00
Political science	02	-	-	100.00	-	-	100.00
B.Com.(Hons.)							
Accounts & Finance	02	-		50.00	-	-	50.00
B. Sc (Hons).							
Geography	11	-		100.00	-	-	100.00
B.A.(General)	159	-		3.1	-	47.7	50.8
B.Com(General)	01	-			-	100.00	100.00
B .Sc (General)	07	-	-	28.5		42.8	71.3

Course/Program Wise Distribution Of Pass Percentage Of 2013-2014 :

Title of the Program	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



Course/Program Wise Distribution Of Pass Percentage Of 2014-2015:

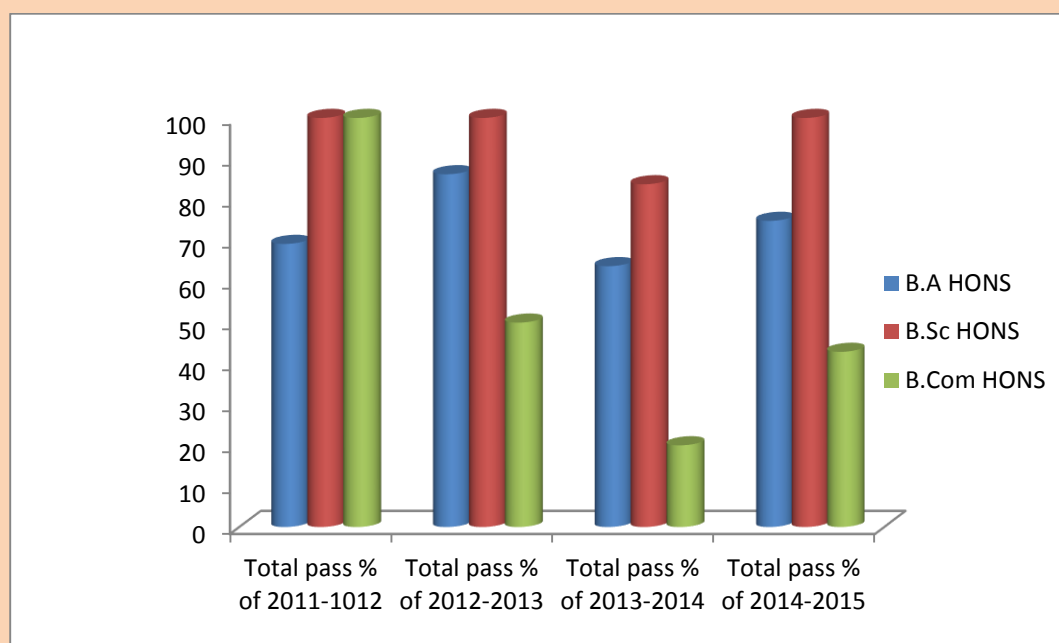
Title of the Program	Total no of students appeared	Division					Total % of Pass
		Distinction %	I%	II%	III%	Pass %	
B.A(Hons.)							
Bengali	39	-	-	76.92	-	-	76.92
Education	32	-	9.38	71.88	-	-	81.26
English	10	-	-	60.00	-	-	60.00
Sanskrit	16	-	-	81.25	-	-	81.25
History	15	-	-	86.67	-	-	86.67
Geography	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	-	-	-	20.00	30.00	50.00

Comparative analysis of Pass % of Honours Students from last 4 years

Title of the programme	Total pass % of 2011-1012	Total pass % of 2012-2013	Total pass % of 2013-2014	Total pass % of 2014-2015
B.A HONS	69.23	86.25	63.79	74.86
B.Sc HONS	100	100	83.8	100
B.Com HONS	100	50	20	42.86

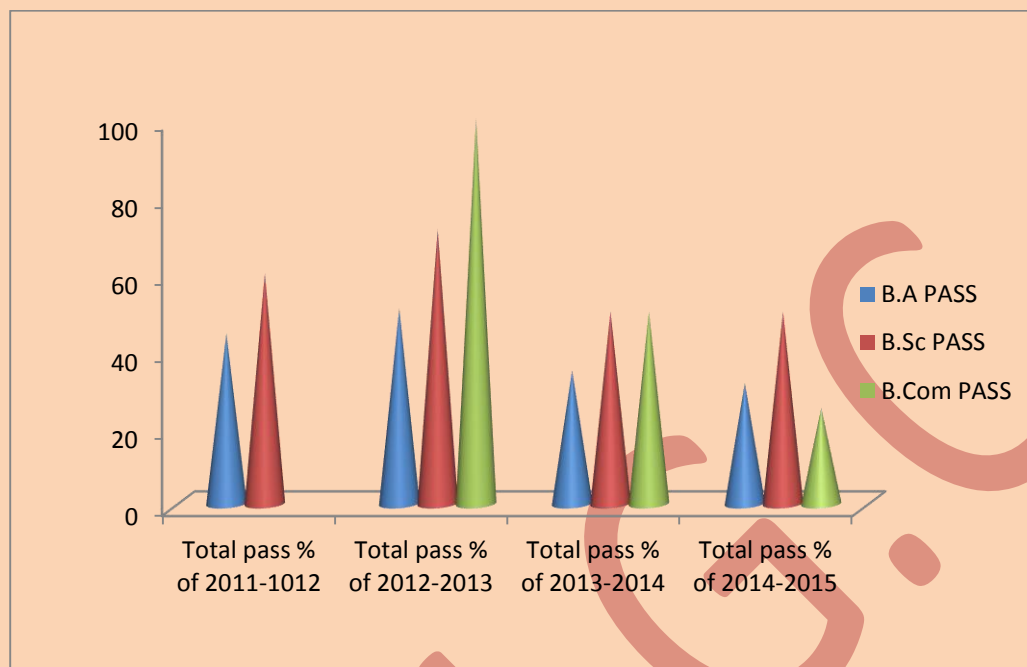


Comparative analysis of pass % of honours students from last 4 years



Comparative analysis of pass % of pass students from last 4 years

Title of the programme	Total pass % of 2011-1012	Total pass % of 2012-2013	Total pass % of 2013-2014	Total pass % of 2014-2015
B.A PASS	44.35	50.8	34.8	31.48
B.Sc PASS	60	71.3	50	50
B.Com PASS		100	50	25

Comparative analysis of pass % of pass students from last 4 years**5.2.3. How does the institution facilitate student progression to higher level of education and/ or towards employment?**

The Institution supports and encourages Sustainable good practices, which effectively support the students and facilitate optimal progression

- In order to facilitate students progression to higher studies teachers play a very important role as they encourage the students about the prospects of master's degree and further research. Teachers also provide with the available study routes in their respective subjects. They also refer to the time of admission tests to reputed universities outside West Bengal and suggest the patterns of questions set in such questions.

- Teachers of the respective departments constantly motivate the outgoing students for higher studies and help them to explore admission opportunities in different Universities within and outside the state.
- Personal Counselling by the faculty to help to choose the right path.

5.2.4. Enumerate the special support provided to students who are at the failure and drop out

- **Financial support** – Fees concessions are provided to those students who face financial challenges to continue with their studies.
- **Psychological Support** – Teachers play the role of Mentors and provide encouragement to the students at risk of dropout such that they continue with their studies
- **Remedial classes** are taken for slow learners
- Tutorials, discussions, interactions and **remedial coaching**.
Personal, academic and social **counselling**.
- Concept clarification and problem solving **exercises**.
- **Bilingual explanations** and discussions.
- Provision of simple but standard lecture notes/**course material**.
- **Revision** of topics and practical
- Steps to enhance their **communication skills**, art of reading – learning.
- Trial tests and **mock examinations**.
- Special care is taken of students who are at risk of failure by providing them special tutorial facilities. **One-to-one interactions** with teachers concerned are held.



- **Parent-Teacher meetings** are held to apprise the parents about their wards' performance.

5.3 Student Participation and Activities

5.3.1 List the range of sports, games, cultural and other extracurricular activities available to students. Provide details of participation and program calendar.

Cultural and Extra-curricular activities:

- ❑ **Fresher's Welcome:** At the beginning of the Academic Session, after admissions are complete, the Students' Union organizes Fresher's Welcome for the newly admitted students.
- ❑ **Cultural Activities:** The students of this College are enthusiastic about active participation in cultural activities like theatre, dance-drama, singing competitions etc.
- ❑ **Celebration of Teacher's Day:** Teacher's day is observed every year on 5th September by the Student's Union in commemoration of birthday of Dr. S. Radhakrishnan.

Students' Festival: The Students' Union actively participates in socio-cultural upliftment. A two-day program is held in the month of February every year. The major attractions are:



- **Prize Distribution Ceremony:** Prizes are distributed among successful candidates who have topped among the College students in various University Examination, and to winners of Singing, Recitation, Debate, Extempore Speech and Quiz Competitions.
- **Inter-Institutional Cultural Competition:** Academic Institutions around the College are invited to participate in a cultural competition. Every year a significant number of schools take part in this program.

?

? **Promotion of Performing Arts:** Nil.**Teacher's day celebration & fresher's welcome of our college 2015**







Sports Facilities Available in the Institution and Sports Activities:

The college has a playground since its establishment of college. Some indoor infrastructure facilities are available for physical exercise.

- ***Indoor Games:*** Chinese Checker, Chess, Carom, Table Tennis.
- ***Outdoor Games:*** Lawn Tennis

- **Annual Sports:** The College Annual Sports is Held in the college playground.
- Regular inter-class sports competition are held every year to encourage budding sports talents among the students.

?

- **Incentive to Outstanding Sports Person:** Nil

5.3.2 Furnish the details of major student achievements in co-curricular, extracurricular and cultural activities at different levels: University/State/Zonal/ National/International, etc. for the previous four years.

The Chart of the participation of students during in the last two years at the university, state, regional, national and international meets.

5.3.3 How does the College seek and use data and feedback from its graduates and employers, to improve the performance and quality of the institutional provisions?

The institution has the following effective mechanism to seek and use data and feedback from its graduates and employers to improve the growth and development of the institution.

- The College hands out feedback proforma to the students regarding the course content as well as teacher evaluation. The feedback obtained is analyzed by the IQAC and the Principal takes necessary action to enhance the performance of teachers and quality of the institutional provisions.



- The institution also has regular interaction with employees and uses their feedback to improve upon its weaknesses and build upon its strengths.

5.3.4 How does the College involve and encourage students to publish materials like catalogues, wall magazines, college magazine, and other material? List the publications/ materials brought out by the students during the previous four academic sessions.

The institution involves and encourages students to publish materials like wall magazines, college magazine, and other material in the following ways:

- A faculty member is given charge of guiding and supporting students in the publishing of a college magazine. College magazines, published annually, give opportunities to students to express their literary skills.
- Students are encouraged to write wall magazines, departmental activities and various news regarding subject/faculty and display on display boards of all the departments.

The major publications brought out by the students are the articles/ essays/ poems in annual magazine written by them during the previous four academic sessions.



- The College publishes an annual magazine for students. It is an ideal platform for students to realize their creative potential and hone their writing skills. The students' contributions include poems, stories, articles that reflect their ideas and aspirations.
- In addition to this some departments bring out wall magazines which comprises topics relevant to the latest developments in those subjects:

5.3.4 Does the College have a Student Council or any similar body? Give details on its selection, constitution, activities and funding.

The College has a Students' Union.

- **Constitution:** The statute of the University of Calcutta lays down the objectives, role regarding the functions, election of its body and names and number of portfolios it should have, framed by the University's highest executive body, the Syndicate.
- **Major activities:** The Students' Union is an active and constructive body in the College managed democratically by the students themselves. They organize a spectrum of activities. A summary of the annual activities is given below:
- **Annual activities :** Fresher's Welcome; Inter Class Cultural Competition; Inter Class Sports Competition; Annual Sports; Students Festival; Publication of College Magazine; BhasaDibas (Language Day) celebration;



Saraswati Puja;



?

WALL MAGAZINE



SPORT'S DAY 2015

- It maintains an atmosphere of unity and brotherhood and promotes an academic environment in the College campus.
- Bring forward the grievances of the students to the notice of the authorities.
- Create a link between administration & students.
- Maintain discipline and cleanliness in the institution.

Funding: Most of the financial requirements of the students' union are met by the college. College funds the Annual activities of the students Union and budgetary allocations are made for that at the beginning of each financial year.

5.3.6 Give details of various academic and administrative bodies that have student representatives on them.

There is a student representative in every important academic and administrative body and also in every extension unit of the college. The institution encourages participation of the students in all college development activities including planning and implementation. There are representatives of the Students' Union in important academic and administrative bodies for college development for quality sustenance & quality enhancement like the Governing Body ; Finance Sub-Committee; Academic Sub-Committee ; Internal Quality Assurance Cell; UGC Planning and Implementation Board (XI Plan);



Building Sub-Committee; Routine Sub-Committee.; Examination and Result Sub-committee.; Computer/ICT Development Sub-Committee; Grievance Redressal Cell; Anti-Ragging & Disciplinary Sub-Committee;.

5.3.7 How does the institution network and collaborate with the Alumni and former faculty of the Institution.

The institution networks and collaborates with former faculty and the Alumni through the Alumni Association, and Alumni Meets. Over the past one hundred and twenty six years the College is believed to have shaped the minds of Hooghly's ruling elite and radical intellectuals. The present day student of this College can boast of the splendor of its past and the glory of its Alumni. Hence a survey of the current situation together with the euphoria associated with the past reveals the contribution of this Institution to the Society in the form of Politicians, Educationists, Bureaucrats, Athletes and what not. The importance and far-reaching effects of the instruction imparted by the College have left a deep impact on the Socio-cultural aspects of the vast hinterland of rural and well as urban areas of the districts of Hooghly, Howrah and North 24 Parganas.

The former faculty members are invited in all functions and celebrations of the college.

Any other relevant information regarding Student Support and Progression which the College would like to include.

The evaluative observations made under Student Support and Progression in the previous NAAC assessment report and the way they have been acted upon:

Observation made by the Peer Team:



- Establishment of Counseling and Employment Bureau To open a Music & Performing Art Cell for students for encouraging and developing Performing art & cultural activities.

Measures Undertaken:

Career and Counseling Cell:

- Career Oriented workshops with corporate/business house by the career counseling cell
- Participation in Seminars in & inviting experts on various subjects other institution of higher learning
- Interactive sessions with faculties from Chartered Accountants, Income Tax and Other professionals are organized to ignite the students' desire for new ventures.
- Job Training Programs and organized by the department of Commerce, career counseling cell & the NSS Units.

UGC Sponsored Coaching for Entry Level Examination in different Government and Non-Government Service especially for the SC/ST/OBC (excluding creamy layer), Minorities and economically backward families. Competitive books & magazines facility are also provided.

Promotion of Performing Arts: yes

The Women Cell: We have provision for women cell. Prof. Sobhana Misra and Prof. Aparna Bera are in charge of the cell.



The specific support services/facilities available for Students from SC/ST, OBC/Physically Challenged and economically weaker sections:

- UGC Sponsored free Remedial coaching classes
- Installation of an elevator is underway to meet the needs of the students with physical disabilities.
- Exposure given to Computer with net facility
- Provision for UGC – Career Oriented Computer Application in certificate courses



Criterion VI: Governance, Leadership, and Management

6.1. Institutional Vision and leadership

6.1.1. State the vision and mission of the Institution and enumerate on how the mission statement defines the institution's distinctive characteristics in terms of addressing the needs of the society, the students it seeks to serve, institution's traditions and value orientations, vision for the future, etc.?

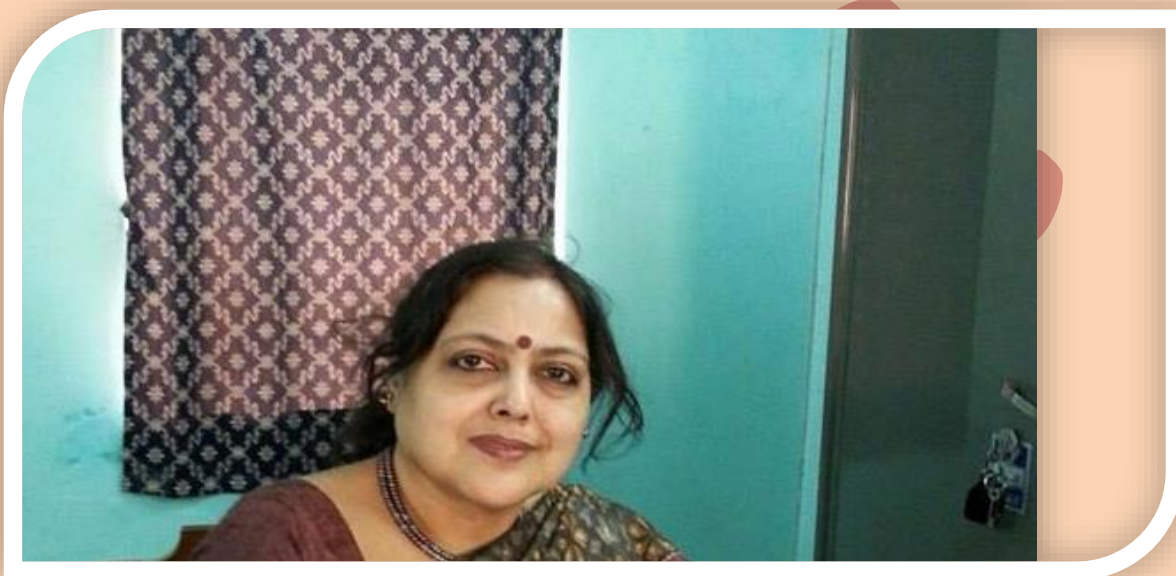
Swami Niswambalananda girls' College is situated in the southern most part of Hooghly District on the bank of Hooghly River in the Municipal area under Uttatpara-Kotrung Municipality. Our college was established by distinguished personalities for the upliftment of female folk against the mounting social injustice to women. The college is able to fulfill the needs of all students in the vicinity as well as the students who come from distant places. This institution has consequently attained an enviable position in the field of imparting education to larger section of girls' students belonging to sprawling catchment of area of south Hooghly. As the days goes, if a man is educated then just one individual is educated, but when a woman is educated, a whole family is educated. So educate woman properly is one of the most important goals of the society. Swami Niswambalananda's vision for women education is worth mentioning here. The best way to solve the problem of women is to educate them. Women empowerment is the supreme vision of our college.

Mission:

- To impart best of education to our students so that they can become competent to face global challenges.



- To improve teaching-learning, research and extension activities to realize national goals.
- To attain optimum use of human and natural resources for development of Institution as a whole.
- To motivate all stakeholders in the development of the college
- To lay emphasis on physical education and activities. Students are



advised to take part in NCC, NSS and other co-curricular activities.

- To create awareness on human rights, value system, culture, heritage anti-superstitions, health hazards etc.

6.1.2. What is the role of top management, Principal and Faculty in design and implementation of its quality policy and plans?

Principal occupies or lies in the top level management of S.N.G.College. There is Co-ordination chain between the different level of hierarchy of management and teaching and non-teaching staffs are under the supervision of the Principal, the IQAC and all staffs are always working together for implementation of policies regarding development of college and students as well. Effective plans and politics are stated below



teaching at the best possible way for improvement of the teaching process of the student

- Improvement of performance of students
- Maintaining healthy relationship between students and teacher
- Up-graded infrastructure required for modern education system (IT labs, NET facility, Wi-Fi system)
- Computerization of office and library with new equipped books and journals
- Installation of CCTV around the college especially which is required for a girls' college.
- Provision of proper space for individual departments with modern books and computers

6.1.3. What is the involvement of the leadership in ensuring?

The policy statements and action plans for fulfillment of the stated mission

- Creation of sustainable healthy academic atmosphere with in the college arena is the major objective to fulfil the role of leader
- The Principal and Secretary of the G.B of the college plays prime leading role for fulfilment of action plans towards smooth running of the college.
- Principal in consultation with Secretary of Teachers' Council and Heads of the respective departments is the key person to follow



the University academic calendar for completion of yearly academic activities of the college.

- Various Committees and sub committees are formed as and when necessary for smooth functioning of the college
- The principal and the finance subcommittee play vital role in allocation of funds received from various sources including State Government and UGC.
- Respective non academic staff members together with Bursar are mainly responsible in planning and implementing matters relating to accounts, examination and documentation.

Formulation of action plans for all operations and incorporation of the same into the institutional strategic plan:

Strategy wise actions plans are formulated based on discussion in the Teachers' Council Meeting and approved by the G.B. Meeting. Each and every action plan is executed / implemented after getting approval of G.B. proposals are placed before the G.B. for having the financial grants towards library up gradation, improvement of laboratory and computer facilities along with infrastructure development.

Annual sports and cultural programs are planned and conducted as per the rules and regulations of the university.

3) INTERACTION WITH STAKE HOLDERS

- Governing Body meetings are held at least 6-8 times a year.
- The Teachers' Council meetings are six to seven times a year. Students and teachers for evaluation of student's performance, progress of



teaching, examination schedule and well being of teachers and students etc.

- The IQAC meetings are held at least once in a year
- The finance committee meets as and when necessary
- The departmental heads conduct meetings for course allotment among the departmental teachers in the beginning of the session.
- Students' union interaction with principal and Head of the Departments at times for welfare of student community and various college activities
- Guardian meetings are held along the students after publication of college examination result

4) Proper support for policy and planning through need analysis, research inputs and consultation with stakeholders.

Principal and Governing Body provide major support for policy planning and execution through need base analysis, research studies by the college teachers if any and consultation with stakeholders. Meetings are conducted to assess the requirements of different departments. Trust is also given on the opinion of the students in policy planning of the college. Due emphasis is also given for upgrading of the teachers qualification through Ph.D. research studies.

5) Re-enforcing the culture of excellence

Various workshops, seminars awareness programs, special lectures and cultural excellence are done by the teachers along with their participants in the said program are teachers of various colleges and students as well. Through effective teaching in those programs students can enrich and



flourish towards excellence. A congenial atmosphere is created by the college so that students can progress with their academic and co-curricular activities in positive directions. This is the culture of excellence as desired by the college.

6) Champion organizational change

- Well functioning of committees and sub-committees for academic and administrative activities
- All-round assessment and evaluation of office staff reflect performance of non teaching staff.
- Top management receives feed backs from various college unions to assess the needs of the institutional activities.
- Interaction with stakeholders like students, parents, staff members and alumni towards champion organizational change.
- Steps taken to provide modern teaching aids and internet facilities to make the curriculum upgraded for the students as well as for effective learning outcome.

6.1.4. What are the procedures adopted by the institution to monitor and evaluate policies and plans of the institution for effective implementation and improvement from time to time?

- Through regular discussion with the Principal and the interaction with Head of the Departments, other faculty members, non academic staff members and the students if necessary, the top management implements regularly institutional plans and policies.
- Financial steps are taken by the finance sub- committee and Governing Body of the college.



- Feedback studies are done from time to time and changes for the cause of college improvement, if necessary, are incorporated in the development system.

6.1.5. Give details of the academic leadership provided to the faculty by the top management.

- Principal gives priority to enjoy the UGC sponsored Faculty Improvement Programme towards completion of M.Phil. / Ph.D. degrees of teachers within stipulated time periods.
- Faculty members are allowed to participate in various seminars/ workshops/ symposiums, short courses/ Refresher courses/ Orientation courses without affecting the learning process.
- Heads of the Departments, Faculty members and the Librarian meet time to time regarding purchase of updated Books and Journals as per requirements of the concerned departments.
- Steps are also being taken to hold seminars/ workshops, debates and quiz competition etc.

6.1.6. How does the college groom leadership at various levels?

The leads create an urge among the employers for higher performance. A good leader influences the behavior of subordinates at various levels by improving their morale. Successful leader multiply their leadership by empowering other to lead. Empowerment means delegation of authority and responsibility to others. The college, from time to time, organizes meetings and entrusts competent teachers and non-teaching staffs with responsibilities relating to different aspects of the



6.1.7. How does the college delegate authority and provide operational autonomy to the departments/ units of the institution and work towards decentralized governance system?

In order to get a successful completion of work without any delay or obstruction, the college delegates authority to the different departments so that the individual department can enjoy autonomy for proper functioning. The top management also delegates power to other college units viz. NSS and various committees which are framed by G.B for discussion, syllabi distribution, conduct of examination, provision of extensive activities, development of infrastructure and cultural activities towards decentralized governance system.

6.1.8. Does the college promote a culture of participative management? If 'yes' indicate the levels of participative management.

Yes, the college promotes a culture of participative management for smooth running of college activities. The composition of Governing Body promotes the representation of various key sections. The Governing Body consists of President, The Principal-Secretary, DPI Nominee (2), C.U Nominee (2), Teacher Representatives (4), Non Teaching Representatives (2) and Local Councilor, and Students' Representative (1). Governing Body functions through a number of sub-committee, for the development of the college and academic excellence of the students. College authority does also give importance to the parents for valuable suggestions in the Parent- Teachers interaction with different departments of the college.



6.2.: STRATEGY DEVELOPMENT AND DEPLOYMENT

6.2.1: Does the institution have a formally stated quality policy? how is it developed, driven, deployed and reviewed?

As our institution is only for girls' college, the mission of this college is "Empowerment of women through education". The Governing Body, the Principal, President, the IQAC, various college committees and all staff members work together and exchange views, opinions and suggestions towards designing, strengthening and implementation of quality policy.

6.2.2. Does the institute have a perspective plan for development? If so, give the aspects considered for inclusion in the plan.

Our college is only 38 years old in the field of imparting education to the female students and the college is very younger in age as compared to surrounding Co-ed College. Still the college and top-management of the same considering the several factors while making future plans relating to growth and infrastructure development of the college.

The college considers the following matters for inclusion in the perspective plan:

Introduction of science subjects

- Introduction Honors in Mathematics, Physics, Chemistry etc.
- Introduction of relevant career oriented/ skill development course
- To open Post-Graduation course in Bengali and Education
- Start of B.Ed. course, BBA and BCA course
- Purchase of more books, journals and laboratory equipments.



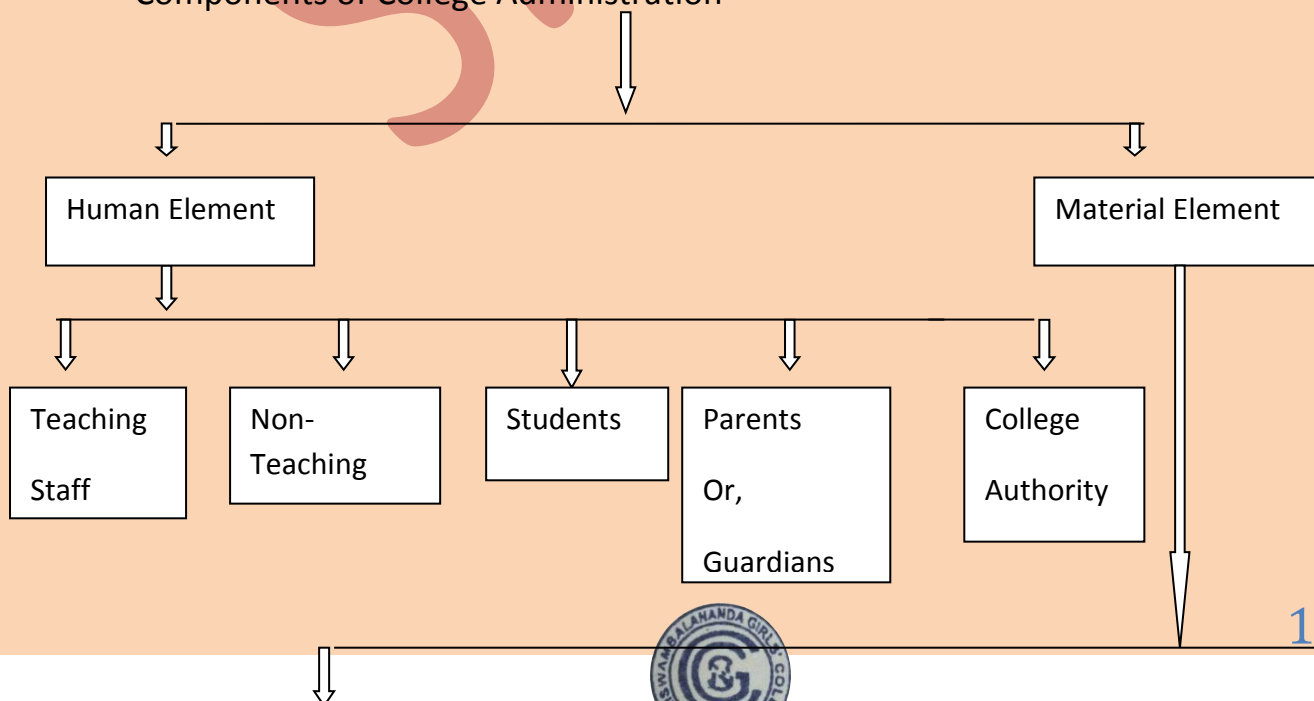
- Introduction of more awards and scholarships to encourage the students.
- Ensure Audio-visual teaching in all departments
- Move forward to Wi-Fi connection in campus
- Publication of work and seminar lectures
- Setup of laboratory building for introduction of science subjects
- Arrangements to have MP/MLA Grants for college development
- Digitalization of the college library

More value oriented extension activities

- a. Social work by the NSS unit
- b. Environmental awareness program
- c. Health awareness programme
- d. Regular campus cleaning programme
- e. Organising blood donation camp
- f. Awareness of women against exploitation and abuse.

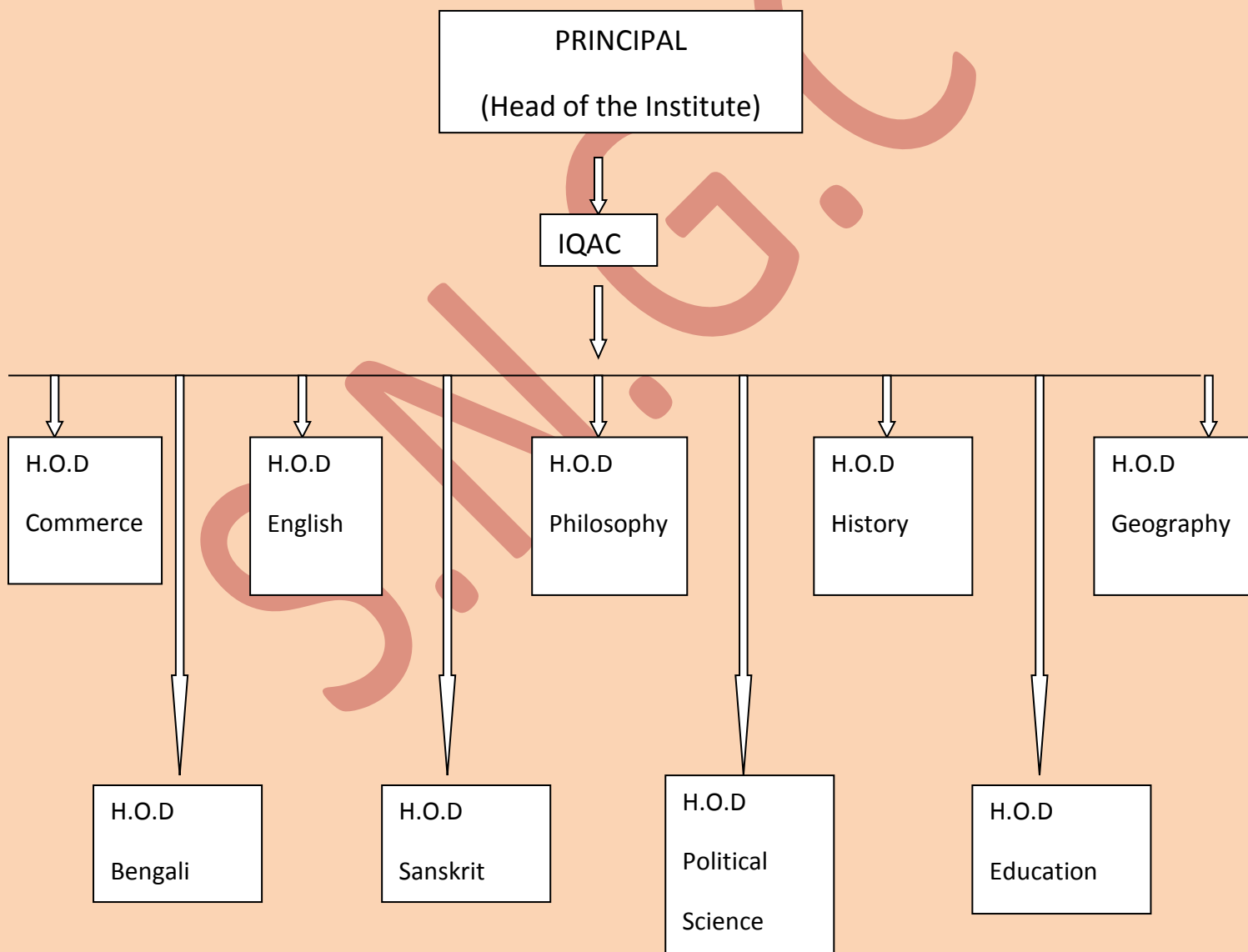
6.2.3. ORGANISATIONAL STRUCTURE

Components of College Administration

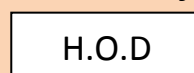


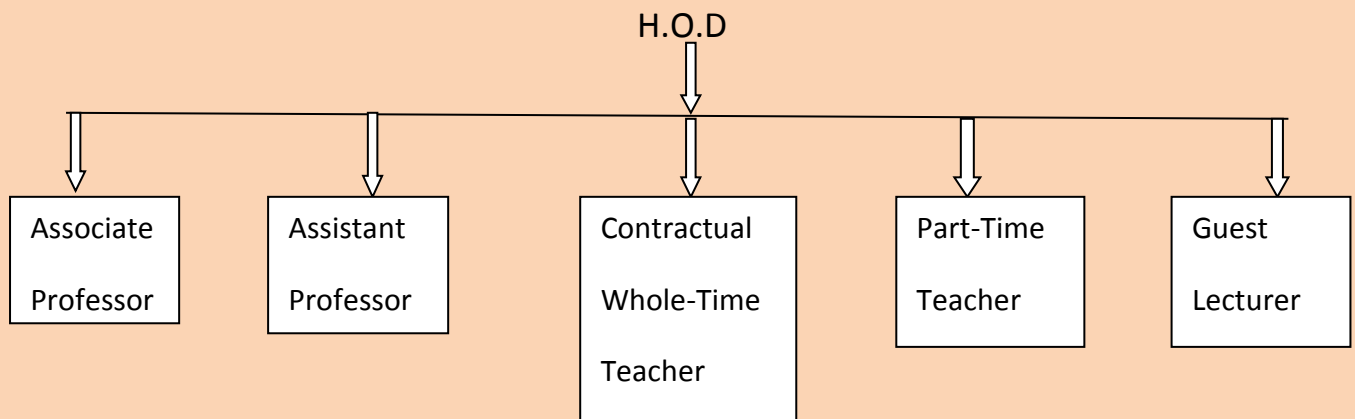


ORGANISATION OF TEACHING STAFF:

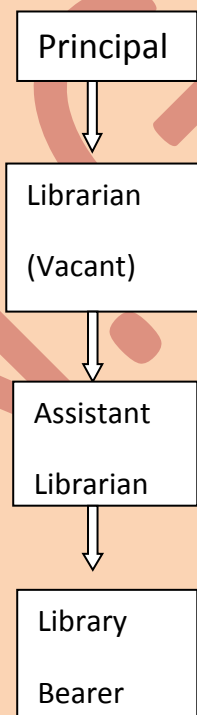


Formal Organizational Structure for each subject:

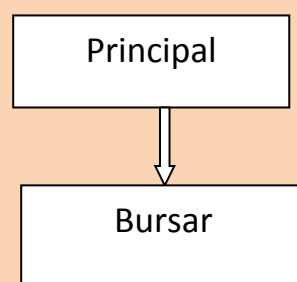


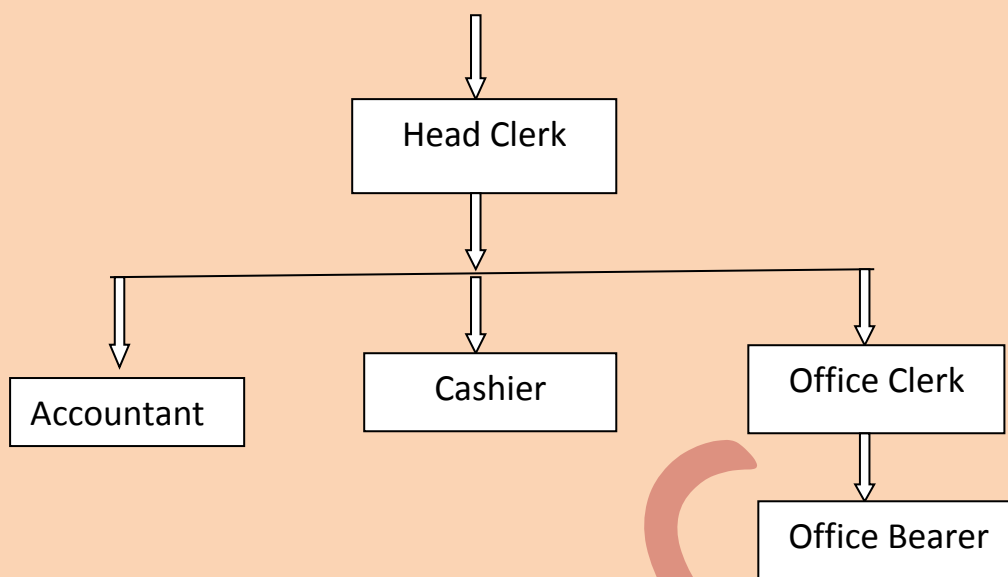


Formal organization structure of Library staff:



Formal organization Structure of Non Teaching Staff/ Non Academic Staff:





6.2.4. Give a broad description of the quality improvement strategies of the institution for each of the following:

TEACHING and LEARNING:

There are nine departments to teach the B.A, B.Sc and B.Com (Hons. And Gen) courses. These are run by duly qualified, energetic and responsible teachers. By participating the Refresher and Orientation courses, seminars, workshops and conferences the teaching staffs upgrade themselves regularly.

- The college has introduced learner-centric education approach and academic planning with modern teaching learning aids.
- Academic calendar ensures clarity, co-ordination, planning and distribution of classes properly.

- College has well equipped library for the students with a reading room. Every department has its own separate departmental library with books for Honors and General students by the supervision of a Departmental Teacher who is called Departmental Librarian.
- Our college has its own website which provides up to date informations of day to day college activities and students get informed in advance regarding examination dates, form fill up etc.
- There is a facility of free remedial coaching programme for SC/ST/OBC students for their academic enrichment abiding by the guide line of U.G.C
- Field work and excursions form part of the curriculum of the Geography department.
- Project work for commerce students has been introduced for the last three years on current relevant topics under the supervision of Teachers.
- College has stated Audio-visual teaching system in the recent part with modern aids like LCD projector, overhead projector etc.
- Installation of generator has been started in the college campus for smooth running of academic and administrative activities during power cut.

Research and development



- Willing faculty members are permitted to achieve M.Phil/ Ph.D. research studies with due approval of necessary leave by the college authority.
- Teachers are also given scope of participating and organizing seminars, symposium, workshops and refresher courses for academic enrichment.
- Special guest lectures are organized from time to time on burning issues of the society.

Community Engagement:

- Community development and social work by the NSS unit of the college.
- Environmental awareness program.
- Health and hygiene program
- Promotion of cultural activities and developing creative instinct of the students
- Publication of annual college magazine reflects the literary talent of the students and teachers and non-academic staff members.
- Participation of students in both intra college and inter college sports events and cultural competition.
- Engagement of teachers in various organization like Blind Association, Deaf and Dumb association Ramkrishna Mission and destitute.

Human Resource Management:

- College provides welfare schemes for teaching and non-teaching staff through GSLI, Provident Fund Loan and building loan



- College recruits ad-hoc part-time teaching and non-teaching staff as and when necessary.
- College offers benefits of free studentship to meritorious and needy students.
- Student's welfare cell looks after the interest of the students including SC/ST/OBC.
- Staff development programme will be initiated in the near future.
- Placement cell will be start in future.

Industry Interaction:

Different organization organizes some workshops in our college working day and they inform and invite our students regarding employment opportunities and placement. (Defence, Investors awareness program, airhostess, Brainware, Tata Consultancy Service).

6.2.5. How does the Head of the Institution ensure that adequate information (from feedback and personal contacts etc.) is available for the top management and the stakeholders, to review the activities of the institutional process?

The Principal of our college always makes interaction with students, teaching and non-teaching staff, parents and public and gather information regarding teaching quality extracurricular activities and infrastructural facilities etc. In Governing Body college top management discuss and review the suggestions made by the stake holders regarding the new policies taken for the overall development.



6.2.6. How does the management encourage and support involvement the staff in improving the effectiveness and efficiency of the institutional process?

Without staff members, the organizational structure cannot exist and the top-management becomes lame. So it is essential for the management to include the support and involvement of the staff members for the effective and efficient running of the college. Our Principal and Governing Body, involves the staff members in various activities and decision making process related to curricular, extracurricular and administrative development of the college. The various Committees of staff members are involved are Admission Committee, Women Cell, Sports Committee, Cultural Committee, P.F Committee, Service Book Committee, College Beneficiation Committee, Library Committee, Election Committee and Grievance Cell etc. The suggestions of different committees are taken into consideration and decisions are taken accordingly.

6.2.7. Enumerate the resolutions made by the Management Council in the last _____ years and the status of implementation of such resolutions?

Resolution made by the Management Council	Status of implementation
---	--------------------------

1.7 CWTTs to be placed in the

Implemented

Pay of Rs.22470 as per Govt.Order

791-EDN (CS) dtd 25.07.2011





7. Renovation and Interior

Completed

Decoration of Principal's

Room and Bursar's office

7. Appointment of Guest

Implemented

Lectures in various subjects (4)

8. Appointment of GYM

Implemented

Instructor and Library attendant
for Temporary Basis (Rs. 3000 p.m)

9. Employment of Security Guard

Implemented

on Contract Basis

10. Re- employment of Cashier

Implemented

after Retirement on temporary
basis with a salary of Rs.10,000 p.m

6.2.8. Does the affiliating university make a provision for according the status of autonomy to an affiliated institution? If 'yes', what are the efforts made by the institution in obtaining autonomy?

Efforts are not made by the college authority in obtaining autonomy.

6.2.9. How does the Institution ensure that grievances/ complaints are promptly attended to and resolved effectively? Is there a



mechanism to analyze the nature of grievances for prompting better stakeholder relationship?

Yes, the management formed a Grievance Redressal Cell to redress the grievances of the students. Students can express their grievances in writing and drop them in a Box placed in conventional place.

- The college has 100% ragging free environment. The entire college is under surveillance by CCTV cameras.
- The teacher-student relation is very pleasant and cordial. The teachers are very much sympathetic towards their students various academic and non-academic problems and they help immediately to solve the same.
- The non-academic staffs are co-operative and helpful.
- Students can meet easily Principal and place their demands and problems. Principal takes initiatives to solve the problems. The college is proud to have such well behaved and well disciplined students till date.

6.2.10. During the last four years, had there been any instances of court cases filed by and against the institution? Provide details on the issues and decisions of the court on these?

An appeal was made to supreme court against High Court's order by S.N.G. College regarding court case "Trust vs S.N.G. College" in the year 2006.

6.2.11. Does the institution have a mechanism for analyzing student feedback on institutional performance? If 'yes', what was the outcomes and response of the institution to such an effort?



A case was filed by SubhrajyotiMaji, Guest Lecturer in Commerce, against the College in the year 2013 and there was High Court Order in favor of the college.

6.3. Faculty Empowerment Strategies:

6.3.1. What are the efforts made by the institution to enhance the professional development of its teaching staffs?

- Faculty improvement program through participation in refresher course, orientation programs, and short term courses and through Ph.D. research studies.
- Organization of seminars and workshops in college campus.
- Participation of students, faculty members in co-curricular/ extra-curricular activities, community development and social work.
- Encouraging sports activities amongst students, teachers and staff members.
- Many teachers have membership and active involvement in Professional Association viz. Indian Accounting Association, Indian Statistical Institute, Indian History Congress and PaschimbangaltihashSamsad
- The college authority encourages skill development and training for non-teaching staff through computer training, COSA for financial work-Salary Bill, SMART College for administrative activities etc.



6.3.2. What are the strategies adopted by the institution for faculty empowerment through training, retraining and motivating the employees for the roles and responsibilities they perform?

- The college has provided a healthy and cordial ambience along with a pleasant relationship amongst the stakeholders to carry out their work efficiently and effectively.
- After first visit of NAAC (2007), infrastructure development has been done by college authority through set up of Girls' Hostel, new class room formation and creation of further space for additional administrative and other activities.
- The college accords permission to participate in Refresher Courses, Orientation Programs, Course work for Ph.D and short term workshops to the teaching staffs for professional development with due sanction of necessary leave.
- The college authority encourages organizing Seminars, Conferences and Workshops etc. In the campus.
- Staff development programs are organized skill up gradation and capacity building for the existing staff members.
- The college management has adopted a decentralized administrative structure in planning and executing all activities by delegating authorities to the different committees formed by Governing Body. It has also developed an atmosphere of proper linkage build up for over all development of the Institution.

6.3.3. Provide details on the performance appraisal of the staff to evaluate and ensure that information on multiple activities is appropriately captured and considered for better appraisal.



Self appraisal system of the staff members is done only at the time of promotion. At the time of placement at higher scale, teachers fill up self-assessment forms. Accordingly Expert Committee for placement and promotion interviews the teacher's candidate and recommends for promotion.

6.3.4. What is the outcome of the review of the performance appraisal reports by the management and major decisions taken? How are they communicated to the appropriate stakeholders?

The top management evaluates the performance appraisal forms count API score and accordingly takes major decisions for the promotion of the teachers and communicates to the appropriate stakeholders the necessary steps to be adopted for overall improvement of the academic atmosphere.

6.3.5. What are the welfare schemes available for teaching and non-teaching staff? What percentage of staff have availed the benefit of such schemes in the last four years?

Welfare scheme available for the teaching and non-teaching staffs:

- Payment of salaries is done in the first week of every month.
- Group Insurance policy for most teaching and non-teaching staffs.
- Provident fund loan facility for all the applicants of teaching and non-teaching staffs.
- Payment of Retirement Benefits within stipulated period.

6.3.6. What are the measures taken by the Institution for attracting and retaining eminent faculty?

The college authority does its level best to invite (attract) eminent personalities to deliver lectures on updated topics in different disciplines in order to enrich the quality of faculty members as well to inspire the students.



6.4. Financial management and Resource Mobilization:

6.4.1. What is the institutional mechanism to monitor effective and efficient use of available financial resources?

The college authority does the budget planning and allocation of financial resources to monitor the financial budget periodically. There are different administrative committees like purchase committee, building committee, academic sub-committee etc. For building construction and develop projects the college applies for UGC grants. Proper methods are followed by the purchase committee for inviting tenders and sealed quotations are accepted for selection.

6.4.2. What are the institutional mechanisms for internal and external audit? When was the last audit done and what are the major audit objections? Provide the details on compliance?

The college has fully computerized accounts departments, which follows double entry system. There are three types of accounts such as receipt payment accounts, income and expenditure accounts and balance sheets.

Vouchers are maintained for every kind of transaction. Money collections are deposited in the bank and two tier systems such as internal checking system and the external audit is followed. Only the authorized persons do the bank transactions. The government Auditor carries out the external audit as per the provisions of West Bengal Government rules.



6.4.3. What are the major sources of institutional receipts/ funding and how is the deficit managed? Provide audited income and expenditure statement of academic and administrative activities of the previous four years and the reserve fund/ corpus available with Institutions, if any.

The sources of institutional receipts/ funding are as follows:

- Grants received from Government of West Bengal
- Grants received from UGC
- The fees collected from the students
- Contributions from MLA/ MP funds

Deficit Budget:

The Governing Body takes administrative decisions and non recurring expenditure. In case of major deficits the college approaches appropriate authorities for necessary grants. However minor deficits are made up from the surplus amount if left.

Audit Report of last year

6.4.4. Give details on the efforts made by the institution in securing additional funding and the utilization of the same (if any).

Additional funds received from different authorities:

MLA Fund: Nil



MP Fund: Nil

year	Grant received from	Amount (Rs)	Purpose
2012-13	UGC	41,200	Equipment
	UGC	250,000	Remedial
	UGC	125,000	Remedial
	UGC	10,0000	Books & Journal
	UGC	100000	Equipments
	UGC	60000	Books & Journals
	UGC	60000	Equipments

6.5. Internal Quality Assurance System (IQAS):

6.5.1. Internal Quality Assurance Cell (IQAC)

Yes, an Internal Quality Assurance Cell (IQAC) has been established. It helps the college to conduct various faculty development programs and assists the college authority to enhance the quality of the institution. It helps the institution as follows:

- The main aim of IQAC is to plan and implement quality initiative for the academic development.
- It tries to establish committees for planning and implementations.
- It coordinates with all stakeholders.
- It does academic and administrative audit.



- It also tries to analyze the feedback from stakeholders.
- Administrative and academic committees are set up by IQAC for evaluation of academic affairs.
- It takes proper steps for quality functioning of different bodies.
- It tries to prepare the Annual Quality Assurance Report.
- It helps different departments to organize workshops and seminars.

The college authority has approved the decisions of IQAC as follows:

- Purchase of modern equipments for laboratories.
- Wi-Fi connection for all students and teachers.
- Renovation of library.
- Installation of purified drinking water.
- Renovation of college canteen.
- Maintaining transparency and technology in admission.
- Computerizing the college office.
- Career advancement activities of faculties.

a) Has the institution established an Internal Quality Assurance Cell (IQAC)? If 'yes' what is the institutional policy with regard to quality assurance and how has it contributed in institutionalizing the quality assurance process?

No.

b) How many decisions of the IQAC have external members on its committees?

Our alumni are very much helpful to IQAC as it gives its valuable suggestions. Members of the IQAC try to implement those suggestions for the betterment



of the institute. The alumni meet the faculties of different departments and share their experience and market expectation. These help IQAC members to guide their students.

c) Does the IQAC have external members on its committee? If so, mention any significant contribution made by them.

Principal: 1

Co-ordinator: 1

Teachers:

Administrative staff:

Student:

Management:

Representatives:

6.5.2. Does the institution have an integrated framework for Quality Assurance of the academic and administrative activities? If 'yes', give details on its operationalization.

IQAC has members from faculties, students and representatives from management. Improvement from the institution by identifying its strength and weakness is the main aim of IQAC.

It tries to implement the following:

- It tries to promote research culture, publications by the faculty etc.
- It tries to enhance the teaching quality.



- It encourages students to participate in NSS and tries to develop creative, value based education.
- It does academic planning and learner-centric education.
- It tries to develop the infrastructure facilities for the students for academic and other programs in the campus.

6.5.3. Does the institution provide training to its staff for effective implementation of the Quality Assurance procedures? If 'yes', give details enumerating its impact.

Yes. our institution provides training to our staff for effective implementation of the quality assurance procedures especially to our IQAC team.

6.5.4. Does the institution undertake Academic Audit or other external review other academic provisions? If 'yes', how are the outcomes used to improve the institutional activities?

Yes, sub-committees are framed to take academic audit. It undertakes measures for betterment of institution by analyzing the overall performance of students.

It undertakes measures as follows:

- By students' feedback.
- By Remedial coaching.
- By parent-Teacher meetings.
- By students' performance through different patterns of examinations like class test, midterm test, annual test etc.



6.5.5. How is the internal quality assurance mechanisms aligned with the requirements of the relevant external quality assurance agencies/ regulatory authorities?

For teaching and learning process, our college follows the rules set up by the University of Calcutta, UGC and DPI.

6.5.6. What institutional mechanisms are in place to continuously review the teaching learning process? Give details of its structure, methodologies of operations and outcome?

The methodologies followed by the college for teaching learning process are as follows:

- Appropriate methods such as project- based learning, field works, practical classes, surveys etc.
- There is the Academic calendar which contains the detailed layout of teaching plans.

6.5.7. How does the institution communicate its quality assurance policies mechanisms and outcomes to the various internal and external stakeholders?

Any other relevant information regarding Governance Leadership and management which the college would like to include. There are various committees which look after students' interest and their development. The



IQAC makes prospective plans and collects feedbacks from the students and different meetings are organized for this purpose. The principal communicate these plans through Teachers'-Council meetings, Head of the Departments' meetings and meetings with different sub-committees.

Criterion VII: Innovations and Best Practices

7.1. Environment Consciousness:

7.1.1. Does the Institute conduct a Green Audit of its campus and facilities?

Our students are well aware of the environmental consciousness. NSS unit and the students' Union undertake various activities to keep the college clean. The college campus is almost No Plastic Zone. There are plantation of trees and saplings by the NSS unit and students take proper care of them.



7.1.2. What are the initiatives take by the college to make the campus eco-friendly?

- **Energy Conservation:** CFL lamps which are considered as energy saver have been used to reduce the electricity consumption. Students and teachers are asked not to misuse the electricity. They are asked to switch off fans and lights after the classes are over.
- **Use of renewable energy:** Workshop has been organized, where teachers have been delivered regularly the benefits of solar energy. This has created awareness among student.
- **Efforts for Carbon neutrality:** Students and NSS unit have planned trees and saplings for carbon neutrality. They also take care of existing trees.
- **Plantation:** Under supervision of the NSS unit, students take measures for plantation of trees and saplings. Proper care also taken for the existing trees.
- **Workshops:** Workshops are organized to spread awareness about global warming and environment.

7.2. Innovations

7.2.1. Give details of innovations introduced during last four years which have created a positive impact on the functioning of the college.

Computerization of office: The office has been computerization and teaching and non teaching staffs are familiar with the computer usage. Admission of students has also been computerized.



Computerized Library: Most of the functions of our library have been computerized.

Project Works: Students of some departments carry out project works, which enhance their innovating thinking power.

Website: Our College has its own website which furnishes all the informations regarding the institute.

Internet facilities: Students and teachers are provided with the internet facilities, which update informations on various subjects.

Innovations in teaching learning: The College has introduced many innovations such as:

- Organizing seminars and workshops
- Value based education offered through NSS
- Maintaining transparency in admission
- Financial assistance to poor students
- Educational tours
- Remedial Coaching to backward students
- Putting up wall magazines by various departments
- Up gradation of library
- Career Counselling by the teachers

7.3. Best Practices:

7.3.1. Elaborate on any two best practices which have contributed to the achievement of the institutional objectives and/ or



contributed to the Quality improvement of the core activities of the college.

Title of Practices

- 1) Social service rendered by NSS
- 2) Sports and games

Best Practice I:

Social Services rendering by NSS:

Goal: Ours' is a ladies college and the goal of our college is to make our girl students more competent by having self confidence with the help of exposure to different fields. NSS helps by

- Motivating the students to have courage for leadership in all works of life
- Creating the sense of social responsibility
- Creating self confidence to prepare themselves for job opportunity in government organizations
- Developing the ability to face emergency situations
- Developing the sense of group living and sharing responsibility.
- Encouraging to develop the sense of disciplined life
- Developing the idea of self less service



- Encouraging them to have innovative ideas in different fields
- Making them to prepare themselves to be self sufficient to serve the society

Context:

It is moral responsibility of the college to take initiative to create awareness by the function of NSS unit.

Practice:

The NSS unit has not only tried to have the above goals but also have undertaken various activities in the practical fields. The college has organized workshops with the help of NSS to create awareness among the students. The students with the help of NSS have planted trees and saplings in the college campus and they take proper care of existing plants. They have tried to clean the college campus and to decorate walls, wall magazines are made.

Evidence of Success:

The work of the NSS unit has created positive impact. Awareness has been created among the students and they are now trying to take initiatives in various social activities. Social responsibility has been developed among them and they are getting themselves involved in social works like visiting old age home, helping the poor children etc.

Problems Encountered and Resources Required:

- The NSS programs are time consuming and difficult to manage along with the academic schedule.
- Sometimes shortage of funds becomes obstacle in organizing camp.
- More financial assistance can enhance the work.

Best Practices II:

Sports and Games:

Goals: Sports and games create better personality in terms of leadership, punctuality, responsibility, team spirit etc. Sports develop a challenging competitive attitude.

Context: Our College has a play ground and a table tennis room. Talented students are identified who excel in various sports activities.

Practice: The College organized sports every year. Students are encouraged to take part in various sports activities. Talented students are given prizes. Students also play indoor games like table tennis and since ours is a ladies college, they find it to be the best opportunity to play.

Evidence of Success: Students get opportunity to show their abilities in the college sports. Their success encourages them to take part in other sport activities outside the college.

Problems Encountered and Resources Required:

- Since ours is a ladies college, lack of support from the parents preventing the talented students to pursue their career in sports.



- Due to shortage of fund it is not possible for the college to provide a proper trainer.
- The college faces problems to provide dresses, shoes and various equipments for games due to financial constraints.

Notes:

Social Work: Students, with help of teachers have visited old age home. They have entertained them with dance and songs. This has created a lot of happiness among the old people who are away from their people.

Evidence of Success:

This social work of our student has definitely positive impact. People from the old age home away miss their near and dears. When our students visited them they became extremely happy. Tears came in their eyes and they blessed our students. This is a great achievement in the field of morality for our students.

Other Activities:

- Construction of a ladies' hostel.



- Development of Wi-Fi.
- Development of the laboratory.
- Development of the central library with more books.
- Computerization of the college office.
- Providing computers to the students.
- Providing Internet System to students.

ANNUAL SPORT'S DAY 2015





S.N.G.

Profile of The Department 2014-15

1. Name of the Department : **COMMERCE**

2. Year of Establishment: General-1978,
Honours-2001

3. Number of teachers sanctioned and present position:

Post Sanctioned	Post Present
05	04

4. Names of Programs/ Courses offered: B.COM(HONS.)
&B.COM(General)

5. Number of administrative Staff: Nil

6. Number of Technical Staff: Nil

7. Annual/ Semester/ Choice based credit system (program wise):
Mid- Term Test, Pre-Final Exam, and Annual Exam.

8. Participation of the department in the course offered by the other department:The subject compulsory English is taught by English Department.

9. Courses in collaboration with other universities, industries, foreign institutions, etc:NA



10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NA	NA
<i>Associate Professors</i>	03	03
<i>Assistant Professors</i>	01	01
<i>CWTT</i>	01	01
<i>PTT</i>	01	00
<i>Guest Lecturer</i>	01	01

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
ChhabiMajumder	M.Com,Ph.D	Associate Professor	Accountancy	33	NA
AparnaBera	M.Com	Associate Professor	Accountancy	33	NA
SubrataDutta	M.Sc, Ph.D	Associate Professor	Elasticity	20	NA
DipakBiswas	M.Com,M.A.(Eco), MFM, M.Phil,B.Ed,BLIS,Dip. in SHG Mgt.	Assistant Professor	Accounting and Finance	10	NA
Soumyanetra	M.Sc,M.Phil	CWTT	Development Economics	5	NA



Ghosh					
Suvrajyoti Maji	M.Sc	Guest Lecturer	Information Technology	3	NA

12. List for senior visiting faculty : nil

13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty:

14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	11	NA	16	27	Awaiting	Awaiting
2 nd	16	NA	09	25	Awaiting	Awaiting
3 rd	07	NA	08	15	42.86%	25%
Total	34	NA	33	67	-----	-----

15. Ratio of Teacher to Student:1:11.17

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc.and total grant received:NIL



17. Research Centre/ facility recognized by the University: Nil**18. Publications:**

Name of the Teacher	Name of the Publications	Year
DIPAK BISWAS	“CORPORATE GOVERNANCE AND BUSINESS ETHICS: A CASE STUDY ON RELIANCE INDUSTRIES LIMITED”, published in TRADITIONAL INDIAN PHILOSOPHY AND BUSINESS ETHICS: A COLLECTION OF PAPERS ISBN:978-81-928721-9-3	MAY, 2015

19. Number of Research Scholars: NA

20. Student Projects: The students of 3rd year B.Com (Hons) prepare project work every year by the guidance of departmental Teachers. On the other hand project on Environmental Studies is also done by both of Honours and General students.

21. Awards/ Recognition received by Faculty and Students: Nil**22. Seminars/ Conferences/ Workshops organized and its source of Funding:**

a. State: Nil

b. National: A National Level Seminar on the topic, “Global Warming and its Social and Economic effect “ was organized by Department of Commerce,



Tarakeswar Degree College in collaboration with our Commerce Department on dated 2nd and 3rd December,2013 funded by U.G.C.

c. International:Nil

d. College level:

Workshop:1) A workshop organized by Department of Commerce on the topic of “ Investor Awareness Program ” on January,2015 from College Fund.

2) A seven days workshop was held on and from 13.03.13 to 21.03.13 by the Department of Commerce under the supervision of I.T. Teacher of Commerce.

23. Latest revision of Curriculum:2010(C.U.)

24. Number of Students passed NET/ SLET etc. (last 4 years):NA

25. Success rate of students:

Honours	50%(approx.)
General	40%(approx.)

26. Distinction/ Ranks:Nil

27. Publication by faculty (last 4 years):

28. Awards and recognition received by the Faculty (last 4 years):

29. Research projects completed during last 4 years:



<i>Name of Teacher</i>	<i>Name of Research Project</i>
DIPAK BISWAS	MINOR RESEARCH PROJECT,2011

30. Faculty who have attended National and International Seminars (last 4 years):

<i>Name of the Teacher</i>	<i>State Level Seminar attended</i>	<i>National Level Seminar attended</i>	<i>International Seminar attended</i>
CHHABI MAJUMDAR	01	Nil	Nil
APARNA BERA	01	Nil	Nil
SUBRATA DUTTA	01	Nil	Nil
DIPAK BISWAS	02	06	Nil
SOUMYANETRA GHOSH	01	Nil	Nil
SUBHRAJYOTI MAJI	01	Nil	Nil

31. Number of books in the Departmental Library: 152

32. Number of Journals/ Periodicals: 50

33. Number of Computers: 08

34. Annual Budget: No specific amount

35. Details of Infrastructure:

a. Library: Yes



b. Internet facility: Yes

c. Laboratories: Yes

36. Number of students receiving financial assistance from college, university, government or other agencies: All the students belonging to SC/ST receiving from govt.

37. Details on student enrichment programs (special lectures/workshops/seminars):

Students were very much benefited by the workshop conducted by Department of Commerce.

38. Teaching method adopted to improve student learning:

- **Traditional lecture method :** YES
- **Question answer session :** YES
- **Remedial coaching classes Special Classes, tutorials etc :** YES
- **Organizing Seminars :** NO

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units: Yes

40. SWOC analysis of the Department and FUTURE Plan:



- **Strength:** a. Energetic students. b. Qualified dedicated teachers.
- **Weakness:** Poor departmental library.
- **Challenges:** To produce not only good students but also good citizens and at the same time to make them employable.

Future Plan: To make class room teaching more attractive with the help of technological devices through power point presentation slid presentation, showing film and also arranging debate, extempore speech etc.

Annexure if any



Profile of The Department 2015-16**1. Name of the Department:** Political Science**2. Year of Establishment:** 1978**3. Number of teachers sanctioned and present position:**

Post Sanctioned	Post Present
04	03

4. Names of Programs/ Courses offered : Graduation or Bachelor of Arts in Science (Honours) and (General)**5. Number of administrative Staff :** Nil**6. Number of Technical Staff :** Nil**7. Annual/ Semester/ Choice based credit system (program wise):**

Annual

8. Participation of the department in the course offered by the other department: Nil**9. Courses in collaboration with other universities, industries, foreign institutions, etc:** Nil

10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>		
<i>Associate Professors</i>	01	01
<i>Assistant Professors</i>	02	01
<i>CWTT</i>	-----	-----
<i>PTT</i>	01	

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
CHINMOYEE NANDI	M.A,M.PHIL, PHD	ASSOCIATE PROFESSOR	INTERNATIONAL LAW AND POLITICAL THOUGHT	33 YEARS	Nil
SHOHINI CHAKRABORTY	M.A,M.PHIL, B.ED	ASSISTANT PROFESSOR	CONTEMPORARY INDIA	1 and 4 months YEAR	Nil
CHANDNI CHAKRABORTY	M.A	PART-TIME TEACHER	LOCAL GOVERNMENT AND POLITICS	5 years and 4 months	Nil

12. List for senior visiting faculty

: nil



13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty:

14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	1	47	89	137	Awaiting	Awaiting
2 nd	4	43	83	130	Awaiting	Awaiting
3 rd	5		70	75	80%	80%
Total	10			342		

15. Ratio of Teacher to Student: 3:117.3

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received:

17. Research Centre/ facility recognized by the University: Nil



18. Publications:

<i>Name of the Teacher</i>	<i>Name of the Publications</i>	<i>Year</i>
DR.CHINMOYEE NANDI	1.SWAMI VIVEKANANDA'S IDEAS REGARDING UPLIFTMENT OF WOMEN 2.RELEVANCE OF SWAMI VIVEKANANDA'S IDEAS IN THE 21 ST CENTURY	APRIL2013 FEBRUARY2014
SHOHINI CHAKRABORTY	HUMAN RIGHTS VIOLATION AND CHILD SEXUAL ABUSE IN INDIA	OCTOBER 2015
CHANDNI CHAKRABORTY	Nil	Nil

19. Number of Research Scholars: Nil

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and the source of Funding:

a. State: WORKSHOP ON INVESTOR'S AWARENESS ON FINANCIAL INCLUSION attended by

1. Prof Chinmoyee Nandi
2. Prof Shohini Chakraborty
3. Prof Chandni Chakraborty



- b) Workshop on youth parliament attended by Prof. SHOHINI CHAKRABORTY
- c) Workshop on Indian culture and Social service attended by Prof. CHINMOYEE NANDI (as a RESOURCE PERSON)
- d) State level seminar on Vedanta philosophy attended by Prof. CHINMOYEE NANDI

b. National:

c. International:

d. College level:

Workshop:

23. Latest revision of Curriculum:

24. Number of Students passed NET/ SLET etc. (last 4 years):

25. Success rate of students:

General	90%
Honours	80%

26. Distinction/ Ranks: Nil

27. Publication by faculty (last 4 years): Nil



28. Awards and recognition received by the Faculty (last 4 years):

Nil

30. Faculty who have attended National and International Seminars (last 4 years):

<i>Name of the Teacher</i>	<i>State Level Seminar attended</i>	<i>National Level Seminar attended</i>	<i>International Seminar attended</i>
CHINMOYEE NANDI	2		
SHOHINI CHAKRABORTY		1	
CHANDNI CHAKRABORTY			

31. Number of books in the Departmental Library: 500

32. Number of Journals/ Periodicals: 10

33. Number of Computers: 1

34. Annual Budget: most books donated by Prof Chinmoyee Nandi

35. Details of Infrastructure:

a. Library: yes

b. Internet facility: yes

c. Laboratories: yes



36. Number of students receiving financial assistance from college, university, government or other agencies:

37. Details on student enrichment programs (special lectures/ workshops/ seminars):

We take our student to excursions based n political interest

38. Teaching method adopted to improve student learning:

- *Traditional lecture method* : yes
- *Question answer session* : yes
- *Remedial coaching classes Special Classes, tutorials etc* : yes
- *Organizing Seminars* : yes

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- *The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units:* Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** In relation to the Students intake passing rate in final examination is high. Erudite scholars like Prof Chinmoyee Nandi in this department.



- **Weakness:** Space Problem, Insufficient study materials, seminars library books, audio-visual teaching aids. Paucity in faculty. Single full time teacher Prof Chimoyee Nandi running the department since 1999.in 2014 Prof. Shohini Chakraborty joined.
- **Challenges:**To produce not only good students but also good citizens. Students from mostly poor background therefore more facility is required to help them. Although we the teachers help the students at our best.

Future Plan:to enrich the department with good students academically, providing new books, computers, journals etc and focusing on e-classes to get bright students in future.

Annexure if any



Profile of the Department: 2015-16**1. Name of the Department:** Sanskrit**2. Year of Establishment:** 1978-1979**3. No. of teachers sanctioned and present position :**

Post Sanctioned	Post Present
1	1

4. Names of Programs/Courses offered: N.A**5. Number of administrative Staff:** N.A**6. Number of Technical Staff:** N.A**7. Annual/Semester/Choice based credit system (program wise):**

CLASS-TEST, MID-TERM TEST, PRE-FINAL EXAMS

8. Participation of the department in the course offered by the other department: N.A**9. Courses in collaboration with other universities, industries, foreign institutions, etc:** N.A

10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	N.A	N.A
<i>Associate Professors</i>	1	1
<i>Assistant Professors</i>	N.A	N.A
<i>CWTT</i>	1	1
<i>GUEST-LECTURER</i>	1	1

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Student guided for the last 4 years</i>
BIJAYA CHATTOPADHYAY	M.A	Associate Professor	"SAMKHYA - YOGA"	35	N.A
TUMPA ADAK	M.A, M-PHIL	CWTT	"NYAYA"	6+	N.A
SHEULI BAGH	M.A	Guest-Lecturer	"NYAYA"	1+	N.A

12. List of senior visiting faculty: N.A



13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty: N.A

14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1st	16	35	63	98	Awaiting	Awaiting
2 nd	12	40	55	95	Awaiting	Awaiting
3 rd	7		48	48	60%	50%
Total	35	75	166	241		

15. Ratio of Teacher to Student: 1: 79

16. Departmental Projects funded by DST-FIST, UGC, DBT ,ICSSR , etc and total grant received : Nil

17. Research Centre/facility recognized by the University: Nil

18. Publications: Nil

19. No. of Research Scholars: Nil

20. Student Projects: Nil

21. Awards/Recognition received by Faculty and Students: Nil



22. Seminars/Conferences/Workshops organized and the source of Funding :Nil

23. Latest revision of Curriculum:2010

24. Number of Students passed NET/SLET etc.(last 4years) :Nil

25. Success rate of students :

Honours	85%
General	80%

26. Distinction/Ranks : Nil

27.Publication by faculty (last 4 years) :Nil

28.Awards and recognition received by the Faculty (last 4 years) :Nil

29.Research projects completed during last 4 years :NIL

30.Faculty who have attended National and International Seminars (last 4 years) :

Name of the Teacher	Sate Level Seminar attended	National Level Seminar attended	International Seminar attended
BIJAYA CHATTOPADHYAY	Yes (1)	Nil	Nil
TUMPA ADAK	Yes (1)	Yes (2)	Nil
SHEULI BAGH	Nil	Yes (1)	Nil



31. Number of books in the Departmental Library : Approx 95

32. Number of Journals/Periodicals : Nil

33. Number of Computers : Nil

34. Annual Budget : Nil

35. Details of Infrastructure : Nil

a. Library : Satisfactory

b. Internet facility : Nil

c. Laboratories : Nil

36. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST receiving scholarships from govt. Nil

37. Details on student enrichment programs (special lectures/workshops/Seminars) : Nil



38. Teaching method adopted to improve student learning:

- **Traditional lecture method:** Yes
- **Question answer session:** Yes
- **Remedial coaching classes Special Classes, tutorials etc:** Yes
- **Organizing Seminars:** ORGANISED UGC SPONSORED STATE LEVEL SEMINAR ON “ STUDY OF SANSKRIT MANUSCRIPTS AND INDIAN MYTHOLOGY ” ON 21.01.2011

39. Participation in Institutional Social Responsibilities (ISR) and Extensive activities : Nil

- The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units.

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** Indian heritage and ancient tradition lies in Sanskrit language.
- **Weakness:** Lack of good books in departmental library.



- **Challenges:** To create demand for the subject as it is an ancient Indian subject

Future Plan: Traditional teaching method and technical method.

Annexure if any NIL

S.N.G.C.



Profile of The Department 2014-15**1. Name of the Department:** Education**2. Year of Establishment:** Gen-1982, Honours- 2002**3. Number of teachers sanctioned and present position:**

Post Sanctioned	Post Present
2	2

4. Names of Programs/ Courses offered: Honours, General**5. Number of administrative Staff:** Nil**6. Number of Technical Staff:** Nil**7. Annual/ Semester/ Choice based credit system (program wise):**

Mid-Term Test, Pre-Final Exam, Annual

8. Participation of the department in the course offered by the other department: Summer School**9. Courses in collaboration with other universities, industries, foreign institutions, etc:** Nil

10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NA	NA
<i>Associate Professors</i>	Nil	Nil
<i>Assistant Professors</i>	2	2
<i>CWTT</i>	Nil	Nil
<i>PTT</i>	Nil	Nil

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Dr. Rita Singha Roy	M.A,B.Ed, M.Phil, Ph.D	Assistant Professor	Education	13+	NA
Sri Provashis Mondal	M.Sc(Applied Mathematics), B.Ed, M.A (Education), M.Phil(Education)	Assistant Professor	Teacher Education	1+	NA

12. List for senior visiting faculty: Nil

13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty: NA



14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	23	155	122	300	Awaiting	Awaiting
2 nd	15	113	166	294	Awaiting	Awaiting
3 rd	31		161	192	96.77%	93 %
Total	69	268	449	789		

15. Ratio of Teacher to Student: Hons:1:28

Gen : 1:287

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received:Nil

17. Research Centre/ facility recognized by the University:Nil

18. Publications:

Name of the Teacher	Name of the Publications	Year
Sri Provashis Mondal	1. What are the causes of Dropout among the Primary School Children? A Indo-Bangladesh Border Region. IJIRS (INTERNATIONAL JOURNAL OF INNOVATIVE RESEARCH & STUDIES)- ISSN 2319-9725, VOLUME 2 , ISSUE 2, FEBRUARY 2013	FEB-2013
	2. THE SOCIO- ECONOMIC PROBLEMS OF THE SCHOOL DROPOUT AMONG THE PRIMARY LEVEL RAMNAGAR AREA OF GAIGHATA BLOCK, NORTH 24 PARGANAS, WEST BENGAL—AJRSH - Volume 3, Issue 3 (March, 2013) ISSN 2249-7315	MAR-2013



19. Number of Research Scholars:NA

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and he source of Funding:Nil

23. Latest revision of Curriculum:2010

24. Number of Students passed NET/ SLET etc. (last 4 years): NA

25. Success rate of students:

Honours	96.7%
General	93%

26. Distinction/ Ranks:Nil

27. Publication by faculty (last 4 years):

NAME OF THE TEACHERM	STATE LEVEL SEMINARS ATTENDED	NATIONAL LEVEL SEMINARS ATTENDED	INTERNATIONAL LEVEL SEMINARS ATTENDED
Dr. Rita Singha Roy	Nil	1	Nil
Sri ProvashisMondal	Nil	Nil	2



28. Awards and recognition received by the Faculty (last 4 years):

NIL

29. Research projects completed during last 4 years: NA

30. Faculty who have attended National and International Seminars (last 4 years):

<i>Name of the Teacher</i>	<i>State Level Seminar attended</i>	<i>National Level Seminar attended</i>	<i>International Seminar attended</i>
Dr. Rita Singha Roy	Nil	6	Nil
Sri Provashis Mondal	Nil	1	1

31. Number of books in the Departmental Library: Approx 60

32. Number of Journals/ Periodicals: 12

33. Number of Computers: Nil

34. Annual Budget: None

35. Details of Infrastructure:

a. Library: yes

b. Internet facility: yes

c. Laboratories: NA

36. Number of students receiving financial assistance from college, university, government or other agencies : Nil



37. Details on student enrichment programs (special lectures/ workshops/ seminars): Nil

38. Teaching method adopted to improve student learning:

- **Traditional lecture method :** Yes
- **Question answer session :**Yes
- **Remedial coaching classes Special Classes, tutorials etc :** Yes
- **Organizing Seminars :**No

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- **The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units:** Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** In relation to the Students intake passing rate in final examination is high
- **Weakness:** Space Problem, Insufficient study materials, seminars, library books, audio-visual teaching aids, Computer, paucity of faculty members
- **Challenges:** To produce not only good students but also good citizens.

Future Plan: Do away with tradition teaching Methods and make classroom teaching more technology oriented.

Profile of The Department 2014-15



1. Name of the Department: Bengali

2. Year of Establishment: 1978-79

HONOURS-2001

3. Number of teachers sanctioned and present position:

Post Sanctioned	Post Present
2	2

4. Names of Programs/ Courses offered: B.A. Hons. & General

5. Number of administrative Staff: NIL

6. Number of Technical Staff: NIL

7. Annual/ Semester/ Choice based credit system (program wise): Mid Term Test, Pre Final Exams, Class test.

8. Participation of the department in the course offered by the other department: NIL

9. Courses in collaboration with other universities, industries, foreign institutions, etc: NIL



10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NA	NA
<i>Associate Professors</i>	2	2
<i>Assistant Professors</i>	NIL	NIL
<i>CWTT</i>	1	1
<i>PTT</i>	NIL	NIL

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Dr. MANAS GHOSH	M.A., B.Ed., Ph.D.	ASSOCIATE PROFESSOR	LINGUISTICS	20+	N.A.
Prof. SUCHITA GUPTA	M.A., B.Ed., M.Phil.	ASSOCIATE PROFESSOR	COMPARATIVE LITERATURE	18+	N.A.
Dr. PINAKI BISWAS	M.A., Ph.D.	CWTT	DRAMA	7+	N.A.

12. List for senior visiting faculty: N.A.

13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty:N.A.



14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	49	95	116	211	WAITING	WAITING
2 nd	46	27	95	122	WAITING	WAITING
3 rd	39		84	84	95%	98%
Total	134	122	295	417	93%	

15. Ratio of Teacher to Student: 1: 55 in Hons. & 1:140 (General)

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received: NIL

17. Research Centre/ facility recognized by the University: NIL

18. Publications:

Name of the Teacher	Name of the Publications	Year
Dr. MANAS GHOSH	1. KALOJAL NILJAL A NOVEL (ANANDA PUBLISHERS) 2. PARASAN A NOVEL (BHOBISYAT) 3. GURU DIKSHAYAYA PRAROBHDHYA SPIRITUAL FICTION (GIRIJA LIBRARY)	2014
Prof. SUCHITA GUPTA	1) SHISHU SAHITYIK ATHOBA BAHUMATRIK RACHONA : 'AALOR FULKI'—EKTI PORIKRAMA 2) PETER THEKE PUTU –BIDESHI CHORITRER DESHI RUPANTAR	SEP. 2012 APRIL-SEP. 2014



Dr. PINAKI BISWAS	1) TRITIO DUNIYER THEATRE KORMI BADAL SARKAR	SEP. 2012
	2) RAJNITIR EKTU JIBONTA MADHYAM : BADAL SARKARER THIRD THEATRE	APRIL 2014
	3) APONAY APON SANDHANI RABINDRANATH	APRIL 2015

19. Number of Research Scholars:N.A.

20. Student Projects: NIL

21. Awards/ Recognition received by Faculty and Students:NIL

22. Seminars/ Conferences/ Workshops organized and the source of Funding: NIL

23. Latest revision of Curriculum:2010

24. Number of Students passed NET/ SLET etc. (last 4 years):NIL

25. Success rate of students:

Honours	99%
General	93%

26. Distinction/ Ranks:

27. Publication by faculty (last 4 years): NIL



28. Awards and recognition received by the Faculty (last 4 years):

1 Ph.D.

29. Research projects completed during last 4 years: NIL

30. Faculty who have attended National and International Seminars (last 4 years):

Name of the Teacher	State Level Seminar attended	National Level Seminar attended	International Seminar attended
Dr. MANAS GHOSH	1	NIL	NIL
Prof. SUCHITA GUPTA	1	NIL	NIL
Dr. PINAKI BISWAS	3	2	3

31. Number of books in the Departmental Library: 75 Approx.

32. Number of Journals/ Periodicals: NIL

33. Number of Computers:1

34. Annual Budget:NIL

35. Details of Infrastructure: NIL

36. Number of students receiving financial assistance from college, university, government or other agencies: NIL

37. Details on student enrichment programs (special lectures/ workshops/ seminars): NIL



38. Teaching method adopted to improve student learning:

- **Traditional lecture method** : YES
- **Question answer session** :YES
- **Remedial coaching classes Special Classes, tutorials etc** : YES
- **Organizing Seminars** : No

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units: Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** a. Student strength b. 100% result c. Demand of the subject d. Good student- teacher relation.
- **Weakness:**a. Lack of good infrastructure b. No room for the department
- **Challenges:**To produce not only good students but also good citizens.

Future Plan:a.To have a library, which will be enriched with good reference books of eminent scholars. b. To have a national level seminar.



PROFILE OF THE DEPARTMENT: 2014-15

1. Name of the Department: Geography

2. Year of Establishment: 2008

3. Number of teachers sanctioned and present position:

Post Sanctioned	Post Present
NIL	NIL

4. Names of Programs/ Courses offered : B.A. Hons. & General

5. Number of administrative Staff: NIL

6. Number of Technical Staff: NIL

7. Annual/ Semester/ Choice based credit system (program wise):

Mid Term Test, Pre Final Exams, Class test.

8. Participation of the department in the course offered by the other department: NIL

9. Courses in collaboration with other universities, industries, foreign institutions, etc: NIL



10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NIL	NIL
<i>Associate Professors</i>	NIL	NIL
<i>Assistant Professors</i>	NIL	NIL
<i>CWTT</i>	02	02
<i>PTT</i>	01	01

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
SANCHITA SARKAR	M.Sc., B.Ed., M.Ed.	CWTT	CARTOGRAPHY	6+	N.A.
DIPANWITA DE	M.A., B.Ed.	CWTT	PEDOLOGY	5+	N.A.
SUMANA GHOSH	M.A., B.Ed.	PTT	REGIONAL PLANNING	5+	N.A.

12. List for senior visiting faculty: N.A.

13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty: N.A.



14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	35	14	11	25	WAITING	WAITING
2 nd	37	12	22	34	WAITING	WAITING
3 rd	22	-----	09	09	90.9%	100%
Total	94	26	42	68	82%	-----

Name of the Teacher	Name of the Publications	Year
DIPANWITA DE	<p>4. Assessment of Landuse and Landcover Changes in Panchrakhi Village, Hugli (IOSR- JHSS)</p> <p>5. Level of Urbanization: An Empirical Study of N 24 Parganas (International Research Journal of Social Sciences)</p> <p>6. Spatial Inequality in Health Care Infrastructure in Sundarban, West Bengal (International Research Journal of Social Sciences)</p> <p>7. A Study of Educational Infrastructure in Sundarban, S 24 Paraganas, West Bengal (IJRSS)</p> <p>8. Temporal and Spatial Pattern of Sex Ratio in West Bengal (Euro Asia Research Development Association)</p>	<p>July, 2014</p> <p>October,14</p> <p>December,14</p> <p>February,15</p> <p>November,15</p>
SANCHITA SARKAR	<p>1. Temporal and Spatial Pattern of Sex Ratio in West Bengal (Euro Asia Research Development Association)</p>	<p>November,15</p>

SUMANA GHOSH	<ol style="list-style-type: none"> 1. Assessment of Landuse and Landcover Changes in Panchrakhi Village, Hugli (IOSR- JHSS) 2. India and globalization (accepted but not published yet) 3. A dynamic approach to globalization on its twenty fifth year (ISBN-978-93-83368-68-6) 	July, 2014
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15. Ratio of Teacher to Student: 1: 32 (Hons.) & 1: 24 (General)

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received: NIL

17. Research Centre/ facility recognized by the University: NIL

18. Publications:

19. Number of Research Scholars: N.A.

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and the source of Funding: Nil

23. Latest revision of Curriculum: 2010

24. Number of Students passed NET/ SLET etc. (last 4 years): Nil



25. Success rate of students:

Honours	82%
General	WAITING

26. Distinction/ Ranks:

27. Publication by faculty (last 4 years): Seven (7)

28. Awards and recognition received by the Faculty (last 4 years): Nil

29. Research projects completed during last 4 years: Nil

30. Faculty who have attended National and International Seminars (last 4 years):

Name of the Teacher	State Level Seminar attended	National Level Seminar attended	International Seminar attended
SANCHITA SARKAR	01	--	NIL
SUMANA GHOSH	01	---	NIL
DIPANWITA DE	01	---	---

31. Number of books in the Departmental Library:47

32. Number of Journals/ Periodicals: NIL

33. Number of Computers: 11 (Five computers have GIS software according to the UG syllabus guideline)

34. Annual Budget: NIL



35. Details of Infrastructure:

a. Library: YES

b. Internet facility: NO

c. Laboratories: YES

36. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ ST receiving scholarship from Govt.

37. Details on student enrichment programs (special lectures/ workshops/ seminars): NIL**38. Teaching method adopted to improve student learning:**

- **Traditional lecture method :** YES
- **Question answer session :** YES
- **Remedial coaching classes Special Classes, tutorials etc :** YES
- **Organizing Seminars :** NO



39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units: Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** Demand of the subject, good attendance, study tours
- **Weakness:** Lack of good reference books, lack of facilities in laboratory
- **Challenges:** To have more developed and better laboratory.
- **Future Plan:** Do away with traditional teaching Methods and make class room teaching more technology oriented.



Profile of The Department 2015-16

1. Name of the Department : History

2. Year of Establishment : 1979

3. Number of teachers sanctioned and present position :

Post Sanctioned	Post Present
02	02

4. Names of Programs/ Courses offered : B.A (Hons.) & General

5. Number of administrative Staff : Nil

6. Number of Technical Staff : Nil

7. Annual/ Semester/ Choice based credit system(program wise) :

Annual, Mid Term, Class tests.

8. Participation of the department in the course offered by the other department: Nil

9. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil



10. Number of Teaching Posts :

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	Nil	Nil
<i>Associate Professors</i>	01	01
<i>Assistant Professors</i>	01	01
<i>CWTT</i>	N.A	N.A
<i>PTT</i>	N.A	N.A

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
Dr.SobhonaMisra	M.A, Ph.D	Associate Professor	Socio Economic History Of Orissa	21+	Nil
Prof.MinakshiHal dar	M.A, B.Ed	Assistant Professor	Mughal Rule	10+	Nil

12. List for senior visiting faculty : Nil



13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty : Nil

14. Number of Students:

Year:2014-15

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	16	185	100	301	Awaiting	Awaiting
2 nd	02	158	108	268	Awaiting	Awaiting
3 rd	01		115	116	89%	96%
Total	19	343	323	685		

15. Ratio of Teacher to Student: 1:342

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received: Nil

17. Research Centre/ facility recognized by the University: Nil

18. Publications:

Name of the Teacher	Name of the Publications	Year
Dr.SobhonaMisra	1.The nature of Panchayat Raj in India (From Pre Colonial Period to Post Colonial Period)----- Chandramani	2015
Prof.MinakshiHaldar	Narayanguru& Caste Movement_____Chandramani BangalerSramikAndolanNariNetriterBhumika	2015

19. Number of Research Scholars : Nil

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and the source of Funding: UGC

a. State: N.A

b. National: Dichotomous nature of Decolonization.

c. International:

d. College level: ICC (Womens' studies)

Workshop: Investors Awareness Program of Financial Inclusion

23. Latest revision of Curriculum: Nil

24. Number of Students passed NET/ SLET etc. (last 4 years):

25. Success rate of students:

Honours	100%
General	95%

26. Distinction/ Ranks: Nil

27. Publication by faculty (last 4 years): Kindly see the Annexure

28. Awards and recognition received by the Faculty (last 4 years): Nil

29. Research projects completed during last 4 years : Nil



30. Faculty who have attended National and International Seminars (last 4 years):

Name of the Teacher	State Level Seminar attended	National Level Seminar attended	International Seminar attended
Dr.SobhonaMisra	Universal Humanism	Nil	Nil
Prof.MinakshiHaldar	Universal Humanism, PashchimbangaltihassamsadXXX Ist Annual Conference	Nil	Nil

31. Number of books in the Departmental Library:150

32. Number of Journals/ Periodicals: 01

33. Number of Computers: 01

34. Annual Budget: Rs.250/-

35. Details of Infrastructure: Class rooms + Departmental Library

a. Library: Departmental Library & Central Library

b. Internet facility: Yes

c. Laboratories: Nil

36. Number of students receiving financial assistance from college, university, government or other agencies: All the students belonging to SC/ST receiving scholarships from govt.:

All the students belonging to SC/ST receiving scholarships from Govt.



37. Details on student enrichment programs (special lectures/workshops/ seminars): Special Lectures, workshops, seminars

38. Teaching method adopted to improve student learning:

- **Traditional lecture method :**Yes
- **Question answer session :** Yes
- **Remedial coaching classes Special Classes, tutorials etc :** Yes
- **Organizing Seminars :** Yes

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- **The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units:** Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** In relation to the Students intake passing rate in final examination is high
- **Weakness:** Space Problem, Insufficient study materials, seminars library books, audio-visual teaching aids.
- **Challenges:** To produce not only good students but also good citizens.

Future Plan: To organize international seminar, to have smart class rooms.

Annexure if any



Profile of The Department 2014-15**1. Name of the Department:** English**2. Year of Establishment:** General-1978,

Honours- 2001

3. Number of teachers sanctioned and present position:

Post Sanctioned	Post Present
2	0

4. Names of Programs/ Courses offered : Honours, General**5. Number of administrative Staff:** Nil**6. Number of Technical Staff:** Nil**7. Annual/ Semester/ Choice based credit system (program wise):**

Mid-Term Test, Pre-Final Exam, Annual

8. Participation of the department in the course offered by the other department: Internal participation in taking classes of compulsory English course offered by Commerce Department.

9. Courses in collaboration with other universities, industries, foreign institutions, etc: Nil



10. Number of Teaching Posts:

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>	NA	NA
<i>Associate Professors</i>	Nil	Nil
<i>Assistant Professors</i>	02	Nil
<i>CWTT</i>	01	01
<i>PTT</i>	Nil	Nil
<i>GUEST</i>	02	01

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Student guided for the last 4 years</i>
PRALAY MOHAN RAY	M.A, M.Phil	CWTT	MODERN BRITISH DRAMA	8+	NA
AMRITA NATH	M.A, B.ED.	GUEST LECT.	Teacher Education	1+	NA

12. List for senior visiting faculty: Nil



13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty: NA

14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	33	05	0	38	WAITING	WAITING
2 nd	07	0	44	51	WAITING	WAITING
3 rd	10	36	00	46	60%	94.44%
Total	50	41	44	135		

15. Ratio of Teacher to Student: Hons : 1:25 Gen: 1:43

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received: NIL

17. Research Centre/ facility recognized by the University: Nil

18. Publications:

Name of the Teacher	Name of the Publications	Year
PRALAY MOHAN RAY	3.MARVELL'S TO HIS COY MISTRESS : A PSYCHO-SEXUAL STUDY.	FEB-2012
	2.RABINDRANATH TAGORE'S RAKTOKOROB:POST COLONIAL INTERROGATION.	MAR-2014
AMRITA NATH	Nil	



19. Number of Research Scholars: NA

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and the source of Funding: Nil

23. Latest revision of Curriculum: 2010

24. Number of Students passed NET/ SLET etc. (last 4 years): NA

25. Success rate of students:

Honours	60%
General	94.94%

26. Distinction/ Ranks: Nil

27. Publication by faculty (last 4 years):

28. Awards and recognition received by the Faculty (last 4 years): Nil

29. Research projects completed during last 4 years: NA

30. Faculty who have attended National and International Seminars (last 4 years):



<i>Name of the Teacher</i>	<i>State Level Seminar attended</i>	<i>National Level Seminar attended</i>	<i>International Seminar attended</i>
PRALAY MOHAN RAY	03	Nil	Nil
AMRITA NATH	Nil	Nil	Nil

31. Number of books in the Departmental Library: Approx 72

32. Number of Journals/ Periodicals: 03

33. Number of Computers: Nil

34. Annual Budget: No specific amount

35. Details of Infrastructure:

a. Library: One

b. Internet facility: Not available

c. Laboratories: NA

36. Number of students receiving financial assistance from college, university, government or other agencies:

All the students belonging to SC/ST

37. Details on student enrichment programs (special lectures/ workshops/ seminars): Nil



38. Teaching method adopted to improve student learning:

- **Traditional lecture method :** Yes
- **Question answer session :** Yes
- **Remedial coaching classes Special Classes, tutorials etc :** Yes
- **Organizing Seminars :** No

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units: Yes

40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** Though the number of faculty members is inadequate, the dept. is striving to meet the students' need as far as possible.
- **Weakness:** Students coming from the poor socio economic strata and at same time first generation academic background have not the sufficient potential to learn a foreign language and literature. Moreover, insufficiency of class room, study material, library books etc. hinder the teaching learning process.
- **Challenges:** To overcome all above mentioned infirmities of the said Department.

Future Plan : To make class room teaching more dynamic and student friendly and interesting as well by adopting technological devices.



Profile of The Department 2014-15

1. Name of the Department : **Philosophy**

2. Year of Establishment : 2002

3. Number of teachers sanctioned and present position :

Post Sanctioned	Post Present
02	02

4. Names of Programs/ Courses offered : UG Hons. & General

5. Number of administrative Staff : NIL

6. Number of Technical Staff : NIL

7. Annual/ Semester/ Choice based credit system (program wise)

:Mid Term Test, Pre Final Exams, Class test.

8. Participation of the department in the course offered by the other department: NIL

9. Courses in collaboration with other universities, industries, foreign institutions, etc: NIL



10. Number of Teaching Posts :

<i>Teaching Posts</i>	<i>Sanctioned</i>	<i>Filled</i>
<i>Professors</i>		
<i>Associate Professors</i>		
<i>Assistant Professors</i>	02	02
<i>CWTT</i>	01	01
<i>PTT</i>		

11. Faculty Profile with name, qualification, designation, specialization:

<i>Name</i>	<i>Qualification</i>	<i>Designation</i>	<i>Specialization</i>	<i>No. of Years of Experience</i>	<i>No. of Ph.D. Students guided for the last 4 years</i>
DALIA CHATTOPADHAYA	M.A., M.Phil.	ASSISTANT PROFESSOR		15	
MADHURI RAY	M.A., B.Ed.	ASSISTANT PROFESSOR		5	
APARAJITA BHATTACHARIYA	M.A., M.Phil.	CWTT		6	

12. List for senior visiting faculty: Nil

13. Percentage of lectures delivered and practical classes handled (program wise) by temporary faculty :



14. Number of Students:

Year: 2014-2015

Year	Hons.	Gen with other Hons.	General	Total	Success rate in Hons.	Success rate in Gen
1 st	7		155		Awaiting	Result has not published yet.
2 nd	3		54		Awaiting	Result has not published yet.
3 rd	5		45		60%	80%
Total	15		254			

15. Ratio of Teacher to Student: 3: 26 in Hons. & 1:64 in General

16. Departmental Projects funded by DST-FIST; UGC, DBT, ICSSR, etc. and total grant received:

17. Research Centre/ facility recognized by the University:

18. Publications:

Name of the Teacher	Name of the Publications	Year
DALIA CHATTOPADHYAY	NAME OF THE ARTICLE. SWAMI VIVEKANANDA ' A VAIDANTIC SOCIALIST' NAME OF THE BOOK 'THE SOCIO- POLITICAL THOUGHTS OF SWAMI VIVEKANANDA'.PUBLISHED BY READERS SERVICE. ISBN . 978-93-82623-39-7	20013,04 .4-5.



	NAME OF THE ARTICLE 'RELIVANCE OF SWAMI VIVEKANANDA'S EDUCATION TO MODERN ERA' NAME OF THE BOOK 'SWAMI VIVEKANANDA AND UNIVERSAL HUMANISM'. PUBLISHED BY RACHAYITA ISBN .978-93-82549-30-7.	2014.01.31 02 .01
	NAME OF THE ARTICLE 'RABINDRANATHER NAITIK BHAVNAY BUDDHER PRABHAB'	2015 29- 30 SEP.
MADHURI RAY	"A CLASSIFICATION OF HUMAN ERROR: GENOTYPE AND PHENOTYPE" published in Contemporary Research Spectrum VOL 1, ISSUE 1, ISBN 2454-8987	2015, SEP

19. Number of Research Scholars: Nil

20. Student Projects: Nil

21. Awards/ Recognition received by Faculty and Students: Nil

22. Seminars/ Conferences/ Workshops organized and he source of Funding:

a. State: Department organized a UGC sponsored state level seminar on 31st January and 1stfebruary'2014 on "SWAMI VIVEKANANDA AND UNIVERSAL HUMANISM"

23. Latest revision of Curriculum: 2010

24. Number of Students passed NET/ SLET etc. (last 4 years): 01



25. Success rate of students:

Honours	100
General	90

26. Distinction/ Ranks: Nil

27. Publication by faculty (last 4 years): one article published and (others) three articles have already submitted but yet to publish

28. Awards and recognition received by the Faculty (last 4 years):

29. Research projects completed during last 4 years: Nil

30. Faculty who have attended National and International Seminars (last 4 years):

Name of the Teacher	State Level Seminar attended	National Level Seminar attended	International Seminar attended
Dalia Chattopadhyaya	3	4	1
Madhuri Ray	2	nil	nil
Aparijita Bhattacharia	1	nil	nil

31. Number of books in the Departmental Library: 200

32. Number of Journals/ Periodicals: 10

33. Number of Computers: nil

34. Annual Budget:



35. Details of Infrastructure:

- a. Library: Yes
- b. Internet facility: Yes
- c. Laboratories: Yes

36. Number of students receiving financial assistance from college, university, government or other agencies:**37. Details on student enrichment programs (special lectures/ workshops/ seminars):****38. Teaching method adopted to improve student learning:**

- **Traditional lecture method :YES**
- **Question answer session :YES**
- **Remedial coaching classes Special Classes, tutorials etc :YES**
- **Organizing Seminars :YES**

39. Participation in Institutional Social Responsibilities (ISR) and Extension activities:

- **The students and the Faculty members regularly participate in the Institutional Social Responsibilities and Extension Activities organized by the college NSS Units: Yes**



40. SWOC analysis of the Department and FUTURE Plan:

- **Strength:** In relation to the Students intake passing rate in final examination is high
- **Weakness:** Space Problem, Insufficient study materials, seminars library books, audio-visual teaching aids.
- **Challenges:** To produce not only good students but also good citizens.

Future Plan: to be a man and to make a MAN following the ideals of Rabindranath Tagore and Swami Vivekananda.

Annexure if any



Annexure:

Phone : 2663-0270



Swami Niswambalananda Girls' College

115, Biplabi Phanindra Mohan bandyopadhyay Sarani,
P.O. - Bhadrakali, P.S. – Uttarpara, Dist. – Hooghly (W.B.) - 712232
(Near Uttarpara Railway Station / Shakher Bazar)

E-Mail : sngcollege@yahoo.co.in, Website : www.swaminiswambalanandagirlscollege.com

ACCREDITED BY NAAC

Ref. No.

Date 21.12.2015

Declaration by the Head of the Institute

This is to certify that the data used in preparing the Self Study Report (SSR) are true to the best of my knowledge and this SSR is prepared through internal discussion by my colleagues without any outsourcing. I am aware to the fact that the Peer team will validate the data provided to prepare SSR during their visit.

Chandana Roy Chowdhury





Phone : 2663-0270

Swami Niswambalananda Girls' College

115, Biplabi Phanindra Mohan bandyopadhyay Sarani,
P.O. - Bhadrakali, P.S. – Uttarpara, Dist. – Hooghly (W.B.) - 712232
(Near Uttarpara Railway Station / Shakher Bazar)

E-Mail : sngcollege@yahoo.co.in, Website : www.swaminiswambalanandagirlscollege.com

ACCREDITED BY NAAC

Ref. No.

Date.....

Certificate of Compliance

(Affiliated /Constituent/Autonomous Colleges and Recognized Institute)

Certified that, Swami Niswambalananda Girls' College, 115, Biplabi Phanindra Mohan Bandyopadhyay Sarani, Bhadrakali, Hooghly, WB- 712232 fulfils all norms

1. Stipulated by the affiliating University and /or
2. Regulatory Council/Body [such as UGC] and
3. The affiliation and recognition[if applicable] is valid as on date
4. In case the affiliation by the University/ recognition by the statutory body is withdrawn the same shall be informed to NAAC by the college immediately.

In case the affiliation/recognition is conditional, then a detailed enclosure with regard to compliance of conditions by the institution will be sent.

It is noted that NAAC's accreditation, if granted, shall stand cancelled automatically, once the institution loses the University affiliation or Recognition by the Regulatory Council, as the case may be.

In case the undertaking submitted by the institution is found to be false then the accreditation given by NAAC is liable to be withdrawn. It is also agreeable that the undertaking given to NAAC will be displayed on the college website.

Date:

Chandana Roy Chowdhury

Place:

Principal

Chandana Roy Chowdhury





UNIVERSITY GRANTS COMMISSION
BAHADUR SHAH ZAFAR MARG
NEW DELHI-110 002.

F.8-269/2003 (CPP-I)

November, 2003

The Registrar,
Calcutta University,
Kolkatta (W.B).

19 NOV 2003

Sub:- List of Colleges prepared under Section 2 (f) and 12 (B) of the UGC Act, 1956.-
Inclusion of New College.

Sir,

I am directed to refer to letter No. SNGC/UGC-Reg/2003/03 dated 1/3-09-2003 received from Swami Niswambalananda Girls College, Bhadrakali, District Hooghly on the subject cited above and to say that the name of the following College has been included in the above list under Non-Government Colleges teaching upto Bachelor's Degree.

Name of the College	Year of Establishment	Remarks
Swami Niswambalananda Girls College, 87, Biplabi Phanindra Mohan Bandyopadhyay Sarani, P.O. Bhadrakali, District Hooghly (W.B.).-712 232.	1978	The College is eligible to receive Central assistance in terms of the Rules framed under Section-12 (B) of the U.G.C Act, 1956.

The documents submitted in respect of the above College have been accepted by the Commission.

Yours faithfully,

Urmil Gulati
(Urmil Gulati)
Under Secretary

Copy forwarded to:-

1. The Principal, Swami Niswambalananda Girls College, 87, Biplabi Phanindra Mohan Bandyopadhyay Sarani, P.O. Bhadrakali, District Hooghly (W.B.).-712 232.
2. The Secretary, Government of India, Ministry of Human Resource Development, Department of Secondary Education & Higher Education, T-14 Section, Shastri Bhavan, New Delhi-110 001.
3. Joint Secretary, UGC, Eastern Regional Office, LB-8 Sector-III, Kolkatta-700 091.
4. All Sections, U.G.C.,
5. Section Officer (F.D.-III Section) U.G.C., New Delhi.
6. Guard file.

Prem Chand
(Prem Chand)
Section Officer



INSPECTOR OF COLLEGES



CALCUTTA UNIVERSITY
CENTENARY BUILDING
KOLKATA - 700 073

No.

C/1684/229-Aff

Dated, the, 20

18.12.2015

To Whom It May Concern

This is to certify that Swami Niswambalananda Girl's College, 115, Biplabi Phanindra Mohan Sarani, P.O-Bhadrakali, P.S-Uttarpara, Dist-Hooghly, Pin-712232 was granted affiliation by the University of Calcutta in the year 1978 and the affiliation stands valid till date.



ahus
Inspector of Colleges

Dm





UNIVERSITY OF CALCUTTA
SENATE HOUSE
87/1, College Street, Kolkata – 700 073

Prof. (Dr.) Soma Bandyopadhyay

Registrar (Acting)

Phone : 2241-0071/4984

Fax : 91-033-2241-3222

E-mail : somabando@yahoo.co.in


প্রফেসর (ডঃ) সোমা বন্দ্যোপাধ্যায়
ক্যানিবাঁহী নিবন্ধক

TO WHOM IT MAY CONCERN

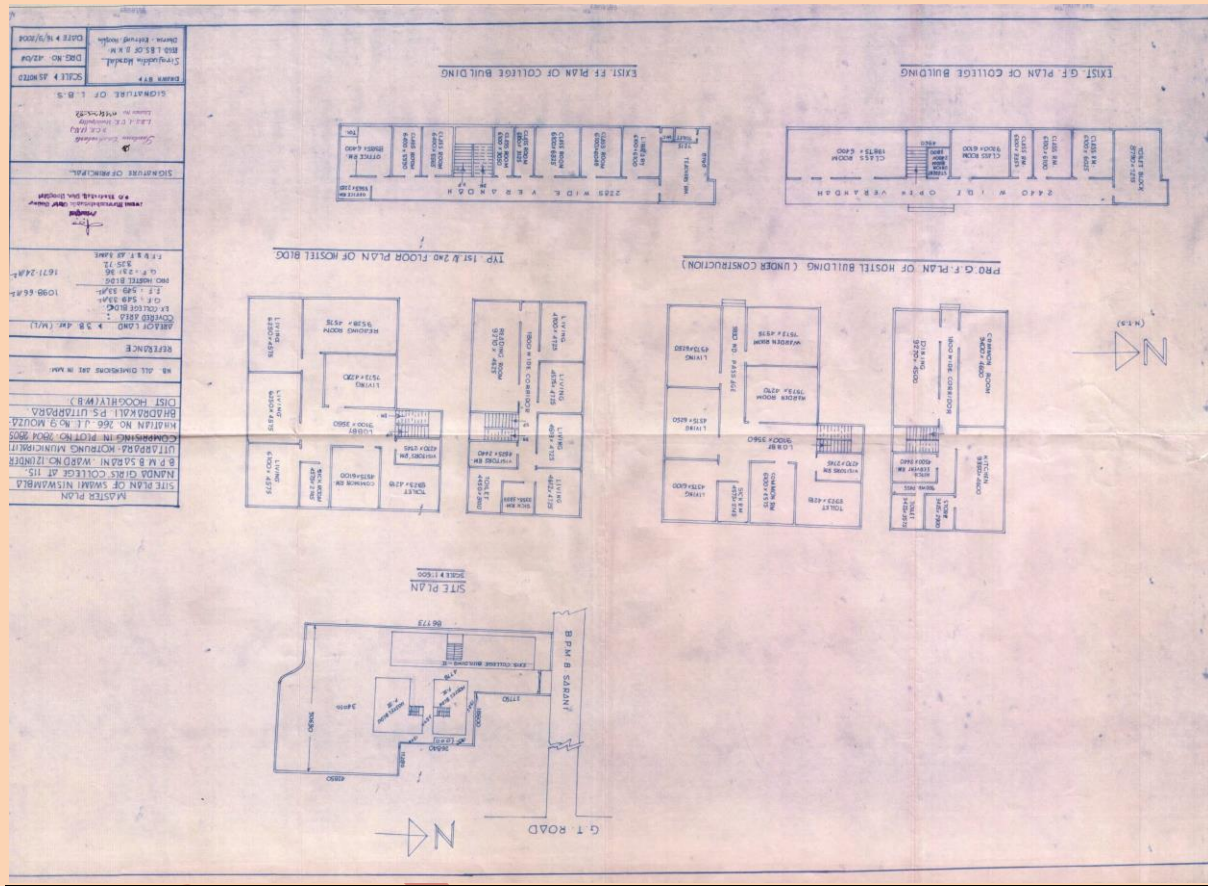
This is to certify that Swami Niswambalananda Girls' College , 115, Biplabi Phanindra Mohan Bandyopadhyay Sarani, P.O. Bhadrakali, P.S. Uttarpara, Hooghly, Pin: 712232, West Bengal is affiliated to the University of Calcutta and recognized by the University Grants Commission and the following Courses/Subjects are taught in the said college as per approval:

Sl No	Name of the Course(s) and Duration	Affiliation		Period of Validity for the year(s)
		Permanent	Temporary	
1.	Three Year B.A. Honours Courses in English, Bengali, Sanskrit, Education, Geography, Philosophy, History, Political Science,	NA		Affiliation stands valid till date
2.	Three Year B.A. General in English, Bengali, Sanskrit, History, Political Science, Geography, Education Economics, Philosophy	NA		Do
3.	Three Year B.Sc. General Course in Mathematics, Economics, Geography, Chemistry, Physics	NA		Do
4.	Three Year B.Sc. Honours Course in Economics, Geography	NA		Do
6.	Three Year B.Com. General Course	NA		Do
7.	Three Year B.Com. Honours Course in Accountancy	NA		Do

Date: 08.01.2016
Place : Kolkata


Prof. (Dr.) S. Bandyopadhyay
Registrar (Acting) 08.01.16





College Layout

S.N.G.C.







राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

Quality Profile

Name of the Institution : Swami Niswambalananda Girls' College

Place : Bhadrakali, Dist. Hooghly, West Bengal

Criterion	Weightage (W _i)	Criterion Score (C _i)
I. Curricular Aspects	100	56
II. Teaching-Learning and Evaluation	400	290
III. Research, Consultancy and Extension	50	28
IV. Infrastructure and Learning Resources	150	100
V. Student Support and Progression	100	60.5
VI. Organization and Management	100	65
VII. Healthy Practices	100	55.5
Total	ΣW _i = 1000	ΣC _i = 655

$$\text{Institutional Score} = \frac{\sum C_i}{\sum W_i} \times 100 = \frac{655}{1000} \times 100 = 65.50$$

Date : March 31, 2007

Director

March 31, 2007/153



Audit

Report 2011-12

SWAMI NISWAMBALANANDA GIRLS COLLEGE
BHADRAKALI, HOOGHLY
WEST BENGAL

Sub : Report on the Accounts for the year ended 31st March, 2012

We have audited the Annexed Balance Sheet as at 31st March, 2012 of Swami Niswambalananda Girls College, Bhadrakali, Hooghly, West Bengal alongwith the attached Income & Expenditure Account, Receipts & Payments Accounts and various Schedules for the year ended on that date and we report that :






1. We have obtained all the information and explanations we have required.
2. The Receipts & Payments Account is an agreement with the Books of Accounts maintained.
3. In our opinion and according to the best of our information and explanations given to us and as shown by the Books of Accounts and records produced before us and subject to our observation and suggestions as reported hereunder.

The said Balance Sheet, Income & Expenditure Account exhibit respectively the true and fair view of the state of affairs of the College as at 31st March, 2012 and of its excess of Income over Expenditure for the year ended on that date.

Books of Accounts :

The Books of Accounts and Registers are kept properly. In our opinion, proper Books of Accounts have been maintained by the College.



<div>  Swami Niswambalananda Girls' College Bhadrakali, Hooghly Balance Sheet as at 31st March, 2012 </div>			
<u>Liabilities</u>		<u>Assets</u>	
Capital Fund		Fixed assets (Annexure-A 1)	21,14,323.95
As per last account	44,90,980.62	Fixed Deposit (Annexure-A 2)	2,27,570.00
Add	<u>4,31,605.00</u>	Loan to U.G.C. Fund (Annexure-A 9)	64,333.00
Others Funds,	49,22,585.62	GSLI (Annexure-A 6)	4.00
	4,27,294.68	Advance against Salary (Annexure-A 3)	17,176.00
P. Fund (Annexure-L 2)	1,38,82,664.79	P. Tax (Annexure-A 4)	3874.00
P. Fund Loan (Annexure-L 1)	3,98,950.00	P.F. investment (Annexure-A 8)	1,38,04,892.00
Library Caution Money	26,400.00	Cash and Bank Balances (Annexure-P6)	50,77,382.14
Income Tax	30000.00		
Outstanding Liabilities	1661303.00		
(Salary of the teaching and Non-Teaching Staff including Principal for the month of March'12)			
Total	2,13,09,555.09	Total	2,13,09,555.09
<div>  S. Sankar Principal Swami Niswambalananda Girls' College Bhadrakali, Hooghly </div>		<div>  S. Sankar Principal Swami Niswambalananda Girls' College Bhadrakali, Hooghly </div>	
			

Swami Niswambalananda Girls' College
Bhadrakali Hooghly

Income & Expenditure Account For the Year Ended 31st March 2012

Expenses		Income	
To Salary	20730601.00	By Government Grants (An - R6)	2,13,27,961.00
To Examination Registration etc. (An - P1)	573120.00	By Fees & Fines (An - R2)	15,66,270.00
To Sectional Expenses (An - P2)	84977.00	By Other Receipts (An - R3)	7,18,125.00
To Other Expenses (An - P3)	1611873.00	By Miscellaneous Receipts (An - R4)	1,00,0856.00
To Miscellaneous Expenses (An - P4)	102395.00	By Bank Interest	65,719.00
To Incidental Expenses	1738.00		
To expenses from Govt. Grant	1162622.00		
To Excess of income over expenditure	431605.00		
Total	24698931.00	Total	24698931.00

Chaitanya
Accountant
Swami Niswambalananda Girls' College
Bhadrakali Hooghly

S. Sathya
Bursar
Swami Niswambalananda Girls' College
Bhadrakali Hooghly

[Signature]
Principal
Swami Niswambalananda Girls' College
Bhadrakali Hooghly



Swami Niswambalananda Girls' College Bhadrakali Hooghly <u>Receipts & Payments Account For the Year Ended 31st March 2012</u>			
<u>Receipts</u>		<u>Payments</u>	
To Opening Balance B/F * (An - R1)	43,57,450.14	By Salaries	20730601.00
To Fees & Fines (An - R2)	15,66,270.00	By Examination Registration etc. (An - P1)	573120.00
To Other Receipts (An - R3)	7,18,125.00	By Sectional Expenses (An - P2)	84977.00
To Miscellaneous Receipts (An - R4)	1,00,0856.00	By Other Expenses (An - P3)	1611873.00
To Contra Items (An - R5)	61,51,252.00	By Miscellaneous Expenses (An - P4)	102395.00
To Government Grants (An - R6)	2,13,27,961.00	By Contra Items (An - P5)	6026962.00
To Bank Interest	65,719.00	By Incidental Expenses	1738.00
To recovery from Bank of India	3,00,000.00	By Expenses on Govt. Grant	1162622.00
		By Transfer to UGC Fund	1,15,963.00
		By Closing Balance (An - P6)	5077382.14
Total	3,54,87,633.14	Total	3,54,87,633.14

Report 2012-13

Swami Niswambalananda Girls College							
Bhadrakali Hooghly, Pin : 712232							
Balance Sheet as at 31st March, 2013							
Liabilities	Sch	Amount (Rs.)	Amount (Rs.)	Assets	Sch	Amount (Rs.)	Amount (Rs.)
Capital Fund				Fixed Assets	4		1,972,307.95
As per balance sheet		4,922,585.62		Fixed Deposit	5		227,570.00
Add : Excess of Income over Expenditure for the year		146,085.00	5,068,670.62	Provident Fund Investment	6		14,830,792.00
Provident Fund	1		15,520,241.79	Loan to UGC Fund	7		27,741.00
Others Fund	2		489,922.68	Provident Fund Loan	8		300,750.00
Outstanding Liabilities	3		2,120,773.00	Cash and Bank Balance	9		5,840,447.14
		Total	23,199,608.09			Total	23,199,608.09

Note : UGC Fund shown as per seperate statement

In terms of our report of even date
For Bhattacharyya De & Co.
Chartered Accountants

(Provas Kumar De)
Partner
Membership No. 55637



S. Sankar Pillai
Teacher-in-charge & Secretary
Swami Niswambalerunda Girls' College
Bhadrakali, Hooghly

Dated: 09.01.2015

Swami Niswambalananda Girls College			
Bhadrakali, Hooghly, Pin : 712232			
Receipts & Payments Account for the year ended 31st March, 2013			
Receipts	Amount	Payments	Amount
Opening Balance		Outstanding Salary	1,661,303.00
Cash-in-hand	19.25	Provident Fund Investment	3,173,651.00
Bank Accounts	5,077,362.89	GSLI Account	36,314.00
		Income Tax	1,813,709.00
Outstanding Salary	2,102,273.00	Profession Tax	77,035.00
Provident Fund Duction	1,984,136.00	Books	23,700.00
GSLI Account	36,314.00	Building	22,050.00
Income Tax	1,783,709.00	Provident Fund Loan	832,000.00
Profession Tax	73,161.00	Salary Advance(PTT)	321,824.00
Salary Advance(PTT)	339,000.00	Salary Advance(TS & NTS)	1,146,000.00
Salary Advance(TS & NTS)	1,146,000.00	Puja Advance	110,000.00
Puja Advance	110,000.00	General Expenses	2,349.00
P.F Loan	832,000.00	Salary Paid	21,799,752.00
P.F Final Payment	1,315,751.00	Audit Fees Paid	12,500.00
P F Interest	1,025,215.00	Bank Charges	4,046.00
P.F Loan Recovery	132,300.00	Building Fees Paid	18,000.00
Loan to UGC. Fund	36,592.00	Provident Fund Final Payment	1,315,751.00
Admission Fees	66,800.00	Contengency Paid	73,353.00
Bank Interest	93,663.00	Conveyance Paid	21,254.00
Building Fees	96,600.00	Electricity Fees Paid	65,560.00
Cation Money	27,600.00	Exam Fees Paid (College)	118,800.00
Contengency	87,860.00	Exam Fees Paid (University)	598,463.00
Debet Fees	2,376.00	Game Fees Paid	5,000.00
Development Fees	118,800.00	Laboratory Fees Paid	9,226.00
Donation	788.00	Legal Expenses	5,330.00
Electricity Fees	160,905.00	Library Fees Paid	15,880.00
Exam Fees (College)	118,800.00	Mise Fees Paid	24,165.00
Exam Fees (University)	598,030.00	Postages	394.00
Game Fees	17,820.00	Printing Acct	73,920.00
Identity Card	65,350.00	Refreshment	9,954.00
Laboratory (Geo) Fees	195,952.00	Registration Fees Paid (University)	71,300.00
Library Card	19,108.00	Saac	3,283.00
Library Fees	160,905.00	Salary Arrear Partimer (CWTT & PTT)	192,600.00
Magaine Fee	17,820.00	Salary(Part-Timer)	911,604.00
Misc Fees	77,730.00	Social Fees Paid	63,160.00
Pay- Pack	21,810,066.50	Stipend	12,643.00
Registration Fees (University)	71,300.00	Telephone Charges	42,622.00
Scholarship	12,600.00		
S. Health Home	4,752.00	Closing Balance	
Socila Fess	17,820.00	Cash-in-hand	209.25
Sports Fee (University)	35,460.00	Bank Accounts	5,840,237.89
Student Aid Fund	3,563.50		
Tutuion Fees	652,640.00		
	40,528,942.14		40,528,942.14

(Provas Kumar De)
Partner
Membership No. 55637



S. Zulf 11/11/15
Teacher-in-charge & Secretary
Swami Niswambalananda Girls' College
Bhadrakali, Hooghly



BHATTACHARYYA DE & CO.
Chartered Accountants
FRN-320310E

1/127 M.M.Ghosh Road
Kolkata-700074
Phone: 9339822738

Independent Auditors' Report of
Swami Niswambalananda Girls College

Report on the Financial Statements

We have audited the attached Balance Sheet of 'SWAMI NISWAMBALANANDA GIRLS COLLEGE', Bhadrakali Hooghly, Pin-712232, as at 31st March, 2013 and also Income and Expenditure Account of the Association for the year ended on that date. A summary of significant accounting policies and other explanatory information has been provided.

Report on other Legal and Regulatory Requirements


1. As required by the statute of college we report that:
 - a. We have obtained all the information and explanations which to the best of our knowledge and belief were necessary for the purpose of our audit.
 - b. In our opinion proper books of account as required by law have been kept by the association so far as appears from our examination of those books;
 - c. The Balance Sheet dealt with by this report are in agreement with the books of account;
 - d. In our opinion, the Balance Sheet complies with the Accounting Standards.

Opinion

In our opinion and to best our information and according to the explanations given to us, the financial statements give the information required by the statute in the manner so required and give a true and fair view in conformity with the accounting principles generally accepted in India subject to our separate audit report enclosed here with;

- (i) In case of the Balance Sheet, of the state of affairs of the company as at 31st March 2013.
- (ii) In case of the Income and Expenditure Account, the excess of income over expenditure of the college for the year ended on that date.

For Bhattacharyya De & Co.
Chartered Accountants


(Provas Kumar De)
Partner
Membership No. 55637
Dated: 09.01.2015



Swami Niswambalananda Girls College

Bhadrakali, Hooghly, Pin : 712232

Income & Expenditure Account for the Year ended 31st March, 2013

Expenditure	Sch	Amount(Rs)	Income	Sch	Amount(Rs)
Salary Paid	10	21,799,752.00	Pay- Pack	11	21,810,066.50
Audit Fees		16,000.00	Tuition Fees		652,640.00
Bank Charges		4,046.00	Admission Fees		66,800.00
Building Expenses		18,000.00	Bank Interest		93,663.00
Contingency Expenses		73,353.00	Building Fees		96,600.00
Conveyance Expenses		21,254.00	Contingency		87,860.00
Depreciation		187,766.00	Debate Fees		2,376.00
Electricity Charges		65,560.00	Development Fees		118,800.00
Exam Expenses(College)		118,800.00	Donation		788.00
Exam Expenses (University)		598,463.00	Electricity Fees		160,905.00
Game Expenses		5,000.00	Exam Fees (College)		118,800.00
Laboratory Expenses		9,226.00	Exam Fees (University)		598,030.00
Legal Expenses		5,330.00	Game Fees		17,820.00
Library Expenses		15,880.00	Identity Card		65,350.00
Postage & Teligram		394.00	Laboratory (Geo) Fees		195,952.00
General Expenses		2,349.00	Library Card		19,108.00
Printing Expenses		73,920.00	Library Fees		160,905.00
Refreshment		9,954.00	Magaine Fee		17,820.00
Registration Fees (University)		71,300.00	Misc Fees		77,730.00
Salary(Part-Time)		911,604.00	Registration Fees (University)		71,300.00
Saas Expenses		3,283.00	Scholarship		12,600.00
Salary Arrear (CWTT & PTT)		192,600.00	S. Health Home		4,752.00
Social Fees Paid		63,160.00	Socila Fess		17,820.00
Scholarship		12,643.00	Sports Fee (University)		35,460.00
Telephone Charges		42,622.00	Student Aid Fund		3,563.50
Accounting Charges		15,000.00			
Miscellaneous Expenses		24,165.00			
Surplus (Excess of Income over Expenditure) (Transferred To Capital Fund)		146,085.00			
		24,507,509.00			24,507,509.00

In terms of our report of even date
For Bhattacharyya De & Co.
Chartered Accountants

(Provas Kumar De)
Partner
Membership No. 55637

Dated: 09.01.2015



S. Zalk 11/1/15
Teacher-in-charge & Secretary
Swami Niswambalananda Girls' College
Bhadrakali, Hooghly



Report 2013-14

BHATTACHARYYA DE & CO.Chartered Accountants
FRN-320310E1/127 M.M.Ghosh Road
Kolkata-700074
Phone: 9339822738Independent Auditors' Report of
SWAMI NISWAMBALANANDA GIRLS COLLEGE**Report on the Financial Statements**

We have audited the attached Balance Sheet of 'SWAMI NISWAMBALANANDA GIRLS COLLEGE', Bhadrakhali, Hooghly, Pin-712232, as at 31st March, 2014 and also Income and Expenditure Account of the College for the year ended on that date. A summary of significant accounting policies and other explanatory information has been provided.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements to give a true and fair view of the financial position, financial performance of the association in accordance with the Accounting Standards. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true a fair view and are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on theses financial statements based on our audit. We conducted our audit in accordance with Standards on Auditing issued by the Institute of Chartered Accountants of India. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and discloser in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risks assessment, the auditor considers internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by the management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Swami Niswambalananda Girls College Bhadrakali Hooghly, Pin : 712232							
Balance Sheet as at 31st March, 2014							
Liabilities	Sch	Amount (Rs.)	Amount (Rs.)	Assets	Sch	Amount (Rs.)	Amount (Rs.)
General Fund				Fixed Assets	4		1,954,155.95
As per balance sheet		5,068,670.62		Fixed Deposit	5		281,851.00
Add : Excess of Income over Expenditure for the year		1,102,483.55		Provident Fund Investment	6		14,102,394.00
		6,171,154.17		Loan to UGC Fund	7		-
Add : Adjustment for earlier years		760,289.47	6,831,443.64	Cash and Bank Balance	8		5,680,608.69
Provident Fund	1		14,102,394.00				
Others Fund	2		966,672.00				
Outstanding Liabilities	3		18,500.00				
			22,019,009.64				22,019,009.64

Note : UGC Fund shown as per separate statement

In terms of our report of even date
For Bhattacharyya De & Co.
Chartered Accountants

(Provas Kumar De)
Partner
Membership No. 55637
Dated: 26.11.2015



Swami Niswambalananda Girls College
Bhadrakali, Hooghly, Pin : 712232

Receipts & Payments Account for the year ended 31st March, 2014			
Receipts	Amount	Payment	Amount
Opening Balance		<i>Arrear Salary-2006-09</i>	5,527,665.00
Cash-in-hand	209.25	<i>Leave Encashment</i>	301,700.00
Bank Accounts	5,840,237.89	<i>Puja Bonus to Partimer</i>	13,000.00
		<i>Puja Bonus to TA & NTA</i>	26,000.00
<i>Pay Packet Received</i>	23,994,959.00	<i>Salary Arrear-2008-2009</i>	85,149.00
<i>Admission Form Sale</i>	19,950.00	<i>Salary Partimer (CWTT & PTT)</i>	1,007,475.00
<i>Admission Fees</i>	79,750.00	<i>Salary (Teaching & Non Teaching)</i>	17,044,285.00
<i>Bank Interest (SB A/c)</i>	131,786.00		
<i>Building Fees</i>	187,740.00	<i>Center Fees Expenses</i>	24,865.00
<i>Center Fees Receipt</i>	70,205.00	<i>College Social Expenses</i>	60,000.00
<i>Contingency Fees</i>	156,397.00	<i>Contingency Expenses</i>	39,347.00
<i>Development Fees</i>	177,120.00	<i>Conveyance Expenses</i>	8,989.00
<i>Donation Recipet</i>	2,200.00	<i>Electricity Charges</i>	60,277.00
<i>Electricity Fees</i>	251,025.00	<i>Exam Charges (College)</i>	63,125.00
<i>Exam Fees (College)</i>	113,150.00	<i>Exam Charges(Univercity)</i>	622,868.00
<i>Exam Fees (University)</i>	662,538.00	<i>Filling Charges</i>	3,275.00
<i>Form Fees</i>	48,180.00	<i>Geo Lab Expenses</i>	8,600.00
<i>Game Fees</i>	28,750.00	<i>GSLI Final Payment</i>	50,355.00
<i>GSLI Receipt Final</i>	77,775.00	<i>Laboratory Fees Paid</i>	19,000.00
<i>Identity Card</i>	72,950.00	<i>Legal Expenses</i>	5,400.00
<i>Interest on Fd</i>	54,281.00	<i>Library Expenses</i>	5,490.00
<i>Laboratory (Geo) Fees</i>	309,391.00	<i>Printing & Stationery</i>	51,550.00
<i>Library Card</i>	21,004.00	<i>Rate & Taxes</i>	4,915.70
<i>Library Fees</i>	238,421.00	<i>Refreshment</i>	850.00
<i>Magazine Fees</i>	23,000.00	<i>Registration Charges (University)</i>	57,240.00
<i>Misc Fees</i>	94,860.00	<i>Salary(Guest Lecturer)</i>	88,000.00
<i>Registration Fees (Universa</i>	59,640.00	<i>Scholarship Payment</i>	14,700.00
<i>Scholarship Recived</i>	16,500.00	<i>Sports Expenses</i>	13,660.00
<i>Social Fees</i>	28,750.00	<i>Telephone Charges</i>	7,288.00
<i>Sports Fee (University)</i>	33,480.00	<i>Tution Fees paid to Govt.</i>	528,110.00
<i>Student Health Home</i>	4,600.00	<i>Bank Charges</i>	3,726.00
<i>Transfer Fees</i>	19,500.00	<i>Loan to UGC Fund</i>	36,592.00
<i>Tuition Fees</i>	821,570.00	<i>Provident fund loan</i>	125,000.00
<i>Provident fund loan</i>	425,750.00	<i>Provident fund investment</i>	2,155,878.00
<i>Provident fund investment</i>	2,884,276.00	<i>Fixed Deposited</i>	54,281.00
<i>Provident fund</i>	2,412,933.00	<i>Lab Equipment</i>	29,375.00
<i>GSLI Account</i>	32,945.00	<i>Books</i>	11,237.00
<i>Income Tax</i>	2,828,493.00	<i>Outstanding salary</i>	2,102,273.00
<i>Profession Tax</i>	77,050.00	<i>Provident fund</i>	3,442,081.00
<i>Salary Advance</i>	1,797,000.00	<i>GSLI Account</i>	32,945.00
<i>Received form Accountant</i>	21,352.25	<i>Income Tax</i>	2,828,493.00
		<i>Profession Tax</i>	77,050.00
		<i>Salary Advance</i>	1,797,000.00
		Closing Balance	
		Cash-in-hand	87.05
		Bank Accounts	5,680,521.64
	44,119,718.39		44,119,718.39

For BHATTACHARYYA DE & CO.
Chartered Accountants

(P. K. DE)
Partner.

Membership No. 055637



Swami Niswambalananda Girls College
Bhadrakali, Hooghly, Pin : 712232

Income & Expenditure Account for the Year ended 31st March, 2014

Expenditure	Amount(Rs)	Income	Amount (Rs)
Salary Paid		Pay Packet (Received)	
Arrear Salary-2006-09	5,527,665.00	Pay- Packet	23,994,959.00
Leave Encashment	301,700.00		
Puja Bonus to Part timer	13,000.00	Admission Form Sale	19,950.00
Puja Bonus to TA & NTA	26,000.00	Admission Fees	79,750.00
Salary Arrear-2008-2009	85,149.00	Bank Interest (SB A/c)	131,786.00
Salary Partimer (CWTT & PTT)	1,007,475.00	Center Fees Receipt	70,205.00
Salary (Teaching & Non Teaching Staff)	17,044,285.00	Contengency Fees	156,397.00
		Donation Recipet	2,200.00
Center Fees Expenses	24,865.00	Electricity Fees	251,025.00
College Social Expenses	60,000.00	Exam Fees (College)	113,150.00
Contingency Expenses	39,347.00	Exam Fees (University)	662,538.00
Conveyance Expenses	8,989.00	Form Fees	48,180.00
Depreciation	58,764.00	Game Fees	28,750.00
Electric Charges	60,277.00	GSLI Receipt Final	77,775.00
Exam Charges (College)	63,125.00	Identity Card	72,950.00
Exam Charges(University)	622,868.00	Interest on Fd	54,281.00
Bank Charges	3,726.00	Library Card	21,004.00
Filing Cgarhes	3,275.00	Magazine Fees	23,000.00
Geo Lab Expenses	8,600.00	Misc Fees	94,860.00
GSLI Final Payment	50,355.00	Registration Fees (University)	59,640.00
Laboratory Fees Paid	19,000.00	Scholarship Recived	16,500.00
Legal Expenses	5,400.00	Social Fees	28,750.00
Library Expenses	5,490.00	Sports Fee (University)	33,480.00
Printing & Stationery	51,550.00	Student Health Home	4,600.00
Rate & Taxes	4,915.70	Transfer Fees	19,500.00
Refreshment	850.00	Tutuion Fees	821,570.00
Registration Charges (University)	57,240.00	Received from Accountant	21,352.25
Salary(Guest Lecturer)	88,000.00		
Scholarship Payment	14,700.00		
Sports Expenses	13,660.00		
Telephone Charges	7,288.00		
Tution Fees paid to Govt.	528,110.00		
Excess of Income over Expenditure (Transferred to General Fund)	1,102,483.55		
	26,908,152.25		26,908,152.25

In terms of our report of even date
For Bhattacharyya De & Co.
Chartered Accountants

(Provas Kumar De)
Partner
Membership No. 55637
Dated: 26.11.2015



Report 2014-15

BHATTACHARYYA DE & CO.
Chartered Accountants
FRN-320310E

1/127 M.M.Ghosh Road
Kolkata-700074
Phone: 9339822738

Independent Auditors' Report of
SWAMI NISWAMBALANANDA GIRLS COLLEGE

Report on the Financial Statements

We have audited the attached Balance Sheet of 'SWAMI NISWAMBALANANDA GIRLS COLLEGE', Bhadrakhali, Hooghly, Pin-712232, as at 31st March, 2015 and also Income and Expenditure Account of the College for the year ended on that date. A summary of significant accounting policies and other explanatory information has been provided.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of these financial statements to give a true and fair view of the financial position, financial performance of the association in accordance with the Accounting Standards. This responsibility includes the design, implementation and maintenance of internal control relevant to the preparation and presentation of the financial statements that give a true and fair view and are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Standards on Auditing issued by the Institute of Chartered Accountants of India. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risks assessment, the auditor considers internal control relevant to the Company's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of the accounting estimates made by the management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



Sawmi Niswambalananda Girls College

87, Biplabi Phanindra Mohan Bandyopadhyay

Sarani

P.O: Bhadrakali

Hooghly-712232

Trial Balance

1-Apr-2014 to 31-Mar-2015

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	Opening Balance	Transactions		Closing Balance
		Debit	Credit	
General Fund	69,31,443.64 Cr			69,31,443.64 Cr
General Fund	69,31,443.64 Cr			69,31,443.64 Cr
Current Liabilities	18,500.00 Cr	15,51,220.50	20,34,085.00	5,01,364.50 Cr
Accounting Charges Payable	15,000.00 Cr	15,000.00		
Audit Fees Payable	3,500.00 Cr			3,500.00 Cr
GSLI Account		9,384.00	27,296.00	17,912.00 Cr
Income Tax		14,30,366.00	19,21,579.00	4,91,213.00 Cr
Profession Tax		96,470.50	85,210.00	11,260.50 Dr
Fixed Assets	19,54,155.95 Dr	82,977.00		20,37,132.95 Dr
Books	34,937.00 Dr	9,627.00		44,564.00 Dr
Building	10,78,760.19 Dr			10,78,760.19 Dr
Computer Set	71,736.48 Dr	64,100.00		1,35,836.48 Dr
Electricity Equipment		2,750.00		2,750.00 Dr
Furniture	3,30,106.91 Dr	6,500.00		3,36,606.91 Dr
Lab Equipment	1,06,236.50 Dr			1,06,236.50 Dr
Library Books	1,51,022.19 Dr			1,51,022.19 Dr
Sport Equipment	1,81,349.18 Dr			1,81,349.18 Dr
Typewriter	7.50 Dr			7.50 Dr
Investments	1,43,84,245.00 Dr			1,43,84,245.00 Dr
Fixed Deposited	2,81,851.00 Dr			2,81,851.00 Dr
Provident Fund Investment	1,41,02,394.00 Dr			1,41,02,394.00 Dr
Current Assets	56,80,608.69 Dr	3,62,24,166.45	3,37,13,227.50	81,91,547.64 Dr
Cash-in-hand	87.05 Dr	13,05,103.45	13,05,082.50	108.00 Dr
Bank Accounts	56,80,521.64 Dr	3,29,27,727.00	3,06,00,145.00	80,08,103.64 Dr
Salary Advance		19,91,336.00	18,08,000.00	1,83,336.00 Dr
Direct Incomes		10,000.00	38,52,658.45	38,42,658.45 Cr
Admission Form Sale			57,421.00	57,421.00 Cr
Admission Fees Received			23,600.00	23,600.00 Cr
Bank Interest (Oriental Bank of Commerce)			12,890.00	12,890.00 Cr
Bank Interest (SB A/c)			1,83,835.00	1,83,835.00 Cr
Building Fees Received			1,69,200.00	1,69,200.00 Cr
Casual Fees Received			48,000.00	48,000.00 Cr
Center Fees Receipt			38,880.00	38,880.00 Cr
Contingency Fees Received		10,000.00	1,79,956.00	1,69,956.00 Cr
Development Fees Received			1,69,200.00	1,69,200.00 Cr
Electricity Fees Received			2,84,910.00	2,84,910.00 Cr
Exam Fees (College) Received			1,12,800.00	1,12,800.00 Cr
Exam Fees (University) Received			5,93,816.00	5,93,816.00 Cr
Game Fees Received			28,200.00	28,200.00 Cr
GSLI Receipt Final			77,867.00	77,867.00 Cr
Identity Card			60,450.00	60,450.00 Cr
Laboratory (Geo) Fees Received			3,46,600.00	3,46,600.00 Cr
Library Card Fees Received			18,320.00	18,320.00 Cr
Library Fees Received			2,85,458.00	2,85,458.00 Cr
Magazine Fee Received			22,160.00	22,160.00 Cr
Misc Fees Received			94,930.45	94,930.45 Cr
Registration Fees (University)			53,400.00	53,400.00 Cr
Scholar Ship Received			25,200.00	25,200.00 Cr
Social Fees Received			28,320.00	28,320.00 Cr
Carried Over	1,50,69,066.00 Dr	3,78,68,363.95	3,95,99,970.95	1,33,37,459.00 Dr



Sawmi Niswambalananda Girls College
Trial Balance : 1-Apr-2014 to 31-Mar-2015

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	Opening Balance	Transactions		Closing Balance
		Debit	Credit	
Brought Forward	1,50,69,066.00 Dr	3,78,68,363.95	3,95,99,970.95	1,33,37,459.00 Dr
Sports Fee (University)			26,600.00	26,600.00 Cr
Student Health Home Received			4,512.00	4,512.00 Cr
Trans Fer Fees			14,500.00	14,500.00 Cr
Tutuion Fees Received			8,91,633.00	8,91,633.00 Cr
Direct Expenses		24,28,283.00		24,28,283.00 Dr
Accounting Charges		15,000.00		15,000.00 Dr
Audit Fees Paid		8,023.00		8,023.00 Dr
Bank Charges		3,652.00		3,652.00 Dr
Bonus Advance		30,000.00		30,000.00 Dr
Building Fees Paid		38,000.00		38,000.00 Dr
Center Fees Expenses		11,660.00		11,660.00 Dr
Clarial Charges Paid		6,510.00		6,510.00 Dr
Contengency Expenses		1,90,304.50		1,90,304.50 Dr
Conveyance Expenses		5,991.00		5,991.00 Dr
Electricity Charges		65,701.00		65,701.00 Dr
Exam Charges (College)		900.00		900.00 Dr
Exam Charges(Univercity)		6,46,653.00		6,46,653.00 Dr
Exem Form		800.00		800.00 Dr
GSLI Final Payment (L.I.C)		1,18,518.50		1,18,518.50 Dr
Guest Lecture Fees		2,17,000.00		2,17,000.00 Dr
Laboratory Geo Expenses		31,800.00		31,800.00 Dr
Legal Expenses		1,13,000.00		1,13,000.00 Dr
Library Expenses		1,510.00		1,510.00 Dr
Libray Expenses		9,229.00		9,229.00 Dr
Municiplity Tax		53,467.00		53,467.00 Dr
Postages		283.00		283.00 Dr
Printing & Stationery		60,751.00		60,751.00 Dr
Refreshment		650.00		650.00 Dr
Registration Charges (University)		47,375.00		47,375.00 Dr
Remmunration Paid		20,000.00		20,000.00 Dr
Reparing & Maintanence Charges		7,910.00		7,910.00 Dr
Retur to Ugc		11,307.00		11,307.00 Dr
Salary(Part-Timer)		64,878.00		64,878.00 Dr
Scholarship Payment		21,000.00		21,000.00 Dr
Social Fees Paid		20,000.00		20,000.00 Dr
Student Union Paid		1,27,000.00		1,27,000.00 Dr
Telephone Charges		15,732.00		15,732.00 Dr
Tution Fees Charges		3,83,678.00		3,83,678.00 Dr
Web Side Design for College		80,000.00		80,000.00 Dr
Others Fund	9,66,672.00 Cr			9,66,672.00 Cr
Cation Money	54,000.00 Cr			54,000.00 Cr
Others Fund	9,12,672.00 Cr			9,12,672.00 Cr
Pay Packet (Received)			2,90,75,069.00	2,90,75,069.00 Cr
Pay- Packet			2,90,75,069.00	2,90,75,069.00 Cr
Providend Fund	1,41,02,394.00 Cr	20,20,316.00	20,20,316.00	1,41,02,394.00 Cr
Provident Fund	1,41,02,394.00 Cr	20,20,316.00	20,20,316.00	1,41,02,394.00 Cr
Salary Paid		2,85,94,393.00	2,16,000.00	2,83,78,393.00 Dr
Arrear Salary-2006-2009		32,11,948.00		32,11,948.00 Dr
Carried Over		7,09,11,355.95	7,09,11,355.95	



Sawmi Niswambalananda Girls College
Trial Balance : 1-Apr-2014 to 31-Mar-2015

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	Opening Balance	Transactions		Closing Balance
		Debit	Credit	
Brought Forward		7,09,11,355.95	7,09,11,355.95	
Leave Encash		29,99,288.50		29,99,288.50 Dr
Puja Bonus to NTA		30,000.00		30,000.00 Dr
Salary Arrear Jan-March-2014 CWTT & PTT		22,76,250.00		22,76,250.00 Dr
Salary Arrear April - Dec-2014 CWTT & PTT		10,11,150.00		10,11,150.00 Dr
Salary Arrear Jan-12 March 13 CWTT & PTT		16,05,000.00		16,05,000.00 Dr
Salary Partimer (CWTT & PTT)		11,93,813.00		11,93,813.00 Dr
Salary (Teaching & Non Teaching Staff)		1,62,66,943.50	2,16,000.00	1,60,50,943.50 Dr
Grand Total		7,09,11,355.95	7,09,11,355.95	

