



ANNUAL QUALITY ASSURANCE REPORT (AQAR)

IQAC: 2013-2014

Estd. : 1958

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year (for example 2013-14)

2013-14

I. Details of the Institution

1.1 Name of the Institution

Krishnagar Women's College

1.2 Address Line 1

Krishnagar Women's College

Address Line 2

District: Nadia

City/Town

Krishnagar

State

West Bengal

Pin Code

741101

Institution e-mail address

Kwc.edu@gmail.com

Contact Nos.

03472-252355

Name of the Head of the Institution:

Dr. Pranati Sinha Mallick

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

OR

1.4 NAAC Executive Committee No. & Date:
(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	%	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B ⁺⁺	80-85		2005	5 Years
2	2 nd Cycle					
3	3 rd Cycle					
4	4 th Cycle					

1.7 Date of Establishment of IQAC :

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR ____ 2012-13 submitted on _23.12.2015_____ (DD/MM/YYYY)
- ii. AQAR ____ 2013-14 submitted on _23.12.2015_____ (DD/MM/YYYY)
- iii. AQAR ____ 2014-15 submitted on _23.12.2015_____ (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

University of Kalyani

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

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (<i>Specify</i>)	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="Five"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="One"/>
2.3 No. of students	<input type="text" value="None"/>
2.4 No. of Management representatives	<input type="text" value="One"/>
2.5 No. of Alumni	<input type="text" value="None"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="None"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="None"/>
2.8 No. of other External Experts	<input type="text" value="Two"/>
2.9 Total No. of members	<input type="text" value="Nine"/>
2.10 No. of IQAC meetings held	Two

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

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related): Nil

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- College Office is fully computerised and processing for library automation has started.
- Grant of Rs.10 lakh received from the Dept. of Higher Education is to be utilised for purchasing of equipment for the Department of Physics, Chemistry and Geography .
- Upgradation of College Website is in progress.
- Proposal for Online Admission for the session 2014-15.
- IQAC reviewed the academic performance of all departments and suggested steps to improve overall teaching and learning process.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Technology up gradation and computerisation 2. Set up of computer laboratory for Geography Department 3. Proposal for recruitment of Guest Lecturers for this session. 4. Action taken to encourage the students to take active part in NSS.	1. Computerisation of Office is completed and library is about to be automated. 2. Set up of computer laboratory for Geography has done. 3. Proposal accepted and recruitment has completed. 4. Students are actively participated in NSS

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body G.B

Provide the details of the action taken

AQAR (2013-14) was placed in IQAC and then forwarded to G.B for approval and uploaded in our Website.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	Honours 10 General 02	Nil	Nil	Nil
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total				
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	
Trimester	
Annual	Honours 10, General 2

- 1.3 Feedback from stakeholders (On all aspects) Alumni Parents Employers Students
Mode of feedback : Online Manual Co-operating schools (for PEI)

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

No revision/update of syllabi in this Year

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

No new Departments/Centre introduced during the Year

Criterion – II

2. Teaching, Learning and Evaluation

- 2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
21	16	5	Nil	Nil

- 2.2 No. of permanent faculty with Ph.D.

7

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

Asst. Professors		Associate Professors		Professors Principal*		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	13	N.A	N.A	Nil	1*	N.A	N.A	1	14

- 2.4 No. of Guest and Visiting faculty and Temporary faculty

13

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	5	6
Presented papers	4	4	5
Resource Persons	Nil		

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

- ICT is introduced in Teaching and learning process.
- Organisation of seminar of students in several Departments.
- Regular educational excursions in different Departments are held.
- TIC encouraged the teacher to participate in Refresher Courses, seminars for Faculty improvement.

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

187

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

N.A

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop : Member of Board of Study - 4

2.10 Average percentage of attendance of students

73

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction	I	II	III	Pass %
UG Honours	337	Nil	24	284		91.4
UG General	101	Nil	Nil	24	46	69.3

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

IQAC monitors and supervises the teaching and learning processes on a regular basis.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	2
UGC – Faculty Improvement Programme	X
HRD programmes	X
Orientation programmes	X
Faculty exchange programme	X
Staff training conducted by the university	X
Staff training conducted by other institutions	X
Summer / Winter schools, Workshops, etc.	X
Others	X

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees *Principal	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	1*+21	1*+9	Nil	Nil
Technical Staff	2	1	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

IQAC regularly motivates the faculty members to present their papers in different seminars, to publish their research works in peer reviewed journals and apply for Research projects to UGC and other funding agencies.

3.2 Details regarding major projects: Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects: Nil

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals	Nil	5	Nil
Non-Peer Review Journals	Nil	2	2
e-Journals	Nil	Nil	Nil
Conference proceedings	Nil	3	Nil

3.5 Details on Impact factor of publications: N.A

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

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

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges : No Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	Nil	2	Nil	Nil	Nil
Sponsoring agencies	N.A	UGC	N.A	N.A	N.A

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

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

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution who are Ph. D. Guides

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events: College has no NCC Unit

University level State level

National level International level

3.23 No. of Awards won in NSS: Nil

University level State level

National level International level

3.24 No. of Awards won in NCC: Nil

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Environmental awareness campaign was done inside the college campus and society.
- One blood donation camp was held.
- A seminar on Solar Energy was also held.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.9 acres	Nil		3.9 acres
Class rooms	18	Nil		18
Laboratories	8	1		9
Seminar Halls and conference room	1	1		2
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	2		0.40Lakhs
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-		
Others	Nil	-		

4.2 Computerization of administration and library

College Office is fully automated and Library is about to be automated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	25830	Exact	474	306250	26304	
Reference Books		Value not Known				
e-Books	Nil		Nil		Nil	
Journals	Nil		Nil		Nil	
e-Journals	Nil		Nil		Nil	
Digital Database	Nil		Nil		Nil	
CD & Video	Nil		Nil		Nil	
Others (specify)	Nil		Nil		Nil	

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	2	BSNL Broad Band	14	X	07	11	X
Added	1	X	X	X	X	X	X	X
Total	41	2	X	14	X	07	11	X

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

No such training were undertaken by the teachers. However, COSA training was provided to the non-teaching staff. The college has provided internet facility to the Departments. The teachers and a portion of students have benefited by that. College has its own software for maintaining admission procedure and maintenance of database. The college has its own website.

4.6 Amount spent on maintenance in lakhs :

i) ICT	-
ii) Campus Infrastructure and facilities	1.27
iii) Equipments	-
iv) Others	-
Total :	1.27

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ❖ SC/St students belonging to Minorities get financial support from Govt. of W.B.
- ❖ Meritorious poor students get privilege of half free/full free studentship
- ❖ Tutorial classes on regular basis, students' seminar, annual publication of college magazine, students' excursion, cultural programme are occasionally held.

5.2 Efforts made by the institution for tracking the progression

According to suggestion of IQAC, all the Departments try their best to keep tracks of the progress of their students by carrying out regular class tests and evaluation of result.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men	No	%	Women	No	%

Last Year,2012-13						This Year,2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1725	303	03	-	-	1725	1695	296	01	-	2	1994

Demand ratio

Dropout % 6-8%

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

Entry in services was implemented in 2010-11 and 2011-12. IQAC suggests to bring in funds for remedial classes and entry in services.

No. of students beneficiaries

N.A

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

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Students getting high marks are advised to go for higher studies
- Students with moderate grade are advised to look for Government /Public Sector/Private Sector jobs.
- In addition students having sufficient financial resources are advised to go for self employment by opening tiny/small scale industries.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
1	45	2	No records

5.8 Details of gender sensitization programmes

No such programme organised in this session.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount (Rs.)
Financial support from institution	201	124110
Financial support from government	237	49770
Financial support from other sources	Nil	
Number of students who received International/ National recognitions	Nil	

5.11 Student organised / initiatives: Nil

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

1. To empower women by providing quality education with values to enable them to grown as responsible citizens of India.
2. To enable them to learn aptitude and skills for their employability.
3. To teach them to render service to the nation for eradication of untouchability, illiteracy, poverty and superstitions.
4. To respect the National Flag and National Anthem.
5. To encourage the student to fight against dowry, abuse of drugs, drinking liquors, child labour etc.

6.2 Does the Institution has a management Information System

No

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

6.3.1 Curriculum Development

The teachers who are the members of Board of Study of University of Kalyani offer their suggestion for curriculum development in their meeting.

6.3.2 Teaching and Learning

- Giving more emphasis on use of ICT
- Regular class test and students' seminar.

6.3.3 Examination and Evaluation

- Regular class test.
- Annual examination.

6.3.4 Research and Development

Teachers are kept updated about available scopes for applying research grants

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. College has taken initiative to start Library automation.
2. College has provided ICT for teaching- learning.
3. The physical infrastructure has improved.

6.3.6 Human Resource Management

1. Computerisation of office management including salary disbursement through bank.
2. Regular notifications of different activities.
3. Attendance records of teaching and non teaching staff.
4. Regular meeting of different sub committees for academic and administrative purposes.
5. Maintenance of college website through which notifications and floating of tenders for procurement of stores of college are circulated.

6.3.7 Faculty and Staff recruitment

- Faculty recruitment is done by College Service Commission, W.B.
- Non teaching staff recruitment is done by college as per the guidelines of the Higher Education.

6.3.8 Industry Interaction / Collaboration

Not yet done

6.3.9 Admission of Students

Admission to UG courses done on the basis of marks obtained in (10+2) Examination followed counselling. While making admission usual reservation rules of Govt. of W.B are followed.

6.4 Welfare schemes for

Teaching	Employees co-operative credit society
Non teaching	Employees co-operative credit society, bonus, advance salary during puja festival.
Students	Half free/ full free studentship and SC/ST /Minority Scholarship

6.5 Total corpus fund generated

N.A

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	N.A
Administrative	No	No	Yes	GB

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

For UG Programmes Yes No

For PG Programmes Yes No

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

N.A

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

N.A

6.11 Activities and support from the Alumni Association

Interaction with the present students, sharing of knowledge, experience, suggestion etc.

6.12 Activities and support from the Parent – Teacher Association

Annual parent- teacher meeting in all departments provide feedback which is taken into account for teaching-learning process.

6.13 Development programmes for support staff

College sometime organises orientation for the staff to equip them as per changes taking place in their working area.

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

- College authority has done the work of aforestation , plantation of flowers, cleaning of playground, roads and arrangement of potable drinking water, better toilet facilities within the college
- Use of plastic bags and smoking are strictly prohibited within the college campus.

Criterion – VII

7. Innovations and Best Practices

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

- Website upgradation
- COSA implementation
- Importance on use of ICT in teaching-learning process

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

- Books purchased in the library.
- Computer laboratory has been added in the department of Geography.
- Two National level seminars organised.
- Publication of seminar proceedings done.

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

- Involvement of teachers in active research work.
- Practices for social change.

7.4 Contribution to environmental awareness / protection

Environmental awareness programme has been conducted by the college to make the students aware of the need to protect the environment by afforestation along with preserving the wetland, water bodies, deserts etc.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

STRENGTH:

- To empower women particularly belonging to SC/ST /OBC/Minority communities of the district of Nadia and its surrounding areas by imparting them quality education at UG level in science and humanities.
- Dedicated, experienced and hardworking faculty members supported by dutiful and responsible employees down the line for the students.
- Hostel facilities within college complex near the D.M. bungalow in a prime secured location, good and well equipped laboratories, a library with a rich collection of books of different subjects and reading room, a playground and others.
- Active, alert and supportive Governing Body comprising distinguished persons with the President of the college holding the post of Minister-in-Charge, Dept. of Technical Education, Govt. of West Bengal.

WEAKNESS:

- Dearth of permanent teachers in some subjects and shortage of support staff for doing the office job.
- No modern class room equipped with ICT facility.
- No decorated modern conference hall
- Inadequate canteen facility and cycle/scooter stand.

OPPORTUNITY:

- To start under graduate honours course in Physics, zoology and Botany
- To start Commerce in UG course.

THREAT:

- **To bring about improvement in the quality of UG courses to make them popular among students in wake of rapid expansion of Computer Science/Information Technology/ Engineering courses.**

8. Plans of institution for next year

- Installation of soul software for full automation of library.
- Encouraging more teachers to apply for Major and Minor Research Projects and to publish paper in referred journals.
- Organising seminars and visiting lecture for the benefit of student
- Renovation of Hostel.
- Expansion of laboratories, classroom, library.

Name Smt. Mala Ghosh

Name Dr. Pranati Sinha Mallick

Sd/*

Sd/-

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Estd : 1958

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence

- COP - Career Oriented Programme
- CPE - College with Potential for Excellence
- DPE - Department with Potential for Excellence
- GATE - Graduate Aptitude Test
- NET - National Eligibility Test
- PEI - Physical Education Institution
- SAP - Special Assistance Programme
- SF - Self Financing
- SLET - State Level Eligibility Test
- TEI - Teacher Education Institution
- UPE - University with Potential Excellence
- UPSC - Union Public Service Commission



Estd. : 1958