Yearly Status Report - 2016-2017

Part A	
Data of the Institution	
1. Name of the Institution	**KRISHNAGAR WOMEN'S COLLEGE**
Name of the head of the Institution	**DR. MANABI BANDYOPADHYAY**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**03472252355**
Mobile no.	**9477975330**
Registered Email	**kwc.edu@gmail.com**
Alternate Email	**iqackwc1958@gmail.com**
Address	**AUROBINDA SARANI, KRISHNAGAR, NADIA, WB**
City/Town	**KRISHNAGAR**
State/UT	**West Bengal**
Pincode	**741101**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Women**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**DR.SURYENDU CHAKRABORTY**
Phone no/Alternate Phone no.	**03472252355**
Mobile no.	**8617513470**
Registered Email	**iqackwc1958@gmail.com**
Alternate Email	**ndgkwc@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://kwc.ac.in/aqar.php

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://kwc.ac.in/pdf/academic-calendar/Academic%20Calender%202016-2017.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**82.5**	**2005**	**20-May-2005**	**19-May-2010**
2	**B+**	**2.54**	**2016**	**02-Dec-2016**	**01-Dec-2021**

6. Date of Establishment of IQAC	**17-Nov-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Workshop Quality Management in Higher Education	**16-Aug-2016** **1**	**56**

IQAC Yoga Teaching and Practical	03-Sep-2016 1	68
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
ENGLISH	MRP	UGC	2014 730	180000
GEOGRAPHY	MRP	UGC	2014 730	125000
HISTORY	MRP	UGC	2014 730	185000
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	No
Upload the minutes of meeting and action taken report	No Files Uploaded !!!
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)

• All the departments are encouraged to conduct seminars, workshops, conferences etc. Other than an UGC Sponsored seminar organized by the Department of Mathematics and Physics, other Departments have also conducted students seminar. There have been workshops on Yoga and Quality Management Initiatives too. • All the staff members are encouraged to attend seminars, workshops, conferences etc. so faculty attended state level, national level workshops, conferences and seminars during this academic year. • Students are also encouraged to undertake student study projects. Other than educational tours, the Department of Geography regularly conducts field trips. . • Students are encouraged for higher studies. Due to this encouragement many students are able to compete and got admissions in P.G. Courses. • Due to encouragement in research, few teachers are undertaking UGC Minor Research Projects and many are enrolled for Phd Courses.

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To start new UG Honours Course in Physics	Under processing
To provide free and healthy working ambiance for teachers	Achieved
To develop a computer lab and smart classrooms	Fulfilled
To organize workshops and seminars	Fulfilled

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
Governing Body	28-Jul-2022

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2017
Date of Submission	02-Dec-2017
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	Yes. Since Management Information Systems are essential in organizations today to aid decisionmaking, and since accessibility to data and information is vital to the process, the college has software for the collection, retrieval and collation of data. Some parts of this process are done manually, but quite a bit of it use computerized systems.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The institution follows the Curriculum structured by the University of Kalyani University. At the beginning of each academic sessional well-structured Master Time Table is framed for all the departments following which each department prepares its own routines and circulates among the students of respective departments. Paper-wise syllabus distribution is done at the departmental level and students are made aware of the syllabus at the very beginning of their class. The HODS have to submit their departmental routines to the Principal and inform her about the completion of syllabus from time to time. To complement the teaching-learning process, intradepartmental and invited lectures are arranged by several departments while project work, field study form a part of the syllabus of the Science departments .Class tests are regularly held in order to assess the progress of the students. The completion of syllabus before the Test Examination is ensured.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	0	Nill
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	0	Nill

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
YOGA TEACHING AND PRACTICAL	03/09/2016	67
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships

BA	ENVS - AECC	669
BSc	GEOGRAPHY	50
	View File	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

Students' feedback is collected from the outgoing students of B.A./B.SC. final year (Part III) .A questionnaire containing various parameters like teaching-learning process ,infrastructural facilities, library and laboratory facilities, help from the office is circulated among the students. The feedback forms are collected and analyzed by IQAC. It is found that most of the students gave positive responses on almost each parameter They appreciated the effort to the teachers in covering the syllabus within the stipulated period, and the help provided to them inside and outside the classroom. They also gave positive responses to the extra-curricular activities and official assistance received by them in acquiring various scholarships. However, they also suggested some improvement regarding cleanliness of the toilets, canteen and drinking water.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	HONOURS	604	3184	362
BSc	HONOURS	241	854	116
BA	GENERAL	380	1568	180
BSc	GENERAL	66	53	15
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	661	0	24	0	24

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
27	11	5	4	2	3

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

All full time Faculty members of the college are mentors of the students of the college. The mentor-mentee system of the college runs as follows. 1. Each mentor (a full-time teacher) usually meets his/her mentees once in a month, the date and time is determined by the mentor consulting with his/ her mentees. 2. Mentor meets each mentee personally and discusses any problem she is facing, and tries to solve it within the capacity of the mentor-mentee guide lines as discussed in the Teachers Council Meetings. 3. Being a Women's college, many students from financially backward sections succumb to the wishes of their parents to get married and thereby bring an abrupt end to their education. Mentors of the college have taken many successful steps in this situation so that the study of the mentee is not hampered, making dialogue with the mentees or even with their parents or with the family where a mentee has entered as a new bride. 4. College endeavours to bring psychological councillors as the demand is felt through the mentor-mentee system, to provide the mental relief to the students. 5. While sorting out solutions of problems of a particular student which she may feel shy to speak out openly, teachers take utmost care to make suitable environment, where the concerned student may feel comfortable to unfold her mind. In these cases the confidentiality is strictly maintained.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
669	25	1:27

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
34	26	8	1	8

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Nill	Nill	Nill

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	Honours	III	15/03/2017	11/05/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Institution carefully implemented the curriculum designed by the affiliating University, as per the curriculum of course each department implemented the course as per guidelines mention in the curriculum, each department makes year wise continuous Internal evaluation in the institution.As per rules each department conduct internal assessment unit test. Similarly Project assignment, Seminar, Theory assignment and practical assignment also evaluated by the rules of affiliating university.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institution ,being affiliated to the University of Kalyani,strictly follows and adheres to the Academic Calendar published by the University at the very beginning of each Academic SessionIt is circulated among the students..The Academic Sub-Committee prepares an academic calendar mentioning holidays and important dates of observation.Internal Assessments,terminal and Test examinations all are held in keeping with the dates mentioned in university Academic Calendar.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.kwc.ac.in

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
HNSC	BA	BENGALI	137	115	83.94

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.kwc.ac.in

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Minor Projects	730	UGC	125000	0
Minor Projects	730	UGC	185000	0
Minor Projects	730	UGC	180000	0
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NA	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	NIL	NIL	Nill	NIL

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	NIL	NIL	NIL	NIL	Nill

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
0	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	POLITICAL SCIENCE	1	Nill
National	GEOGRAPHY	1	Nill
National	PHYSICS	1	Nill

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
POLITICAL SCIENCE	1
BENGALI	2
PHYSICS	1

View File

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NIL	NIL	NIL	2016	0	NIL	0

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NIL	NIL	NIL	2016	0	0	0

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	3	0	0
Presented papers	2	2	0	0
Resource persons	1	0	0	0

3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
AIDA AWARENESS SEMINAR	NSS	5	50
DOMESTIC VIOLENCE ON WOMEN	NSS	3	150

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NIL	NIL	NIL	0

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
NIL	NIL	NIL	0	0

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration

NIL	0	NA	0

View File

 3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NIL	NA	NA	Nill	Nill	Nill

View File

 3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NIL	Nill	NA	0

View File

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing

View File

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
SOUL	Partially	2	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	26319	1803095	204	63746	26523	1866841

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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
NIL	NIL	NIL	Nill

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	32	15	32	1	0	4	12	100	0
Added	13	3	13	2	0	4	2	0	2
Total	45	18	45	3	0	8	14	100	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NIL	Nill

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilites
2775666	2775666	380490	380490

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The IQAC of the College is entrusted with the responsibility of taking initiatives to make proposals for various academic and infrastructural developmental projects.The proposals for various requirements are made and forwarded to the Principal for approval of the Administrative Body. The College receives fund for constructional works and infrastructural facilities from Higher Education Department and UGC ,as the case may be, and undertakes the job after the approval of Finance Sub-Committee and Administrator of the College.P.W.D.and Government Electrical Agency are handed over the charge of completing the works and submit Completion certificate to the satisfaction of the College..The Principal has to submit updated report to the Governing Body.The audited Utilization Certificates are duly submiited to the Higher Education Department and in case of College Developmental fund,audited utilization report is placed before the Governing Body/Administrator. The maintenance of the Laboratories of the Science faculty and Geography is looked after by Laboratory Assistants.They take care of computers,istruments and chemicals and the HODs ,in charge of their respective laboratories ,make sure that everything is well maintained. The central library of the College is partially automated. FacilitieS like computers, reprographic service are

available in the library. Two full-time Librarians with the help of library support staff maintain the upkeep of the library.The playground of the College is well maintained by the support staff engaged by the institution.NSS Volunteers take utmost care to make the Campus look clean and green.The Caretaker-Electrician of the College is entrusted with the supervision of physical facilities of the College. Annual Maintenance Contracts are done for maintenance for computers,laptops,generators,water purifiers,air conditioners.The IQAC,different sub-committees and the support staff of the College take utmost care that the physical,academic and support facilities of the institution are well maintained.

https://www.kwc.ac.in

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	0	0
Financial Support from Other Sources			
a) National	OASIS	282	5000
b)International	NIL	0	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
NIL	Nill	0	0
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2016	NIL	0	0	0	0
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus	Off campus

Name of organizations visited	Number of students participated	Number of stduents placed	Name of organizations visited	Number of students participated	Number of stduents placed
Nil	0	0	Nil	0	0

View File

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2016	34	Honours	Honours	K.U Others	Masters and Others

View File

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
SLET	0
GATE	0
GRE	0
TOFEL	0
Civil Services	0
GMAT	0

View File

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NIL	NIL	Nill

View File

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2016	NIL	Nill	Nill	Nill	Nill	Nill

View File

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institution usually has an elected students' union, but following a directive issued by the Higher Education Department, Govt. of West Bengal, and the election of the students ' union remained postponed after the tenure of the last elected union. Therefore presently, the college has no structured student council/ union. However the college has made the following decisions unanimously in a Teachers' Council Meeting to ensure students' representations

in various co-curricular, extracurricular and administrative bodies. 1. All Head of the Departments will select at least one student, depending on performance and presence of the student in the class. 2. The list of such students, after being endorsed by the Principal of the College, is preserved by the Secretary of the Teachers' Council. 3. Various Committees of the institution while arranging any programme (Sports, seminars, cultural, awareness camp etc.) will involve the students from the list mentioned above in decision making as well as in active participation in conducting the event.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. IQAC has been actively mobilizing the human resources of the Institution to decentralize the management system at various echelons of administrative setup, by creating a democratic space for all stake holders of the College to participate in planning and decision making. Though as per Government's directive, there is no formulated students' union for the time being, yet the College authority has created an informal setup, whereby students hold an active voice and participation in the working of IQAC, Library, NSS, Grievance Redressal Cell and various Study Circles. Even Parent-Teachers' meetings are organized by the various Departments, so that not only the students but even their parents can have a say in the management and functioning of the Departments. Select students are invited to unofficial meetings with the Principal and staff members, so that their demands can be effectively placed before the Administrator of the Institution. In this way, students become stake holders to various management decisions, resolutions and action taken. The IQAC has not only teaching and non-teaching members, but also flourishing and prominent localities and academicians have been invited to join its ranks. The Institution has even gone a step ahead by having the District Magistrate as its Administrator. In this way the Institution goes beyond its boundary walls, and creates a space for itself both within the administrative setup of the district and also within the social vistas of this particular district. IQAC, Library Committee, Grievance Redressal Cell, Academic Sub Committee, Routine Committee, and various committees have members from teachers, office staff and library staff which give them an opportunity to take part in decision making and actions taken. Informal feedback on administration and college facility are taken by arranging students' meet like Farewell Meeting at the end of the Final Semester. On the basis of these feedbacks new policies and stratagems are adopted to advance the management course of the College - administrative, academic and other. Thus the strength and weaknesses of this Institution are

discussed at various formal and informal levels, thereby giving it a wholly decentralized and participative management setup. 2. The College values its teaching resource and appreciates the role of the teachers in carrying forward the fame of the Institution. This is most pronouncedly seen by the participation of the teachers in various decision- making processes. The teachers are given a free hand in the running of the Departments. Even the Teachers' Council is given utmost importance and liberty to voice their various demands and grievances and the College takes utmost care to incorporate such suggestions in various administrative decisions. With pride, we can say that such a decentralized setup has led to a holistic growth of the Institution, whereby the College has created a niche for itself within society.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The college does not have the freedom to develop its own curriculum, since it is under the University of Kalyani, whose centrally imposed syllabus is required to be followed by all colleges. But individual teachers of the college are, directly or indirectly part of the curriculum development process: either as members of boards of studies in various universities, or as experts involved in preparing study materials to be used in accordance with the University Curriculum.
Teaching and Learning	The college has always aimed at effective curriculum delivery through a well-planned and documented teaching-learning process. Teaching plans are based on an academic calendar developed by the University. Multimedia teaching aids and ICT supplement the teaching-learning process. Special lectures are organized, featuring faculty members and other experts from different institutions. Even staff members from Indian Museum or other prominent places have also been invited to whet the curiosity of the students in the age old Indian tradition.
Examination and Evaluation	The different departments of the college are required to prepare their students according to the university-prescribed syllabus, to sit for examinations held according to the university-recommended schedule. The pattern and nature of questions and tutorial/practical assignments set by the college are in accordance with the criteria or pattern prescribed by the

	different boards of study. In addition to the University prescribed examination pattern, the College also follows a process of continuous evaluation of its students through short tests, presentations and students seminars, ultimately culminating in a College annual test, empowering them for the term end University examinations ahead.
Research and Development	The college believes that research interests of a faculty member always get reflected in his academic worth as a teacher within classroom. Teachers are encouraged to participate in seminars and conferences, undertake research studies culminating in research papers of national and international repute, enroll for Refresher Courses, Orientation Programmes, FDPs and STCs both subject specific and inter-disciplinary in approach. Young faculty members are also encouraged to register themselves for Ph.D programs and are encouraged to take on MRPs, leading to the growth not only of individual teachers but also lending an intellectual gloss of the Institution.
Library, ICT and Physical Infrastructure / Instrumentation	The Library has an impressive collection of twenty six thousand five hundred and twenty three books, with an enviable collection of antique books that are well preserved and kept in order The College has an ICT Committee that works toward providing students with free WiFi facilities.. The ICT Committee also looks into purchase and maintenance of computers, laptops and LCD Projectors, smart boards and smart classroom setup. The College has a sprawling campus of 15782.7 sq mts. with 2128.9 sq mts. of built up area. Within the Campus we have a main building, an annex building and a hostel.
Human Resource Management	The Institution is acutely conscious about putting its human resource to best use. With this perspective in mind, the College emphasizes that its faculty members are provided sufficient scope and infrastructural facilities to grow and develop within their working space. Teachers participate in Orientation Programs, Faculty Induction Programs, Refresher Courses and Short Term Courses organized by the UGC-HRDC

	of various Universities. Teachers are encouraged to undertake Minor Research Projects, Ph.D and M.Phil. Maternity Leave and Child Care Leave are also extended to faculty members without any hassle.
Industry Interaction / Collaboration	NIL
Admission of Students	The Admission Committee, involving Principal and senior faculty members as well as a few senior non-teaching staff members work untiringly to guarantee fair and hassle-free admission of students. With the total admission system being online, the students too feel expedient to check the procedure themselves, without having to move physically from one college to the other. The college has been carrying out the students admission procedure with the use of Admission software, where the online support for the same is provided by the institutions website developer.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	The colleges vision and mission statement is clearly uploaded on the institutional website. Further development plans and strategies are also to be displayed on the website as and when applicable.
Administration	Krishnagar Women's College is aimed at providing easy, automated and hassle free services to its students. Keeping this motto in mind the College administers its students' data though College Automation software. Students can access their college related data by logging in to their 'Students Portal' with their student ID and password. Notices and other relevant information are regularly uploaded in the College Website.
Finance and Accounts	College has dedicated office software for maintaining its accounts to collecting fees from students. Cash Book entries are also uploaded in the Software, so that a clear picture of accounts can be procured at any moment of time. It helps immensely in the audit process. Moreover salary bill is prepared and processed through WBIFMS software, for which a dedicated computer and high speed internet facility is made available.

Student Admission and Support	The college has been carrying out the students admission procedure with the use of online software. The online support for the same is provided by the institutions website developer. Classrooms are equipped with smart TVs, and ICT powers the learning process. Students of all departments are able to connect with their teachers online via WhattsApp, and interact or clarify academic issues with them. High-speed internet services provide seamless connectivity in the college campus.
Examination	Term end examinations are conducted by the University of Kalyani. Results are displayed online, and the University is in the process of developing an online portal where teachers will be able to upload marks digitally.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	Nill	00	Nill	0
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2016	Nill	Nill	Nill	Nill	Nill	Nill
View File						

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Nill	0	Nill	Nill	0
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching	Non-teaching

Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
College Cooperative Society	College Cooperative Society	Nil

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

External financial audit is done regularly by the institution and it also has been carried out during the financial year 2016-17. But internal financial audit of any kind has not been done. Auditors who are all Chartered Accountants have been appointed by the Dept. of higher education, Govt. of W.B. to carry out external financial audit in the institution. They checked and verified all the balance sheet, income and expenditure account and different books of accounts as maintained by the Institution. Auditors gave their notes on accounts for the financial year 2016-17 of the Institution. After that the Institution complies on that given notes by taking appropriate and necessary steps, so that, objections arise in the auditor's report can be resolved and settled.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
UNIVERSITY OF kALYANI	49000	NSS

[View File](#)

6.4.3 – Total corpus fund generated

549800

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	nil	No	nil
Administrative	No	nil	No	nil

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Parent Teachers meet held unofficially. Parents are very sympathetic to the name and fame of the Institution. They act as a means of advertisement for the College.

6.5.3 – Development programmes for support staff (at least three)

NIL

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Stable working conditions developed for teachers and non-teaching staff members. 2. Toilet facilities boosted 3. ICT facilities improved. 4. Research initiatives for teachers 5. Internet and WIFI facilities 6. SOUL software for library

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2016	Quality Management in Higher Education	16/08/2016	16/08/2016	16/08/2016	56
2016	Yoga, Teaching Practical	03/09/2016	03/09/2016	03/09/2016	68
2016	Celebrating Centenary of Einstains General Theory of Relativity	06/09/2016	06/09/2016	07/09/2016	76
			View File		

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Nil	Nill	Nill	0	0

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
The following initiatives have been taken by the institute regarding the environmental consciousness. 1. The entry of the automobiles is restricted. 2. Most of the students use bicycles. 3. There are pedestrian friendly pathways 4. Institute bans use of plastic in the campus. 5. The institute has a vast green landscape surrounded by trees. Further, the institution takes steps towards energy conservation by using LED bulbs. There are 75 (9 watts) LED lamps, 16 (18 watts) LED lamps used in rooms corridors and 1 (70 watts) LED lamp for outdoor. The College has not yet established any renewable energy generation unit to meet its power requirements.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2016	Nill	Nill	Nill	Nill	Nill	Nill	Nill
View File							

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
The Handbook of Code of Conduct	05/09/2016	The Code of Conduct is being uploaded at College Website and all stake holders are expected to follow the same. It has been found that after uploading the same, all have shown enthusiasm towards the same and an overall ambience of discipline has been fostered in the Institution.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
nil	Nil	Nil	Nil
View File			

7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

The College campus is located amidst serene natural environment and all members of teaching and non-teaching staff along with students are dedicated towards maintaining its greenery and cleanliness. The campus is covered with a mix of old and young trees, ornamental shrubs and herbs. All roadside trees are properly marked with common and botanical names. Planting of trees is a regular feature of the College and every year sites are identified for plantation. Further, the College selects sites every year so as to make the entire campus green. Priority is given to the fast growing indigenous varieties for plantation that suits the natural landscape and ensuring carbon neutrality.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Title of the Practice: Energy Conservation Goal Objective of the Practice: To reduce the consumption of energy without compromising on quality and set an example in the field of Energy Conservation, in accordance with the national objectives. Context: As detailed on the Bureau of Energy Efficiency (BEE), Ministry of Power, Government of India site, the efficient use of energy resources and their conservation assume tremendous significance in the context of curtailment of wasteful energy consumption and sustainable development. The UN Sustainable Development Goal no. 7, 'Affordable and clean energy' for all, envisages expansion of energy access. To expand access, it is important to

enhance energy efficiency and to invest in renewable energy. The Practice: The College buildings have thick brick walls that keep the interiors cool during the scorching summer. Rooms have ample windows and doors for optimal utilization of natural light. 'Save Electricity' campaigns are conducted throughout the academic year. Student volunteers of KWC have put up posters near the switchboards of classrooms urging users to switch off lights and fans on their way out. In classrooms and labs, lights and fans are switched on only in the occupied area. While purchasing air conditioners or refrigerators, the Bureau of Energy Efficiency (BEE) star rating is checked. Students are urged to conserve every drop of water, so that in addition to conserving water, it is not necessary to switch on pumps frequently. The College observes Earth Day when lights in the academic block and administrative blocks are switched off. The following practices have been adopted: Use of LED Lighting: In a concerted move, traditional lights which consume a greater amount of power have been substituted by LED's in the library, the classrooms and all the corridors of the Campus. Evidence of success: This initiative has visibly brought down the electricity bills over the years. The College authority further seeks to install solar lamps and tap solar energy for various purposes, which will bring down electric consumption to a minimum in the coming years. Problems encountered and Resources Required: The College is located in a sub-urban area, with its buildings and electric connections more than fifty years old. Though efforts are being taken to change the wirings, yet it requires a lot of funding to do the same. With its limited resources and solely dependent on Government aids for infrastructural aids, changes are slow to implement. Title of the Practice :- Social awareness initiatives by N.S.S. Unit. Objectives of the Practices: Making the local residents aware of the importance of education for girl child. The students of Krishnagar Women's College through various social activities carried out at an under privileged locality near the College Campus – Nicher Para, created an unique and unprecedented bond with the marginalized section of society. Our girls maintained consistency in conducting social activities and also to got desired results. It also sensitized our students for paying back to society and developed organizational and communication skills. The Context:- In the past few decades, the government has launched and implemented various welfare, upliftment schemes and awareness programs for the subaltern people. But due to lack of effective execution and result oriented mechanism, the desired goal couldn't be achieved. The overall progress of the underdogs living in depraved conditions is still restrained by various factors. Owing to lack of information, ignorance and outreach awareness programmes, life of these locals is still encircled by various problems. Illiteracy, health issues related to unhygienic living conditions, superstitious outlook, and suppressing the dreams and desires of girls etc. are some of the issues restraining the progress of suburban and rural Nadia. These factors compelled us to organize various awareness campaign specially targeting these issues to bring about a change in outlook of these localites. The primary focus was to make them aware, how far a girl can soar, if not constrained by glass ceiling. The Practice:- The N.S.S. volunteers conducted series of surveys, sensitizing the residents to various social ills debilitating their growth in life. 'Beti Parao! Beti Bachao!' was the motto of the year long activities but help was extended to all in the form of organizing free health checkup camps, giving out blankets, study kits to needy students sensitizing all regarding the Covid protocols, the use of getting vaccinated etc. Evidence of Success:- • A change in attitude towards cleanliness was clearly evident. • Girls of that locality came out with stories of unprecedented exploitation, and parents became more wary of those problems. • The organizational skill among the students appeared to be enhanced while organizing various programmes in that locality. Problems Encountered: • As majority of the residents of Nicher Para are engaged in menial jobs like that of domestic helps or labourers, money is always an excruciating problem for them, and without more Governmental aid, the dream of

a clean and hygienic life can never be fulfilled.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.kwc.ac.in

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Krishnagar Women's College seeks to steer students towards introspection and self-learning. KWC envisions a world where women will have their rightful place and will get due recognition as leaders to reach the top echelons in all sectors of human endeavor. Krishnagar Women's College remains strongly committed to addressing issues of gender in all their intricacy. The college makes committed efforts to train the young women under its care to • lead competently flourishing lives enriched by the love of learning • put up personally fulfilling lives radiating integrity and vigor of character • flourish in different cultural milieus in an increasingly interconnected world • uphold the core collegial values of respect for diversity, inclusiveness and humanism To this end, the College provides to its women students • a motivating dynamic learning environment attracting young women who wish to make a difference • culturally sensitive inclusive environment upholding core values of respect for diversity.

Provide the weblink of the institution
https://www.kwc.ac.in

8.Future Plans of Actions for Next Academic Year

The College IQAC has identified the broad objectives which the College should strive to achieve during this period, which are enumerated as under – 1. To be able to enhance the Brand Equity of the College, which it has created for itself, in Nadia District, 2. To achieve a status of academic excellence, 3. To create an enabling environment for holistic development of Students, Faculty and Support Staff 4. To facilitate continuous upgradation and updation of Knowledge Use of Technology, by Faculty and Students 5. To fulfil its Social Obligations, in the manner of providing formal informal education, dissemination of Knowledge, organizing programmes and activities for the benefit of the Community and Other Stakeholders 6. To create awareness and initiate measures for Protecting and Promoting Environment