



## YEARLY STATUS REPORT - 2020-2021

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		<b>KRISHNAGAR WOMEN'S COLLEGE</b>
• Name of the Head of the institution	<b>BIJALI BHATTACHARYA</b>	
• Designation	<b>TEACHER- IN- CHARGE</b>	
• Does the institution function from its own campus?	<b>Yes</b>	
• Phone no./Alternate phone no.	<b>03472252355</b>	
• Mobile No:	<b>9477975330</b>	
• Registered e-mail	<b>kwc.edu@gmail.com</b>	
• Alternate e-mail	<b>iqackwc1958@gmail.com</b>	
• Address	<b>AUROBINDA SARANI, KRISHNAGAR, NADIA, WB</b>	
• City/Town	<b>KRISHNAGAR</b>	
• State/UT	<b>WEST BENGAL</b>	
• Pin Code	<b>741101</b>	
<b>2.Institutional status</b>		
• Type of Institution	<b>Women</b>	
• Location	<b>Urban</b>	
• Financial Status	<b>Grants-in aid</b>	

• Name of the Affiliating University	UNIVERSITY OF KALYANI				
• Name of the IQAC Coordinator	BULU MODAK				
• Phone No.	03472252355				
• Alternate phone No.	03472252355				
• Mobile	9836113517				
• IQAC e-mail address	iqackwc1958@gmail.com				
• Alternate e-mail address	ndgkwc@gmail.com				
<b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>	<a href="https://kwc.ac.in/pdf/aqar/AQAR-2019-2020.pdf">https://kwc.ac.in/pdf/aqar/AQAR-2019-2020.pdf</a>				
<b>4.Whether Academic Calendar prepared during the year?</b>	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://kwc.ac.in/pdf/academic-calendar/Academic-Calendar-2020-2021.pdf">https://kwc.ac.in/pdf/academic-calendar/Academic-Calendar-2020-2021.pdf</a>				
<b>5.Accreditation Details</b>					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B++	82.5	2005	20/05/2005	19/05/2010
Cycle 2	B+	2.54	2016	02/12/2016	01/12/2021
<b>6.Date of Establishment of IQAC</b>			17/11/2005		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NA	NA	NA	NA	
<b>8.Whether composition of IQAC as per latest NAAC guidelines</b>			Yes		
• Upload latest notification of formation of IQAC			<a href="#">View File</a>		

<b>9.No. of IQAC meetings held during the year</b>	<b>4</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>No</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	<a href="#">View File</a>
<b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
Live digital classroom to monitor attendance of the students and the Teachers during the pandemic time.	
Portal launched for Entry in Services to facilitate students towards preparing for job related Examinations.	
ENVS portal introduced for practice by the students.	
Materials and Handouts uploaded in the college website for students during the pandemic time.	
Webinars organized on various academic topics.	
<b>12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year</b>	
Plan of Action	Achievements/Outcomes
Live Digital Class Room	Successfully launched and used
Organizing Webinars	Successfully achieved
<b>13.Whether the AQAR was placed before statutory body?</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>	

Name	Date of meeting(s)
Governing Body. Krishnagar Women's College	28/07/2022

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
Yes	27/02/2022

**15. Multidisciplinary / interdisciplinary****16. Academic bank of credits (ABC):****17. Skill development:****18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)****19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):****20. Distance education/online education:****Extended Profile****1. Programme**1.1 13

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	<a href="#">View File</a>

**2. Student**2.1 1350

Number of students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.2 583

Number of seats earmarked for reserved category as per GOI/ State  
Govt. rule during the year

File Description	Documents
Data Template	<a href="#">View File</a>

2.3 451

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1 35

Number of full time teachers during the year

File Description	Documents
Data Template	<a href="#">View File</a>

3.2 35

Number of Sanctioned posts during the year

<b>Extended Profile</b>	
<b>1.Programme</b>	
1.1 Number of courses offered by the institution across all programs during the year	<b>13</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>2.Student</b>	
2.1 Number of students during the year	<b>1350</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	<b>583</b>
File Description	Documents
Data Template	<a href="#">View File</a>
2.3 Number of outgoing/ final year students during the year	<b>451</b>
File Description	Documents
Data Template	<a href="#">View File</a>
<b>3.Academic</b>	
3.1 Number of full time teachers during the year	<b>35</b>
File Description	Documents
Data Template	<a href="#">View File</a>

3.2	35
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	32
Total number of Classrooms and Seminar halls	
4.2	36.40
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	44
Total number of computers on campus for academic purposes	

## Part B

### CURRICULAR ASPECTS

#### 1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The institution follows the CBCS Curriculum introduced by the University of Kalyani from the Academic Session 2018-2019 and the Syllabus as designed by the University. At the beginning of each academic session, a Master Time Table is framed, following which each department prepares its own routines and circulates among the students. Syllabus distribution is done at the departmental level and students are made aware of the syllabus at the very beginning of their class. In the wake of Covid-19 and countrywide lockdown in March 2020, teaching-learning process took a new turn. In keeping with the Government Order and University advisory about Covid protocols, online classes started from April 2020 by using digital platforms like Zoom, Skype, Google Meet, Webex etc. Though a new phenomenon, it did not take long for us to get familiarized with the new system, Syllabus was completed on time, Internal Assessment properly taken and marks uploaded in the University portal. Departmental meetings are regularly held to analyze the progress of syllabus and to motivate and guide the students.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

As an affiliated College of University of Kalyani, our College strictly adheres to the Academic Calendar published by the University at the very beginning of each Academic Session. The institution conducts continuous Internal Assessment for students of Odd/Even Semesters as the case may be and uploads marks in the University portal. In the wake of Covid -19 and subsequent lockdown, Internal Assessment and End Semester Examinations were held online and marks were duly uploaded in the University portal. In view of the constraints of CBCS syllabus, teachers of all departments devise their own framework for exposing the students to regular class tests, assignments, project work and presentation in order to familiarize them with the new system of online classes and evaluation process.

File Description	Documents
Upload relevant supporting documents	<a href="#">View File</a>
Link for Additional information	<a href="https://kwc.ac.in/pdf/academic-calendar/Academic-Calendar-2020-2021.pdf">https://kwc.ac.in/pdf/academic-calendar/Academic-Calendar-2020-2021.pdf</a>

**1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

**B. Any 3 of the above**



File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	No File Uploaded

## 1.2 - Academic Flexibility

### 1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

#### 1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

21

File Description	Documents
Any additional information	<a href="#">View File</a>
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 1.2.2 - Number of Add on /Certificate programs offered during the year

#### 1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	No File Uploaded

### 1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

#### 1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

451

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

### 1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Department of Sanskrit offers course on human values and ethics. Topics like "Cognitive and emotive apparatus", "Controlling of mind" are taught. Department of Chemistry offers "Green Chemistry", "Analytical and Environmental Chemistry" Department of Physics has a course on sustainability and consumption of electricity and environment. In addition to the above mentioned few departments, we provide Environmental Studies an Ability Enhancement Compulsory Course (AECC), where a detailed Environment and Sustainability is taught.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	<a href="#">View File</a>

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	<a href="#">View File</a>
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	No File Uploaded

### 1.3.3 - Number of students undertaking project work/field work/ internships

900

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	C. Any 2 of the above
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File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

**1.4.2 - Feedback process of the Institution may be classified as follows**

**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	Nil

## TEACHING-LEARNING AND EVALUATION

### 2.1 - Student Enrollment and Profile

#### 2.1.1 - Enrolment Number Number of students admitted during the year

##### 2.1.1.1 - Number of sanctioned seats during the year

1291

File Description	Documents
Any additional information	<a href="#">View File</a>
Institutional data in prescribed format	<a href="#">View File</a>

#### 2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

##### 2.1.2.1 - Number of actual students admitted from the reserved categories during the year

583

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

Krishnagar Women's College organizes special programmes to enhance the learning levels of the students in regular intervals. Such type of programmes are dual in nature i.e. programmes for advanced learners and programmes for slow learners. The programmes both for advanced learners and slow learners are based on ICT tools, smart class room, PTT-based teaching and so on. Special care and attention is taken for the slow learners so that they can fare well in the semester-end examinations. Tutorials, teacher-at-door programmes are frequently arranged to serve the purpose. Every teacher of the institution takes necessary as well as proper steps to the both kind of students.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	<a href="#">View File</a>

### 2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1350	35

File Description	Documents
Any additional information	<a href="#">View File</a>

## 2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Student centric teaching shifts the focus from the teacher to the students. It encourages active participation on the part of the students and requires that they monitor their own thinking.

College has adopted following student centric method in all courses. 1. Allow for student choice and autonomy: Proving project, classroom and homework assignment option, as well as allowing student to design their own seating arrangements. 2. Use open-ended questioning techniques: Open ended questioning encourages clear communication and provides students with reassurance that their thought and ideas matter. 3. Tutorial classes: Each department has kept the provisions of tutorial classes. In science departments students are given various types of problems selected by the concerned teachers to solve in the tutorial classes. In arts departments students are asked to write or discuss on a particular topic as advised by the teacher. 4. Seminar lecture: Departments also arrange seminar lectures by students in particular topics where the speaker will receive questions from other students as well as teachers. 5. Use of laboratory: In the science laboratories like chemistry and physics as well as in mathematics students are given opportunities to satisfy their quarries which beyond the scope of the syllabus.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

1. The college has five projectors, one is in the department of Physics, One in Chemistry Department, One in IQAC, one in the Prtincipal's Chamber for General use and the other is in the Computer Lab. Class routines of all departments are adjusted suitably so that the Teachers of each department can avail the computer lab and take class with ict facilities. All the ICT enabled tools are under the supervision of the ICT Committee.
2. During the covid period from September 2020 onwards teachers of this college use WebEx platform which was outsourced by the college to continue the online classes.
3. Simultaneously teachers used G Suite and Google Meet to take the online classes.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

### 2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year )

#### 2.3.3.1 - Number of mentors

35

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

#### 2.4.1 - Number of full time teachers against sanctioned posts during the year

35

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

#### 2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

##### 2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

8

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	<a href="#">View File</a>

### 2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

#### 2.4.3.1 - Total experience of full-time teachers

35

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

### 2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Each department usually conducts two internal assessments for each paper per semester. The date of the internal assessments is usually determined by the concerned department and each department issues notices regarding the mode and dates of the assessments. Usually the first assessment is scheduled after the completion of the half of the syllabus of a paper and the second one is conducted after the whole syllabus is complete maintain a gap of one week from the University semester examination. The mode of assessment may be any one or the combination of the following.

1. Written exam
2. Project work
3. Viva voce
4. Field work
5. Lab Practical
6. Using ICT seminar lecture of the student



**7. Assignment****8. Group discussion**

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

There is an examination committee of the college. The committee looks after any issue related to University examinations as well as internal examinations. So far the committee has not received any grievance worth mentioning regarding the internal assessments. Any queries/ minor disputes ( if any) from the students regarding the internal assessments are solved within the concerned department by the teachers.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

**2.6 - Student Performance and Learning Outcomes**

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution ,affiliated to University of Kalyani, follows the Programmes and Courses and the syllabic structure for each Course as framed by the University. At the very beginning of the Academic Session ,the College conducts Orientation programme for the newly admitted 1st Semester students to make them aware of the Programme Outcome and Course Outcome. Each department organizes such orientation programmes in order to make the students familiar with the various Core Courses, Generic Elective subjects, Language Core Courses, Skill Enhancement Courses, Discipline Specific Elective Courses and Ability Enhancement Core Courses and the options they can choose. However, during the pandemic, such orientation programmes were conducted by each department through online mode. The students are usually provided printed copies of syllabus by the teachers of the respective department and are made aware of the scope and utility of the particular subject they have opted for their study.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://kwc.ac.in/pdf/aar/PSO%20CO.pdf">https://kwc.ac.in/pdf/aar/PSO%20CO.pdf</a>
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

### 2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution ensures the completion of the syllabi structured by University of Kalyani in due time and evaluation of programme-specific outcomes is a continuous process in the existing teaching-learning system. In keeping with the CBCS curricula, students of each semester have to appear at Internal Examinations at regular intervals; they are given assignments and project work after completion of which their progress is evaluated, discussed in the departmental meetings and records are kept. Attainment of Course outcomes and Programme Specific outcomes is finally assessed and evaluated through each End Term Examination conducted by the affiliating University. Students of the Academic Session 2020-2021, a year reeling under the shadows of pandemic, were exposed to online mode of teaching-learning-evaluation system and their progress and performance all are digitally assessed, and the learning outcome is analysed in the departmental meetings by the faculty members.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional information	Nil

### 2.6.3 - Pass percentage of Students during the year

#### 2.6.3.1 - Total number of final year students who passed the university examination during the year

452

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

## 2.7 - Student Satisfaction Survey

**2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)**

<https://kwc.ac.in/pdf/sss/SSS%202020%202021.pdf>

## RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 - Resource Mobilization for Research

**3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

**3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)**

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

**3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year**

**3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

File Description	Documents
List of research projects and funding details (Data Template)	No File Uploaded
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

### 3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

#### 3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 3.2 - Research Publications and Awards

#### 3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

##### 3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

10

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

3

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

**3.3 - Extension Activities**

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Krishnagar Women's College, organized an online "Awareness Programme on Mosquito Borne Diseases (a social outreach programme)" on 25th August, 2020 to upskill the pupils of the institute about the deadly diseases, how to take care and curb the outbreak of it. The programme was organized by the NSS Unit of the institution, and as our honorable resource persons we received, Dr. Sayan Bhattacharya, (MBBS, MD Microbiology, Assistant professor, Dept. of Microbiology, All India Institute of Hygiene and Public Health, Kolkata) and Dr. Debratna Mukhupadhyay (Faculty member, Dept. of Zoology Barrackpore Rastraguru Surendranath College). Smt. Baijayanti Ghosh was the programme Officer, NSS Unit. The session began with the wise words from our Patron, Smt. Bijali Bhattacharya, Teacher-in-charge. The session's Patron-in-chief was Prof. (Dr.) Manojit Ray, Governing Body. The session was also graced by Smt. Bulu Modak, coordinator, IQAC. Seventy eight students participated in the online programme through Google meet platform and they were sensitized to this deadly social issue of mosquito borne diseases.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year****3.3.2.1 - Total number of awards and recognition received for extension activities from**

**Government/ government recognized bodies during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

**3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., ( including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs ) during the year**

**3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

2

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	<a href="#">View File</a>

**3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year**

**3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year**

341

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 3.4 - Collaboration

**3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year**

00

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

**3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year**

**3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year**

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

## INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College has an adequate number of classrooms for holding theoretical classes and 10 laboratories for practical classes for Lab-based subjects. Besides there is a Seminar Room equipped with Smart Board, Projector and computers. All the classrooms have the facilities of Wi-fi and apart from conventional chalk-and-talk method, the teaching-learning process is carried out through using technical tools for audiovisual presentation. Classes are held in the main building and the adjacent Dipti Bose building. Students can enjoy their free time in their Common Room. The College with its garden, spacious playground, a garden of medicinal plants offers a view of beautiful landscape. The College Hostel, renovated lately, can accommodate more than 100 students. A well-stocked automated library equipped with OPAC facilities, reprographic system and spacious Reading Room caters to the demand of the students for borrowing books and having photocopies from pages of books. Laboratories of Science faculty and Geography are ICT enabled. Office is run by licensed software and all transactions are done online. IQAC takes an active role in preparing strategies for ensuring the best way to reach academic goals and fulfilling the vision and mission of the institution.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The institution, i.e. Krishnagar women's College has adequate as well as good facilities for cultural activities, sports and games (both indoor and outdoor). The college has a huge play ground (year of establishment: 1958 C.E.) adjacent to the college building with area of 3 bighas (approx.) where college Annual Sports Meet or any kind of games is held time to time. Not only that cultural activities viz. Annual Function, Annual Prize distribution, Freshers' welcome etc. are also performed here. The college has a large room (at first floor) with the seating capacity of one hundred and fifty people where cultural programmes, debate-programmes etc. are also performed. The room is equipped with a Smart Board and Sound System. Yoga camp is also



performed in college ground with all kinds of facilities.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	<a href="https://kwc.ac.in/#">https://kwc.ac.in/#</a>

#### 4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

##### 4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

7

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	No File Uploaded

#### 4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

##### 4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

12.89

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	<a href="#">View File</a>

**4.2 - Library as a Learning Resource****4.2.1 - Library is automated using Integrated Library Management System (ILMS)**

SOUL 2.0 limited edition ILMS was purchased and was installed in the year 2016. Bibliographic records of some books have been entered but member database has not been created and the circulation process has not been started. Now it has been decided that there will be shift of ILMS from SOUL 2.0 to KOHA and it will be cloud based. It is expected that full automation process in the library will be started through KOHA ILMS.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)****4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**

00

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	<a href="#">View File</a>

#### 4.2.4 - Number per day usage of library by teachers and students ( foot falls and login data for online access) (Data for the latest completed academic year)

##### 4.2.4.1 - Number of teachers and students using library per day over last one year

62

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	No File Uploaded

#### 4.3 - IT Infrastructure

##### 4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

There are different IT facilities available in the college. A smart classroom with well-equipped computer lab is available in the college, where students can access computers. The entire college was facilitated with Wi-Fi connectivity. All the departments are provided with computer and other related accessories.

The college has adopted ICT to provide students better experience for understanding of their curriculum. Teachers used ICT for teaching and learning purpose whenever needed. During Covid-19, teachers taken classes in virtual mode using Google meet, Zoom and several other online platforms. However, in August 2020, college adopted a live classroom software (from Right Brains Technology) where Cisco Webex digital platform were used for classes in virtual mode. During this period college organized several webinars using virtual platforms.

Teachers frequently utilized ppt presentations for making classroom teaching more effective. Department of chemistry used Cambridge Chem Office software for better learning. Department of physics frequently used electro-droid circuit diagram software.

Most of the official work is performed using ICT. CCTV is installed in the college campus. The college frequently updates the following IT facilities:

- Computer is formatted on regular basis.
- Anti-virus is routinely updated in computer.
- College website is regularly maintained by Aidni Infotech

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

#### 4.3.2 - Number of Computers

44

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	<a href="#">View File</a>

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

#### 4.4 - Maintenance of Campus Infrastructure

##### 4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

##### 4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

23.50

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

There are different IT facilities available in the college. A smart classroom with well-equipped computer lab is available in the college, where students can access computers. The entire college was facilitated with Wi-Fi connectivity. All the departments are provided with computer and other related accessories.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

## STUDENT SUPPORT AND PROGRESSION

### 5.1 - Student Support

**5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

**5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year**

00

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	No File Uploaded

### 5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

#### 5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

**5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills**

C. 2 of the above

File Description	Documents
Link to institutional website	<a href="https://kwc.ac.in/nss.php">https://kwc.ac.in/nss.php</a>
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

**5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

00

**5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year**

00

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees**

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**5.2 - Student Progression****5.2.1 - Number of placement of outgoing students during the year****5.2.1.1 - Number of outgoing students placed during the year**

06

File Description	Documents
Self-attested list of students placed	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>

**5.2.2 - Number of students progressing to higher education during the year****5.2.2.1 - Number of outgoing student progression to higher education**

144

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

**5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)****5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year**

00

File Description	Documents
Upload supporting data for the same	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

**5.3 - Student Participation and Activities****5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**



1	
File Description	Documents
e-copies of award letters and certificates	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	<a href="#">View File</a>
<p>5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms )</p> <p>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.</p> <ol style="list-style-type: none"> <li>1. All Head of the Departments will co-opt at least one student, depending on performance and presence of the student in the class.</li> <li>2. The list of such students, after being endorsed by the Teacher in Charge of the College, will be preserved by the Secretary of the Teachers' Council.</li> <li>3. Various Committees of the institution while arranging any programme ( seminars, cultural, Health Checkup Camp etc.) will involve the students from the list mentioned above in decision making as well as in active participation in conducting the event.</li> </ol>	
File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

#### 5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

1

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<a href="#">View File</a>

### 5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Though we have no registered Alumni Association yet there is an alumni committee in our college. Every year alumni meet is held here. The alumni gathering is a great success due to the enthusiastic participation of ex-students. Generally the programme is organised on Sunday keeping in mind the professional engagements of the alumni. The alumni committee comprising some teachers of the college, organises the schedule of the day's event starting with a cultural programme by the current students, interactive sessions with students to be followed by lunch. The alumni is warmly welcomed by the present students and felicitated with a bouquet of flowers. The present students of our college organise a short performance which includes recitation, music and dance programme. The alumni shares their memories of college days. It is a fun filled exchange of old memories and sharing of present experiences. The present students are benefitted much from the advice given by their seniors.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

File Description	Documents
Upload any additional information	<a href="#">View File</a>

## GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Krishnagar Women's College is committed to nurturing women who can be equipped to be world citizens capable enough to celebrate diversity in all its joyous vibrancy. It sensitizes students to become creative and responsible citizens and how it can be applied in a rural and semi urban setup to improve the lives and livelihood of the local populace. KWC sees its students as women who would recognize challenges as opportunities and not limitations. The Management of the Institution hopes that the students would enter the professional world or the arena of higher education with a lot of academic and professional competence, empowered enough to shatter inhibitory glass ceilings and resist gender discriminations at every level of life. Our focus is to optimize their intellectual potential, nurture social responsibility and encourage creative expressions. Our college believes in inclusive humanism and seeks to create citizens firmly rooted in their local traditions yet capable enough to smoothly function in a neo-global democratic setup.

The stated mission of Krishnagar Women's College is to:

- Develop Conscious Citizens with Analytical abilities
- To make students self-aware and encourage them to embrace the ideals of social justice, equity and inclusivity.
- Sustain democratic spaces for Creative Explorations

File Description	Documents
Paste link for additional information	<a href="https://kwc.ac.in/mission-vision.php">https://kwc.ac.in/mission-vision.php</a>
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The real touchstone of excellence at Krishnagar Women's College is its emphasis on democratic decision-making. It follows decentralization and participatory management in all its activities through a well-established 'committee system' which includes the Academic Committees, the Sports Committee, the IQAC and the Teachers' Council among others as the major stakeholders. With the committees in place, the Governing Body at the helm and decentralized decision making at all levels, viz. departmental level, student level, curricular and extracurricular society level, every member of the community feels empowered. In terms of decentralization, all committees have evolved over time in accordance to NAAC Peer Team recommendations and go through a process of elections and nominations. A gender sensitization committee, anti-ragging committee and Internal Complaints Committee have been initiated to provide a safe working ambience. Empowered committees like finance, budget and purchase works to aid and support the Bursar and Principal in financial matters. Both the career counseling cell and various societies for student activities like literary club, magazine committee, etc are working through a decentralized mode. A very conscious effort is being made by the Principal/Teacher-in-Charge where she takes no decisions in isolation, but believes in "collective wisdom" emerging from decentralized participation.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In view of the Covid-19 pandemic and subsequent lockdown and closure of the academic institutions in the third week of March

2020, the College had to meet the challenges of newly introduced online mode of teaching, conducting Internal Assessment and uploading of marks in the University portal. For this purpose, the newly constructed Governing Body proposed and approved the purchase of a Live Digital Class Room with facilities for online teaching, file sharing, daily classes report generation option, and individual teacher's and student's log in area. The software was purchased after due process of floating tender notice in the website and teachers started taking online classes daily through this Live Digital Classroom. Study materials were uploaded in the College Website; teachers also shared study materials with the students through departmental Whatsapp groups. Online invited lectures through Google Platform complemented the teaching-learning process. Upto 2019, admission was partially done through online. But during the academic session 2020-2021, complete online admission system started operating. Admission software was purchased with facilities like online payment gateway, publication of merit list, counseling, admission, issue of cancellation certificate and University registration. Admission process was not affected by the pandemic

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Krishnagar Women's College, affiliated to University of Kalyani and being a State -aided College, functions through the office of the Principal, the Governing Body being at the helm of the administration. One of the important institutional bodies is IQAC that operates throughout the year for creating a learner-centric environment by setting parameters for quality enhancement, devising plans and strategies for the fulfillment of the Vision and Mission of the institution and for attaining a holistic academic and administrative excellence. The Head of the Institution implements

those strategies and plan of action through Governing Body, Finance Sub-Committee, Purchase and Tender Sub-committee and Bursar. The dissemination of work and various programmes are done through the various GB-approved Committees, like Academic sub-committees, NSS, Career Counselling Cell, and a number of other committees the Conveners of which are actively engaged in chalking out plans and proposals for the institutional growth. Teachers' Council plays an important role in all the academic administration of the College. Non-teaching employees of the College are entrusted with all the official jobs, student-related matters, maintaining records and related works. As for appointment, both the teaching staff and Librarians are appointed by the Governing Body on being recommended by the West Bengal College Service Commission and they are guided by the West Bengal Service Security Act.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	<a href="#">View File</a>

### 6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	<a href="#">View File</a>

### 6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non-teaching staff

The Institution has effective welfare measures for teaching and non-teaching staff.

Both the full-time teaching and non-teaching staff of the College are under Grant-in-Aid scheme of the State Government and salary is disbursed through HRMS. As part of welfare measures, the employees are entitled to refundable and non-refundable loan facility from General Provident Fund. Apart from that, they can avail loan from Employees Co-operative Credit Society Limited at a minimum interest. The loan amount, both the principal and interest, is deducted every month from their salary. They are also eligible to receive the benefit of West Bengal Health Scheme to meet Medical Expenses for self and other members of the family. Women employees are entitled to enjoy full -paid Maternity Leave for six months and Child Care Leave as approved by the Government. Encashment of Earned Leave for 300 days at the time of superannuation and gratuity as per Government rules are two other welfare measures that the institution ensures at the time of their superannuation. Casual non-teaching staff like generator operator, pump operator, gardener, are given extra allowances. They are also given puja bonus from the College Fund.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

#### 6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

### 6.3.3 - Number of professional development /administrative training programs organized by

**the institution for teaching and non-teaching staff during the year****6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year**

02

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)****6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year**

17

File Description	Documents
IQAC report summary	<a href="#">View File</a>
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of teachers attending professional development programmes during the year (Data Template)	<a href="#">View File</a>



**6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff**

It is mandatory for the Teaching Staff as well as the Librarians of Krishnagar Women's College to sign in the Attendance Register regularly, mentioning the time of arrival, departure, number of classes, both theoretical and practical, allotted and taken, other activities in addition to the regular teaching schedule, holidays and leave of absence. This Attendance Register is regularly countersigned by the Head of the Institution. It helps them to prepare their Self Appraisal Forms.

The Non-teaching Staff of the College also maintains Attendance Register that serves the purpose of record keeping. It is also duly countersigned by the Head of the Institution.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

**6.4 - Financial Management and Resource Mobilization**

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

During the financial year 2020-21 all kinds of the internal audits have been carried out, but external financial audit has not been done due to the external auditors has not been appointed by the dept. of higher education, Govt. of W.B. till date. No objection arises during the internal audits.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

**6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)**

00

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	<a href="#">View File</a>

#### 6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Krishnagar Women's College, being a Government Sponsored Institution is funded by the Higher Education Department, West Bengal, to meet expenses for salary of full-time staff of the College as well as infrastructural expenditure. The College submits proposal with detailed project outlines for fund allocation to the Higher Education Department, Department of Youth Service, Govt. of West Bengal and once the grant is sanctioned by the Department, the Institution carries out infrastructural work through Public Works Department. For purchase of books, instruments, chemicals, equipment, computer peripherals, tenders/quotations are floated on the Website and after a close scrutiny, the work order is given to the lowest bidder for the optimal use of the sanctioned fund and for maintaining transparency in all the projects undertaken. Apart from Government grant, the Institution approaches private organisations like P.C. Chandra Knowledge Centre: Gyandhara Prakalpa for funding projects like Library Automation, staff toilet and the grant is fully utilised to their satisfaction. Besides, Registration fees are collected from the participants in Seminars organised by the College. Space rental for Canteen, Computer Centre is another source of income of the Institution. Internal Audit and Statutory Audit is annually done for all the expenses incurred and Utilisation Certificates are submitted to the funding agencies.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

#### 6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The College has incorporated quality assurance into informal discussions and dialogue carried out with numerous visitors from other institutions, in particular international visitors and collaborators. The IQAC members have reviewed the following activities:

1. Uploading of faculty and class time tables on the college website so that classes can begin as soon as the semester starts and updating these on an urgent basis to cover changes, if any.
2. Organizing of Remedial Courses; Bridge Courses; Workshops on computer literacy.
3. Result Analysis of the previous academic session to monitor learning outcome of a course as a routine practice.
4. During the Pandemic to have its own LMS setup to automatically record students' participation in an online class.
5. Purchase software modules to help students prepare for competitive examinations.
6. Developing online dynamic feedback mechanisms for facilities and provide services such as Library, toilets, infrastructure, ICT services etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Krishnagar Women's College is under the jurisdiction of the University of Kalyani, which through its board of studies and other academic and administrative bodies frames the curriculum, formulates the syllabus for Honours and General subjects, and conducts term end examinations that leads to award of degrees. However Krishnagar Women's College through a well constituted Academic and Examination Committee, monitors the progress of students, and identifies both Quick and Slow Learners to encourage students towards academic excellence. Periodic class tests, group

presentations and projects are assigned to students to speed up and embellish their learning process. Through a formulated mentor-mentee system and also through personal interactions with students, the teachers are always enthusiastic to address any academic or personal problems faced by the students. In addition to the academic calendar provided by the University, the College authority also encourages teachers to formulate and follow a well organized study plan, which not only helps in a timely completion of the syllabus but is also highly effective in recording the learning outcomes at periodic intervals by the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

**6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

## **INSTITUTIONAL VALUES AND BEST PRACTICES**

### **7.1 - Institutional Values and Social Responsibilities**

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Our college being a Women's college, there is no question of gender inequality among the students. However there are male and female teaching and non-teaching staffs in the college. At the beginning of the classes of the newly admitted students, the institution arranges an orientation programme, where students are made familiar to the environment of the college, what the college is expecting from them, norms and regulations of the college.

College provide the following measures to address any problem faced by the students as well as female staffs.

1. Complain Box in girls' common room.
2. Internal Complain Committee(ICC)
3. Various awareness programmes regarding gender sensitization.

Specific facilities provided for women in the college are as follows.

a. **Safety and Security:** There is an arrangement of 24 hours security guard from hired security agency in the college. 17 CC TV cameras are installed in the college for constant surveillance.

b. There is a common room for students.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

**7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment**

**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

#### Solid waste management:

1. To reduce waste at institute, students and staff are educated on proper waste management practices through lectures, advertisement on notice boards, displaying slogan boards in the campus.
2. Waste is collected on a daily basis from various sources and is separated as dry and wet waste.
3. Colour coded dustbins are used for different types of wastes. Green for wet and blue for solid waste.
4. Daily garbage is collected by housekeeping personnel. Waste material like plastic, papers etc. are collected and sold out to scrap vendor from time to time.

#### Liquid waste management:

1. The waste chemicals mixed water from laboratory passes through concealed pipe line into soak pit.
2. Liquids are diluted by getting mixed with the washroom and toilet liquid wastes in to the common drainage.

#### E-waste management

1. The E-waste collected is stored in store room and disposed every year accordingly.
2. The buyback system is followed for pharmacology rotating drums beyond repairable conditions. Empty toners, cartridges, outdated computers and electronic items are sold as scrap to ensure their safe recycling.
  1. Old monitors and CPUs are repaired by our technician and reused.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	<a href="#">View File</a>

**7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus**

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.5 - Green campus initiatives include**

**7.1.5.1 - The institutional initiatives for greening the campus are as follows:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Any other relevant documents	No File Uploaded

**7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution**

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit**

D. Any 1 of the above

**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading**

**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

**Krishnagar Women's Coolege can boast of an inclusive environment where harmony exists between students of all class, religion and**



ethnic groups. Every year programmes like 'Ananda Bhoj' are organized where all students participate in community feast. N.S.S activities also bring in all students of the Institution to a common platform from where they move out to society at large and provide community service to the marginalized of the society. To build a nation of youth who are noble in their attitude and morally responsible, the college organizes and conducted several activities to build and promote an environment for ethical, cultural, and spiritual values among the students and staff. To develop the emotional and secular feelings among the students and the faculty, commemorative days are celebrated on the campus with the initiative and support of the management for not only recreation and amusement but also to generate the feeling of oneness and social harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College is committed to the holistic development of the students who are encouraged to inculcate values that instill in them a strong sense of discipline, self-confidence, humility and empathy for others. In an effort to instill these values in the students and employees of the institution, the College organizes several sensitization programmes throughout the year. At the beginning of the Academic Session, the newly admitted students get aware of the institutional values; they are the future citizens of the country and the institution undertakes to make them aware of their rights and duties as codified in the Indian Constitution. With a view to spread the message of unity, harmony and peaceful co-existence, the College observes the Independence Day, the Republic Day, and National Voter's Day. The students are motivated to take pledge to obey the constitutional laws and to look upon National Flag and National Anthem as symbols of National unity and integrity. The Department of Political Science encourages the students to take part in Youth Parliament Programme that promotes in them an idea of the activities of a legislative assembly and also political awareness. The institution is dedicated to prepare the students for a better tomorrow.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	<a href="#">View File</a>

**7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized**

**D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

**7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals**

**The institution has a long practice of celebrating and observing days of national and international significance.**

- The institution observes the National Voters' Day on 25th January every year to encourage the young learners to participate in the election process.
- Every year the Republic Day is celebrated on 26th January by the NSS and Cultural Committee of the College with the hoisting of the National Flag followed by a programme highlighting the importance of the day.

- The Cultural Committee organizes a day-long programme on 21st February to commemorate the Bhasha Divas.
- The Science departments celebrate National Science Day on 28th February through exhibitions and posters.
- Women's Day is celebrated on 8th March by the Women's Study Cell with its focus on women's empowerment through education.
- Every year the College organizes World Yoga Day on 21st June by inviting external experts. In 2020-2021, the programme cannot be organized due to the onset of Covid -19 and subsequent closure of the campus.
- The Independence Day on 15th August was celebrated in the College campus with the flag hoisting by observing all the Covid-19 protocols.
- The departments observed the Teachers' Day on 5th September through online mode.

Besides these, the institution encourages the students to celebrate commemorative days to pay tribute to the great personalities of the country.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

## 7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

**Title of the Practice: Energy Conservation Goal**

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. 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.

Title of the Practice:- Social awareness initiatives by N.S.S. Unit.

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 get desired results. It also sensitized our students for paying back to society; and developed organizational and communication skills.

File Description	Documents
Best practices in the Institutional web site	<a href="#">View File</a>
Any other relevant information	<a href="#">View File</a>

### 7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 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.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	<a href="#">View File</a>

### 7.3.2 - Plan of action for the next academic year

The college remains committed to its mission and vision in continuing and sustaining the inclusive and diverse learning for its teaching-learning community. In the coming academic year, the college would like to address the gaps in its structures and institutions as well as create new avenues to meet the dynamic requirements of the forthcoming year. One of our first endeavors would be to strengthen and develop e-content and create a fully automated library. The college would also like to augment its normal curriculum through various add on courses to increase proficiency of students in various technical fields. To increase employability of its students, the college further strives to boost the working of its Career Counseling Cell through organizing various job oriented seminars and workshops, and also to invite local entrepreneurs to conduct campus interview for various positions in their businesses.