

The Annual Quality Assurance Report (AQAR) of the
Academic Year July 1st 2017 to June 30th 2018

Part – A

1. Details of the Institution

1.1 Name of the Institution	SAROJINI NAIDU COLLEGE FOR WOMEN
1.2 Address Line 1	30, JESSORE ROAD
Address Line 2	Dum Dum
City/Town	KOLKATA
State	WEST BENGAL
Pin Code	700028
Institution e-mail address	sarojininaiducollege@gmail.com
Alternative e-mail address	info@sncwgs.ac.in
Contact Nos.	033-2559-2583/25291985
Name of the Head of the Institution:	Dr. Urmila Ukil
Tel. No. with STD Code:	033-2559-2583/25291985
Mobile:	9339491161 (Urmila Ukil)
Name of the IQAC Co-ordinator:	Dr. Sudeshna Chatterjee
Mobile:	9831418756

IQAC e-mail address:

sarojininaiducollege@gmail.com

info@sncwgs.ac.in

1.3 NAAC Track ID

WBCOGN12748

1.4 NAAC Executive Committee No. & Date:

EC/39/49 dated 21.5.2006

1.5 Website address:

www.sncwgs.ac.in

Web-link of the AQAR:

<http://www.sncwgs.ac.in/wp-content/uploads/2014/05/AQAR17-18.pdf>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1	1 st Cycle	B ⁺⁺	2006	5 years
2	2	2 nd Cycle	B (2.89)	2015	5 years

1.7 Date of Establishment of IQAC : DD/MM/YYYY

26-08-2009

1.8 AQAR for the year

2017-2018

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

- i. AQAR 2008 – 09 submitted to NAAC on 03/06/2014
- ii. AQAR 2009 – 10 submitted to NAAC on 06/06/2014
- iii. AQAR 2010 -11 submitted to NAAC on 09/06/2014
- iv. AQAR 2011 –12 submitted to NAAC on 18/06/2014
- v. AQAR 2012 -13 submitted to NAAC on 18/06/2014
- vi. AQAR 2013 -14 submitted to NAAC on 12/11/2014
- vii. AQAR 2014-15 submitted to NAAC on 16/10/2015
- viii. AQAR 2015 – 16 submitted to NAAC on 24/05/2017
- ix. AQAR 2016 – 17 submitted to NAAC on 01/06/2018
- x. AQAR 2017 – 18 submitted to NAAC on 26/12/2018

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

0.1 self financing vocational course (major) CMAV

West Bengal State University, Barasat

1.12 Name of the Affiliating University

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

Not Applicable

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme

DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

None of the above

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders:

No.

Faculty

Non-Teaching Staff Students

Alumni

Others

2.12 Has IQAC received any funding from UGC during the year?

Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

Details furnished in Annexure IV

2.14 Significant Activities and contributions made by IQAC

- IQAC is taking initiative to enhance the academic and physical infrastructure of the college through different programs, involving students e.g. students' seminars, study tours, field work etc. and extensive use of ITC.
- IQAC encourages teachers to participate in research activities and self-development programs so as to enhance the quality of teaching.
- IQAC has taken initiative to make students physically fit and mentally alert by encouraging them to attend self defense training and other sports activities and also NCC camps within and outside the state.
- Students are taking part in different state level and national level competitions under the guidance of NSS unit of the college.
- IQAC has made arrangements to continue spoken English and computer training.
- The Placement Cell composed under the guidance of IQAC provides counseling and career guidance to students through regular industry-institution interface.
- IQAC encourages Training class for NET, SET by Bengali department.
- IQAC encourages students and teachers to take part in community services.
- Under the guidance of IQAC the record keeping process regarding students' attendance, holding of classes, analysis of students' performance after declaration of results etc. has been improved.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
<ul style="list-style-type: none"> • The IQAC has taken initiative to create some new teaching posts, so that students of new departments get quality education. • To upgrade IT-infrastructure. • Initiatives were taken to make new buildings so that need for new class rooms can be met. Proposal for extension of Girls' Hostel has been sent to UGC. • To increase number of National /International Conferences/Seminars on Humanities and Science 	<ul style="list-style-type: none"> • Thirteen new posts have been created • A new soft ware has been introduced for on line admission process to run smoothly. • One floor of an adjacent building has been completed. Ground floor of the six storied Arts building has been completed. • Some rooms have been created in the existing hostel building to meet the demand of increased number of students. • Three International & One National Seminar

<ul style="list-style-type: none"> • Plans to install a lift in near future to ensure easy access to students of the upper floors of the buildings. ➤ Question Papers to be uploaded online. 	<p>have been organized by different departments and IQAC.</p> <ul style="list-style-type: none"> • Students' access to online feedback format • Organisation of regular seminars and counseling programmes with different companies and peer groups for successful placement of students • Students encouraged taking up NSS and NCC. Cadres took part in many events. Community benefit program taken up. • KOHA is uploaded to the Cloud Server and Question Papers are uploaded online.
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** Attach the Academic Calendar of the year as Annexure.*

ANNEXURE - II attached herewith

2.16 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body
Provide the details of the action taken

Two meetings of the IQAC were held in the months of July, 2017 and January, 2018. Following decisions were arrived at:

- To prepare the College according to latest NAAC Guide Line.
- Preparation of AQAR 2016-17 was planned and discussed; different employees were given responsibilities of accumulating reports from various segments. Certain suggestions were decided to be incorporated.
- It was decided that AQAR 2016-17 would be prepared and uploaded to the college website by September, 2017.
- Academic audit of various departments have been undertaken.
- Environmental audit has been undertaken.
- The process of continuous updating of information and supplying the same to IQAC at the central level will be continued.
- In order to facilitate collection of information from various quarters the process should be fully automated and online.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	02	-	02	-
UG	21	-	01	01
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	01	01	-
Others				02
Total	23	01	04	03

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	02
Trimester	00
Annual	21

1.3 Feedback from stakeholders* Alumni Parents (Only verbal)

Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

*Please provide an analysis of the feedback in the Annexure :(Annexure- III attached)

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

- As laid down in the University syllabi, all the courses are offered in an annual system in modular form.
- The curriculum is further diversified by integrating it with other cross-cutting issues. Thus Environmental Studies is a core component in the Humanities syllabi, and issues such as gender sensitization, Climate change, Human Rights are incorporated into the curriculum through departmental seminars and lectures/workshops by faculty and resource persons from other institutes.
- Computer based learning facilities have now been included in the curriculum of almost all subjects.
- Communication skills in English have been made mandatory for all learners to enable greater academic mobility and improved potential for employment.
- In Bengali and English PG courses the college follows the syllabus of WBSU. However, there is a wide degree of selection available and the individual teachers select the particular modules keeping in mind the student intake.

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

NA

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	61	21	24	01(Principal)	3(GLI) 12 (APTT)

APTT: Approved Part Time Teacher; CWTT: Contractual Whole Time Teacher

2.2 No. of permanent faculty with Ph.D. 35

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	01	23	N. A	N. A	N.A	N.A	0	0	01	23
	01	23	N. A	N. A	N. A	N.A	0	0	01	23

There is no provision for Professor post in the college, Associate Professor post is only promotional.

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia: 30 15 N.

No. of Faculty	International level	National level	State level
Attended Seminars	33	59	53
Presented papers	14	02	00
Resource Persons	0	0	0

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

- Module based teaching
- Interactive learning facilities
- Inter- departmental interactions
- Industry- academia interactions
- Use of PPTS
- Use of smart classrooms
- Projects by students
- Student- teacher interaction within the class and outside of the class
- Counseling and group discussions
- Parent-teacher meetings
- Evaluation report of the performance of students

2.7 Total No. of actual teaching days during this academic year 226

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

Open Book Test
 Double Evaluation (PG level)
 Seminar
 Dissertation
 Project

2.9 No. of faculty members involved in curriculum restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 8 (BOS)

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage : (Excluding Casual Candidates)

Programme	No.of students appeared in Final (2017) year	I %	II %	P %	Pass%
BNGA	47	-	70.2	29.8	100
ENGA	15	-	80	20	100
HINA	05	-	20	80	100
HISA	26	-	69.2	23.1	92.3
PHIA	09	-	88.9	11.1	100
PLSA	13		76.9	23.1	100
PSYA	02	-	100	-	100
SANA	16		31.3	62.5	93.8
SOCA	7	14.3	57.1	28.6	100
ANTA	17	53	29.4	11.8	94.2
BOTA	14	7.1	85.7	-	92.8
CEMA	1	100	-	-	-
CMAV	25	20	32	48	100
ECOA	1	.	-	100	100
GEOA	22	4.6	63.6	31.8	100
MTMA	17	5.9	47.1	35.3	88.3
PHSA	9	33.3	55.6	11.1	100
PSYA	4	-	100	-	100
ZOOA	16	31.2	56.3	12.5	100
BA GEN	264	-	03	24.2	27.2
B Sc GEN	67	1.5	20.9	16.4	38.8
B Com GEN	2	-	-	100	100

* Residual left after Pass % may include PNC (Partly Not Cleared) candidate

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

- The IQAC of the college provides necessary guidance and information to the teachers to improve their technical skills, such as preparation of notes, PPT presentations and encourages them to use ICT.
- The IQAC evaluates the academic performance of the faculty members by collecting feedback from the students by following both formal and informal mechanism.
- IQAC conducts academic audit as regards the academic performance of the teachers.
- IQAC has made institutional calendar and departmental academic calendars for regular instrumental output of the College.
- The IQAC of the institution conducts the periodical meetings. The outcomes of various proposals are recorded for improving the system of the quality of education. It also decides on the measures to be taken to improve and sustain the quality of higher education.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	01
Faculty exchange programme	0
Staff training conducted by the University	15
Staff training conducted by other institutions	05
Summer / Winter schools, Workshops, etc.	01*

* (Short Term Course in Jadavpur University)

2.14 Details of Administrative, Establishment and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	09	01	01	00
Establishment Staff	11	02	04	00
Technical Staff	14	01	05	00

Criterion – III

3. Research, Consultancy and Extension

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

- A Research committee under the guidance of IQAC meets periodically to discuss current research trends & issues.
- IQAC decided to allocate 50,000 Rs. As seed money to initiate research work by the young faculty.
- Adequate infrastructural support such as library and laboratory facilities is provided.
- Classes are adjusted to lessen the teaching load for teachers undertaking Course work related to their Doctoral degree or other research work.
- Internet and computing facilities are available.
- The above committee also functions as a Research Forum wherein the faculty members also present their proposals for upcoming Conferences, Seminars, and Workshops etc.
- IQAC motivates the faculty for writing and publishing research related articles and publication of the same in different journal/periodicals etc. and in the college online journal.
- On duty leave is granted to the faculty for attending professional Seminars, Conferences, research works and Workshops etc.
- Individual teachers collaborate with other institutes in the course of their research on Projects undertaken by them; teachers have collaborated with the Bose Institute, Kolkata, the University of Calcutta, HRI, Allahabad, Presidency University, the West Bengal University of Technology, West Bengal University of Animal and Fishery Sciences and Kolkata for data analysis related to their research work.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

Note *** Proposal for a Major Research Project is sent to the D.S.T

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	07	0
Non-Peer Review Journals	00	01	0
e-Journals	00	00	0
Conference proceedings	04	01	0
Book Chapter	00	00	1
Book / Peer Reviewed Book	00	03	0

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	2	Sarojini Naidu College for Women	50,000/-	-
Total	-	-	50,000/-	-

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

ii) Without ISBN No.

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

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

3.9 For colleges Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	03	01	02	01	00
Sponsoring agencies	** W.B.S.U., WBCHE	NAAC	-	-	-

Note: ** Collaboration

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year#

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent	Number	
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
00	00	---	---	---	---	---

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

- Computer literacy programme is running
- Blood group and Thalassemia camp organised.
- Conducted Thalassemia awareness programmes.
- Conducted women empowerment programmes.
- The college encourages the faculty and students to take up various activities relating to extension and social responsibilities.
- Apart from the regular work, a number of faculty and students actively take part in various social activities through NSS, Blood Donors Club and Alumni Association.
- The college ensures the involvement of the staff and students in its outreach activities such as Blood Donation camps, Thalassemia & HIV-AIDS Awareness, Rain Water Harvesting Awareness and contributes to the community development through various co-curricular forums and the Alumni association.

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.39 acres	0	N. A	3.39 acres
Class rooms	27	8		35
Laboratories	21	01	COLLEGE FUND	23
Seminar Halls	1	0	N. A	1
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		NIL	N. A	
Value of the equipment purchased during the year (Rs. in Lakhs)	46.18	3.46422	UGC and Higher Education Grant	8.08222
Others	4.12	4.49	College & UGC	

4.2 Computerization of administration and library

The library catalogue which was already fully digitalised was made cloud based. Book/journal issuing system was already fully computerised in central library. The OPAC has been made online on 24 X 7 basis.

The college management software has been upgraded to extend the ambit of computerised administration operation. The corresponding operational training was arranged for the staff members responsible for those operations.

4.3 Library services:

	Existing		Newly Added		Total Amount	
	No.	Value	No.	Added	No.	Value
Text Books	29,257	14,52,032/-	106	94,436	29,363	15,46,468/-
Reference Books	12798		162		12,960	
e-Books	00		*110		8110	
Journals	11	4660	00	00	11	4660
e-Journals	00		00		0	
Digital Database						
CD & Video	00		24		24	
General Books: Atlas, Albums, Dictionary, Paintings, Books on West Bengal Employment Guides	636	41564	02	6959	638	48159
Others (specify)	3 (news paper)	2952	00	00	00	2952

* Note:- Procured through INFLIBNET Subscription

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Library	others
Existing	86PC, 4 server	08	43	00	00	09	47	19	05
Added	08 PC,	00	00	00	00	03	05	00	00
Total	94 PC, 4 server	08	06	00	00	12	52	18	03

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

Computer facility is available in all the departments, library and administrative offices.

- Internet facility is made available to the students in the college library and in the departments. Free wifi facilities has been installed and extended to new zones.
- Software for COSA and e-pradan are running.
- In collaboration with DOECC teaching and non-teaching supporting staff members were provided with basic computer training.

4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs3.91129
ii) Campus Infrastructure and facilities	Rs. 127.64216
iii) Equipments	Rs3.46422
iv) Others	Rs. 1.16075
	Rs. 136.17842

Total

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

From the day of orientation the students are made aware of various support systems through IQAC.

1. Information are displayed on website/notice board.
2. Through guidance and counselling.
3. Through Grievance Redressal Cell Mechanism .
4. Students are made aware of different carrier counselling and campus placement programmes through SMS also.

IQAC in this college always keeps constant watch on the students' support provided by the college in a learner centric approach. Apart from regular financial support through the students' aid

5.2 Efforts made by the institution for tracking the progression

- i) Through informal talks.
- ii) Through guidance and counselling.
- iii) Through diagnostic testing and remedial teaching.
- iv) Through Grievance Redressal Cell (Suggestion / Complaint box).
- v) Continuous evaluation through class tests, mid-term exam and test exam.
- vi) Organising tutorials, workshop, quiz and group discussion
- vii) Regular seminar given by Teachers and Students
- viii) Parent-Teacher interaction
- ix) Monitoring students' progress through counselling, problem solving and developing orientation towards education.

Departments collect data about the student's performance in teaching, learning and their participation in extracurricular activities. On the basis of the analysis of the data, proper guidance is given to the students and their parents. The IQAC maintains a healthy relationship with the alumni association.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1801	82	----	----

b) No. of students outside the state

12

(c) No. of international students

Men	No	%	Women	No	%
	0	0		2818	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
1678	292	17	120	1	2107	1256	374	18	138	0	1883

Demand ratio 1.99 Dropout % 30.0

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

- Remedial cell coaching classes were conducted before and after the college hours according to the students demand for 1st, 2nd and 3rd year honours and general students. Students' Evaluation was regularly done.
- The placement cell organizes counselling programmes by different professional institutes to prepare students for competitive examinations.
- Training was organised to develop communicative skills in students and equip them to meet the challenges of the emerging job trends. The course comprises a Beginners' and an Advance Course module.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

* Detailed data not yet available

5.6 Details of student counselling and career guidance

The students are provided with regular counselling about their academic progress from the teachers of respective departments. The placement cell provided some career guidance and training programmes in collaboration with different industrial and government organisations.

The Campus to Corporate Programme in collaboration with TATA Consultancy Services was concluded with the Campus interview in April, 2018. 11 students out of 35 were selected. In another interview on 18th September, 2017, 3 students out of 35 were selected.

Carrier counselling session were held by JET King on 19th December, Speed Jet Aviation on 25th January 2018, Appolo Munich Insurance on 28th February, NIMS also on 28th

No. of students benefitted

350

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Placed	Higher Education
TCS	35+35	11+3	11	113

5.8 Details of gender sensitization programmes

- Women's Day was celebrated by the initiative of IQAC and the Women's Study Centre of the college on 8th March, 2018. Members of faculty and students participated. Speakers discussed about women's rights.
- Legal Awareness Programme organized by IQAC in collaboration with DLSA on 13th September 2017.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

** Students of Zoology department participated in International Seminar organized by Department of Zoology .

** Students of Philosophy department presented posters in State Level Seminar, organized by NSS Unit of the College & the West Bengal State University

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

* Two students from Zoology department presented a paper in the International conference organized by the Department of Zoology and Lincoln University, Malaysia.

** Students participated and presented a paper in BIOSCOPE 2018 organized by the University of Calcutta.

*** Zoology Hons. Students participated in Quiz and Extempore Competition in ZOO FESTIVAL, 2017 organized by Zoo Authority of India and secured third and second position respectively

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	34 30	(100% waiver of Tution Fees) (50% waiver of Tution Fees)
Financial support from government	409	Fees related to Academic purpose
Financial support from other sources	14	. Fees related to Academic purpose
Number of students who received International/ National recognitions	0	0

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

1. Celebration of World Environment Day
2. Tree plantation on Vanmohatsav day
3. Swachh Bharat Abhiyan within and around the college campus

5.13 Major grievances of students (if any) redressed:

- Process for increasing the number of class rooms.
- Quality of food in the college canteen improved.

Criterion – VI

Vision

We intend to produce intellectually well- trained, morally upright, socially committed, spiritually inspired women for the nation in the contemporary scenario.

- Develop, support, and deliver curricula, programs, and services designed to prepare our students for professional and personal success.
- Attract, develop, and retain a diverse student population and promote its success.
- Attract, develop, and retain highly qualified, diverse faculty and staff who are committed to our mission.
- Ensure facilities and operations that support our College's current needs and anticipated growth.
- Proactively position our college to communicate its value and benefits and build this identity and image among our many constituencies.
- We sustain rigor in our work – holding high standards and expectations for both our students and for ourselves
- We approach our work with compassion – acknowledging the whole person, working with integrity and caring, accepting people where they are and moving them forward without sacrificing standards or expectations; bringing joy, honesty, and understanding to our work.

Mission

To provide better education for the youth, to develop their talents and to include values, thereby moulding useful citizens.

By adopting a need based approach, synthesis of academics and ethics, innovation in learning methods and a diversified curriculum, the College aims at providing a learning environment that integrates body, mind and spirit.

The College is committed to the highest ideals of collegiate education. It aims at the development of each student and focuses on a comprehensive and balanced education. The

6.2 Does the Institution have a management Information System

In the academic year 2017-18, our institution took an initiative to overhaul the existing management information system, installed almost a decade ago, to extend its ambit covering certain aspects such as tracking students' academic progression within their college life more efficiently, efficient and integrated management of different financial funds, generation of reports with customized items for different external agencies etc. The system needs to be overhauled once again in 2018-19 to make it compatible with the CBCS features specified by the affiliating University, WBSU at the later part of 2017-18. The MIS for PG section also needs to be overhauled further.

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

6.3.1 Curriculum Development

Being an affiliated college under WBSU, the college has limited scope to determine the curriculum as the University has the final say to implement it uniformly over all the affiliated college under its umbrella. But still, few teachers who have been selected by WBSU in respective UGBOS of WBSU contributed directly the CBCS curriculum framing and also other teachers do the same indirectly through their participation in different curriculum and pedagogy related seminars and workshop arranged by WBSU and other affiliated colleges. In PG section, the corresponding departments have developed their syllabus introducing some scope of choices with their own PGBOS, where representatives from WBSU also participate as chairman and external member.

6.3.2 Teaching and Learning

The college experimented with some new methods of interactive teaching, with already tested ones in different academic departments. Use of online materials as supplementary components was practiced in some departments.

6.3.3 Examination and Evaluation

In addition to mid-term tests, group discussions, seminars, viva-voce for Continuous Internal Assessment and the selection tests, the students' attendance in regular classes was made another criterion for overall evaluation. Some of the departments also held some open book tests. The service of the college for University examination centres and service of the teachers as examiners, paper setters, scrutineers, head-examiners and moderators also continued.

Answer scripts are shown as a measure of transparency

- Discussions on evaluated answer scripts with the students.
- Project related presentations are encouraged to improve the academic quality of the students

6.3.4 Research and Development

The IQAC encourages its teachers to carry out researches and to publish those regularly. The college has a Research Cell which encourages teachers to carry out researches and to bring research grant from various agencies as well as publish those regularly. The college also provided some financial assistance particularly to junior faculty members as the seed money to develop their research projects. The college has granted study leave to faculty members to pursue Ph.D and has given special facility to teachers for attending Ph. D related Course Work as per the guideline of UGC.

The college provides all necessary co-operation and assistance to take up minor research projects by the faculty members under various funding agencies.

College teachers have access to institutional infrastructure facilities to carry out research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation

LIBRARY

The college library located on the first floor of the ANNEX building is having around 29,363 text books, 12,960 reference books, 11 Journals and 3 daily newspapers. The library has procured KOHA software and completed the process of automation. The library has an Internet Centre, an OPAC facility for readers, Photo copying facility at low cost and a separate reading room for teachers.

The college had a fully digitalised catalogue and issuing system. The data base has now made cloud based with 24 X 7 OPAC facilities.

PHYSICAL INFRASTRUCTURE

The college has a large seminar Hall equipped with internet and projector with seating capacity of 100~150 members, Faculty rooms, Office , Class rooms ,Tutorial rooms , Girls' common room, Gymnasium, canteen, car parking facility, sports ground, Computer Laboratory equipped with ...computers, well equipped Laboratories , Library, Internet and wi-fi facility in the entire building.

ICT INFRASTRUCTURE

LCD projectors, computer and accessories, high speed internet connection (VDSL) with LAN, library and office application software and systems software etc.

INDOOR and OUTDOOR GAMES

The institute has several indoor and outdoor games amenities for its students, like carom boards, chess boards, badminton kits, TT kit, volleyball, basketball, etc.

6.3.6 Human Resource Management

- The human resources of the institute managed in a free and democratic manner.
- The college arranged basic training facilities regarding computer skills for its teachers and non-teaching staff members. The teachers, particularly the junior ones were encouraged and granted leaves (with full salary) to participate in refresher courses and short term courses organised by UGC HRDC's and other reputed organisations to enhance their professional skills.
- Both teaching and non-teaching members are encouraged to higher studies by providing leaves and other facilities.
- Committees are formed for various activities of the institute and staff members provided an opportunity to work in these committees.
- The students realize that SNCW cares for them, which makes studies an enjoyable part of life.
- Students' Welfare Committee and Campus Development Cell work together to ensure all round development of the students and help building a strong and cordial relationship between them, benefiting both the learners and the teachers.

6.3.7 Faculty and Staff recruitment

Though the college, as a government sponsored one, is bound to recruit their permanent whole-time teaching staff strictly through West Bengal College Service Commission, it keeps a regular contact with WBCSC to expedite the process. Apart from it, the college recruited a number of management approved contractual teaching and non-teaching staff as and when needs arose.

6.3.8 Industry Interaction / Collaboration

The placement cell of the college kept contact with different industrial and government sector organisations to understand their need as recruiters. The college also received some funds from some of them to enhance its library and laboratory facilities.

6.3.9 Admission of Students

The college takes the admission of their students in UG and PG first year strictly according to the basis of merit. The application of the students, generation of merit lists and admissions of selected students --- all were arranged through an online portal managed by third party. All payments regarding admission, were mandatorily accepted through banks only.

6.4 Welfare schemes for

Teaching	NA
Non teaching	02 (Group Insurance & Cooperative)
Students	02 (Free-Studentship & Students Aid Fund)

6.5 Total corpus fund generated

- UGC XII Plan : NIL
- UGC additional grant: NIL
- DPI Pay-packet Grant: Rs. 8,41,79,698/-
- Total: Rs. 8,41,79,698/-**

6.6 Whether annual financial audit has been done Yes No (Under process)

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	NA	Yes	IQAC
Administrative	No	NA	No	NA

6.8 Does the University/ Autonomous College declare results within 30 days? N.A

For UG Programmes Yes No

For PG Programmes Yes No Due to the dependence on affiliating University

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

N.A

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

N.A

6.11 Activities and support from the Alumni Association

Members of the alumni association continues to stay beside poor and unprivileged women in and around the locality by training them in groups so that they become economically independent. College sports are looked after by this association. The Alumni Association organized a fate to encourage young entrepreneurs.

6.12 Activities and support from the Parent – Teacher Association

N.A

6.13 Development programmes for support staff

- Encouragement of supporting staff members for enrol themselves in various necessary courses in different Universities for achieving higher qualifications and enhance efficiencies.
- Office staff-members developed soft skill and utilizing internet facilities properly.

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

- Rain water harvesting
- Energy conservation measures have been adopted
- Green audit
- Solar Energy conservation
- Organising events to mark Environment Day
- Nurturing plants and greenery, both inside and outside of the campus

Criterion – VII

7. Innovations and Best Practices

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

Social Initiative

The college takes initiative to enhance social commitment of the students so that they become complete persons. The students are made aware of the contribution of the society towards their development, their education, vis a vis their duties towards it. With this objective, different seminars have been organized, birthdays of visionaries have been observed and some initiatives have been taken to help the backward people of the surrounding areas.

The NSS unit of the college organized “ Barsha Baran Program” by planting saplings followed by cultural program to observe “World Environment Day”. They also take regular program to clean the campus and surrounding areas.

The IQAC and the NSS unit of the college organized a Seminar on “Thalasimia, How to Prevent it” followed by a Blood Donation Camp, in which all sections of the college participated with enthusiasm.

Some teaching and nonteaching staff of the college along with some students, organized a health camp at a slum area at Durganagar, DumDum, where doctors attended children and talked to their mothers to aware them of some basic health care, hygiene and some easily available sources of vitamins and proteins.

The Alumni of the college have also taken part in social initiative by organizing training program for the backward women of the locality, by which they may become self dependent.

Academic and related initiatives

- * The College has adopted several mechanisms to evaluate and monitor the academic progress of the students, e.g., project work, paper presentation etc. by the students, unit tests, tutorials etc.
- * The College gives special training in the performing arts to students under the supervision of a faculty member. These training sessions are conducted for giving space to their creative skills.
- * The College also motivates the students through awards and prizes on the basis of their performance in academic and extra-curricular activities. The extracurricular activities were performed under

Others

- * **The Placement Cell** of the College provides counselling and career guidance to the students. Regular workshops by consultants from the industry are organized by the Cell to enable students to explore career opportunities.
- * The College continues to publish the online journal with ISSN No. -- **Quest - Multidisciplinary Journal of Humanities and Social Sciences**. The objective is not only to encourage the contribution of research activities by faculty and students of the College but also to promote the sharing of knowledge and ideas among external peer groups.
- * The College has a **Centre for Women's Studies** to render service to women's issues.

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

- Arranging compulsory computer education for the first year general students.
- Progress has been made towards online public access catalogues for library books
- Installation of solar panels through funds received from the UGC. This is a small but positive step in its endeavour to promote sustainable environment.
- Students' access to online feedback format
- Organisation of regular seminars and counseling programmes with different companies and peer groups for successful placement of students
- A well designed, modern e-library allows students access to advanced multi-media
- Introduction of MA programmes in Bengali and English
- Visually challenged students are provided writers and audio recordings of lectures to enable them to cope with the curriculum.
- Students encouraged taking up NSS. Cadres took part in many events. Community benefit programme taken up.
- AQAR upto 2014-15 submitted and Re-Accreditation process is completed.
- Honours course in Psychology and B.Com. General course have been introduced and will start from the Academic Year 2015-16.

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

See *Annexure V*

7.4 Contribution to environmental awareness / protection

Environmental audits are tools which can quantify an organizational environmental performance and position. India is the first country in the world to make environmental audits compulsory. The College takes initiative to promote environment consciousness by conducting a **Green Audit** of its campus and facilities. The community of the College has become aware of the rising levels of carbon dioxide in the earth's atmosphere and the rising average global temperature. These trends have compounded environmental concerns over the depletion of fossil fuels, the availability of clean water, threats to biodiversity and the earth's growing human population.

For generating environment awareness following steps are being taken

- quiz competitions
- Departmental group discussions
- Making physical and social surveys
- Seminars and talks
- Educational Tours
- Special classes and workshops

7.5 Whether environmental audit was conducted?

Yes

No

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

STRENGTHS

- A congenial physical and social environment prevails in the campus with least internal or external disturbances.
- The college has an in-campus hostel facilities, quite rare in a girls' college near Kolkata.
- The in-campus staff quarter is also an exceptional facility for smooth working of out-station staff members.
- The college library is stationed in a separate in-campus building with 24X7 OPAC facilities.
- The college has several in-campus free wifi zones apart from dedicated optical fiber based high speed internet lines connected with internal LAN network spanned over all the departments.
- The college library has a dedicated e-library section with INFLIBNET and British Council Library access.
- The college has a dedicated students' aid fund on its own, apart from different scholarships from government and private agencies, to provide free studentship (fully or partially) on merit cum means basis to support students from financially weaker background.
- The college organizes annual prize distribution ceremony regularly to boost up students' motivation for better performances.

- The college organized annual in-campus job-fair to facilitate direct student-recruiter interactions.
- The college has a dynamic website along with SMS facilities to update the students about college events.
- A committed staff is one of the greatest assets of the College.
- There is a strong focus on extra-curricular activities and community work.
- PG departments organize drama workshops in each year as part of their curriculum.
- Teaching-Learning environment is conducive.
- Online journal Quest published by the college.

WEAKNESSES

- The college is located just out-side the boundary of jurisdiction of one of the oldest and reputed Universities of India, University of Calcutta, whence it is under affiliation of recently established West Bengal State University. Hence it is somewhat handicapped in attracting the best students of the adjacent localities.
- The Tutor-ward system, though exists informally, needs to be more structured and formalized.
- Most students studying in the college are from fringe areas and hence come from a background where they lack proficiency in English. Since, most subjects at the Honours level are taught in English and the reference books are also mostly in English, it affects the overall result.
- The College faces financial constraints to recruit enough staff to meet its needs.
- Though the college has a large of subject options, the number of classrooms is not sufficient to allow all the allowed combinations.
- The College lacks an Auditorium, a full-fledged Gymnasium, and a centralized Computer Centre.

OPPORTUNITIES:

- First-generation learners need to be motivated to overcome social barriers.
- Launching specific programme's for preparing students for different competitive examinations which may attract larger number of students for better academic performances.
- To develop Communication skills and soft skills in students to upgrade them according to the emerging needs of job market.
- Extension of present hostel facilities for the students may attract more good students from distant districts to choose this college.
- To build an auditorium as the physical infrastructure to host larger seminars and conferences of national and international level,for scholarly interaction and collaboration with academic communities to enhance overall research and teaching environment of the college.
- To encourage faculty to qualify themselves for awards and honours.

CHALLENGES

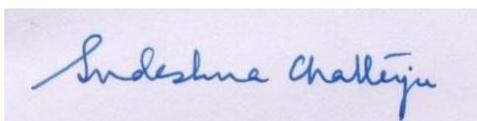
- Under the circumstances of fund crunching towards research teachers, especially of Humanities departments are finding it increasingly difficult to carry out research activities. Larger initiatives are required to overcome this problem.
- To explore the scope for developing an Online hub of academic resources using the dynamic website of the college, to overcome the shortcomings of academic impact in the locality.
- To overcome the shortage of human resources in teaching as well as in social outreach programmes.
- To open up much more options of subject combinations to introduce more academic flexibilities demanded by proposed CBCS curriculum by WBSU.
- Capacity building for students through interactive learning and evaluation and to develop a well-framed structure for that.
- ICT resources, rich library, seminar halls, tutorial spaces, laboratories, medicinal plant garden, specialized facilities and equipment for teaching, learning and research etc. are the opportunities which can be used for quality improvement.

8. Plans of institution for next year

- To complete the work for the adjacent building and accelerate that of the P.G Arts Building.
- Science laboratories to be more equipped for the CBCS.
- To plan for flexible subject combinations for CBCS.
- To plan for modified time table compatible with CBCS.
- Library to be enriched as per the requirements of new syllabus.
- To plan for workshop to train up teachers in new syllabus.
- To purchase student package software to meet the requirements in CBCS as framed by WBSU.
- To encourage teachers to publish books according to the new syllabus for the benefits of students.
- To arrange Job Fair for final year students..

Name Dr Sudeshna Chatterjee

Name Dr. Urmila Ukil



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

ANNEXURE - I

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

ANNEXURE - II

Academic Calender SAROJINI NAIDU COLLEGE FOR WOMEN (Tentative Schedule Only)

2017-2018						
Month	Teaching Days*			Exam days	Scheduled Breaks	Remarks
	Lecture s/ Practic als	Special Class(Theor y/Practical) Counselling	Attended by			
Jul-17	26	Nil	1 st , 2 nd and 3 rd year	University Exam 6days (Along with classes)	Nil	Admission + Part I University final Exam. 3 rd year and 2 nd year Classes from 3 rd July, 2 nd year Classes for lab based subject from 10 th July, 1 st year classes from 12th July.
Aug-17	25	Nil	1 st , 2 nd and 3 rd year	Nil	14/8/17: College Foundation Day and Janmashtami 15/8/17: Independence Day	Full Session
Sep-17	19	Nil	1st, 2nd and 3rd year	Nil	2/9/17: IdUjjooha; 19/9/17: Mahalaya 26/9/17 to 30/9/17: Puja Holidays -- 5 days	Full Session.
Oct-17	8	Nil	1st, 2nd and 3rd year	7(along with class)	01/10/17 to 21/10/17 :Puja Holidays -- 21 days	Half yearly Exam for 1 st , 2 nd and 3 rd year, Full Session
Nov-17	25	Nil	1st, 2nd and 3rd year	Nil	04/11/17: GuruNanak's Birthday	Full Session

Academic Calender
SAROJINI NAIDU COLLEGE FOR WOMEN

(Tentative Schedule Only)

2017-2018						
Month	Teaching Days*			Exam days	Scheduled Breaks	Remarks
	Lecture s/ Practic als	Class(Theor y/Practical) Counselling	Attended by			
Dec-17	21	Nil	1st, 2nd and 3rd year	Nil	2/12/17: Fateha dohaj doham; 25/12/17: Christmas; 26/12/17 to 31/12/17 : Winter Recess	Full Session,
Jan-18	22	7(along with class)	1st, 2nd and 3rd year	7(along with class)	01/01/18: New Year's Day 12/01/18: Swami Vivekananda's B'Day 22/01/18: Saraswati Puja 23/01/18: Netaji's B'day 26/01/18: Republic Day	3rd year Test will commence from 3 rd week, Regular class for 1 st and 2 nd year
Feb-18	23	15 (along with regular classes)	1st, 2nd and 3rd year	10(along with special class)	13/02/18: Sarojini Naidu's Birthday & Shivaratri 25/02/18(Sunday): University Foundation Day	Counselling/Special Class for 3rd year students. 1 st and 2 nd year Test will commence from 3 rd week.
Mar-18	Nil	23	1st and 2nd year	As per University Schedule	2/3/18 & 3/3/18: Doljatra 20/2/18: Good Friday	University Exam, Special Class/Counselling for 1 st , 2 nd and 3 rd year students
Apr-18	Nil	23	1st and 2nd year	As per University Schedule	13/4/18: Chaitra Sankranti 14/4/18: Bengali New Year's Day S Ambedkar's B'Day	University Exam, Special Class/Counselling for 1 st and 2nd year students

Academic Calender

SAROJINI NAIDU COLLEGE FOR WOMEN

(Tentative Schedule Only)

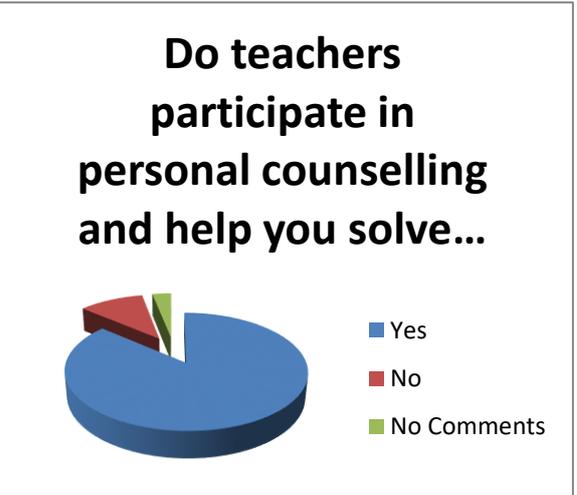
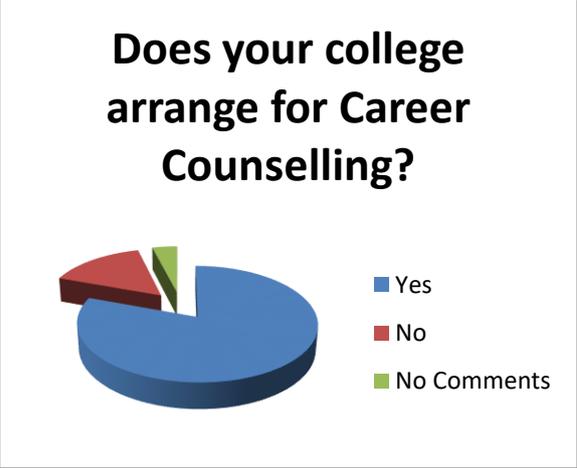
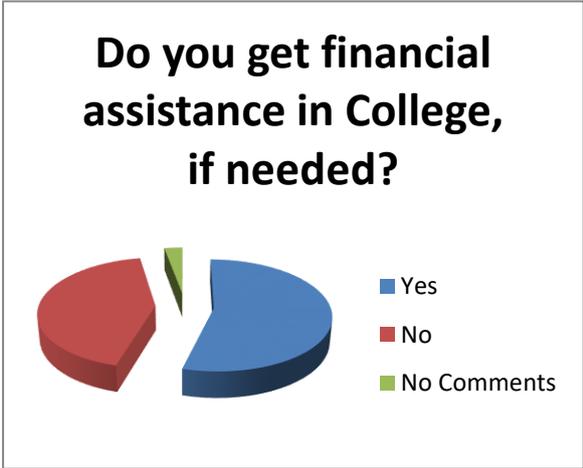
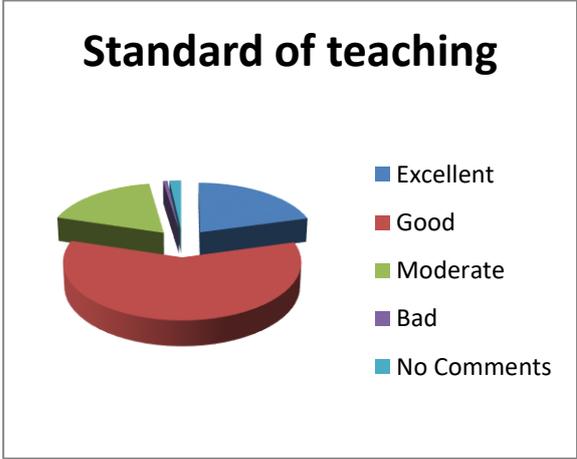
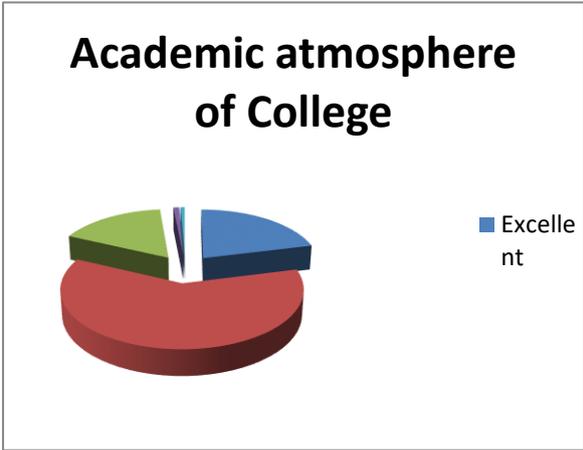
2017-2018						
Month	Teaching Days*			Exam days	Scheduled Breaks	Remarks
	Lectures/Practicals	Special Class(Theory/Practical)	Attended by			
May-15	Nil	11	1st year	As per University Schedule	1/5/18: May Day 8/5/18: Rabindra Jayanti 15/5/18 to 31/5/18: Summer Recess Scheduled University exam	University Exam, Counselling for 1st year students
Jun-15	Nil	Nil	NA	As per University Schedule	Summer Recess Scheduled University Exam	University Exam and Admission for next Academic year
Total no of teaching days	169	57 [^]		24 ^{**}		
	226					

* Excluding Sundays and holidays

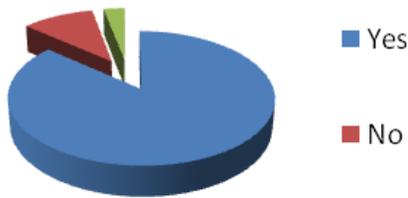
[^] Days on which only sp. classes (Theory/Practical) & counselling are held

** College exam days (tentative)

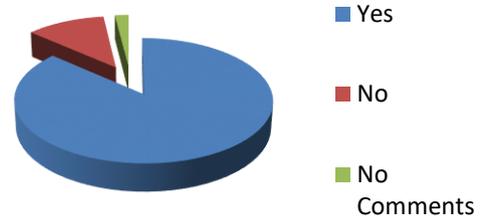
STUDENT FEEDBACK 2017-2018



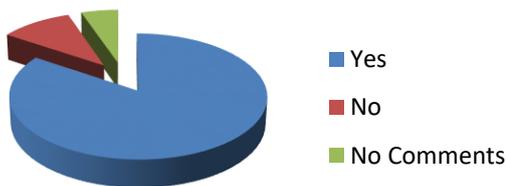
Do teachers participate in personal...



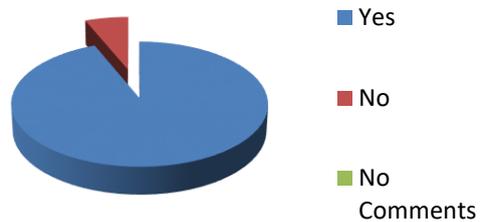
Do teachers motivate you in planning your career?



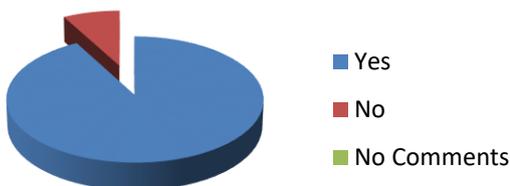
Do teachers motivate students to seek self employment?



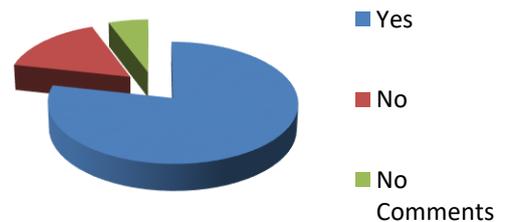
Do your teachers take classes regularly?



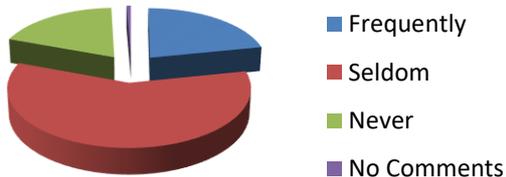
Are the teachers punctual at class?



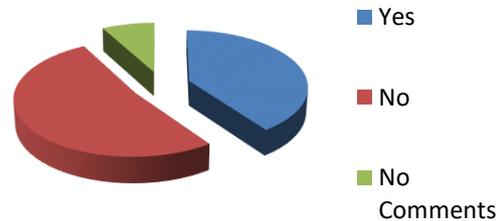
Do the teachers try to address your grievances?



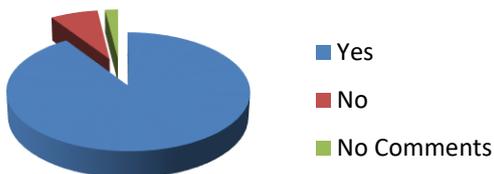
How often do you meet your teachers outside the class?



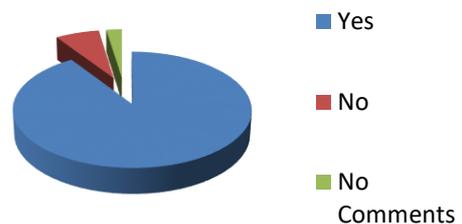
Do you want to join the college Alumni Association?



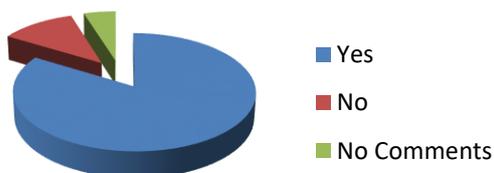
Are you comfortable in the classroom atmosphere?



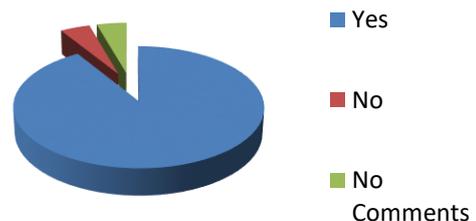
Does your college impart ethical and effective education?



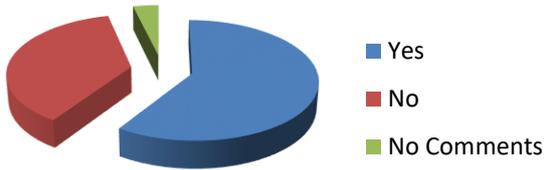
Does your college library provide you with sufficient books?



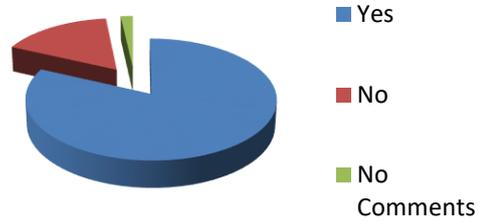
Can you approach the college principal at the time of need?



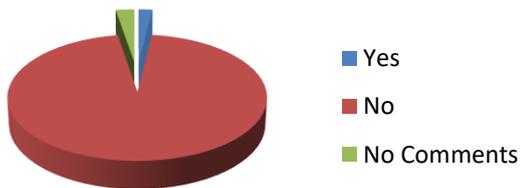
Do you have an adequate canteen facility?



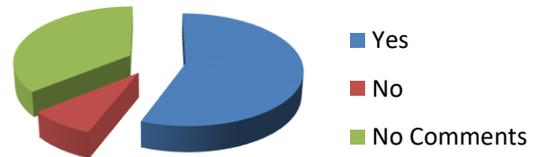
Do you have a clean toilet?



Have you ever been sexually harassed in college?



Do you want to join your college professionally in future?



ANNEXURE - IV

PROGRAMMES HELD IN THE COLLEGE

A. IQAC ENDEAVOURS

1. International Seminar on 26th July 2017 on “A New Stage called Emerging Adulthood and Cognitive Development”.
2. One Day Workshop on Good and Service Tax (GST) on 2nd August 2017.
3. Student Seminar on 5th September 2017.
4. Legal Awareness Programme by DLSA on 13th September 2017
5. Seminar on “Polycystic Ovarian Syndrome” on 13th September 2017.
6. International Conference on “Contemporary Health Issues and Environmental Impact” in Collaboration with Lincoln University College Malaysia on 30th November 2017.
7. International Symposium on “Child Welfare : A Global Perspective” in collaboration with Charuchandra College on 4th January 2018.
8. NAAC Sponsored National Level Seminar on “Challenges of Contemporisation in Higher Education Institutions in India” on 29th & 30th January 2018.
9. One Day Workshop on Undergraduate Experimental Physics under CBCS on 5th May, 2018 in collaboration with Department of Physics, West Bengal State University.
10. 10 day Workshop – Cum performance of “Charandas Chor” by English PG 2nd Semester students. – May, 2017
11. 10 day Workshop – Cum performance of Bishabriksha by Bengali PG 3rd Semester students – October, 2017.
12. Awareness Programme on Animal Rights – 28th July, 2017
13. State Level Seminar on Green Initiative & World Peace organised by NSS Unit and IQAC – 27th March, 2018.
14. Seminar on Thalassemia Awareness organised by NSS Unit, IQAC & SNCW Health.

B. OTHER PROGRAMMES

1. “Tree-Plantation”(Environment Awareness Programme) – 14th -21st July, 2017
2. “Rabindra Tirodhan Dibas” was celebrated as Barshabaran Utsav on – 22 ‘Srabon’, on the occasion of Rabindranath Tagore’s death anniversary
3. “College Foundation Day” – 14th August, 2017
4. Celebration of “Independence Day” – 15th August , 2017
5. Celebration of “Teacher’s day” – 5th September, 2017
6. Convocation of Post Graduate students of English and Bengali – 17th November, 2017
7. Celebration of ‘Birth Anniversary of Netaji Subhas Chandra Bose’ – 23rd January, 2018
8. “Republic Day” was celebrated - 26th January, 2017
9. Celebration of “Sarojini Naidu er Janmadin” – 13th February, 2017
10. Annual Sports – 10th December, 2017
11. “Vasha Dibas” celebration – 21st February , 2018
12. Celebration of “Birth Day of Dr. Ambedkar” – 14th April, 2018
13. Celebration of “Rabindra Janma-Jayanti”- 25th Baisakh – 9th May, 2018

BEST PRACTICE-I

1. Title of the Practice: INSTITUTIONAL SOCIAL RESPONSIBILITY

Sarojini Naidu College for Women is located in a suburban area which was dominated, right after partition, by the colonies of refugees coming from erstwhile East-Bengal. The college itself was established in mid-fifties by the Government of West Bengal under refugee welfare programme. Since then though the demography of the localities nearby to the college changed by some extent, but still there are large economically backward areas. The college cannot deny its responsibility to the specific needs of these localities apart from its task of imparting higher education to the students coming from these areas.

2. Goal

Along with some alumnae of this college some teachers and supporting staff members have drawn a goal to uplift the condition of basic education and health of these localities using their own expertise and social connections. It may be rudimentary at the beginning, but they have an endeavour to exert their effort in progressively widening the field of activities, in years to come.

3. The Context

There are several localities nearby to the college which are populated by economically backward section of people, mostly employed in small factories, shops and other unorganised sectors along with labourers in some larger factories. There are different government aided schools, almost free and quite affordable to them, but children there lack heavily the learning materials and proper guidance about those at home. On the other hand though there are some government/municipal hospitals in adjacent areas, the awareness about health issues (both individual and community oriented) is quite poor within the people of these areas. The vector-borne diseases like dengue, malaria, etc. are quite recurrent every year.

4. The Practice

- Some teachers of this college along with some alumnae provided study materials and educational instructions of school level in Dumdum and adjacent areas.
- Health camps in these areas, with experienced doctors, were organised in these localities by our supporting staff members and students. Several children from Mall Road slum area came and completed their health check-up. At the same time from the camps, general health awareness campaigns were launched.
- From the NSS unit of the college the 'Swachh Bharat' campaign was launched. The campaign was accompanied by different activities inside the college campus and in the adjacent localities.
- Alumnae of this college were organised to form some self-help group to produce certain home-made items with expertise shared by the college members.

5. Evidence of Success

Though the works on educational support and health awareness are in their initial stage, there have been already a positive impact on the adjacent localities. In the health camp, a large number of people came and they were made aware of different health issues. The local municipality also took interest about our work and they also extended their support.

5. Problems Encountered and Resources Required:

Maintaining the consistency and regularity of these work is really a challenge due to scarcity of man power. The work cannot be continued during examinations and other events in the college. Moreover availability of skilled persons is another obstacle. We may involve more people in these works so that it can be continued on rotational basis.

6. Note

Sharing the social responsibilities should be an integral part of higher education. It opens up the vision of the students about the conditions and requirements of the common people in our country.

BEST PRACTICE-II

1. Title of the Practice: SNCW EXTRA CURRICULAR SCHEME(SNCWECS)

Sarojini Naidu College for Women is distinguished for the exhaustiveness of its academic programme; yet, its educational mission is not merely academic. The title of the programme suggests that the efforts of the College to develop its extracurricular programme are not mere declaration; it is an integral part of the College curriculum.

2. Goal

The College has broad goals for the development of its students: some of those goals are fostered by the academic programme, but many of those goals are fostered only outside the classroom, through the extracurricular programmes. From 2012-2013 academic session the College has decided to formalize its extracurricular activities for all round development of the students. The college was very keen on watching trends this year too. Before the market forces catch our girl students off-guard, we have decided to prepare them to take on the job market, so that they can cater to diverse needs of society, as well as of their own and develop a sense of community service.

3. The Context

The extracurricular programme provides means through which students may pursue excellence and achieve distinction. This may be especially important when academic distinction proves elusive: the student whose performance in the classroom is average can gain self-confidence through these extracurricular programmes. The College expects participation in extracurricular activities as the extracurricular programme allows students to develop and display skills that are not accommodated by class work - for example, sports, music, dance, dramatics, public speaking, creative writing, preparation of food items etc. Many extracurricular activities, both competitive and non-competitive, allow the College students to form social relationships with fellow students. It is an avenue to encourage the students to broaden their ambience and social outlook and bring them out from the grip of the social networking sites, which keep them stuck to the computer monitors. There is no reason to think that participation in extracurricular activities will encroach upon time needed for study. Indeed, it has been found that the most successful students, in the academic sphere, are those who have been heavily involved in the extracurricular programme - perhaps because the programme fosters feelings of satisfaction and belonging, which are key ingredients for academic success.

4. The Practice

The aim of SNCWECS is to equip the students with market competencies, so that they could meet with the demands of the changing scenario successfully. The students are being exposed different trends and requirements of the society and they are given choice to develop such skills in addition to academics. Every faculty member is associated formally with an extracurricular activity. In this context, it should be noted that the College does not think that academic success and extracurricular involvement are incompatible. A list of activities is like this:

i. Dance

ii. Drama

iii. Music

iv. Speech and Debate

v. Communicative Skills

vi. Creative writing

- vii. Self – Defence
- viii. Computer Skills

Students are given an opportunity to choose their own activity. Students speak to different teachers and the Principal, who are the patrons and try to make up their minds. They are then made to participate in different programmes and intra college competitions are held to inspire the aspiring students. We have specific Cultural and Students' Welfare Committees, who lead the way for success of **SNCWECS**. The College makes provision for special budgetary allocation for **SNCWECS**. The ability to communicate information accurately, clearly and as intended is a vital life skill and the college has arranged classes to develop the communicative skills of students. These classes help students in their study and are essential for the advancement of their careers. Self-defence classes which impact a mix of physical skills and life lessons have been introduced and have become extremely popular. The college has recognised that learning basic self-defence would not only help the students gain confidence but would also empower them in their general pursuit of life skills. This training in martial arts has enabled students to excel in other sports. As the practice skills involve balance and precision. Computer literacy is important as it gives students the opportunity to expand their horizons to learn skills they would not have the opportunity to acquire in the traditional classroom. The college has appreciated the fact that computer proficiency is indispensable in today's job-market and has introduced compulsory computer training classes for students.

From next academic session this practice will take more formal shape, by involvement of the reputed outside agencies that will help our students to compete in the global market. The College is trying to induce a flavour of commercialization into the scheme. Thus the College hopes that the students who are academically average or below average, but have other talents will get better chances to find place in the wider area. The College is trying to include some other programmes, like Chef and Home – makers, Doll Making etc. into **SNCWECS**. Moreover the College is preparing for inter college competitions and campaigns, so that other students of the nearby colleges can also be benefited from **SNCWECS**.

5. Evidence of Success

The students have achieved remarkably by winning prizes in Inter-College Karate Competitions. Students bagged different University level prizes in NCC, NSS, drama and cultural and sports competitions. A significant numbers of students have been selected through campus interviews by Tata Consultancy Services.

6. Problems Encountered and Resources Required:

The problem area is time table. A lot of rescheduling and adjustment in time table has to be done to enable all the teachers to meet their respective classes and prevent any academic loss. Another problem is encountered in bringing girls out from their conservative and non-supportive families governed by a patriarchal mind-set.

- Resources Required
- Human Resources/Professionals to impart training
- Professionals for Counselling
- Mobilising funds to provide quality training and services
- Additional and fixed place for different programmes under the scheme.
- Other requirements

- Instilling social responsibility by making participation in **SNCWECS** mandatory for undergraduate students
- Promotion of the scheme by its inclusion in the domain of NSS Periodic changes in the curriculum are to be made by the affiliating university keeping in view the societal needs and current trends in the job market.

7. Notes

We are engaged in an ongoing journey of continuous measurable improvements, championed by empowered teachers at all levels of the institution. Our philosophy of excellence inspires each one in this college to give their best. The hallmark of the College is therefore marching ever onwards to greater heights of progress. **SNCWECS** gives stress on creativity and innovation, as well as entrepreneurship. The aim of this practice is to create a more inclusive ambience by decentralization and to groom leadership at various levels. Various committees have been constituted to address different issues and events. The quest for excellence is a continuous and never ending process.....