

**The Annual Quality Assurance Report (AQAR) of the  
Academic Year July 1<sup>st</sup> 2011 to June 30<sup>th</sup> 2012**

**Part – A**

**I. 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. Sunanda chatterjee (TIC)

Tel. No. with STD Code:

033-2559-2583/25291985

Mobile:

9836484105

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B <sup>++</sup>		2006	5 years

1.7 Date of Establishment of IQAC :

1.8 AQAR for the year

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC.

- i. AQAR 2008—09 submitted to NAAC on 03.06.2014 (DD/MM/YYYY)
- ii. AQAR 2009 – 10 submitted to NAAC on 06/06/2014 (DD/MM/YYYY)
- iii. AQAR 2010 – 11 Submitted to NAAC on 09/06/2014 (DD/MM/YYYY)

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

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

2 self financing vocational courses (maior) CMAV.CMEV

1.12 Name of the Affiliating University (for the Colleges)

West Bengal State University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>	None of the above	<input checked="" type="checkbox"/>

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="5"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="3"/>
2.3 No. of students	<input type="text" value="0"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="0"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="0"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="0"/>
2.8 No. of other External Experts	<input type="text" value="0"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	
	No. <input type="text" value="00"/> Faculty <input type="text" value="00"/>
	Non-Teaching Staff <input type="text" value="00"/> Students <input type="text" value="00"/> Alumni <input type="text" value="00"/> Others <input type="text" value="00"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="NA"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="0"/>
International	<input type="text" value="0"/>
National	<input type="text" value="0"/>
State	<input type="text" value="0"/>
Institution Level	<input type="text" value="0"/>

(ii) Themes

NA

#### 2.14 Significant Activities and contributions made by IQAC

IQAC planned to evolve mechanisms and procedures for:

- a) The relevance and quality of academic programmes.
- e) The credibility of evaluation procedures .
- f) Ensuring the adequacy, maintenance and functioning of the support structure and services.
- g) Research sharing and networking with other institutions in India and abroad.

#### 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
<p>Education is an important factor which can create social, economic justice, freedom and equal opportunity leading to economic development and technological progress. The formal institutional education with human and infrastructural facilities should be best suited to inject a spirit of learning among students' community. In fact, this activity Must become a part and parcel of their professional education and work. Considering the need and relevance, the College has chalked out the following plan of actions for the academic session-2011-12.</p> <p>The College plans to make necessary preparation to get re-accredited by NAAC.</p> <p>There is a plan to organize Inter Departmental, Inter Disciplinary Seminars.</p> <p>To organize Field Trips, Educational Tours etc. for the benefit of the students.</p> <p>Career Counselling and Guidance Cell will organize Career Oriented Programmes. Seminars, talks will be organized on 'Equal Opportunity'.</p> <p>A training cum demonstration programme will be organized on Fire Management.</p> <p>A separate Central Computer Lab will be constructed.</p>	<ul style="list-style-type: none"><li>• Keeping in view the goal and objectives of the institution the college has undertaken some programmes under different aspects of teaching, research and extension activities.</li><li>• In addition to the traditional class room teaching, catering to the needs of the learners, tutorial classes, remedial classes, special orientation for social life, career counselling and guidance are provided. In case of research works, the faculty members are engaged in different project works.</li><li>• 1588 students were enrolled in 2011-2012 which indicates the rising popularity of the College in the community.</li><li>• The College has organized inter disciplinary programmes such as interdisciplinary seminars, Workshops, discussion, debate etc. The College has taken initiative to organize UGC sponsored National Conference and two college sponsored seminars. There has been several gender sensitization programmes.</li><li>• The College has ventured for international and national collaborations with a Vision to expand its academic periphery.</li><li>• Teachers have developed different academic linkages with state level, national level as well as international organisation.</li><li>• The College has given utmost emphasis on faculty development programmes. The faculty members are</li></ul>

<p>Talks will be organized on gender sensitization. 'Indigenous Medicinal Plants' will be planted. The College will encourage the faculty members to carry out research projects with the financial assistance from UGC. Social awareness programmes, like sanitation education, anti- superstition, health and hygiene etc will be organized. Special sports coaching for the students will be organized. Health Camp for the benefit of the students will be organized in college.</p>	<p>encouraged to attend Refresher and Orientation programmes.<sup>1</sup></p> <ul style="list-style-type: none"> <li>• Two MRPs are going on under UGC XI<sup>th</sup> plan and one has been sanctioned under the financial grants of UGC XI<sup>th</sup> plan. The college has generated research grant of Rs. 3.56 lakhs.</li> <li>• There has been placement of 08 students through on campus and off campus training Programmes out of 48 participants. Also, 40 students have been placed in Higher Education segment.</li> <li>• Our students have done well in various career related examinations: NET- 04, GATE- 01, SCHOOL SERVICE COMMISSION: 15</li> </ul> <p>There have been 04 research publications in Peer Reviewed Journals.</p> <ul style="list-style-type: none"> <li>• Career Guidance programmes have been organized by the College, eg. In collaboration with TCS.</li> <li>• The College has organized gender sensitisation programmes.</li> <li>• Number of students participated in sports , games and other events are quite encouraging:</li> </ul> <p>Sports at university/ state level – 05; medals/ awards received – 02, Cultural activities: 07; medals/ awards received- 04.</p> <ul style="list-style-type: none"> <li>• The College has given financial support to 68 students; 89 students have received support from govt. and 11 students received support from other external organizations.</li> <li>• Social initiatives undertaken by the students also worth mentioning.</li> <li>• Infrastructural development process started for building of two classrooms.</li> <li>• Corporate LAN facilities extended to all departments.</li> <li>• Internet facilities made available for all the departments.</li> </ul>
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\* Attached- see Annexure - II

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken

- a) GB resolved that the authority and the IQAC Cell of the College must ensure equitable access to and affordability of academic programmes for various sections of society.
- b) Optimization and integration of modern methods of teaching and learning.
- c) Ensuring timely, efficient and progressive performance of academic, administrative and financial tasks.

<sup>1</sup> 04 teachers have attended Refresher programmes and 01 teacher has attended orientation programme.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	19	-	02	02
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	19		02	02
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	00
Trimester	00
Annual	19

1.3 Feedback from stakeholders\* Alumni  Parents  Employers  Students

(On all aspects)

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

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

Part-I syllabi were redrafted for the subjects of Anthropology, Chemistry, Political Science and History.  
 Part-II syllabi were redrafted for the subjects of Botany, Computer Applications, Zoology, Sanskrit, Communicative English  
 Part-III syllabi were redrafted for the subjects of English and Philosophy.  
 The syllabus was redrafted to include short answer type and objective type questions.  
 Greater emphasis was laid on textual reading and study of socio cultural background.  
 More emphasis was laid on study of Gender equity.  
 The syllabi were made more practical oriented.  
 Greater emphasis was laid on Environmental and Biodiversity Studies.  
 More emphasis has been laid on field studies.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	67	21	24	00	3 (GLI), 01 (Librarian),*APTT (17), *CWTT (01)

\*APTT – APPROVED PART TIME TEACHER ; CWTT – CONTRACTUAL WHOLE TIME TEACHER

2.2 No. of permanent faculty with Ph.D. 32

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
	0	31	NA	NA	N.A	N.A	0	1(Principal)	0	32*
	0	18	NA	NA	N.A	N.A	0	1(Principal)	0	18#

\*Vacancy calculated according to the admissible number of posts.

#Vacancy calculated according to the sanctioned no. Of posts by Govt. Of W.B.

2.4 No. of Guest and Visiting faculty and Temporary faculty ---- 2 0 18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	6	28	21
Presented papers	1	7	5
Resource Persons	0	3	0

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

- Teaching modules based materials.
- Interactive learning facilities
- Inter- departmental interactions
- Industry- academia interactions
- Use of PPTS
- Use of OHP
- Projects by students

2.7 Total No. of actual teaching days during this academic year 222

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

In addition to midterm test, seminars, group discussion, viva-voce was used for continuous assessment.



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

4 (BOS)

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4 (Workshop)

2.10 Average percentage of attendance of students

82%

2.11 Course/Programme wise

distribution of pass percentage : Excluding Casual Candidates

Title of the Programme	Total no. of students appeared	Division				Pass %
		Distinction %	I %	II %	P %	
Bengali (Honours)	39	NA	00	71.79	17.95	89.74
Economics (Honours)	00	NA	00	00	00	00
English (Honours)	31	NA	00	64.52	35.48	100
Geography (Honours)-B.SC.	33	NA	03	70	24	97
Geography (Honours)-B.A	00	NA	00	00	00	00
History (Honours)	20	NA	00	80	15	95
Philosophy (Honours)	31	NA	00	38.7	51.6	90.3
Political Science (Honours)	04	NA	25	75	00	100
Sanskrit (Honours)	36	NA	00	58.3	36	94.3
Communicative English (Major)	11	NA	45.45	45.45	18.2	91
Anthropology (Honours)	06	NA	00	100	00	100
Botany (Honours)	04	NA	00	75	25	100
Chemistry (Honours)	02	NA	00	100	00	100
Mathematics (Honours)	01	NA	00	00	100	100
Physics (Honours)	07	NA	14.28	71.42	14.28	85
Zoology (Honours)	10	NA	50	40	00	90
Computer Application (Major)	06	NA	100	00	00	100
B.A. General	114	NA	00	09.65	75.44	85.09
B.Sc General	16	NA	12.5	43.75	37.5	93.75

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

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

IQAC was active on drawing and implementation of institutional calendar and departmental academic calendars. The quality of teaching and evaluation was the focus.

## 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	
Refresher courses	4
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

## 2.14 Details of Administrative 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	07	06	00	01
Technical Staff	18	03	00	02

## Criterion – III

### 3. Research, Consultancy and Extension

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

IQAC encouraged the ongoing collaborative research works by the teachers. It also tried to motivate the teachers to write the proposals for minor research projects. It also pushed for certain basic infrastructural facilities required even for the rudimentary 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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	2	1	0
Outlay in Rs. Lakhs	0	2.32 lakhs	1.78 lakhs	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	0	0
Non-Peer Review Journals	0	0	8
e-Journals	0	0	0
Conference proceedings	0	0	0

#### 3.5 Details on Impact factor of publications:

Range 0.390 – 4.092

Average 1.991

h-index Not Avl

Nos. in SCOPUS

Information  
Not Avl.

#### 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	1.5 & 2	UGC	3.56 lakhs	2.32 lakhs
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	-----	-----	3.56 Lakhs	2.32 Lakhs

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		1			2
Sponsoring agencies		UGC			College

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
0						

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

0

0

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

0

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

JRF 0      SRF 0      Project Fellows 0      Any other 0

3.21 No. of students Participated in NSS events:

University level 0      State level 0

National level 0      International level 0

3.22 No. of students participated in NCC events:

University level 0      State level 0

National level 0      International level 0

3.23 No. of Awards won in NSS:

University level 0      State level 0

National level 0      International level 0

3.24 No. of Awards won in NCC:

University level 0      State level 0

National level 0      International level 0

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="0"/>	Any other	<input type="text" value="0"/>

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

- Special Literacy and Education Extension Programme continued by participation of teachers of the college.
- The MRP of the department of Chemistry on the study of effect of water pollution on the health of the next batch of first-year students continued.
- The department of Zoology undertaken a project on the study of the nutritional status and haematological status among Primary School children population in slum areas of Aila affected Sundarban areas .

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.39 acres	0	N. A	3.39 acres
Class rooms	25	02	COLLEGE FUND	27
Laboratories	21	0	N.A.	21
Seminar Halls	1	0	N. A	1
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	8.4	3.54	UGC & College	11.94
Others	2.06	2.15	UGC	4.21

#### 4.2 Computerization of administration and library

The library computerization was under process. The office works were largely computerized.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	27715	5,63,853/-	320	Rs.	28035	7,15,986/-
Reference Books	11722		104	152133/-	11826	
e-Books	0		0		0	
Journals	10	NA	0	NA	10	NA
e-Journals	0					
Digital Database	0					
CD & Video	0					
Others (specify)	2 (News Paper)	NA	0	NA	2	NA

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	39	08	06	00	00	06	20	05
Added	04	00	00	00	00	03	01	00
Total	43	08	06	00	00	09	21	05

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

The intercom facilities installed within college campus. Training on basic computer application for students was arranged.

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	Rs. 789784.00
ii) Campus Infrastructure and facilities	Rs. 1232915.00
iii) Equipments	Rs. 212443.00
iv) Others	Rs. 10780.00
<b>Total :</b>	<b>Rs. 2245922.00</b>



## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Sarojini Naidu College for Women was established to enlighten the socially and economically backward girl students from Dumdum and surrounding areas, most of whom were refugees from erstwhile East Pakistan. As of today, a sizable section of the students come from economically weaker section.

i) The college takes initiative to aware the students of different scholarships and subsidies sanctioned by the state and the central government for SC/ ST/ Minority and OBC students.

ii) The Academic Sub-committee of college, on its own initiative arranges for some subsidies for the economically weaker students e.g. Free Studentship, Students' Aid Fund etc. After the induction of First Year students, notices for such facilities are put up in the college notice board. Moreover, teachers encourage students to apply for the same.

iii) Each year during the admission process, prospectuses are distributed among the students containing information about different student support system.

iv) Regular health check-up facilities are provided for the students staying in the college hostel. A local doctor usually looks after medical emergency of the hostel students specially. He is also contacted in case of medical emergency of day scholars.

v) Some teachers arranged scholarships for meritorious students from outside agencies.

vi) First Aid facility is available, one female teacher and female non-teaching staff are in-charge of this unit

vii) Regular maintenance of playground with basketball and badminton facilities were arranged within the College premises.

viii) Training classes of music, dance, drama and recitation were conducted by teachers to perform in year round cultural programmes.

ix) Students were motivated to write in student magazine and wall magazine by teachers.

x) The students were informed about the utility of the following cells

(a) Remedial coaching cell

(b) Placement Cell

(c) Equal opportunity Cell

Xi) Students' Welfare Committee dealt with the students economic, health and social problem

xii) Students were informed about the Sexual Harassment Redressal Cell for their safety.

## 5.2 Efforts made by the institution for tracking the progression

- i) Continuous evaluation through class test, mid-term exam and test exam
- ii) Quiz and Group discussions
- iii) Regular seminar given by Teachers and Students
- iv) Parent-Teacher interaction
- v) An interactive Seminar “Common Gynaecological Problem of Young & Elderly” by Dr. Aindri Sanyal was organised by college to aware about their health status on 10.02.12.
- vi) An interactive seminar with group discussion ,“Swami Vivekananda Bani, Darsan and Dharma Bhabna”- by Dr. Sukla Kanungo, Ex Associate Professor, Department of Philosophy, was organized by the college to develop their ethical sense.
- vii) Cultural competitions viz. dance, music, debate, extempore speech etc. are organised to assess the students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1588	----	----	----

(b) No. of students outside the state

10

(c) No. of international students

Nil

Men

No	%
0	0

Women

No	%
1588	100

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1183	126	50	30	Nil	1389	1277	241	22	47	01	1588

Demand ratio 2.29

Dropout<sup>2</sup> % 26%

<sup>2</sup> Dropout rate has increased, because the College had to shift its affiliation from the University of Calcutta to west Bengal State University. New university was yet to get full-fledged societal acceptance, more so, as the College is situated in the border line of segmentation of the university jurisdiction.

#### 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 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> year honours and general students. Both the practical and theory classes were held under this programme. Students' Evaluation was regularly done. Total 119 classes (each 1 Hr duration) were conducted and 143 students were benefited from such coaching classes.
- SSC Coaching was conducted for 2<sup>nd</sup> year and 3<sup>rd</sup> year students of History, Bengali and Geography (both Honours and General) according to the students demand.
- 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.
- An integrated course was designed to train students in the basics of computer application. The course includes modules on MS WORD, MS EXCEL and MS POWERPOINT.
- A training was organized by Career and Counselling Cell to develop their soft skill in September 2011.

No. of students beneficiaries

285

#### 5.5 No. of students qualified in these examinations

NET

04

SET/SLET

GATE

01

CAT

IAS/IPS etc

State PSC

UPSC

Others

15(SSC)

#### 5.6 Details of student counselling and career guidance

- 50 students participated in TCS Career Guidance in Certificate Course in January 2012. Placement training programme was conducted by experts from TCS.
- On 21<sup>st</sup> February 2012, one day training programme along with Career Counselling and Grooming services was conducted by Console Management Consultants Pvt. Ltd.

No. of students benefitted

480

### 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	48	07	01	40

### 5.8 Details of gender sensitization programmes

- The College has taken initiatives in sensitizing and empowering the women students with regard to their legal rights and duties through departmental seminars, projects and regular classes.
- Women studies as a separate initiative has featured the drive of the College towards Gender Sensitisation.
- A seminar on “Common Gynaecological Problem of Young & Elderly” was organised.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	20 39 09	(100% waived of Tution Fees) (50% waived of Tution Fees) (100% waived of Exam Fees)
Financial support from government	89	Fees related to Academic purpose
Financial support from other sources	11	
Number of students who received		

International/ National recognitions		
--------------------------------------	--	--

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 \*\*\*

5.13 Major grievances of students (if any) redressed:

- White board replaced old black boards for better visibility of the students
- Class accommodation were increased by 10% for betterment in sitting facilities for the students
- Water cooler facility for students and staff - provided

\*\*\*1. Adult Education

2. Traffic rule awareness week
3. “Banamahotsav” celebration by students
4. Health consciousness programme (a )

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

##### **Vision**

- 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 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 continually strive to innovate – finding new and more effective ways to educate and serve students
- 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.
- We will become known nationally as an institution that “makes a difference”

##### **Mission**

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 college strives to inculcate ethical and moral values in the students and encourages them to become integrated and wholesome individuals capable of handling their careers and lives effectively.

#### 6.2 Does the Institution has a management Information System

We do not have a fully computerized Management Information System yet on run. But we have a semi computerised system to collect and analyse the data regularly to manage and run the institution. Efforts have been taken by IQAC to install and run such a system to computerize and some software has already been procured.

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

### 6.3.1 Curriculum Development

There is a wide range of contributions of the teachers of Sarojini Naidu College for Women in different aspects of curriculum development. Many of our teachers are members of Boards of Studies of the affiliating university (already mentioned). Apart from this the teachers contribute in curriculum development in following way

#### **Problem Identification in the curriculum**

1. Identify and characterize the easy, difficult and critical aspects within the syllabus
2. Know what we are talking about

#### **Assessment of Needs of Learners**

1. Know who our students are, their academic background, merits and weaknesses
2. Know what our target audience needs
3. Suggest what learning methods will be most effective
4. Provide them with all possible academic and personal support so as to motivate them and build their confidence

#### **Educational Strategies**

1. Identify the educational strategies by which the curricular objectives will be achieved.
2. Involve both content and method.
3. Provide the means by which curricular objectives are achieved

#### **Implementation**

1. Identify sufficient resources, support, and others to successfully implement the curriculum
2. Ensure availability of academic resources

#### **Evaluation and Feedback**

1. Decide on the plan of assessment process
2. Describe the plan to evaluate the effectiveness of the curriculum
3. Provide information to the students about continuous quality improvement
4. Eliciting feedback from the students

### 6.3.2 Teaching and Learning

- According to the previous planning audio visual presentations, on academic topics, were made and were displayed using multimedia projectors.
- In house seminars by teachers were continued and students' seminar participation was made systematic.

### 6.3.3 Examination and Evaluation

From this year evaluation process was composed of midterm tests, group discussions, seminars, viva-voce for the Continuous Internal Assessment marks, which along with the selection tests determined the eligibility for being selected to sit in the University examination.

### 6.3.4 Research and Development

IQAC motivated the teachers to participate in the seminars & conferences particularly on their potential area of research. Basic infrastructural facilities were made expanded as planned earlier. One more minor research project started.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

The facilities were expanded.



### 6.3.6 Human Resource Management

In order to advance the work for advancement, it is recognised that decision makers must be well informed. One of the methods that can help to achieve this goal is Human Resource Management, which is operating in SNCW in following ways.

#### **The Programme**

The Institute offers a wide range of introductory avenues, introducing teachers to the policies of the College, including gender equality. Information about the educational programmes is provided, introducing the attendees to the administrative rules, statutes, activities and professional policies.

In particular, teachers are offered opportunities to enrich their knowledge in the field of academics, students' welfare, and evaluation and examination process and gender friendliness and to develop the skills of dealing with day-to-day issues. persons entering the positions of the Head or Teachers' Council Secretary, Teachers' Representatives to the Governing Body of the College, representatives of the students are tested on their knowledge of statute and given responsibility to enrich other stakeholders, meaning students, staff, parents, guardians, as well as others from different sections of the society.

Personal care is given for all round development of the students through different cultural programmes, sports, seminar presentation, tours and travel etc., so that both the teachers and 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.

Teachers act also as counsellors to the students.

Healthy teacher-student relationship is thus a very positive achievement on part of the institution.

### 6.3.7 Faculty and Staff recruitment

Our post sanctioning authority is West Bengal Government and recommending authority for recruitment in a particular teaching post is West Bengal College Service Commission. Both being external authorities we have only option to make them aware of our requirement. We recruit temporary teachers on contract basis to fill in the gap at least partially.

### 6.3.8 Industry Interaction / Collaboration

- The students of Communicative English (Vocational) undergo on-the-job training for four weeks in some business house or in the field of media.
- The students get exposure to various business operations pertaining to media, communication and information, hospitality, medical, retail etc.
- The students also carry on survey projects on issues pertaining to socio-economic relevance.
- The students of Computer Science (Vocational) undergo on-the-job training in Information Technology, Communication Technology and allied fields.
- There has been active cooperation between IT companies like WEBEL and media houses like '24 Ghanta'.
- A training program has been conducted in collaboration with TCS.
- Campus interview was conducted by TCS and Doctem Pvt. Ltd.

### 6.3.9 Admission of Students

The admission procedure was mostly transparent. The Principal (Teacher-in- Charge) met the new comers on the opening day and explained the regulations of the College and the University.

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 XI plan: Rs. 8,38,000/-
  - DPI Paypacket Grant: Rs. 3,64,23,119/-
  - Arrear from DPI: Rs. 76,18,890/-
- Total Rs. 4,48,80,009/-**

6.6 Whether annual financial audit has been done Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	NO		NO	
Administrative	YES		NO	

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

N.A

For UG Programmes Yes  No

For PG Programmes Yes  No

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

N. A

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

N. A

6.11 Activities and support from the Alumni Association

The executive body of the Alumni Association held three meetings in the year 2011-12. The Secretary of the association was ill for a long time and could not attend meetings regularly. It was decided that the assistant secretary of the association, who was a teacher of the college, will look after the functioning of the association. The local women members of the self-help group struggled to become economically independent, and were somewhat successful. However, their ultimate goal was not achieved.

6.12 Activities and support from the Parent – Teacher Association:

N. A

6.13 Development programmes for support staff

- Encouraged the supporting staff members to enrol them in different courses for achieving higher qualifications in different Universities. Some of them availed it.
- Arranged computer training program to develop their skill to fully utilize the softwares used in the office.

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

- New saplings were planted to mark the death anniversary of Rabindranath Tagore.
- The garden for medicinal plants has been maintained and some new varieties have been introduced.
- The College has taken initiatives to make the college campus environment friendly. Plastic cups and plates are banned from the college canteen and being replaced by paper cups and plates made of leaves.
- The College has retained its existence as a no smoking zone. The smokers do not indulge in smoking inside the college premises.
- Regular classes are held on Environmental Education as part of the course curriculum to make the students environmentally aware and responsible.

Seminars and talks are organized by the departments to spread the green philosophy

## **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.

The College has an effective Quality Assurance Cell that works under the guidance of the Teacher-In-Charge. The institution is sensitive to the changing educational, social and market demands. It has a quality assurance cell for effective implementation of curricular and extra curricular activities. The college follows several practices to promote value based education and to inculcate civic responsibilities among students.

The teachers are committed for all round development of the students. Innovative experiments such as e-learning and evaluation are being carried out with a new dimension. The institution displays sensitivity to changing educational, social and market demands, promotes ambience of creativity and innovation by adopting quality management strategies in all academic and administrative aspects. This is essentially required to build the Institutional image that will not only keep the students happy and satisfied but also attract the students from far and wide.

#### **1. Green Initiatives of the campus**

- Cleanliness and immunization drive in surrounding areas have been initiated, while other measures taken in previous years continued.
- Dust bins added in specific locations in the institution and special efforts have been taken to enhance awareness of the staff and students in this respect.

#### **2. Academic Initiatives of the College.**

Several new measures have been taken for academic up gradation, which are as follows:

- Student counselling and career guidance cell.
- Each faculty takes care of the career advancement and problems of the students.
- Guest lectures are organised to create awareness among the student community.
- The College formally starts to encourage and depute faculty for participating in seminars, conferences and workshops.
- The College deposes faculty for orientation, refresher and Faculty Development Programme (FDP).
- The College has started to take special drive for inviting experts for guest lectures, seminar, workshops etc and to organise workshops/programmes in association with professional bodies.
- Unitized syllabus in some disciplines, interactive learning facilities, Inter- departmental interactions, Industry- academia interactions are to name a few initiative to improve academic quality of the College.
- Remedial cell continued their coaching classes
- Entry in service worked for training and placement of the students
- Career counselling cell guided to improve their communicating and information skill
- Students' Welfare Committee dealt with the students economic, health and social problem
- Regular Class Test, Computer Training, compulsory study tour or excursions and Spoken English classes are some other measures in this respect.

- An integrated course was designed to train students in the basics of computer application.
- Introduction of MCQ system in examination of many subjects
- Staff and students are encouraged to prepare E-Assignments and E-Notes. Coaching classes are conducted for students for various competitive examinations.
- In addition to midterm test, seminars, group discussion, viva-voce was used for continuous assessment.
- Students participated in TCS Career Guidance Certificate Course in January 2012. On 21<sup>st</sup> February 2012, one day training programme along with Career Counselling and Grooming services was conducted by Console Management Consultants Pvt. Ltd
- Student assessment of teachers in all UG courses has become a regular feature, which gives the teachers to assess their strengths and weaknesses as per student feedback and measures have been taken to redress grievances.
- Regular interaction with parents, guardians is a noteworthy feature of the college. Such meetings are conducted at the departmental level so as to have a better rapport with the parents and other stakeholders.
- Installed a public address system in class rooms.

### **3. Gender Sensitisation**

- Women Studies as a separate initiative has featured the drive of the College towards Gender Sensitisation
- Seminar on “Common Gynaecological Problem of Young & Elderly” was organised.

### **4. Infrastructural and administrative development**

- Purchasing modern equipments and books
- Construction of two class rooms with accommodation of 60 students each was completed
- Books and modern amenities in women’s hostel
- To upgrade information technology base and computerization of different departments and branches/offices
- Internet facility is available in all departments. Updating and improving the facilities in the library have progressed.
- A new Cycle shed was constructed for students

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

- The college appointed 20 temporary faculties to augment the teaching learning process.
- Financial assistance was provided to 68 students by the college and another 89 students by the Government. 11 students were provided financial assistance by other bodies.
- Students were assessed through a continuous internal assessment (CIA) mechanism. Surprise tests, short answer type questions, quizzes, open book tests, mid-term examination etc. were conducted.
- MCQ system in examination was introduced.
- Study tours and excursions were conducted.
- Spoken English classes were introduced.
- The institutional and departmental Academic Calendars were prepared before the beginning of the academic year. This aided the teachers and the learners in understanding the time schedule for implementation of the learning process.
- Unitized syllabus introduced in various subjects.
- Remedial cell continued their coaching classes
- Students participated in TCS Career Guidance Certificate Course in January 2012. On 21<sup>st</sup> February 2012, one day training programme along with Career Counselling and Grooming services was conducted by Console Management Consultants Pvt. Ltd.
- Entry in service worked for training and placement of the students
- Career counselling cell guided to improve their communicating and information skill
- Parent-Teacher meetings were organized to ensure familial support towards the cause of students' education.
- Students' feedback on the institution was formalized.
- Teachers were encouraged to take up research projects and in publishing papers and books.
- Faculty members were encouraged to attend seminars, workshops, conferences, present papers and to act as resource persons.
- The College encouraged teachers to pursue research, publish papers, and join orientation and refresher programmes. IQAC encouraged the ongoing collaborative research works by the teachers. It also tried to motivate the teachers to write the proposals for minor research projects. It also pushed for certain basic infrastructural facilities required even for the rudimentary research work.
- Cultural activities were organised round the year. Those students excelling in sports and cultural activities were encouraged to represent the college.
- New saplings were planted to mark the death anniversary of Rabindranath Tagore.
- The garden for medicinal plants has been maintained and some new varieties have been introduced.
- The college has taken initiative to make the college campus environmentally friendly. Plastic cups and plates are banned from the college canteen, replaced by paper cups and plates made of leaves.
- The college has retained its existence as a no smoking zone. The smokers do not indulge in smoking inside the college premises.

- Regular classes are held on Environmental Education as part of the course curriculum to make the students environmentally aware and responsible.
- Seminars and talks are organized by the departments to spread the green philosophy.
- The college has taken initiatives in sensitizing and empowering the women students with regard to their legal rights and duties through departmental seminars, projects and regular classes.
- Women studies as a separate initiative has featured the drive of the College towards Gender Sensitisation.
- A seminar on “Common Gynaecological Problem of Young & Elderly” was organised.
- Modern equipments and books were purchased
- Construction of two class rooms with accommodation of 60 students each was completed.
- Books and modern amenities were purchased for women’s’ hostel
- Different departments and the office have been computerised.
- Internet facility is available in all departments. Updating and improving the facilities in the library have progressed.
- A new bicycle shed was constructed for students.

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

1. CAREER GUIDANCE :

- The institution has a very well organized career guidance cell to support the students for their career development. Many reputed software companies, other core sector companies like TCS, have visited our institution, and our students are working with them currently. Also various training initiative have been taken by the cell of our institute to develop the skills required to get a good employment in a reputed organization.
- Batch wise all the students are provided with intense and multidimensional career guidance throughout the course duration. This process is conducted in different layers.
- Group of reputed academicians and professionals / experts in higher education conduct seminars.
- The focus is to counsel the students for all academic and campus issues, personal problem redressal and guidance.

2. ANTI-RAGGING PRACTICES:

The institution has a core anti ragging committee, including members from faculty as well as students and this campus is a ragging free campus. In spite of this strict monitoring are their in each corner of this institution to protect first year students from ragging

*\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

#### 7.4 Contribution to environmental awareness / protection

- New saplings were planted to mark the death anniversary of Rabindranath Tagore.
- The garden for medicinal plants has been maintained and some new varieties have been introduced.
- The college has taken initiative to make the college campus environmentally friendly. Plastic cups and plates are banned from the college canteen, replaced by paper cups and plates made of leaves.
- The college has retained its existence as a no smoking zone. The smokers do not indulge in smoking inside the college premises.
- Regular classes are held on Environmental Education as part of the course curriculum to make the students environmentally aware and responsible.

7.5 Whether environmental audit was conducted? Yes

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

N.A

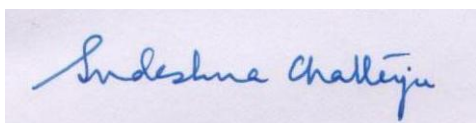
#### 8. Plans of institution for next year

##### Plan of Actions chalked out by the IQAC in the beginning of the year: 2011-2012

- Exploring Faculty Exchange
- Introduction of PG and Certificate Courses etc.
- SWOT Analysis
- Collaboration with National/International Institutes
- Organization of Seminar, Conferences and Workshops.
- Arranging special teaching faculty for the new PG Programmes
- Air-conditioning Departments and PG Class rooms.
- Apply for new academic programmes
- Apply for NAAC Reaccreditation.
- To procure funds for all round development
- Completion of Indoor Stadium/sports facilities
- Construction of Staff quarters & starting of women's hostel

Name Dr Sudeshna Chatterjee

Name Dr. Urmila Ukil



Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC



**Abbreviations:**

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

2011-2012					
Month	Teaching Days		Exam days	Scheduled Holidays	Remarks
	Lectures/ Practicals	Spl. Class/ Counselling by			
Jul-11	22	3	3 days (along with counselling) + 17 days (along with classes)		Admission + Part I University final Exam. 1st year classes will commence from 7th July, 3rd year classes for non-lab based programs will commence on last week.
Aug-11	24		10 days (along with classes)	15/8/11: Independence Day 22/8/11: Janmastami 31/8/11: 16-Ur-Fitar	Full Session. 3rd year classes for lab based programs will tentatively commence from third week. 2nd year classes for non-lab based programs will tentatively commence on 2nd week.
Sep-11	25			27/9/11: MahaNavya	Full Session. 2nd year classes for lab based programs will tentatively commence on 1st week.
Oct-11	3			2/10/11: Gandhi's B'Day 3/10/11 to 28/10/11: Puja vacation	Full Session
Nov-11	23			4/11/11: Jagadshakti Puja 7/11/11: 16-Ur-tjotha 10/11/11: Guru Nanak's B'day	Full Session
Dec-11	20		11 (along with classes)	6/12/11: Muharram 25th to 31st Dec: Winter Recess	Full Session, Mid term test for 1st year but classes for 2nd year and 3rd year will be carried on
Jan-12	23			23/1/2012: Netaji's B'Day 26/1/2012: Republic Day 28/1/2012: Saraswati Puja	Full Session

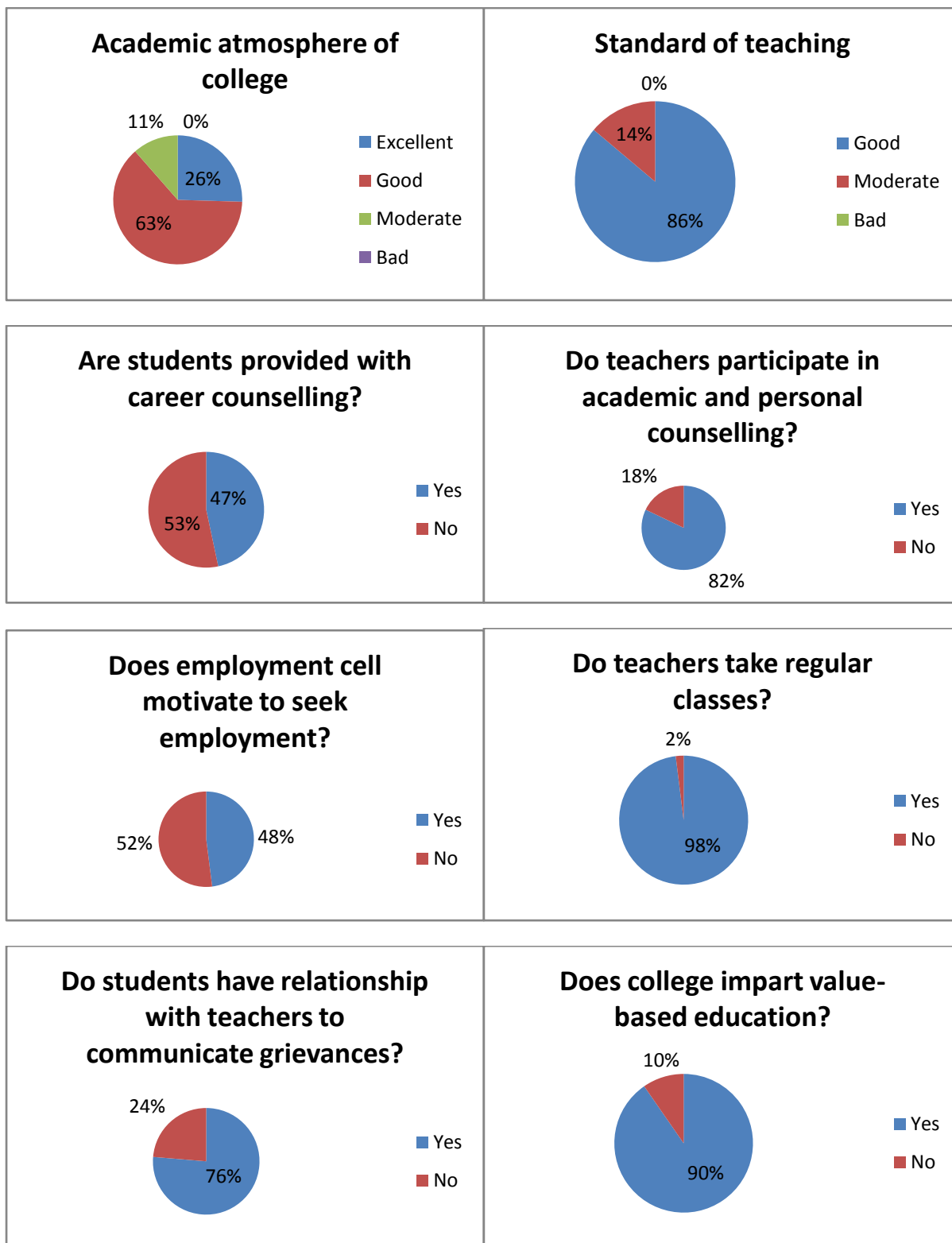
2011-2012					
Month	Teaching Days		Exam days	Scheduled Holidays	Remarks
	Lectures/ Practicals	Spl. Class/ Counselling			
Feb-12	21	3 (along with regular classes)	4 (along with classes)	13/2/2012: Sarojini Naidu's 8 <sup>th</sup> day 20/2/2012: Shivratri 25/2/2012: W. B. State University Foundation Day	3rd year test will commence from the 4th week of Feb
Mar-12	26	10 (along with regular classes)	7 (along with classes)	8/3/2012: Dol Jatra	Counselling for 3rd year students
Apr-12	7	15	15 (along with classes)	6/4/2012: Good Friday 7/4/2012: Easter Saturday 14/4/2012: Bengali New Year's Day	1st year and 2nd year Test will commence from 9th April, Part III University final Exam
May-12		10	6	14/5/2012: May Day 8/5/2012: Rabindra Jayanti Summer Recess starts from 16th May Scheduled University Exam	Counselling for 1st year and 2nd year students upto 13th May, Part II and Part III University final Exam
Jun-12			20	Summer Recess Scheduled University Exam	Part II and Part I University final Exam
Total no of teaching days	194	30 <sup>^</sup>	26 <sup>**</sup>	224	

\* Excluding Sundays and holidays

^ Days on which only sp. classes &amp; counselling are to be held

\*\* Days on which only examinations are scheduled

ANNEXURE - III



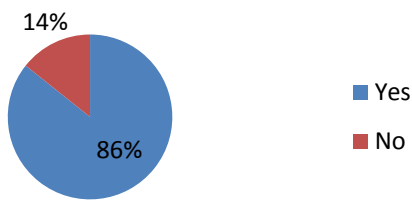
**Does college take effort for all round development of students' personality?**



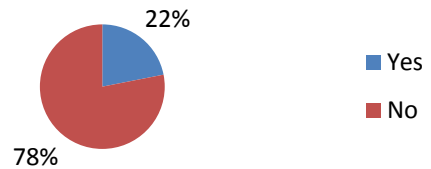
**Does college inculcate civic responsibilities among students?**



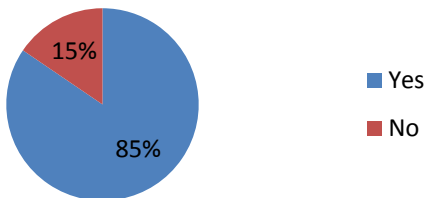
**Does college provide facility for job-oriented courses?**



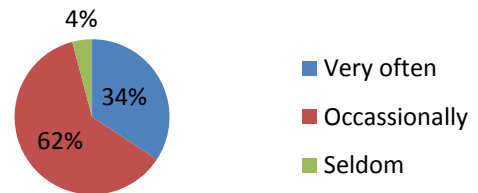
**Does college provide compulsory computer education?**



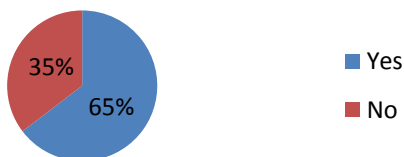
**Is college office co-operative?**



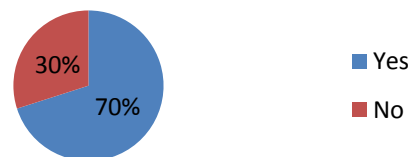
**How often do students meet teachers outside the class?**



**Does college have adequate canteen facility?**



**Does college have clean toilet?**



## ANNEXURE - IV

1. "Tree-Plantation" done on – 14<sup>th</sup> -21<sup>st</sup> July.
2. 150 years of Birth Day celebration of Acharya Prafulla Chandra Roy – 2<sup>nd</sup> August
3. Celebration of "Rabindra Tirodhan Dibas" - 22<sup>nd</sup> Srabon – 8<sup>th</sup> August
4. Celebration of "College Foundation Day" – 14<sup>th</sup> August.
5. "Independence Day" celebration- 15<sup>th</sup> August
6. "Teachers day" celebration – 5<sup>th</sup> September
7. Celebration of "Vidyasagar er Janmadin" – 26<sup>th</sup> September
8. 150 years of Birth Day celebration of Jagadish Chandra Bose - 13<sup>th</sup> November
9. Prize Distribution Ceremony – 23<sup>rd</sup> December
10. Celebration of "College Social"- 24<sup>th</sup> December
11. "Vivekanander Janmadin" celebration – 12<sup>th</sup> January
12. "Birth Anniversary of Netaji Subhas Chandra Bose" – 23<sup>rd</sup> January
13. "Republic Day" was celebrated on -26<sup>th</sup> January
14. "Sarojini Naidu er Janmadin" was celebrated on – 13<sup>th</sup> February
15. Celebration of "Vasha Dibas" – 21<sup>st</sup> February
16. "Nari Dibas" – 8<sup>th</sup> March
17. Festival of "Basanta Utsab" – 12<sup>th</sup> March
18. Celebration of "Birth Day of Dr. Ambedkar" – 14<sup>th</sup> April
19. "Rabindra Janma-Jayanti" Celebration- 25<sup>th</sup> Baisakh- 10<sup>th</sup> May
20. Celebration of "Rabindranath Tagorer 150 Batsar Purti"-11<sup>th</sup> May