

PEER TEAM REPORT

OF

Institutional  
Re-accreditation of

SHRI SHIVAJI COLLEGE OF  
ARTS, COMMERCE & SCIENCE  
AKOLA, (M.S.) 444 001

Dates of visit : 18 – 20 January 2010

<b>Section I: GENERAL INFORMATION</b>	
1.1 Name & Address of the Institution	Shri Shivaji College of Arts, Commerce & Science, Akola, (Maharashtra) 444 001.
1.2 Year of Establishment	26 <sup>th</sup> June 1963
1.3 Current Academic Activities at the Institution (Numbers)	
• Faculties/ Schools	05
• Departments	25
• Programmes/Courses offered	UG, PG, Ph.D., Certificate, Diploma and Advanced Diploma.
• Permanent Faculty Members	83
• Permanent Support Staff	87
• Students	2952 (Aided and self-funded)
1.4 Three major features in the institutional Context (As perceived by the Peer Team)	<ul style="list-style-type: none"> <li>• College caters to the higher education needs for students from rural and backward areas.</li> <li>• Increase in research output by the faculty through various Minor/ Major Research Projects funded by the UGC.</li> <li>• High percentage of women students in the campus.</li> </ul>
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure)	18 <sup>th</sup> - 20 <sup>th</sup> January 2010
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. Dr. N. Jayasankaran Chair & Co-ordinator
Member	Dr. C. Muthamizhchelvan Member
Member	Prof. R.L. Mathur Member
<b>Section II: CRITERION WISE ANALYSIS</b>	Observations (Strengths and/or Weaknesses) on Key-Aspects
<b>2.1 CURRICULAR ASPECTS:</b>	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> <li>• College follows the curriculum prescribed by the University for each programme.</li> </ul>

	<ul style="list-style-type: none"> <li>• Teachers of the college play a vital role in the design/restructuring of the courses, through Boards of Studies. One of the faculty is the Dean, Faculty of Science of the affiliating University</li> <li>• Medium of instruction: English/Marathi.</li> <li>• Variety of programs are available with annual/semester system.</li> </ul>
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> <li>• All UG and PG courses have core option as well as elective option among several combinations</li> <li>• The college offers various programmes under aided and self-funded streams.</li> </ul>
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> <li>• Effective systems are in place for obtaining feedback from students and Alumni.</li> <li>• Feedback Committee ensures analysis of feedbacks and follow up to update/revise curricula and improve teaching.</li> <li>• Steps may be taken to get feedback from industry.</li> </ul>
2.1.4 Curriculum update:	<ul style="list-style-type: none"> <li>• Regular revision and updating of curricula are carried out by the affiliating university once in 3 to 5 years.</li> <li>• Value addition is through project work, industrial visits.</li> <li>• Certificate, Diploma and Advanced Diploma courses make UG programmes job-oriented.</li> </ul>
2.1.5 Best Practices in Curricular Aspects (If any):	<ul style="list-style-type: none"> <li>• Involvement of academic experts, experts from industries and laboratories for guest lectures</li> <li>• Programmes offered incorporate multiple electives, thereby enhancing flexibility.</li> </ul>
<b>2.2 TEACHING-LEARNING &amp; EVALUATION:</b>	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> <li>• The college prospectus, advertisements in regional dailies and website make admission process transparent and public.</li> <li>• Merit based admission system is adopted following the reservation policies of the state government and the university</li> <li>• Good percentage of women students.</li> </ul>
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> <li>• Appropriate strategies are in place to take care of slow learners.</li> <li>• The existing mentorship scheme can be further improved.</li> <li>• College can initiate steps to introduce “Care of the clever” scheme.</li> </ul>
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>• College follows conventional lecture method, few department make use of ICT enabled Teaching Learning mode in teaching process.</li> <li>• Advance planning of teaching schedules and maintenance of work diaries are practised.</li> <li>• The academic calendar is prepared and implemented in</li> </ul>

	<p>letter and spirit, supported by academic audit.</p> <ul style="list-style-type: none"> <li>• The philosophy of providing libraries in PG departments may be extended to UG departments also.</li> <li>• Systematic evaluation of teachers by students with appropriate follow up is in vogue.</li> </ul>
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> <li>• The Selection Committee constituted as per the state government Act, takes care of recruitment of teachers.</li> <li>• 46% of teachers possess Ph.D.</li> <li>• The college may desist from appointing faculty on clock-hour basis.</li> <li>• The college motivates and supports research publications/research projects by teachers through financial support, study leave, refresher courses and seminars.</li> <li>• Availing of FIP of UGC by staff members.</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>• The college has formulated an effective mechanism to communicate the evaluation methods to the students.</li> <li>• Grievances of students relating to evaluation are addressed.</li> <li>• Reforms in evaluation are done by the affiliating university.</li> <li>• Continuous Assessment and university examinations constitute the components of evaluation.</li> </ul>
2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	<ul style="list-style-type: none"> <li>• Teaching plan and work diaries by teachers.</li> <li>• Maintenance of good discipline and academic ambience.</li> <li>• Availing FIP of UGC by the teachers.</li> </ul>
<b>2.3 Research, Consultancy &amp; Extension:</b>	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>• The college has created laboratory facilities with necessary equipments for research.</li> <li>• 7 Post Graduate Department (Botany, Zoology, Chemistry, Biochemistry, Micro Biology, Home Science and Marathi) are recognized research centre of the university</li> <li>• Substantial collaborative research is in place.</li> <li>• Research by students is promoted through project work.</li> <li>• Research activities are approved and monitored by Research Advisory Committee.</li> <li>• A good number of major and minor projects are sanctioned by UGC.</li> <li>• Teachers are supported and motivated in research work by the college.</li> </ul>

<p>2.3.2 Research and Publications Output:</p>	<ul style="list-style-type: none"> <li>• Research activities are impressive and substantial.</li> <li>• Minor research projects sanctioned by UGC: Completed : 23 (13.68 lakhs) On going : 52 (41.74 lakhs)</li> <li>• Major research projects sanctioned by UGC: On going : 7 (67.5 lakhs)</li> <li>• Research Publications : International journals : 40 National journals : 105</li> <li>• No. of research guides : 14</li> <li>• Collaborative research : International : 4 National : 6</li> <li>• 22 Students are awarded Ph.D. and 27 doing Ph.D.</li> </ul>
<p>2.3.3 Consultancy:</p>	<ul style="list-style-type: none"> <li>• Honorary consultancy services are provided in 7 broad areas by different departments including health centre.</li> <li>• The consultancy services could be expanded with industry and government departments.</li> </ul>
<p>2.3.4 Extension Activities:</p>	<ul style="list-style-type: none"> <li>• The college has 1 unit of NCC and 2 units of NSS.</li> <li>• Extension activities include literacy programs, plantation programs, Environment pollution control, blood donation camps, adoption of a village, awareness camps, exhibitions and health check ups.</li> <li>• The college plays an impressive role through outreach programmes benefiting the local community.</li> </ul>
<p>2.3.5 Collaborations:</p>	<ul style="list-style-type: none"> <li>• The college has collaborations with regional institutions, NGOs and Projects with Government Organisations.</li> <li>• College should develop collaboration with industry, service and R&amp;D departments,</li> </ul>
<p>2.3.6 Best Practices in Research, Consultancy &amp; Extension (If any):</p>	<ul style="list-style-type: none"> <li>• Teachers are highly motivated for carrying out research.</li> <li>• Free consultancy provided by few departments.</li> <li>• Extension activities for community development.</li> <li>• Establishment and functioning of Dr. Ambedkar Study Centre.</li> </ul>
<p><b>2.4 Infrastructure and Learning Resources:</b></p>	
<p>2.4.1 Physical Facilities for Learning:</p>	<ul style="list-style-type: none"> <li>• Campus area : 6.05 acres Built up area: 12,655 sq. mts.</li> <li>• College has a central library, auditoriums (2), Health Care Centre, Guest House, Nationalised Bank, Post office, hostel, and rest room for women students.</li> </ul>

	<ul style="list-style-type: none"> <li>• Sports facilities such as playgrounds, gym, indoor-games are available.</li> <li>• Most of the departments have departmental libraries.</li> <li>• College has a botanical and a medicinal plants garden.</li> <li>• The college is being run under two shifts.</li> </ul>
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> <li>• Land, buildings, furniture, equipments, and Computers are maintained by the institution.</li> <li>• Infrastructure is under optimum use for academic, co-curricular and sports activities.</li> </ul>
2.4.3 Library as a Learning Resources	<ul style="list-style-type: none"> <li>• The Advisory Committee looks after the activities of the college library.</li> <li>• Carpet area : 6888 sq. ft.</li> <li>• No. of books : 37,529</li> <li>• No. of journals : 28</li> <li>• Department libraries are established in 10 departments.</li> <li>• Library services are partially computerised.</li> <li>• Internet, INFLIBNET / INFONET , reprographic facilities are available.</li> <li>• The college is required to equip the library with e-journals.</li> <li>• Library has open access only for PG students.</li> <li>• Book Bank facility to be strengthened.</li> </ul>
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> <li>• The college has 132 computers including 16 laptops in different departments; internet connectivity is available.</li> <li>• The college has its website which is periodically updated.</li> <li>• Central computing facility is available for faculty and researchers.</li> <li>• Class room teaching is strengthened by LCD projectors.</li> </ul>
2.4.5 Other Facilities:	<ul style="list-style-type: none"> <li>• The college has a guest house, canteen and auditorium.</li> <li>• Health Care Centre with support staff is functioning.</li> <li>• Post Office and a Nationalised Bank are available in the campus.</li> <li>• Facilities for Sports and Games are available.</li> <li>• Hostel facilities are inadequate.</li> </ul>
2.4.6 Best Practices in the development of Infrastructure and Learning Resources (If any):	<ul style="list-style-type: none"> <li>• Infrastructure is better used by the college and made available to government and non-government agencies.</li> <li>• Health Care Centre is catering to the needs of students, staff and community.</li> <li>• Best library user award to the students of Arts, Science and Commerce faculty</li> </ul>

<b>2.5 Student Support and Progression:</b>	
2.5.1 Student Progression:	<ul style="list-style-type: none"> <li>• The college has good percentage of students of SC/ST and OBC Categories.</li> <li>• Drop out rate : UG : 46% PG : 21%</li> <li>• Pass Percentage : UG : 75% (average) PG : 90% (average)</li> <li>• The examination performance of the college students is better than university average. The students have secured 48 ranks in various examination of university.</li> <li>• Student performance in UGC NET, SET, GATE etc needs to be improved through proper coaching.</li> <li>• The college should bring down the drop out rate in UG and PG programmes.</li> </ul>
2.5.2 Student Support:	<ul style="list-style-type: none"> <li>• A variety of scholarships and financial assistance are available to under privileged students.</li> <li>• Placement of students needs to be strengthened.</li> <li>• Modern teaching techniques, library, job-assuring courses, lab facilities provide a good academic ambience to the students.</li> <li>• Grievances Redressal Cell, Committee for sexual harassment of women students are active.</li> <li>• Health Care Centre of the college caters to the medical needs of staff, students and society.</li> <li>• Insurance facilities protect the interests of the students.</li> </ul>
2.5.3 Student Activities:	<ul style="list-style-type: none"> <li>• The activities of the Alumni Association can still be stepped up for the development of the college.</li> <li>• Students are encouraged and motivated to participate in extra curricular activities.</li> <li>• Participation in inter-college sport competitions, representation at university level, National and International Level.</li> </ul>
2.5.4 Best Practices in Student Support and Progression (If any):	<ul style="list-style-type: none"> <li>• Students represent in committees and activities of the college.</li> <li>• Insurance facilities for students.</li> <li>• Teachers sponsor Awards to outstanding students.</li> </ul>
<b>2.6 Governance and Leadership:</b>	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> <li>• The Mission and Vision statements of the college foster the higher education policies of the nation and cater to the needs of the society.</li> <li>• The excellent growth of the college and its magnificent contribution to the society bear ample testimony to the</li> </ul>

	<p>amazing governance and exemplary leadership of the college.</p> <ul style="list-style-type: none"> <li>• The policies and goals of the college are successfully implemented by the dedicated involvement and support of all staff.</li> <li>• All academic and non-academic functions of the college are effectively decentralised ensuring smooth and successful functioning.</li> <li>• Principal is given pivotal role.</li> </ul>
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> <li>• There is effective organisational hierarchy leading to decentralisation of activities regarding academics, administration finance and discipline.</li> <li>• Internal co-ordination and monitoring are achieved through the heads of departments.</li> <li>• Appropriate systems are in place to monitor grievances redressal, sexual harassment, ragging, attendance etc.</li> <li>• The existence of a congenial atmosphere due to proactive coordination and cooperation among staff, various committees and non-teaching staff is clearly visible.</li> </ul>
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> <li>• The proposals and plans are meticulously conceived and executed by the integrated involvement of the management, faculty and non-teaching staff.</li> <li>• The college subjects itself to academic audit.</li> <li>• A perspective plan for the college is in place.</li> <li>• Decision-making is participatory at various levels.</li> <li>• The objectives of the college are effectively deployed ensuring contribution from all employees.</li> </ul>
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> <li>• Self appraisal, feedback, confidential reports and academic audit constitute the components of performance assessment.</li> <li>• Staff recruitments are accomplished as per state government rules and UGC regulations.</li> <li>• The college provides a healthy working environment.</li> <li>• The college motivates and supports faculty to improve their qualifications and enrich knowledge through research, refresher courses, seminars and conferences.</li> <li>• Teachers are assessed using self-appraisal, feedback from students; non-teaching staff are assessed using confidential reports.</li> <li>• It is suggested that faculty on Clock Hour Basis made be appointed on contractual basis.</li> </ul>
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> <li>• Financial resources are from grants, fee from aided and self-financial courses.</li> <li>• The college accounts are subject to internal and government audits.</li> </ul>



	<ul style="list-style-type: none"> <li>• The internal revenue may be increased by consultancy and research grants.</li> </ul>
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> <li>• Systematic and strategic governance.</li> <li>• Effective implementations of the policies and decisions through decentralisation.</li> <li>• Student centric leadership.</li> </ul>
<b>2.7 Innovative Practices:</b>	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> <li>• IQAC is in place.</li> <li>• Quality of education is enhanced by the job oriented diploma and certificate courses.</li> <li>• Quality improvement is achieved through infrastructure, thrust on research, sports and good academic ambience.</li> <li>• LMC (Local Management Committee) and the various committees constituted shoulder the responsibilities for quality assurance.</li> <li>• Student participation in value enhancement programme.</li> </ul>
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> <li>• The college caters to the educational needs of socially backward and differently abled students.</li> <li>• Remedial teaching requires additional thrust.</li> <li>• Women students are given due importance in admissions.</li> <li>• Health Care Centre plays a significant role in catering to the medical requirements of students, staff and society.</li> <li>• Students are extended financial assistance through various schemes including government scholarships.</li> <li>• Hostel facilities need improvement.</li> </ul>
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> <li>• The college derives excellent support and cooperation from teachers, alumni, management for introducing innovative programmes in emerging areas.</li> <li>• Extension activities of the college have yielded good image building.</li> <li>• Students are satisfied with Complaints Management System of the college.</li> <li>• An excellent academic ambience is available due to the proactive culture of the stakeholders.</li> </ul>
<b>Section III: OVERALL ANALYSIS</b>	<b>Observations</b>
3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>• The college is recognised by UGC under sections 2(f) and 12(B)</li> <li>• The college enjoys the goodwill and patronage of the society.</li> <li>• Impressive academic ambience.</li> </ul>

	<ul style="list-style-type: none"> <li>• The commitment of the college to uplift the downtrodden sections of the society.</li> <li>• Job-assuring diploma and certificate courses.</li> <li>• Student-centric support systems.</li> <li>• Excellent governance and leadership.</li> <li>• Eco-friendly campus.</li> <li>• Committed Management and dedicated staff.</li> <li>• Innovative programmes at UG, PG and Research levels.</li> <li>• Decentralised administration and proactive staff.</li> </ul>
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> <li>• Hostel facilities are inadequate.</li> <li>• Drop out rate is very high.</li> <li>• Appointment of faculty on clock hour basis.</li> <li>• Book Bank facility is inadequate.</li> <li>• Limited participation of alumni in the growth of the college.</li> <li>• English Language Lab to be given a higher priority.</li> </ul>
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> <li>• Construction of spacious infrastructure.</li> <li>• Introduction of IT related courses both at UG and PG levels.</li> <li>• Providing advanced teaching techniques such as video conferencing, multimedia etc.</li> <li>• Organising national and international conferences in emerging areas.</li> <li>• Enhancing research through collaborations with industry.</li> <li>• Perspective plan to upgrade the college into “College with potential for Excellence”</li> <li>• Reducing the drop-out to less than 10%.</li> <li>• Revenue generation through self-funding courses, consultancy and research grants.</li> <li>• Introducing programmes on soft skills and personality development.</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Adoption of e-governance and training the staff for the same.</li> <li>• Enhancing ICT for better teaching-learning process.</li> <li>• Achievements at national and international levels in research and sports.</li> <li>• Revenue generation to become self-reliant.</li> <li>• Collaborative research in globally emerging areas.</li> <li>• Emergence of institutions of higher learning in the neighbourhood.</li> <li>• Awards and recognition for high performing individuals with a view to retain them in the institution.</li> </ul>

<b>Section IV: Recommendations for Quality Enhancement of the Institution</b>
(Please limit to <i>ten major ones</i> and use telegraphic language) (It is not necessary to indicate all the ten bullets)
<ul style="list-style-type: none"> <li>• College can become Autonomous in due course.</li> <li>• To introduce relevant job-oriented courses like B.C.A, M.C.A, M.B.A. etc.,</li> <li>• Number of computers to be enhanced, licensed softwares to be procured and Campus must be made wi-fi.</li> <li>• Hostel facilities to be improved with a view to attract students in the neighbouring places.</li> <li>• Infrastructure of the library regarding space, books, e-journals, journals should be strengthened.</li> <li>• Preparation of a long term perspective plan for the growth and development of the college.</li> <li>• To initiate Post Doctoral and collaborative research.</li> <li>• To increase revenue generation through self-funding courses, research grants.</li> <li>• Computer literacy program for the non-teaching staff to be conducted.</li> </ul>

*I agree with the Observations of the Peer Team as mentioned in this report.*

**Signature of the Head of the Institution  
Seal of the Institution**

**Signatures of the Peer Team Members:**

Name and Designation	Chairperson	Signature with date
Prof. Dr. N. Jayasankaran Chair Co-ordinator Former Director General, Bharathidasan Institute of Management, No. 23, 12 <sup>th</sup> Cross, Indira Nagar 1 <sup>st</sup> Stage, Opp. BDA Complex, Bangalore – 560038,	<b>Chairperson</b>	
Dr. C. Muthamizchelvan Associate Director Faculty of Engineering & Technology SRM University, SRM Nagar, Kattankulathur-603 203, Tamilnadu	<b>Member</b>	
Prof. R.L. Mathur Principal Lahoo Memorial College of Science & Technology, A – Sector Shastri Nagar, Jodhpur – 342 003 (Rajasthan)	<b>Member</b>	

**Place: Akola (M.S.)**

**Date: 20/01/2010**