



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)**

Accreditation - (Cycle - 3)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
SHRI SETH MURALIDHARJI MANSINGKA ARTS, SCIENCE AND
COMMERCE COLLEGE PACHORA. DIST JALGAON**

**Pachora
Maharashtra
424201**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	SHRI SETH MURALIDHARJI MANSINGKA ARTS, SCIENCE AND COMMERCE COLLEGE PACHORA. DIST JALGAON Pachora Maharashtra 424201	
2.Year of Establishment	1970	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	27	
Departments/Centres:	14	
Programmes/Course offered:	16	
Permanent Faculty Members:	19	
Permanent Support Staff:	29	
Students:	1665	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. The only Grant-in-Aid Co-education Institution located in Taluka Pachora 2. The college has received 2 f and 12 B status of UGC 3. A strategically located sprawling campus of 13 acres catering to the needs of lower middle-class students.	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 12-02-2020 To : 13-02-2020	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. HARISH KUMAR SHARMA	Vice Chancellor,MAHARISHI MARKANDESHWAR UNIVERSITY SADOPUR
Member Co-ordinator:	DR. LALRIN TLUANGA	Professor,Mizoram University
Member:	DR. RAHMANSHERIF AKTHARBEGUM	FormerPrincipal,ISLAMIA WOMENS ARTS AND SCIENCE COLLEGE VANIYAMBADI VELLORE DISTRICT
NAAC Co - ordinator:	Dr. Ganesh Hegde	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion 1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

The college is affiliated to North Maharashtra University and hence adopts its curriculum prescribed by the University and framed by the subject concerned B.O.S. of the University. The Principal of the College was the Dean of Humanities Faculty of the University from 20/12/2017 to 28/02/2018. Further, some teachers of Marathi, Hindi and English department have acted as members of respective BOS.

The college ensures effective curriculum delivery through development of academic calendar at College level following the University academic calendar. Effective implementation of the curriculum, semester system is followed and teaching plan is developed in each semester. Every semester the programme of teaching and internal examination is worked out by the examination committee.

The heads of the department and the IQAC keep a close look on the serious working out of the teaching plans and class room activities. The college is running 12 UG and 2 PG Arts and Science programmes as per University norms. It also offers 13 certificate courses like spoken English, Tailoring, Beauty-Parlour etc. Choice based credit system is being implemented in UG and PG Programs. The faculty members regularly attend workshops, orientation, refresher courses and conference/seminars. Few teachers are part of assessment process as paper setters and examiners at University level.

A few faculty members have attended certificate courses in Gender sensitization arranged by Central Government, respectively at Pune and Nagpur. These trained teachers arranged separate programs related with women empowerment. The college has also signed an accord of MoU with Gandhi Foundation and research center, Jalgaon and a couple of other NGOs. With the help of these NGOs the college arranges lectures of experts on moral and ethical values. For curriculum enrichment more courses should be introduced to strengthen human values, professional ethics and to sensitize towards environment and sustainability.

The Feedbacks from stake holders like students and parents were collected by the Feedback committee of the Institution and suggestions, remarks and recommendations were thereby put before the College Development Committee for their consideration. Efforts should be made to introduce more job-oriented and vocational

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Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The admission rules and norms are in accordance with University norms and State Government policies and the reservation quota is taken care. The students enrolled in the college are mainly from the State of Maharashtra and specially from the villages nearby and the remaining students are from the town with both male and female. College should focus and make efforts to outreach in other states.

The college identifies the slow learners and advanced learners at the time of admission process. The college has instituted a language lab to train the students in communication. Conventional pedagogy is practiced with ICT support. Some departments are provided L.C.D. projectors, slide projectors; L.E.D. Television sets for the better teaching and learning outcomes. However, The ICT-utilization should also enhance the awareness, and access to SWAYAM and online-education should be stimulated to enhance the skills of the students.

Experimental and participatory teaching learning including educational tour, industrial visits and field visits are practiced in few departments like Chemistry. However more teachers on permanent basis are needed to improve the teacher student ratio.

College follows semester system with provisions for continuous internal assessment for 40% of the total marks as per norms of the affiliating university. Internal evaluation includes class test, assignment, seminars

and presentation. The internal assessment is transparent. Student -grievances, if any, are resolved by the grievance committee. The problems related with examination are solved by college examination committee. Both, examination committee and grievance committee work to the satisfaction of the students.

Average pass percentage has been found to be 51% that needs improvement. There are however few University rank holders. Failure rate of B.A. students is high. Pass percentage of B. Com and B.Sc. is satisfactory.

College should strive to enroll students from other States and from other countries also. Automation of entire institution and implementation of Examination Management System (EMS) are in place. More 'Employability Skills" training needs to be imparted to the students for better placements. Teaching through modern teaching aids and e-learning methodology should be strengthened. Teachers should also be encouraged to become members of reputed national professional bodies, college should endeavor to improve students' performance in examination and bring out some university rankers.

The board of studies of the university in every subject has specified the aims and objectives and the program outcomes. However, the coordinators of various UG and PG programs are required to evaluate the attainment of programme outcomes.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

Qualitative analysis of Criterion 3

The college is unable to mobilise any research funding from any Government and non Government sources except one year. The college has generated Rs.3.65 lakhs for industrial research from UGC. The number of teacher as research guide is only one, however this can be improved in relation to faculty strength. No incubation centre exists. The faculty members have not published research papers in journal. The college does not have any collaboration or MOU's with institute or any organisation of national and international repute. The institution is yet to develop a policy towards collaborations. Participation in national and international conference and publication in proceedings is very low.

The institution conducts multiple extension activities in the nearby villages and on the college campus. By means of the NSS unit the college conducts different social activities on the village campus.

Extension activities are generally carried out through NSS cell through social activities and awareness program. The college requires to have industry institute participation cell to manage job oriented courses, internship programme and consultancy activities.

Regarding women empowerment the college conducted different training for women such as Yoga Workshop, Tailoring Certificate Course, Fashion Designing Course, Judo Karate training, Baking and Cooking Training and Beauty Parlor course etc.

The Botany department have developed a Botanical garden, Medicinal plant section and vermi-compost project. The college also run remedial coaching class and coaching for entry in services, especially for the final year students.

It is necessary to encourage faculty members to write books, publish articles in referred journals.

Performance based incentives may be initiated to motivate fuculteis to continually engage themselves and publish in peer reviewed recognised journals.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has 13 acres land area on which three different buildings were constructed. The teaching building consists of 15 rooms; the administrative building consists of the Principal's chamber, the Registrar's cabin, the Head clerk's cabin and some service windows for the students. On the first floor of the administrative building a computer laboratory is established. The third unit is the library building. The ground floor consists of the librarian's cabin, serving windows and separate reading rooms for the male and female students. There is one staff reading room. The teaching building consists of staff-room, ladies' room, laboratories, toilet blocks and classrooms. The department of English has established a language laboratory with 10 booths. Electric fans, LED bulbs are used in the class-rooms.

The playground of the college is sufficient for outdoor sports facilities such as running track, kho-kho, kabbadi, volley-ball, basket ball cemented ground, cricket ground etc. The institution has also established a well equipped gymnasium. The college has provided LCD projector, LED TV sets, Computers, internet facilities and INFLIBNET facility for students and staff. Five rooms are equipped with LCD projectors. Science departments have Overhead projectors.

The institution has given facilities for physically dis-abled students. A separate toilet block, a walking ramps and the two wheel chairs have been provided. The security of the college is monitored through the installation of CCTV cameras. However, the College should get a boundary wall at the earliest. The college also runs a counseling center which is headed by the psychology department of the college.

The library of the college is partially automated with adequate study materials (books, journals, magazines,

and e-journals).It is equipped with about 58000 books and 20 rare books. Accordingly, the college installed ILMS-SOUL 2.0 software. Some of the departments like Chemistry have departmental libraries as well. 05 computers, a net connection and Wi-Fi system availed by students and the staff. The The College should also utilize the services offered by National Digital Library.Library of the college should be further strengthened by augmenting with latest books on different specializations. A separate room with access to e-journals and e-Books is needed in the library to cater to research activities exclusively. There are 50 Computer Systems in the College. Among these, 25 computers are in computer laboratory. Additional computers are required. Students should also be given appropriate access to Wi-Fi. IT-facilities need to be up-dated.

All the computers are under the care of Annual Maintenance Contract (AMC's).Budget of the college provides for adequate with regard maintenance of infrastructure augmentation.Other maintenance and repair works are outsourced.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The Institution has Student Council, which is formed every year. It is constituted as per the guidelines provided by the University. Students are being provided with Government scholarships and free-ships. There is a provision for 'Earn while learn' facility where about thirty students are benefitted.

Student support system is in place and activities related to career counselling, remedial coaching, bridge courses are pursued. The College felicitates academically rich, meritorious students and sports persons, along with cash prizes in the annual function.

Progression of students to higher studies and pass percentage in NET / SLET etc are not encouraging. College placement is also very low. More efforts are required for training and placement activities.

Anti-ragging and prevention of sexual harassment measures are in place to ensure zero sexual harassment and timely redressal of students' grievances. Some of the faculty members including the Principal have been adopting some poor students and paying their fees and other expenses.

Alumni association is formed and registered. The Association contributes in kind, and in its meetings, deliberates on the future-opportunities, and tries to connect with the current-students. The Alumni are not very active. They have been donating a few things to the College, but the institution needs to facilitate the Association to make it functional and effective.

The college encourages students to participate in sports / games, cultural activities, co-curricular and extra-curricular activities. However, the achievements of students in terms of winning medal / awards are yet to happen.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years (<i>in case of first cycle</i>) Post accreditation quality initiatives (<i>second and subsequent cycles</i>)

Qualitative analysis of Criterion 6

Vision and mission of the college is to provide quality education to students and to improve the personality of the youth in order to bring social, economic and cultural progress and prosperity. The College has a visionary Management, which is making efforts to improve the quality of education being imparted. The Principal is the executive head of the institution and committees are constituted to include all stake holders that delivers the vision of the college in the empowerment of students through quality education to make them competent, self-reliant and responsible citizens.

Administration of the college is carried out by the Principal assisted by the various committees to ensure that the educational needs of the students are adequately met. The College practices decentralization and participatory system of governance. The recruitment process for faculty followed is as per university guidelines. The college promotes the faculty members to participate in conferences, seminars, orientation and refresher programmes and FDP. Performance appraisal system is in place.

The college administration and management are guided by the local managing committee of the college. It meets periodically, and responds to the requirement and needs of the college.

The internal audit is carried out by experienced and qualified people appointed by the Joint Director's office. Mandatory annual audit is conducted by the duly appointed chartered accountant and Periodical audits are conducted by the Joint Director of higher education.

The IQAC framework has contributed to the quality maintenance of the teaching and non-teaching staff and their welfare. However, it needs to focus the attention on quality improvement especially in the areas of research and data base management etc. Further, it should also undertake administrative audit and have the members as per NAAC guidelines.

College has initiated some welfare measures for both teaching and non-teaching staff by extending Group insurance, Kalyan Nidhi, Maternity and paternity leave benefits.

Faculty performance appraisal system needs to be strengthened. Online fees payment facility should be provided for effective financial management. The college needs sincere efforts to mobilize funds through alumni, various projects, consultation and other resources for expansion as well as for research activities and to carry out its social responsibility.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The College being run under co-education system, a large number of female students take admission. College has taken initiatives to provide safety and security to students by installing CCTV cameras on all floors and also appointed security staff. Gender sensitivity is taken seriously in the college by forming various committee like discipline committee, grievance committee.

To manage the waste, dustbins are kept at different convenient spots which are collected and disposed through

municipality. But how laboratory waste is managed is not mentioned specifically, which is more harmful.

The college has undertaken rain water harvesting and vermi-composting and also provides LED lights for energy conservation. Alternate energy live solar plant has been installed, which has resulted in decrease of the electricity bill sufficiently. The college is following green practices and has initiated green audit.

The college has been taking initiatives for green, pollution free campus and eco-friendly life styles through motivating students and staff for using bicycles and public transport. Facilities are being provided for physically challenged students. The college organises competitions and activities on the occasion of birth and death anniversaries of great Indian personalities and organises various festivals, birth and death anniversaries of Indian personalities and National celebration on 15th August and 26th January every year.

The college has centralised facilities to collect solid and liquid waste. The IT machinery is taken care of by the agency which is working for the institution on AMC basis. The same agency replaces or repairs damaged parts of IT machines and if some part is completely damaged, it is handed over to that agency at no cost.

Office of institution is partially automated. Institute has green campus and a system of green auditing. Tree plantation programmes are carried out by students and staff. The college has got ISO certification. Alternative energy line solar has been implemented.

Section III: OVERALL ANALYSIS based on Institutional strengths, Weaknesses, Opportunities & Challenges (SWOC) (up to 500 words)

Strength:

Strengths

1. Progressive and committed management with good track record in education field.
2. Good academic ambience.
3. Good academic and sports infrastructure
4. Mentoring poor and needy students by way of SAF (Student Aid Fund) student adoption scheme
5. "Earn and Learn" scheme for needy students.

Weakness

1. Lack of fully qualified regular faculty.
2. No collaborative consultancy.
3. Limited training and placement.
4. Lack of hostel for students
5. Not able to involve and mobilize great potential of the alumni
6. Lack of career-oriented courses

Opportunities

1. Strengthening placement cell and scope for attaining better academic results.
2. Starting new value addition courses.
3. Starting Post Graduate courses in various departments
4. Potential for mobilizing more resources through alumni
5. Scope for introducing more job-oriented courses

Challenges

1. Getting fully qualified faculties.
2. Attracting students from other states
3. Mobilizing resources by organizing FDP and undertaking more sponsored major research from different funding agencies.
4. Quality research by the faculty members.
5. National and International collaborations for academic programs
6. Creating residential accommodations for students and sports persons

Section IV: Recommendations for Quality Enhancement of the Institution

(Please limit to **ten major ones** and use telegraphic language) (It is not necessary to indicate all the ten bullets)

- Encourage teachers to publish books, research papers in professional PEER reviewed journal with high impact factor
- Alumni association should be strengthened.
- Internship and training may be made more extensive for the PG programmes
- More system with relevant software may be acquired to enrich the computer centre
- Introduce new PG and more viable, value added job-oriented course as per the need of the society
- Entrepreneurship Development cell should be strengthened to encourage entrepreneurship
- The IQAC to organise some FDPs and pursue a goal-oriented quality approach influencing all constituents of the institutions
- More classrooms to be ICT enabled and more systems with relevant software may be acquired to enrich the computer centre
- Facilities for accommodations of students coming faraway places such as hostels to be introduced
- The college may strive for the autonomous status
- Strengthen and maximize the utility of language lab for the development of communication skills including foreign languages

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution

Seal of the Institution

Sl.No	Name		Signature with date
1	DR. HARISH KUMAR SHARMA	Chairperson	
2	DR. LALRIN TLUANGA	Member Co-ordinator	
3	DR. RAHMANSHERIF AKTHARBEGUM	Member	
4	Dr. Ganesh Hegde	NAAC Co - ordinator	

Place

Date

NAAC