



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

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON

**INSTITUTIONAL ACCREDITATION OF
GOVT. JAMUNA PRASAD VERMA P.G. ARTS AND COMMERCE
COLLEGE, BILASPUR, CHHATTISGARH
C-22354**

**BILASPUR
Chhattisgarh
495001**

**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:	GOVT. JAMUNA PRASAD VERMA P.G. ARTS AND COMMERCE COLLEGE, BILASPUR, CHHATTISGARH BILASPUR Chhattisgarh 495001	
2.Year of Establishment	1986	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	13	
Programmes/Course offered:	13	
Permanent Faculty Members:	27	
Permanent Support Staff:	14	
Students:	3040	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Only multi faculty co-Ed. Govt. PG College of the city 2. Catering to the students from rural areas and socially, economically weaker section of the society 3. Overall consistency in good academic performance	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 05-04-2022 To : 06-04-2022	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. RAMESH KUMAR PANDEY	Vice Chancellor,Ranchi University
Member Co-ordinator:	DR. POORAN KAVIDAYAL	Dean,Kumaun University
Member:	DR. NP SINGH	FormerPrincipal,MEERUT INSTITUTION
NAAC Co - ordinator:	Dr. Priya N	

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)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The Institution ensures effective curriculum delivery through a well planned and documented process
1.1.2 QIM	The institution adheres to the academic calendar including for the conduct of CIE
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Government Jamuna Prasad Verma PG Arts and Commerce College Jarhabhata, Bilaspur is affiliated to Atal Bihari Bajpayee University Bilaspur and included in 2(f) and 12B of UGC Act. The College has accredited by NAAC with A grade in the second cycle. It has been observed that the college provides higher education to the socially under privileged and financially weaker students.

The college follows the syllabi and curriculum prescribed by the Atal Bihari Bajpayee University Bilaspur to which it is affiliated. However, the faculty members of the college are the members of university bodies such as BOS, Academic Council, and contributed in the curriculum design and development. Total 05 UG, 08 PG and one PGDCA programme are run by the college. The academic calendar for various academic and extra-curricular activities are prepared and communicated to the college by the Department of HE and the affiliating University. In consultation with heads of the departments, the college prepares Academic Calendar and every teacher prepares Academic Action Plan accordingly. Along with curricular, the co-curricular, extra – curricular and extension activities are scheduled well in advance. The institution ensures the effective implementation of the curricula and observes the completion of course from time to time. The CBCS pattern of teaching and learning is yet to be implemented for students to opt for various courses. For holistic development of the students the college should initiate collaborative programmes and introduce skill oriented add on/Certificate courses. During the period of COVID the faculty members are adopting ICT based method of teaching. To expose the learners to recent changes, study tours, project work, and field visits are arranged by the college for PG students. Number of courses that include experiential learning is eight.

To sensitise students with the cross cutting issues relevant to gender, environment and sustainability, human values and professional ethics, the college needs to provide practical exposure to the students in these areas by way of projects, lab sessions and include the same in internal assessments. Feedback is obtained from stakeholders on curriculum and its transaction. The feedbacks are collected, analysed and submitted to the Principal to take suitable action as per the requirement. However the feedback system is to be strengthened scientifically.

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 and organises special Programmes 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
2.3.2 QIM	Teachers use ICT enabled tools for effective teaching-learning process.
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and mode
2.5.2 QIM	Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.
2.6.2 QIM	Attainment of programme outcomes and course outcomes are evaluated by the institution.
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The students` enrolment process is based on merit. The strength of the students is 3040 for the academic year 2020-21 out of which 2762 students are from reserve categories. The process of identification of slow learners and advanced learners is based on the marks obtained in class tests and annual examinations. Moreover, attempts are made to enhance the performance of slow learners through counselling by teachers. Teachers also provide study/library materials to them. Arrangements made through counselling and mentoring on one-to-one basis has to be streamlined to fill the learning gaps. Student teacher ratio is 112:1.Total number of permanent teaching faculty is 27. The average percentage of full time teachers against sanctioned post is 73 %. The strength of the temporary/ guest faculty is six. The teachers are familiar with Learning Management Systems. ICT facilities and e-resources are to be made available in each department for the benefit of teachers and students.

The college is having 8 ICT enabled class rooms. Reprographic facility is available in the library. The institution has a large scope to adopt innovative teaching methods based on ICT and intensive participation from faculty and students. IQAC may further concentrate on Capacity building initiatives by encouraging faculty and students to actively participate in online certification programmes. Out of 27 regular teachers, 24 teachers are with Ph.D. degree. Permanent teacher recruitment process is as per the government norms and the Temporary/part-time teachers are selected by the college on merit basis. Evaluation process framed by the affiliating University is followed by the college. Continuous evaluation and internal assessment of 20% is in practice at PG level and 10 % at UG level. Transparency has been assured in Internal Assessment by displaying marks on notice board for student clarification. There has also been a provision for re-test for absentees and improvement test/assignment. Grievances regarding evaluation of answer books of the semester end examination are redressed directly by the affiliating university. Scope for retotalling, availability of photocopy of assessed answer sheets and revaluation system exists at the university level.

It is not clear if the programme specific outcomes and courses outcomes are displayed on website or how they are communicated to the students. Distinction needs to be made between programme outcomes POs and programme specific outcomes PSO. Detailed analysis may be made continually to improve the teaching learning process. Assessment and mapping of PO, PSO and CO needs to be properly developed in a systematic manner. Average pass percentage of the final year students is 92.85%. Student satisfaction survey may be strengthened and conducted with more rigour.

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 and has initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.
3.5	Collaboration

Qualitative analysis of Criterion 3	
<p>During the last five years seven teachers have been recognised as guides for research and six students are registered for Ph.D. Number of Ph.D. degree holders among full time teachers is 24 and there is no completed or ongoing funded research project. During the last five years, the faculty members of the college have published 10 research papers and organised only one seminar/ workshop. Teachers have also contributed in books, chapters and contributed papers on a small scale in conferences. More initiatives are needed from faculty members on attending seminars, conferences, refresher and orientation courses for creation and transfer of knowledge in new era. The research committee has a large role to play in creating a research environment and in motivating teachers and students to undertake research projects. The faculty needs to be familiarised about the intellectual property rights.</p> <p>Extension activities are carried out by NSS, NCC and YRC units. These units take the responsibility of community based activities and organise programmes such as Anti-alcohol awareness, Blood Donation camps, Swatch Bharath Abhiyan related activities, Rally against Violence and Safety, rural development and activities for children with special needs. However, the percentage of students participating in extension activities is low.</p> <p>The college may create an ecosystem for innovation by planning an incubation centre for creation and transfer of knowledge and also focus on indigenous practices of identifying and solving the problems by various industries at the local level. Collaboration needs to be developed with academic institutions of higher learning and to industries for exposure to new dimensions in emerging field to the students and to teachers as well. During the entire assessment period the college does not have any functional MoU.</p>	

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 infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.
4.1.2 QIM	The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
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 adequate physical infrastructure for teaching and learning to cater to the needs of existing programmes. It has six acres of land and has three buildings- Main building, new building and old building. The seminar hall, common room for staff, and girls, Semi Automated Library, Administrative Block, Science Laboratories, and Computer Laboratories etc are available in the college. Science laboratories are moderately equipped for routine kind of laboratory exercise. No Hostel facility for students. The college is having 27 classrooms out of which 8 are ICT enabled. Significant portion of the budget is utilized for augmentation of infrastructure. 13 LCD projectors and WiFi facilities are made available for the stakeholders of the college. The college is equipped with CCTV. The computer lab is well equipped with 48 computers. The college is having 73 computers for academic purpose. Student -computer ratio is low and needs to be improved. The college has internet connection with bandwidth of 50 MBPS with limited wifi facility. All staff rooms have internet facilities and Floor wise Wi-Fi facility available. However, facilities such as interactive boards, display boards, timely up gradation of IT facilities and different educational softwares need to be improved. For uninterrupted power supply 20 KV Generator is installed. It is suggested that college must take some initiative to establish a central facility where modern equipment can be housed. This facility could be utilised for research purpose and other innovative activities by students and teachers.

During 2020-2021, the college has utilized Rs. 111 lakh for infrastructure augmentation. The total number of books in the library is 37000. To ensure e-learning facilities, the college has subscribed e-journals and shodh Sindhu. Average number of walk in per day in the library is low. The library is partially automated with open source software Koha. The average annual expenditure on the purchase of books and journals in the library is about Rs.1.8 Lakh. The institute is having well equipped Gym facilities. The institution has a large play ground where provision for outdoor sports facilities may be created. In addition to this, there is one indoor sheet roofed yard with a stage for organising cultural activities. The maintenance of physical infrastructure like building, ground and electric fittings is done by the PWD of the Government. A sports committee is appointed for maintenance and utilization of all the sports facilities/ activities. For maintenance of other infrastructure the college hires outside agencies. AMC system should be introduced.

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	Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)
5.4	Alumni Engagement
5.4.1 QIM	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Qualitative analysis of Criterion 5

Students from socially and economically backward class are given scholarships and free ships. For the assessment period the average number of reserved category students benefitted by scholarships and freeships by the Institution, Govt. and non Govt. bodies etc is 2170 (72.15%). Capacity building and skill enhancement, guidance for competitive examination and career counselling initiatives are to be taken seriously. College has a transparent mechanism for redressal of students' grievances including sexual harassment and ragging cases. Mechanism for submission of online (on college website) and offline students' grievances also exist in the college. Placement record and qualifying for national level examination data is not encouraging, it needs extra attention and efforts. Progression to the higher education is only 6 percent. During the assessment period the students received 28 awards for outstanding performance in sports and cultural activities.

The college is having students' council framed by representation from each class. It is formed on the basis of direct elections by the electoral roll of students. The elected student representatives help the mentors to lead the class in organizing extension activities. The representation to students into various bodies and committees of the college is also given. However, the details regarding minutes of the meetings of students' council are not mentioned. Canteen facility may be revamped as per the needs of the students. Alumni Association is registered in the year 2021. Contribution by Alumni Association is Rs. one lakh. Strengthening of alumni base, documentation of activities and making alumni association more functional will benefit the students.

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 and in tune with the vision and mission of the institution
6.1.2 QIM	The effective leadership is visible in various institutional practices such as decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	The institutional Strategic / Perspective plan is effectively deployed
6.2.2 QIM	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.
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	Institutions 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 and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Qualitative analysis of Criterion 6

The Vision, Mission, Goals and Objectives of the institution reflect the nature of governance and decision making bodies of the institution. The college functions through the activities of the committees constituted by the Principal every year. The institution practices decentralization and participative management. Delegation of work to all HoDs, and committees is observed. Leadership among students is groomed through various activities under NSS and NCC. The college has yet to implement many of the recommendations made by the NAAC peer team in 2016 which included strengthening of career counselling and placement activities, commencement of new PG courses and need based vocational/ skill development courses, augmentation of IT infrastructure, automation of library, construction of hostels etc. E governance is in rudimentary stage. ERP [Enterprise Resource Management] system will be helpful. In the last five years no faculty member has received any financial assistance to attend conferences and workshops. Financial support for attending conferences and membership fee for professional bodies will improve research output of the college.

Service rules of the Govt. are followed. The PBAS of UGC is followed for the promotion of teachers. Staff members are provided with all types of admissible benefits as per the Government norms. Grievance Redressal committee functions under the supervision of the principal and there is a separate anti sexual harassment committee. The institution conducts external financial audits for the funds received from the Government. There is a provision of internal audit for the funds generated in self-finance programmes. State Govt. releases funds for maintenance of infrastructure, staff welfare etc. The institution is funded by RUSA for infrastructure development. Resource mobilisation through alumni and various self financing courses may be encouraged. Faculties should be encouraged and motivated to attend refresher/ Orientation/ FDP either in offline or online modes. Teachers may be trained in the use of MOOC courses and should be provided incentive for e-content development of courses on SWAYAM and NPTEL platforms. IQAC was established in 2017 as per UGC guidelines and has potentially to become more proactive by drawing well defined action plans, procedures and quality assurance strategies.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity during the last five years.
7.1.3 QIM	Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words) <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • Biomedical waste management • E-waste management • Waste recycling system • Hazardous chemicals and radioactive waste management
7.1.8 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).
7.1.9 QIM	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).
7.1.11 QIM	Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).
7.2	Best Practices
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Qualitative analysis of Criterion 7

The college has an anti-harassment cell, internal complaint cell, girls' common-room and for security of girl-students. Special financial and academic assistance, counselling and similar other measures may be taken by the college for promotion of gender equity. Seminars on constitutional and legal rights of women and remedies against domestic and outside violence can also be organised. The college should conduct annual gender audit to review its progress in ensuring gender equality. The Institute's efforts are encouraging in the

area of gender equity with 45% female students. To ensure safety and security of girls, the provisions of Department of Higher Education Government of Chhattisgarh are strictly followed. An Internal Complaint Committee as per the UGC is also constituted in the campus. There is a provision for common room for girls and automated machine for dispensing sanitary pads.

The college has taken steps in Solid waste management, Liquid waste management and E-waste management. Solid wastes are collected by Municipal Corporation. Liquid waste is connected to underground sewage connection. Biomedical and E-waste generation is reduced by buy back system in which the out-dated systems/ chemicals are returned to the company from where they were purchased. For rain water conservation, water tanks are constructed. Provision for rain water harvesting and waste water recycling are yet to be strengthened. The college uses LED for Energy savings. Alternative energy like solar may be implemented. Expenditure on Green initiatives has been meagre and need to be increased.

There is ban on use of plastics. The institution has a system for green-auditing. The transparency in financial functions is maintained through online financial transactions. Provision of ERP system will improve academic and administrative audit. In college, there are disabled friendly washrooms and ramps. Institution celebrates every year national and international commemorative days such as-Gandhi Jayanti, teachers day, Youth day, International women's day, Hindi divas, World environment day, National Science day etc.

The college claims to have two best practices:

1) Community Service- During the assessment period 125 outreach activities covering beneficiaries of neighboring villages have been undertaken. About 300 students per year on an average participated in extension activities.

2) Harmony and congeniality in the campus: Various committees have been formed to resolve the issues related to the students. Proper communication with the students has made it possible that no cases of ragging, harassments and group rivalry have been reported in recent years. Since 2015-16 every year the elections for students union have been conducted smoothly.

Institutional Distinctiveness:

The college claims that being the only Govt. multi faculty Co-Ed. College in the city with 45% girls students makes it a distinctive institution. College focuses on the mental development and orientation of the students towards social responsibilities.

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

Overall Analysis

Strength:

- The Institution caters to a large number of students belonging to categories like SC, ST, OBC.
- Extension activities are noteworthy.
- Encouraging gender diversity.
- It provides proper education to poor and unprivileged students.
- Free education to girls' students.
- More than 80% permanent teachers are Ph.D. holders.

- The college has adequate physical infrastructure

Weaknesses:

- Student- Teacher ratio is low and requires attention.
- Inadequate research facilities. Research publication of faculty members needs to be improved
- Inadequate use of ICT in teaching and learning resources.
- Internet bandwidth and terminals to be increased for providing optimum platform for developing effective and efficient ICT based learning ecosystem.
- Student- Computer ratio needs to be improved.
- Formal linkage and association with organizations, industries and professional bodies need to be pursued.
- Parking space is not adequate and proper.
- Lack of collaborations and MOUs. This institution is also missing innovative add-on/certificate courses.

Opportunities:

- It has the opportunities for introduction of more industry oriented technical programmes/courses.
- To use the locational advantage for enhancing employability in graduates in enterprise education and entrepreneurship.
- To collaborate with organizations and local level industries to offer an innovative ecosystem to the students.
- Involve faculty and students to undertake research and consultancy projects at the local level.
- To strengthen IQAC and making it more proactive.
- Mobilisation of resources for development of infrastructure.
- Introduction of new skill-oriented programmes having local relevance, particularly self-financed courses.
- To enhance employability through customised relevant programmes.

Challenges:

- Arranging campus placement and counselling opportunity.
- The students have poor socio-economic background.
- To improve English language proficiency of students from a regional background.
- Up gradation and Complete automation of library resources.
- To increase geographical diversity in the intake of students.
- To motivate faculty for quality research and innovation.
- Keeping pace with changing technological advancements
- Attracting more external funding through research proposals.
- Widening exposure to both students and faculty.
- implement CBCS to introduce flexibility, mobility and inter-disciplinary approach to academic programmes.

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)

- Implementation of CBCS for flexibility, mobility and inter-disciplinary approach to academic programmes.
- Establishing language laboratory, incubation centres is suggested for encouraging students for entrepreneurship.
- Green audit needs to be strengthened for inculcating sensitisation towards environment consciousness. Infrastructure must be enhanced in terms of green initiatives.
- Placement opportunities are required, trainings and career guidance counselling is suggested for better outcome
- Academic environment must be enhanced for research activities for teachers as well as for students. Teacher student ratio must be improved for better outcomes
- Hygienic and subsidised Canteen facility can be initiated
- Special classes for NET/SET and other competitive examinations is need of the hour
- Adequate and proper parking space for cycles, bikes etc must be created
- Communication skills and computer literacy among the students and increased use of ICT in teaching, learning and evaluation process must be adopted.
- Regular AMC for equipment and instruments are needed

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. RAMESH KUMAR PANDEY	Chairperson	
2	DR. POORAN KAVIDAYAL	Member Co-ordinator	
3	DR. NP SINGH	Member	
4	Dr. Priya N	NAAC Co - ordinator	

Place

Date