



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

Accreditation - (Cycle - 3)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
NEVJABAI HITKARINI COLLEGE BRAMHAPURI**

**Bramhapuri
Maharashtra
441206**

**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:	NEVJABAI HITKARINI COLLEGE BRAMHAPURI Bramhapuri Maharashtra 441206	
2.Year of Establishment	1962	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	19	
Programmes/Course offered:	28	
Permanent Faculty Members:	37	
Permanent Support Staff:	21	
Students:	3086	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Catering to largely rural and tribal population 2. Promoting sports activities in and around the college campus 3. Green and Eco friendly campus	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 09-02-2021 To : 10-02-2021	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. OM PRAKASH RAI	Pro-Vice Chancellor,CENTRAL UNIVERSITY OF SOUTH BIHAR
Member Co-ordinator:	DR. PRAKASH CHANDRA PATTANAİK	Professor,UNIVERSITY OF DELHI
Member:	DR. RAJINDER SINGH	Principal,SANATAN DHARMA COLLEGE AMBALA CANTT
NAAC Co - ordinator:	Dr. Vishnu Mahesh K R	

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 Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	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 **Nevajabai Hitkarini College**, established in 1962, is a private grant-in aid institution with the provisions for teaching of 28 programmes under Arts, Science and Commerce streams at UG, PG, and Ph. D. levels. The college spreads over 44 acres of land with buildings covering 164775sq.ft. built up area of its own and it has ISO certification to its credit starting from 2018.

The college is affiliated to Gondwana University, Maharashtra, and the curriculum prescribed by the same university is strictly adhered to. Apart from the prescribed curriculum by the university, the college has strategized the ways and means to strengthen the curriculum further by introducing value added courses and certificate courses in different areas looking at their applicability in the socio-economic conditions and needs of the local students. Besides it promotes to the co-curricular activities, arrangements of guest-lectures, invited speakers, seminars and workshops etc. The principal of the college is a member of many statutory bodies of the university and some of the faculties of the college are members of Board of Studies of the university which help the university in incorporating their suggestions in the syllabus making and targeting and achieving the course outcome. The college sticks to the university syllabus and work for its effective implementation.

The faculty members of the college are encouraged to attend refreshers courses, orientation courses, conferences and seminars organized by different institutions in the country. The college has taken some linkage related initiatives to work with other institutions. Before the starting of the academic year the Academic calendar is prepared in advance, and communicated to all concerned. The IQAC of the college finalises the time-table and subjects allocation to teachers keeping in view of their specialization. Feedback is taken from the students about teachers on various aspects.

The programmes implementation is done keeping in mind the cross-cutting issues related to the gender, environmental and sustainability, human values and professional ethics. The syllabi on the above issues are designed by the university where the college has the representation. In order to have its smooth implementation, orientation programmes are organized by the college highlighting the roles and participation of all the teachers in various activities conducted by the institution in this regard. The college has taken initiative in planting trees in and around the campus, and the nearby adopted villages. Regular awareness programmes are conducted on the empowerment of women, self-defence and equal rights of girl students.

Students are motivated towards organic farming through projects and practical work in the college campus. Students are also taught human values through discussions and teaching along with the professional ethics and environment friendly energy harvesting.

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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

Students' admission procedure and eligibility criteria are properly illustrated. Various categories of students are admitted as per the State Government norms. After admissions are over, a structured orientation program is organized in order to make the students aware of rules and regulations of the college and their responsibilities and duties as students. Identification of slow learners and giving them proper attention to match the fellow students has been the priorities of the teacher, IQAC, and the principal. Attention is also given for further development of the students identified as advanced learners. In addition to this, effective implementation of "mentoring" by faculty members of students is also in practice.

Student centric method of teaching is in practice in the college. Special attention is also given by the institution is on the experiential and participative learning with the help of computer lab and language lab. Students have the privilege of ICT enabled teaching but Wi-Fi and audio-visual facilities are available.

Various academic activities such as invited talks, workshops, courses to bridge curriculum gaps are the initiatives taken by the college to make the teaching and learning process innovative and effective. Interactions with the resource persons from other colleges, universities, alumni interaction, online certificate courses, help to inculcate creativity and self-motivation among the students.

Continuous Internal Evaluation process is implemented by means of conducting two tests and assignments with proper plan of action prepared during the beginning of every semester and approved by the staff council.

Assignments and lab sessions are also planned and conducted to improve analytical and practical knowledge of the students.

A separate grievance cell is functional to take care of the examination related grievances of students of the college.

The college adheres strictly to the Academic Calendar prepared and approved in the beginning of the academic year, which includes the examination schedules, assignments submission, and allotment of projects etc. The minimum attendance requirement is clearly stated in the calendar. Students are given opportunity for verifying their internal assessment marks and they have access to their IA answer sheets. The continuous internal evaluation process is monitored by the IQAC. Question paper, course outcome, syllabus, PPTs and other materials are provided on college website for the easy access of the students.

Though the program outcomes and program specific outcomes are not provided by the affiliating university, the institution has taken measures to disseminate program outcomes and program specific outcomes. Effective mechanism to calculate attainment level and remedial measures to achieve the attainment level needs to be evolved.

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 has taken initiatives to promote an ecosystem for research and innovations. Regular interactions among the students, teachers, and the management are held to cultivate innovative ideas. The institution has a Research Cell to monitor research activities and encourage both the students and the teachers to take up research projects. The Research Advisory Council of the colleges looks after the research proposals before they are forwarded to the university for registration. 107 research papers, 78 chapters in edited volumes and some books and conference proceedings have been published by the faculty during the assessment period. Total 8 students have been awarded Ph. D. degree. The college needs to develop Entrepreneurship Development Cell and Incubation Center, and need to sign MOUs with industries and institutes of high eminence.

Extension activities have been planned by the institution keeping the interest of the rural people in mind. As a part of this initiative the college has undertaken several developmental works in the nearest villages.

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 created adequate infrastructure for conducting existing programs. The facilities are extensively used for conduct of classes and academic activities. The computer labs are having LAN and Wi-Fi connectivity for internal access. Power backup facilities are also available. Equipments available in the laboratories are effectively utilized by the students and staff to meet the curriculum/syllabus requirements and to do research activities.

Facilities for sports, indoor and outdoor games, gymnasium, *yoga* and cultural activities are available. A big play-ground (on government lease) adjacent to the college is used for practice, along with Indoor Stadium, and competitions of out-door games such as Hockey, Volley ball, Soft ball and Basket ball etc are conducted. These facilities are extensively used by the students and others from the adjacent areas. A good number of students have succeeded in participating in university and state level sports activities.

An automated and digitalized library with around 2847 reference books, 39097 text books, 31061 other books and 77 journals and magazines with OPAC Internet facility and sufficient seating capacity are available. Besides, the institution library has facilities such as, e-journals (NLIST), e-Shodh Sindhu, Shodhaganga Membership, and e-books. E-courses are accessed through INFLIBNET. Readers Forum, Library advisory committees are in place for improving the effective utilization and reading habits of the students and staff. The college library is automated using Integrated Library Management System. The management of the college has undertaken a project to expand the library space to 16000 sq. ft.

The collection of rare reading materials in the form of rare books, manuscripts and special reports etc needs to be enriched.

All the departments are provided with internet connectivity with a speed of 100 MBPS. The regular updating with respect to IT infrastructure using well equipped Network Resource Centre is being attempted to satisfy the changing needs of the students.

Effective maintenance and utilization of physical, academic and sports facilities are attempted with the help of teaching staff, non-teaching staff and students. Lab equipments repair service is available from outside agencies as per the requirements.

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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

Student Union elections are either held or students' representatives are nominated every year as per the guidelines of the affiliating university. The students' representatives also get chance to join different academic and some administrative bodies, including the College Development Council. Both the NCC and NSS units of the college are strong and active. The students of NSS and NCC took part in RDC and state RDC parades.

Interested students are appointed as the supervisor and care-taker of the Gym, Sports, NCC, and NSS. Students are actively involved in various activities like placement, extension activities and co-curricular activities. The College provides them opportunities for development of their life skills through participation in various activities.

Around three-fourth of the students are benefitted by scholarships and free-ships provided by the Government schemes and private scholarships initiated by the college. Percentage of students' progression to higher education and placement needs to be improved.

The College has an Alumni Association. The office bearers of the association are nominated by the members. The Alumni Association is registered and the members take active participation in the college matters and contribute actively by extending support including the financial help. The financial contribution of Alumni Association for the development of the college needs further encouragement.

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

The Vision; “Step to knowledge and reach out of the service to mankind,” the Mission and the Core values of the institution are well defined. The institution is under the management of Nevjabai Bhaiya Hitkarini Education Society (Estd. 1941), Bramhapuri, whose aim is to promote education in the society, in general, and rural areas, in particular. The College has inspiring leadership and it has been supporting the institution by providing required infrastructure and engaging inspiring faculty and staff to achieve its vision. The Principal looks after the day to day administration. The Principal exercises the overall authority whereas the faculty members are delegated with academic and administrative work.

The College has a Governing Council headed by the secretary of the society that takes the strategic decisions on mobilization of resources and infrastructural development. Principal is the administrative head under whose

leadership the college runs. Various other bodies such as College Council, IQAC, Head of the Departments, conveners of different committees/cells work under the leadership of the principal. The institution follows State Government rules on recruitment, leaves rules, service rules and implementing the grievance redressal mechanism.

The functioning of different bodies/committees and cells are evident from the records/minutes provided at the time of the Peer team visit.

Welfare measures for teaching and non-teaching staffs are implemented as per the Government of Maharashtra rules and directives. They get benefit as per the state government rules.

Both the teachers and non-teaching staff submit Annual Performance Appraisal and the college administration undertakes departmental Academic audit. The Performance Appraisal System exists for the evaluation of the performance and in the end suggestions are given for improvement.

The institution gets funding from philanthropists, and the NBHES. There is a monitoring committee to monitor the utilization of the resources. Internal audit by the staff and the external audit by Chartered accountants are conducted on annual basis. More scientific strategies for mobilization of fund need attention of the college.

The institution has an active IQAC cell handled by its coordinator. The IQAC cell conducts meeting regularly, frames plan of action and suggests measures for achieving excellence.

IQAC reviews the teaching learning processes and their outcomes regularly. It also suggests remedial actions for students' progress.

The recommendations given by the NAAC Peer Team in the 2nd cycle have tried to be implemented by the institution and it has shown incremental improvements in the post-accreditation period.

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 ensures the safety and security of students and staff through its walled campus. The Women Cell and the Sexual Harassment Prevention Cell are in place and active. Separate common room for girls and boys are existing. There are Grievances Redressal Committee, Discipline Committee, and Anti-ragging Cell which function as per regulations. Student mentoring system exists under which 30-40 students are assigned to a faculty from their first year onwards till the end of the course for effective counseling and guidance.

Campus is preserved as “Plastic free zone”. Separate bins are available for collecting degradable, bio-degradable and recyclable solid wastes, a part of which is used for making Vermin Compost. Proper drainage system to dispose the liquid waste is in place and water from washing taps are used for gardening. E-waste generated in the campus are collected and preserved separately; they are yet to find any agency to handover e-waste materials.

Campus is surrounded by greeneries, trees and beautiful topography and landscaping. Rain water has been collected in a well and pits are in place for harvesting. A huge well is available inside the campus for the storage of water.

Tree plantations have been done by students and staff. Paperless office practices are encouraged. Students are taking admission and paying their dues time to time through online mode also.

The institution organizes national festivals and birth/death anniversaries of the great Indian personalities regularly.

Transparent and ethical standards are followed with respect to all the financial, academic, administrative and auxiliary functions as per the university and Government norms.

The college reported the following as its best practices:

- “Save Nature Save Humanism” that helps the students to develop an inclusive attitude and optimistic approach towards life.
- Earn and Learn scheme to extend financial help to needy students and promoting the innovative ideas among students.
- Creation of a Students’ Welfare Fund and Students’ Guardianship scheme to meet the emergent requirement of the students.
- Reading room facility till mid-night and Career counseling for the aspiring students.

Conduction of various activities in the area of community services over the past many years having direct bearing upon the vision statement of the college, which has been claimed as the distinctiveness of the college.

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

Strength

Strengths

- Inspiring management.
- Good physical and academic infrastructure.
- Science research labs having potential for research.
- Cater to largely rural and tribal population.
- Appreciable contribution to the development of sports in and outside the institution
- Well-implemented Govt. scholarship schemes for the poor and needy students.
- 03 Solar Power Plants with total capacity of 57.5 kw electricity generation in operation.

Weaknesses

- Lack of linkage with industry.
- Lesser enrollment rate in add on/certificate and value added courses.
- Outcome based assessment process.
- Limited encouragement for resource and innovations.

Opportunities

- Networking with good institutions in the country.
- Job oriented and skill development programs as well as diversification in existing disciplines.
- Sponsored research and consultancy projects.
- Implementation of more digital initiatives of the Government of India/UGC.
- Strong Linkages with the industry.
- Priorities on the local resources to make them market friendly supporting the honourable Prime Minister's slogan "Local to Vocal"

Challenges

- To make the programmes effective looking at the local issues and problems.
- Attracting good quality students with diversified background.
- Aligning academic programs and activities with local economy.
- Keeping abreast with the changing demands of economy.
- Mobilization of funds from external sources.
- Diversification of academic programs.

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)

- Strengthening research and consultancy base.
- Encouragement to industry connectivity to deal with local resources.
- Making college campus fully Wi-Fi enabled
- Signing of MoUs with renowned institutions locally and nationally.
- Establishment of Incubation Centre
- Strengthening of Placement and Career Guidance Cell.
- Induction of some new programmes, e.g. B. Voc and LL. B.
- Starting of new certificate courses in Tribal and Environmental Tourism, Leadership and Communication Skill Development.
- Strengthening of Alumni Association for fund raising.
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- Strengthening research and consultancy base.
- Encouragement to industry connectivity to deal with local resources.
- Making college campus fully Wi-Fi enabled
- Signing of MoUs with renowned institutions for better performance.
- Establishment of Incubation Centre
- Strengthening of Placement Cell.
- Induction of some new programmes, e.g. B. Voc. and M. Com. (English)
- Starting of new certificate courses in Environmental Tourism and Leadership Development.
- Strengthening of Alumni Association for fund raising.
- Documentation of comprehensive policies and procedures

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

Signature of the Head of the Institution

NAAC

Sl.No	Name		Signature with date
1	DR. OM PRAKASH RAI	Chairperson	
2	DR. PRAKASH CHANDRA PATTANAİK	Member Co-ordinator	
3	DR. RAJINDER SINGH	Member	
4	Dr. Vishnu Mahesh K R	NAAC Co - ordinator	

Place

Date

NAAC