



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

प्रो. वी. एस. प्रसाद

निदेशक

Prof. V. S. Prasad

Director

Decennial Year | Year of Rededication for
2003-2004 | Quality and Excellence

NAAC/A&A/outcome - 101/2004/ 5695

February 16, 2004

The Principal

Nevjabai Hitkarini College

Chandrapur District

Bramhapuri - 441206

Maharashtra

Dear Principal,

Greetings from NAAC.

I am glad to inform you that the outcome of the Assessment and Accreditation exercise of your institution has been processed by the Executive Committee of NAAC on 16/02/2004 and your institution has been **Accredited** for a period of five years with **B+ Grade** (institutional score between 75-80%). The certificate of accreditation with the grade, criterion-wise scores and total scores will be sent to you shortly. I am sure the detailed peer team report given to you already by the peer team will enable the institution to initiate further quality enhancement strategies.

With best wishes,

Yours sincerely,

(V. S. Prasad)

Received on
20/2/04

BP

PEER TEAM REPORT ON THE INSTITUTIONAL ACCREDITATION OF NEVJABAI HITKARINI COLLEGE, BRAMHAPURI, MAHARASHTRA.

SECTION 1: PREFACE

Nevjabai Hitkarini College, affiliated to Nagpur University, volunteered to be assessed by the National Assessment and Accreditation Council (NAAC), Bangalore, and submitted its Self-Study Report in the month of September, 2003. The Council constituted a Peer Team to visit the college and to validate the Self-Study Report. The Team, comprising of Prof. Md. Iqbal Ahmed, Vice-Chancellor of Sri Krishnadevaraya University, Anantapur, Andhra Pradesh as Chairperson, and Dr. P.Jeyaram, Principal, R.V.S. College, Coimbatore, Tamil Nadu, as Member and Prof. G.S. Bidrakoppa, former Head, Dept. of Social Work, Karnataka University, Dharwad as Member Convener, visited the college on the 18th and the 19th January 2004.

Nevjabai Hitkarini College was established in June, 1962. The college got UGC recognition under sections 2 (f) & 12 (b) in January 1968. The college is situated in a campus of 17 hectares, in a semi - urban area, in Brahmapuri, Maharashtra. It offers 3 undergraduate programmes, 1 PG programme and a B. Lib. Sc. Course. There are 3 faculties, namely Science, Arts, and Commerce. In all, there are 7 subjects under Science, 8 under Arts, and 1 under Commerce. From the year 2003-2004, the college has introduced 7 PG programmes in Physics, Zoology, Geography, Home-Economics, Economics, Political Science and Bachelor of Library Science. Out of the permanent faculty strength of 33, at present, 4 are Ph.D holders, 6 M.Phil and the rest are postgraduates. The college is supported by 16 technical staff and 18 administrative staff. There are 3 lady teachers, and 3 lady administrative staff. The student strength is 984 for UG programmes for the year 2003-04. Including the Self Financing PG Courses, the enrolment of students in PG Programmes is about 200.

The goal of the college is “ Come for knowledge and go out to serve the society”. As stated in the goal, the college has introduced vocational inputs in various courses. The college strives to impart quality education with the backup of moderate infrastructure facilities.

The Peer Team carefully perused and analyzed the Self-Study Report submitted by the institution. During the institutional visit, the Team went through all the relevant documents, visited the departments, examined the facilities and interacted with the various constituents of the college. The academic, co-curricular, extra-curricular, sports and extension activities of the college were also scrutinized. The Peer Team interacted at length with the Local Management Committee, the Principal, Faculty Members, Non-Teaching Staff, Students, Parents & Alumni of the institution. Based on the above exercise and keeping in the mind criteria identified by NAAC, the Peer Team has made the value Judgment. The assessment of the institution under various criteria, the commendable features of the institution as well as the issues of concern and recommendations are given in the following sections.

SECTION 2: CRITERION- WISE ANALYSIS

Criterion I - Curricular Aspects

The College is basically a Grant-in-aid Institution affiliated to Nagpur University. From the academic year 2003 - 2004, it offers 7 PG programmes. 1 U.G. Programme in Computer Science on self-financing basic. Being an affiliated Institution, the College is following the curriculum designed by the University. However, the College, keeping in view the challenges in the present educational scenario, introduced a wide range of curricular options with special focus on job opportunities. At present the College is offering the courses in the important disciplines of Arts, Science & Commerce. Most of the programmes are career-oriented with strong vocational inputs.

The goals and objectives of the College being, 'come for knowledge and go out to serve the society' are clearly stated and the strong vocational inputs available in various subjects make the students achieve the goal of the College.

There is a mechanism to obtain feedback from the academic peers and employers on the teaching programmes. At present, it takes about 8 to 10 months for the College to introduce a new programme within the present University system. The College has the industry neighbourhood networking with M/s Shri Balaji Foods Products, Bramhapuri and Shri Sai Rice Mill at Kharbi for the benefit of the students. The review and redesigning of the programmes is partly achieved by virtue of its representation in the University bodies. The teachers contribute in a moderate way in the making of the University curricula as some of them are the members of Boards of Studies / Faculty / Academic Council of the University.

CRITERION II – TEACHING – LEARNING AND EVALUATION

There are about 1200 students pursuing various courses offered by N.H. College. The admissions are made by the properly constituted Admission Committee consisting of the senior teachers of all the disciplines which interviews each and every candidate seeking admission and counsels him regarding the subject to be offered. Admissions are done on the basis of academic records and follow the Government of Maharashtra's rules of reservation on communal basis. The College conducts remedial courses for the weaker students in the subjects of compulsory English and English literature for the academically poor students. Special coaching classes are arranged in subjects like Mathematics and Physics. The College arranges seminars for the advanced learners. They are also sent to participate in the intercollegiate seminars organized by the other Colleges.

The College follows the unitized syllabus of the Nagpur University and the teachers prepare the detailed lesson plan in the beginning of the year and periodically review the same. There are 85 teachers in the College, of which 33 are permanent member and 52 are Contributory Teachers. The different departments organize

seminars, guest lectures, essay competitions, debates etc. through the subject wise associations. Industrial and educational tours are often arranged for certain subjects. Botany and Zoology students make frequent field trips and carry out on-the-spot study as well as conduct experiments. Slides and transparency methods are also used by the staff members in addition to the chalk and board method.

The College works for 240 days in a year, of which 182 are teaching days. The College informs the students about the programme of evaluation through its prospectus, and closely monitors the performance of the students in the tests. Two internal tests are conducted for each subject. / Paper and one Preparatory test before the annual examination.

For the aided programmes, the teachers are recruited through an expert selection committee constituted as per the State Government and UGC, following the rules of communal reservation. New positions are created by the sanction of the Director of Higher Education.

For unaided courses the teachers are recruited immediately after the arising of a vacancy, on the basis of pure merit. On clock hour basis, 22, such contributory teachers have been appointed during the last two years. However, the College didn't appoint any regular teacher during the last two years, due to the delay in getting the sanction from the Director. The College follows the self appraisal method of teachers besides the appraisal by the Head of the Department and the Principal. They are also evaluated by the students on optional basis.

The College has made full use of the faculty development grant of the UGC. The teachers are liberally permitted to attend seminars, conferences, orientation courses and refresher courses. Some of the staff members have informal link with some of the local Institutions. As many as 20 teachers have obtained M.Phil / Ph.D and 7 teachers have published text books and besides that a number of teachers published research papers. At present, 6 of its faculty members occupy different positions in various academic bodies of the Nagpur University.

Criterion III – Research, Consulting and Extension

The teachers are encouraged by the management to do research by giving study leave and adjustment leave. The College further assists the researchers in securing seed money and monthly stipend for research projects from the concerned funding agencies. About 20% of its teachers are regularly publishing papers in the popular journals and magazines and another 10% of its members regularly publish text books.

The College has a number of extension activities through NSS & N.C.C. It has a designated professor in charge with additional responsibility. Community development, health and hygiene awareness, adult education and literacy, blood donation, Aids awareness and environmental awareness are some of the broad areas of the various activities of NSS unit of the College. Afforestation and road safety programmes are the highlights of NSS students.

The students and teachers are encouraged to participate in the outreach programmes through different clubs like Population Education and Adult Education, Work Experience Unit, Women Study and Service Center and Popular lecture Series. Each club is headed by a designated senior professor in charge. The College maintains a list of voluntary blood donors from amongst the students and whenever the need arises, the blood is arranged.

Criterion IV – Infrastructure and Learning Resources

The two floor main college building is situated on a vast area of 17 hectares [including the play ground] in natural surroundings with tall shady and green trees around. There are 29 rooms including class rooms, office rooms, staff room, girls' room, students' common room and the laboratories on the ground floor. On the first floor there are 21 class rooms/laboratories mainly housing the science departments. While all the class/office rooms and laboratories are well spread over on all the three sides of the college building, the front side is kept open only with a huge arch-gate bearing the main motto of the college. Well maintained garden and a fountain find place at the central portion of the college. The college has got its own water sources.

In addition to the main college building, there are other four buildings:

- (1) Library building - where besides the library, mainly the health centre, Office of Employees' credit cooperative Society, Department of Library Science, auditorium hall, gymkhana and the guest room are housed.
- (2) M.C.V.C. building - The Department of Inland Fishery, Building and Maintenance Workshop and Computer rooms are accommodated in this building.
- (3) Canteen building - Besides canteen, the Department of Physical Education is maintained here.
- (4) Hostel for boys.

The college has, thus, got adequate number of rooms for the purposes of teaching, practical work, library and reading, cultural, sports, games and gymnastics. In order to monitor the maintenance and the development of the infrastructure, the college has constituted a Committee of four senior teachers. Adequate financial resources are allotted for the purpose. This Committee has proposed a Master Plan for the coming ten years to develop the college in a big way.

Optimum utilization of its infrastructural facilities is ensured by sharing them with Junior College classes held here [in the afternoon] along with some post-graduate classes [The senior college classes are held in the morning shift, the

laboratories are in continuous use from morning till evening for both the Senior and Junior colleges, the gymkhana also caters to some selected citizens of the town from 5.00 a.m. to 8 a.m. and 4 p.m. to 8 p.m. The library facilities are also available to the ex-employees and the selected citizens. Yeshwantrao Chavan Open University course uses the college class room and computer facilities after the class hours. The authorities of Nagpur University make use of the computer facility in the preparation of syllabus, etc. The external agencies are, thus, encouraged to use the facilities of the college.

For the last 35 years, the college has been continuously making efforts to keep the campus beautiful and pollution-free by planting the samplings every year. The Botany Department of the college is closely associated with the maintenance and development of the college garden and the Botanical garden.

Though the college has a separate library building, it is not used exclusively for its own purpose. The total number of books in the library is around 40,000 covering various disciplines coming under the faculties of Arts, Science and Commerce. During the last two years 48 journals/periodicals have been added to the library. There are facilities like reprography, computers, audio and video cassettes and internet in the library. The lending and purchasing of books, Book Bank and stock verification have been computerised.

The UGC Book Bank Scheme was started in the college during 1975. Books worth about six lakhs rupees are purchased under this scheme. During the year 2002-2003, totally 443 books were distributed to 145 student beneficiaries. It is observed by the Committee in-charge of the Book Bank that many a books are obsolete and they be shifted out of the book bank and the more relevant books be purchased.

The college has 25 computers, out of which 10 computers are with the Department of Computer Science, the rest are with the office, library and various other Departments. The Computer Centre of the college prepares learning packages in various subjects like transparency designing, laboratory manuals, etc. However,

for the benefit of the post-graduate students engaged in research projects, if any, making the computer facilities available would perhaps be an added advantage.

The college runs a Health Centre where the consulting doctors visit the Centre once a week for the benefit of the students and the staff. Annual compulsory medical check up of the students is conducted in the college. Medical reimbursement is available for the employees as per the government rules.

The college has a vast play ground, number of sports and indoor/outdoor games facilities are available to the students. The facilities for volley ball, basket ball, hand ball, hockey, foot ball, cricket, kabaddi, kho-kho and track events are well spread out on the play field. The students who have participated at the university level sports and games are not many in number though the college provides incentives to such of the sports persons participating in inter-collegiate competitions and representing the university by way of giving them TA and DA and the track suits. Preference is given to sports persons at the time of admission to various departments in the college.

There is a boys' hostel that accommodates 30 students from both the Junior and Senior colleges.

The college has a big auditorium of the size of 130' x 50' with a capacity of 1,500 students and teachers. The Health Club of the college has got all the required equipments. Some other activities taken up by the college include the career guidance committee to guide the students regarding the job opportunities in the market and the entrepreneur Guidance Camp for interested students. The Nature Club of the College educates the students about the environmental awareness.

Criterion – V : Student Support and Progression

While the percentage of students appearing for the qualifying examination for the year 2001-2002 is 67%, the drop out rate [including failures] is 33%. The college has not developed any mechanism to monitor the progression of students to employment and/or further studies. However, it is reported that the prominent alumni are working in the various fields like civil service, military, engineering, medicine, education, social service and so on.

A rough estimate of the students who have cleared their GATE examination is 10, NET examination is 7 and SET examination is 4 in the last five years. The systematic monitoring of the records is yet to be adopted in this regard. The college publishes its updated prospectus in the form of Information Brochure annually. Financial assistance is available to regular students of the college by way of Government of India Scholarship, National Merit Scholarship, Scholarship to the Physically handicapped students and the Open Merit Scholarships by the Central and the State Governments. The students belonging to categories such as SC, ST, NT [Nomadic Tribes], DNT [Denotified Nomadic Tribes] and SBC [Special Backward Class] avail these facilities. Some of the needy and hard working students who have not availed any other financial aid in the form of scholarship are eligible to get financial assistance from the college Students Aid Fund. Eighty students have availed this benefit during 2002-2003. The college has a scheme called Academic Excellence Award to students, the meritorious students get the awards and prizes for their excellence in studies. The prize money is sponsored by Members of the Executive Committee, the teaching and non-teaching staff of the college.

Though the college has formed the Alumni Association during 2002-2003, it has not carried out any activities so far.

The recreational/leisure time facilities are available to students in the form of indoor/outdoor games, cultural programmes, dance/music competitions and essay writing competitions.

Criterion - VI : Organisation and Management

The Nevjabai Hitkarini Education Society was established in 1941 in the backward region of eastern Vidarbha of Maharashtra. The Society which is registered under the Societies Act 1860 and Public Trust Act 1950, started the Nevjabai Hitkarini Arts College in 1962, the Commerce faculty in 1963 and the Science faculty in 1971 and post-graduation in commerce in 1973. Further during 2003-2004, post-graduate course were started in seven other disciplines. The Society also runs a Junior College in a neighbouring campus, two high schools - one for girls at Bramhapuri itself and another at Navegaon. The college is managed by a local Managing Committee constituted under the Maharashtra Universities Act 1994. It has totally 11 members with 3 teachers' representatives and one non-teaching representative. The Committee looks after the overall administrative and financial aspects of the college. An academic calendar is prepared by a Committee consisting of Principal as Chairman and the Heads of the Departments as its members. A notable programme conducted by the college was an office automation workshop during 2002-2003. About 75 participants from the neighbouring district colleges participated in the workshop. This helped achieve office automation to some extent. The Computer Training Programme was also organised for teaching and non-teaching staff of the college during 2002-2003.

For curricular/extra-curricular and administrative purposes a number of Committees have been formed for the smooth working of the college. The functioning of all the Committees are co-ordinated effectively. The principle of participation and transparency is adopted in the governance of the college.

During 2001-2002 and 2002-2003, the expenditure was little over one and half crore rupees each year. Most of the expenditure is met by the State grants and the UGC. Per student expenditure rate is Rs.15,534/- during 2002-2003. Though the college does not have internal audit system, it gets the accounts audited by a chartered accountant after the end of each financial year. The auditor reports that the stock books are not maintained properly, the closing balance at the end of the year have not been drawn and the reconciliation of balances as per Stock Book and Balance Sheet should be done. Effective measures be taken to rectify the repeated observations made by the auditor for the successive years 2001-2002 and 2002-2003.

Criterion - VII : Healthy Practices

The College has started to computerise the office and the Library work. The Principal and the Heads of the Departments make the academic planning in the beginning of the session. The teachers are maintaining the lesson planning on daily basis. The College has started the self financing courses making use of the available infrastructure to strengthen their regular academic programmes. The college has formed subject wise associations to encourage the students to widen their knowledge and to develop the leadership / organising ability of the students. The college is arranging various programmes on the Birth/ Death Anniversaries of the great national leaders inorder to inculcate the moral values in the minds of the students.

The Civic responsibilities among the students are nurtured through various community development programmes under NSS/NCC/Women Service and study Cell. The efforts of the college for the overall development of the students include activities such as debate/elocution/Essay writing/ College Day Celebrations. Students are having ample opportunities to participate in the sports and Games.

The infrastructural facilities of the college is fully made available for the socio-cultural purpose of the public. The running of the Co-operative Society for the benefit of the employees is highly commendable. The college is maintaining an updated list of the Blood Donors of the Students, who are prepared to donate blood as and when it is required by local hospitals. Eminent Scholars and personalities are invited to deliver special lectures to the students and staff under the "Popular Lecture Series" in the month of March every year. The College has constructed Firing Range for the NCC cadets.

SECTION 3 : OVERALL ANALYSIS

The college was established in June, 1962 and got UGC recognition in January, 1968 under sections 2 (f) and 12(b). The college is affiliated to Nagpur University. There are 7 Science Departments and 8 Arts Departments and 1 Commerce Department. These 15 Departments put together offer curriculum in various subjects under 3 UG programmes. The college follows annual pattern for UG courses. The Physical Education and Library are listed by the college as additional departments.

As central facilities, the college has Central Library & Gymkhana, which is listed by the college as Health club/center. The college also organizes a computer center. The Physical Education department of the College provides facilities for indoor & outdoor games such as Cricket, Volley-ball, Foot-ball, Kabaddi, Table Tennis, Athletics etc. The hobby workshop center of the college provides vocational training in carpentry and plumbing. The college runs a small hostel for 30 students belonging to the under privileged sections of the society, from the district of Chandrapur and neighbouring districts. The students are permitted to cook their own food.

The college is run by Nevjabai Hitkarini Education Society registered in 1944. The 13 member governing body and 11 member local managing committee look after the affairs of the college.

The college is making good efforts in the development of civic sense and responsibility in the young minds of students by way of organizing the NSS and the NCC wings. The NSS wing has conducted blood donation camps, tree plantation camps, AIDS awareness week, Eradication of polythene rally, Work culture and water conservation camp, Water management and water conservation workshop etc. Participation of the students in seminars, group discussions, elocution competitions, cultural activities etc. is helping the students in achieving personality development and communication skills. The NCC wing also conducts similar programmes in addition to its specialised programmes such as Rock climbing camp, Firing practice

programme, National integration camp etc. Four NCC cadets were taken into the Army last year. The students progression placement and guidance committee provides information regarding the various competitions, recruitments, higher education avenues etc to the college students. The college is organising a separate center to provide audio-visual and media facilities to staff and students. In addition to these facilities, The college is managing internet center, xerox center, and women's study and service center. The N.H. college employees credit cooperative society, established in 1978 provides loan facilities to the teaching and non-teaching employees. However, the Team considers that there are a few areas of concern which need the attention of the authorities and makes the following recommendations.

Recommendations:

- It is heartening to note that the Management has supportive attitude towards teachers desiring to acquire/improve research qualifications. Teachers need to avail of these opportunities. More number of teachers need to be encouraged to obtain M.Phil and Ph.D degrees through Faculty Development Program of UGC.
- Vocational Courses at Certificate level, relevant to women, such as Beautician Course, Fashion Designing, Cookery etc. may be introduced.
- Laboratory & classroom infrastructure, both in terms of space and equipment, need further improvement.
- Procuring more number of books will strengthen the central library. Some reference books also need to be added.
- The participation of teaching faculty in national and international seminars/conferences/workshop may be encouraged.
- The authorities may consider starting some courses like journalism, microbiology, biotechnology and fine arts.
- Since a number of post-graduate courses are started in the college, library-working hours may be extended.

- There is need to cover more number of student beneficiaries under the Book Bank Scheme.

The Peer Team appreciates the coordinated all-round efforts by the teachers, staff and students of the college, under the able guidance of the Principal and two Vice Principals. The Peer Team is confident that the college will achieve a fast and progressive transformation in course of time to achieve its goals. The Peer Team desires to record its appreciation for the co-operation and hospitality extended to them by the college during their stay. The Team also acknowledges the positive attitude of the teachers, students, staff and administration in helping the assessment process by providing all the necessary information and support.

THE PEER TEAM :

1. Prof. Md. Iqbal Ahmed

Md. Iqbal Ahmed
19/11/04

2. DR. P. JEYARAM

P. Jeyaram
19/11/04

3. PROF. G.S.BIDRAKOPPA

G.S. Bidrakoppa
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Dr. P. Jeyaram
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Nevjabai Hisharini College,
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