



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

Accreditation - (Cycle - 3)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
GOVERNMENT GIRLS COLLEGE**

**Sehore
Madhya Pradesh
466001**

**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:	GOVERNMENT GIRLS COLLEGE Sehore Madhya Pradesh 466001	
2.Year of Establishment	1984	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	5	
Departments/Centres:	16	
Programmes/Course offered:	10	
Permanent Faculty Members:	28	
Permanent Support Staff:	28	
Students:	1704	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. The only Government Women's College in the district 2. Constant increase in student strength over the years 3. Daily assembly and Abhivyakti activity for personality development of students.	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 02-02-2021 To : 03-02-2021	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. KAILASH SODANI	Vice Chancellor(in-charge),MAHARSHI DAYANAND SARASWATI UNIVERSITY
Member Co-ordinator:	DR. SAROJ ARORA	Professor,GURU NANAK DEV UNIVERSITY AMRITSAR
Member:	DR. ANJALI KULKARNI	Principal,NBMEHTAV SCIENCE COLLEGE
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 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

Government Girls' College, Sehore is situated on a 6.7 acre land in Sehore in Bhopal. The College is permanently affiliated to Barkatullah University Bhopal. Hence the syllabuses followed by the College are decided by the University. The College follows the academic calendar prepared by the University and Dpt. of Higher Education of the MP Government. Only a few faculty members are nominated on Board of Studies. More efforts should be made to give feedback on the course curriculum for improving them.

The Programme, Course specific outcomes are displayed on website and shared with the stakeholders. Detailed analysis may be made regularly to improve the teaching learning process.

As part of the compliance of the former NAAC team suggestions in 2013 three Post Graduate courses have been introduced in Commerce, Sociology and Political science. The College offers additional inputs by arranging extension and co-curricular activities for improving communication skill, computer skills. Teaching of the University syllabuses is supplemented by special lectures, seminars, etc., efforts are made to use of learnercentric methods. The College aims at enhancing employability / entrepreneurship skills of the students.

Rules and regulations made by statutory bodies are followed and discipline is maintained.

However, the College must arrange activities related to IPR and research in order to develop the research aptitude among students. The students must also be given inputs regarding legal provisions, health care and nutrition, and opportunities ahead for ensuring women development and empowerment.

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

Admissions are done through Government and University specified procedures.

The College organises induction programmes for freshers to appraise them of the rules and regulations and various activities undertaken by the College. The results of all courses is consistently high which indicates an effective teaching learning process undertaken by the College. The teachers take good amount of interest in the learning and development of the students. Alongwith the University syllabuses the College organises enrichment activities such as guest lectures, projects etc. NSS activities, campus cleanliness, awareness regarding social responsibility, women empowerment programmes etc are conducted.

Online classes during the COVID19 pandemic were conducted and study material was provided to the students through Whatsapp groups and Google classrooms satisfactorily. The students and parents expressed their satisfaction about the teaching learning methods during the pandemic.

Internal Continuous Assessment is conducted with the help of which the College identifies slow and advanced learners and efforts are made to help both the categories to improve. A large number of students belong to various reserved categories and the College helps in their academic upliftment. Remedial classes are regularly conducted and students with advanced capabilities are identified and groomed. The blended form of teaching is followed regularly.

The feedback system is in place and action taken reports are available which suggests that the College maintains a healthy dialogue among its stakeholders.

Add on Courses, Certificate Courses, Skill based courses, should be introduced for value addition to the existing courses.

Workshops and conferences in various subjects should be conducted with the participation of the students from different institutions.

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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 should pay more attention to developing research and innovations by the faculty and also conduct such activities jointly with the students. Very few faculty members have published research papers or books etc. during the period of assessment Only one faculty has received a minor research grant in 2014. There are faculty members who have cleared NET examinations multiple times-as many as seven times. They need to be encouraged to undertake research. Only one faculty member is an approved Research Guide.

Teachers should be encouraged to attend Conferences organised in other institutions and also conduct Seminars and Conferences in their own institution. Reserach topics could be given to postgraduate students as projects to create a reserach environment and encourage research ecosystem. Fifty percent of the faculty is PhD and has cleared NET they should be encouraged to submit research proposas to various funding agencies to fetch research grants.

Some extension programmes are arranged by the NSS but these need to be increased. Being a Girls' College initiative should be taken, for the community outreach programmes for creating awareness among the women .Blood donation camps, health checkup camps, tree plantation drives, cleanliness drives should be organised in and out of the campus.

Awareness programmes regarding various developmental schemes such as Atm Nirbhar Bharat, Adhunik Bharat, Digital India, Swatch Bharat etc. should be organised.

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

There are 10 Smart classrooms in the College. The classrooms, have ICT .LAN an Wi Fi facilities. Some classrooms are updated with grants received from RUSA and World Bank.

Adequate number of washrooms , drinking water is available . Sports infrastructure provides a multipurpose sports hall and gymnasium.

Staff Common room should be well furnished and with equipped with ICT facilities.

Following the previous NAAC assement, the number of classrooms have been increased and infrastructure augmented to some extent. With support from RUSA grant and World Bank scheme The renovation of the girls' hostel building and construction of science block,language lab, new comuter lab is in progress.

The existing reading room space is inadequate but the Library is being partially renovated and additional space for reading room will be made available. The footfall in the library should be increased by motivating the students and staff members to utilise the library facilities.

Solar power panels are fitted at some places for harnessing solar energy .

Rain Water harvesting arrangement should be initiated to ensure availability of water and preserve the greenery on the campus. More trees should be planted and adequate care taken to protect them. Vermicomposting unit should be started to convert the waste into organic manure.

A well equipped conference/ multipurpose hall/stage is necessary for providing space for the students to engage in curricular and extracurricular activities.

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

With a view to promoting women education the fee structure has been kept very reasonable . Scholarships, books and stationery is provided to students of SC and ST categories according to the norms of the State Government.The students are well disciplined and the atmosphere in the College is peaceful. A Students' Council should be formed in order to establish healthy links between the students and management. The Students' Council can help the College in conducting various academic co-curricular and sports activities. A separate council should be established for each of the post graduate department for the academic extension activities.

The College has a registered alumni association which participates in some activities undertaken by the college. This needs to be further strengthened by involving them in more activities. Alumini Association should be encouraged to contribute to the development of the College by providing financial assistance and participating in Campus placement activities and other beneficial initiatives .Regular meetings should be arranged and suitably documented.

Students' academic and extracurricular performance is appreciated by giving prizes and certificates.Feedback is received from parents during meetings.The College has a grievance redress cell and an equal opportunities' cell.

Voter awareness programmes are conducted. The college website is periodically updated but should be made more user friendly.

Scholarships and freeships offered by the Government are made available to the students.

More efforts need to be taken to help students develop communication and soft skills, and employability skills. It is also necessary to provide support to the students for preparing for competitive examinations.

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 institution is a Government college and follows the rules and regulations set by the State Government. The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution.

Organizational structure of the College including Governing Body, administrative setup and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism are as per Government rules.

The effectiveness of various bodies is evident through minutes of meetings and implementation of their resolutions.

The institution has effective welfare measures like medical reimbursement, loan facilities and retirement

benefits for the teaching and non teaching staff as per state government.

The College conducts audit regularly. Performance appraisal system is followed for the teaching and non teaching staff

The College exhibits decentralised and participative governance.

Every member gets equal opportunity in the conducting of activities as members of the specific committees entrusted with the activity.. Some faculty members are appointed under Janbhagidari Scheme. This is a good developmental scheme which helps the College for its overall development.

Regular meetings of the Staff Council and Academic sub committees are held and suitably documented. The IQAC is quite active ,some members are very forthcoming but the entire committee should be proactive and vibrant. The feedback system is satisfactory but can be further improved by maintaining an elaborate report on the action taken and further effect of the action taken.

Teachers need to be encouraged for undertaking more research activities and projects.

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 campus is under CCTV surveillance and has adequate facilities to ensure a secure campus.

The College undertakes counselling but requires to set up a proper counselling cell for the students.

The common room facility exists but needs to be improved with basic furniture, clean washrooms and internet connectivity.

The solid, liquid and e waste management is not set up in the college. Rain water harvesting structures and utilization also needs to be installed.

The College has taken a few steps towards developing a green campus by installing solar panels for renewable energy. ICT based classrooms are available. The library has installed INFLIBNET and installed Soul Staff and students can avail of N-list facility. The College is making efforts to integrate ICT in its curriculum delivery and evaluation processes.

Efforts are being made to make the campus plastic free and paperless. However it needs to be further enhanced.

Tree plantation drive should be enhanced to make the College campus green.

The College organizes national festivals and events to mark the birth anniversaries of some great Indian personalities. Initiatives should be taken to present women role models for the students.

The Abhivyakti activity and Shikshak -Abhibhawak Yojana are conducted successfully for improving communication skills and teacher student bonding.

More efforts should be made for a greener campus, research participation of students, training facilities for competitive examination and a separate placement cell be initiated.

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

Strength

The following are some of the strengths, weakness, opportunities and challenges with regard to the College.

Strengths

- 1) College is located in the heart of the city
- 2) 10 SMART Classrooms are available
- 3) 50% Faculty PhD, NET cleared
- 4) Most of the members are comfortable with the use of ICT for effective teaching.
- 5) Financial help acquired from RUSA and World Bank
- 6) Dedicated faculty and disciplined students.
- 7) Good results in examinations.

Weaknesses

- 1) Lack of vocational and skill based courses.
- 2) Lack of research facilities
- 3) Lack of opportunity for NCC training
- 4) Lack of PG Courses in Faculty of Science
- 5) Lack of canteen and inadequate hostel facility
- 6) Transport facility is not adequate.
- 7) Infrastructure of library not adequate

Opportunities

- 1) Sports infrastructure and activities can be developed.
- 2) Starting PG courses in Faculty of Science
- 3) Vocational, Skill based courses, Short term courses to be introduced
- 4) Research activities to be undertaken by attracting grants from DST, DBT etc.
- 5) Botanical garden with nursery and medicinal plants can be established by getting grants from MOEF

Challenges

- 1) The student computer ratio is inadequate
- 2) The students' classroom attendance needs to be ensured
- 3) Enhancing students' capabilities by improving their communication skills.
- 4) Infrastructural limitations especially library, playground, hostel and WiFi facilities.

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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)

- Canteen facility and transport is necessary as this is a Women's College.
- A Students' Council can be constituted for easy communication between students and administration and encouraging curricular and co-curricular activities
- Faculty should be encouraged to take up research projects, attend seminars and workshops in other institutions and also organize similar events in their own College.
- Post graduate courses in the existing under graduate Science courses should be introduced for higher studies.
- Soft Skills programmes, skill based add on programmes, vocational training programmes should be introduced.
- Efforts should be made to have an NCC unit
- Faculty should be encouraged to take up research projects, attend seminars and workshops in other institutions and also organize similar events in their own college.
- MoUs should be made with the industries and students to gain exposure to industry. This can also help to enhance the institution industry interface.
- Library should be equipped with more Journals and reference material.
- Canteen facility and transport is necessary as this is a women's college.
- A well furnished seminar hall should be built for the benefit of performing students.
- A Students' Council can be constituted for easy communication between students and administration and encouraging curricular and co-curricular activities

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. KAILASH SODANI	Chairperson	
2	DR. SAROJ ARORA	Member Co-ordinator	
3	DR. ANJALI KULKARNI	Member	
4	Dr. Vishnu Mahesh K R	NAAC Co - ordinator	

Place

Date

NAAC