

**Assessment Report for
Institutional Accreditation of**

**Y.D.V.D. College, Teosa,
Dist. Amravati (Maharashtra)**

September 3-4, 2004

**National Assessment and Accreditation Council
Bangalore**

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Section 1: Preface

Y.D.V.D. Arts & Commerce College was started in 1971 by Shri Shivaji Education Society, established by Dr. Punjbarao Upakhya Bhausahab Deshmukh, with the help of Late Shri Yadavrao Dattuji Deshmukh. The objectives and goals of the College are to provide value based collegiate education to the poor and underprivileged section of society of Vidarbha region especially from Teosa Taluk. The College got 2(f) and 12B status from the U.G.C. in 1976. The College has been imparting higher education to the students from backward classes.

The College has 3.29 acres in rural area and offers undergraduate teaching programmes. It offers B.A. and B.Com. courses. Arrangement of offering one diploma and one certificate course is made through outside agencies. The College has 9 permanent and 3 faculty members on hourly basis. Four of the teachers have M.Phil. degrees. The College has 6 non-teaching staff and has 510 students in various courses. There are 96 students in courses being offered through outside agencies. The infrastructure is being shared with the Junior College. The College since inception has offered education to the Plus Two students also. The Junior College runs in the morning shift and the degree classes run in the second shift.

The College has Annual System of examination. The College has Central Library, Canteen and Sports facilities in addition to a Grievance Redressal Cell, Vehicle Parking shed and a Home Science Laboratory.

The College volunteered to be assessed by the NAAC, Bangalore and submitted its Self Study Report.

A Peer Team was constituted by the Council to visit the institution and validate the Self Study Report. The Peer Team consisted of Prof. S.V. Narayanan, Director General, National Institute for Tourism & Hospitality Management as Chairman, Prof. P.P. Mathur, Professor, School of Life Sciences, Pondicherry University as Member Coordinator and Rev. Fr. Eugene Lobo SJ., Principal, St. Aloysius College, Mangalore as Member. The Team visited the College on 3rd and 4th September 2004.

The Peer Team examined in detail the infrastructure facilities available in the College, curricular and co-curricular programmes and the various aspects of the functioning of the institution. The Team also interacted with the Principal, Students, Teaching Staff, Non-Teaching Staff, Parents and Alumni of the College and elicited their views on the facilities and the functioning of the College. In addition, the Team also examined all the relevant records and paid visits to the different constituents of the College. Based on the above exercise, and the seven criteria identified by NAAC, the assessment of the institution is presented in the following sections.

Section 2: Criterion-wise Analysis

Criterion 1: Curricular Aspects

Y.D.V.D. Arts and Commerce College is an affiliated undergraduate college under Amravati University, Amravati offering degree courses in Arts and Science. The courses of studies are prepared by the respective Boards of Studies of the affiliating University and approved by the Academic Council. The courses are reviewed and updated periodically by the University. The College offers five optional subjects in B.A. while there are no options in B.Com. course. In B.A. the students can opt for three subjects out of the five viz., History, Political Science, Economics, Home Economics and English Literature. Marathi and English are compulsory languages. There is no provision of horizontal mobility. It takes at least one year to introduce new courses. The College, with the help of Minimax Computers, Amravati offers facility to its students to prepare themselves for the Maharashtra State Certificate in Information Technology (MSCIT). Community Polytechnic Courses in Welding, Electrical Motor Rewinding, Beauty Culture, Electrician and Dress Designing Courses have also been offered through the support from an outside agency. There is no mechanism to obtain feedback from academic peers and employers on the teaching programmes. There has been no academic audit done by the University but Local Inquiry Committees appointed by the University visit the College. The syllabi do not provide for modular or inter/multidisciplinary courses. The College has not introduced any new courses in the past years. (96)

Criterion II: Teaching - Learning and Evaluation

Admissions of students to the various courses of study are made on the basis of their academic records and in accordance with the University norms. Since the Junior College is attached to the Degree College, preference is given to the students passing out from Junior College. Students belonging to scheduled castes, scheduled tribes and other weaker sections are admitted as per the policy of Maharashtra Government. The College tries to provide help to the educationally disadvantaged students. The students are informed of the syllabi and evaluation methods in the beginning of the academic year. The syllabi are unitized and teachers prepare teaching plans in the beginning of the year. The College had 180 teaching and 245 working days in the past academic year. The College conducts terminal and unit tests.

Teachers are recruited against the vacancies arising due to retirement, death or resignation or by increased workload. The assessment of the vacancies is made by the Joint Director Higher Education, Amravati. The vacant positions are advertised in national papers. On the basis of performance in the interview the candidates are selected by the selection committee constituted by the affiliating University. However, in the past seven years there were no recruitments made. About 80% of classes are engaged by the full time faculty. The College has freedom to appoint temporary/ad hoc teaching staff and the expenses are done through EBC.

Faculty have not availed of Faculty Improvement Programmes. Three faculty members have participated in national seminars/ conferences/ workshops. Two faculty members have participated in Orientation and one in refresher programmes conducted by the Academic Staff Colleges. The College has not conducted any seminars/ Conferences etc. There is no formal mechanism of performance appraisal of the faculty. Recently feedback of students on the course contents and performance of teachers was collected by the Principal. All the teachers are serving on various committees of the College.

Criterion III: Research, Consultancy and Extension

The College, being an undergraduate teaching institution, gives thrust on teaching than research. In spite of the College providing for study leave, seed money and adjustment in teaching schedule no faculty member is engaged in active research.

The College offers major extension activities through NSS. There are two teachers in charge for coordinating NSS activities. The College offers varied extension activities such as Community development, Health and Hygiene awareness, Blood Donation Camp, AIDS awareness, Polio vaccination and Environment awareness programmes. The College organized rally for creating awareness for Eradication of Gutka. The College has also adopted a nearby village where it has held NSS camps.

Criterion IV: Infrastructure and Learning Resources

The College is situated in about 3.3 acres urban area. The College in the past 33 years has expanded and Library Building and Staff Hostel have been added during the sixth and seventh plan periods. The College has reasonably good classrooms, lecture halls and a Home Science laboratory. The College maintains its infrastructure by the available resources. Maintenance grants have not been received since 2000. The College facilities are being allowed to be used by outside agencies. One room is made available to the Minimax Computers, which have placed five systems. Three rooms have been given for Community Development Courses. Facilities for select indoor and outdoor games are provided.

The Central Library holds about 14,000 volumes with the facility of open access. Last year 47 volumes were added to the collection. There are no journals/ periodicals subscribed. The Library has no textbook bank and Internet facilities. The library services need to be modernized and computerized. It is suggested that computers are made available to the library and availability of information through electronic resources and Internet be encouraged. The library also should provide reprographic facilities. (The library is open between 10:00 A.M. and 5:00 P.M. on all the working days except holidays.) However, the Library needs more space and the students need to be issued more books.

The College has only three computer systems, which are used by the students of Commerce. It is suggested that the College initiates a computer Centre to cater to the needs

of all the students and the staff. The College may consider hiring services of computer specialists for providing training programmes and some courses on the basics and Internet usage to make all of the students and teachers computer literates.

The College provides periodic medical test for the students. The students have their accident insurance policies through the College. The College has separate rooms for sports and games. Several Students have participated in University, State and National level tournaments. In 2001-02 the College secured third place in All India Judo Championship and in 2002-03 the College secured first place.

Criterion V: Student Support and Progression

The College prospectus is revised and printed every year, which provides necessary details for the benefit of students. It contains all the essential information needed by the students like courses offered, admission rules, fee structure, scholarships, examination and test related information. The drop out rate in UG courses in the past years has been between 40 and 70%. The pass percentage ranged between 33 and 60% in the past years. Though there is no formal system to record the students' progression to further studies or employment approximately 30% of the students go for higher studies or employment. There is no formal counselling or Employment guidance cell in the College.

There is a recently formed Alumni Association in the College. It is suggested to strengthen the activities of the Association.

There are several scholarships available to the students. The College helps students to receive several scholarships and financial aids. In the past year 139 men and 223 women students received Government of India Scholarships.

Criterion VI: Organisation and Management

The Management Committee of Shri Shivaji Education Society, Amravati looks after the general administration, finance and development activities of the College. The Local Management Committee of the College, with a total membership of eleven, Chairman of the Society as President, Principal as the Secretary, three teacher representatives and one representative of the non-teaching staff, looks after the day-to-day management of the College. There are 14 other committees to look after various aspects of the College life. The Educational Planning Committee prepares the academic calendar, which is monitored and implemented by the Principal. There is a Committee for Students' Grievance Redressal. There is a Staff Welfare Fund, which gives loan to the employees. The College also facilitates its staff members to raise loans from various financial institutions. The institution as yet does not have any formal system of appraisal of performance of administrative staff.

The tuition and other fee structure of the College are fixed on the basis of the guidelines issued by Govt. of Maharashtra and the affiliating university.

Criterion VII: Healthy Practices

The peer team during its visit to the College and its constituent units identified some specific features, which have contributed to the improved quality of education in this College.

- The college has built-in mechanism for quality checking through the lesson plan and process of evaluation teaching with academic diaries.
- The college imparts value-based education and inculcates sense of civic responsibilities among students. The college aims to bring all round development among the students.
- The college takes special care of the marginalized sections.
- At the beginning of the year the Principal meets all associations and committees to plan for the year.
- Students of Home Economics have been provided hands-on experience in doll making, knitting, dressmaking and bouquet making.
- Students of Economics and Commerce have been taken to banks and some industrial units to know about their day-to-day functioning.
- There have been yoga and other training classes for students for physical fitness.

- An active NSS unit, which sensitizes students to community services through their activities.

Section 3: Overall Analysis

The Peer Team for the development and successful future of the College reiterates, highlights and recommends.

Reiteration:

The team went with an open mind and a positive attitude, appreciating the desire of the College to volunteer for the evaluation as a self-improvement initiative.

Highlights:

The College is part of the 267 educational institutions that constitute the larger Society, which had been established with noble goals The College is:

- an Arts and Commerce undergraduate College, located in a rural area,
- able to draw students, boys and girls in large numbers to its fold,
- having some alumni working in responsible positions,
- systematic with its academic programs with calendar, diary, tests,
- having reasonable success in University examinations,
- into social service in nearby areas through its NSS which attracts students in increasing number (such as in blood donation)

- successful in individual sports events at University, State and National levels in Judo, Wrestling, etc.
- providing coaching facilities, on self financed mode, to prepare for computer applications and trade tests conducted by other bodies,
- having disciplined students and industrious faculty,
- being appreciated by the parents of students and its alumni.

Recommends that:

- more teachers (beginning with Home Economics) be provided for the various disciplines to reduce the extremely heavy workload on the existing faculty so as to facilitate more tutorials, remedial steps and research work,
- more students be encouraged into physical education and sports activities,
- more effort be made to make pedagogy interesting so that disinterest and drop-out rates are checked,
- teacher-updates on their academic disciplines, research processes and pedagogical skills be provided- at least through the consortium of sister institutions of the Society,
- Library usage be encouraged and at least two books be borrowable per student,

- computer literacy of the students be increased against a nominal additional fee of about Rs.500-600 (as agreed to by the students),
- income generating steps that could be considered are:
 - workshops on mushroom growing, gardening, Ikebana and bouquet making, bridals, accounting, etc. be conducted on a fee sharing basis by the faculty,
 - project sources such as UGC, ICSSR, DST, DBT and DWCW be tapped for facilities and projects,
 - training programs on computer usage be conducted for the faculty and outsiders for nominal fees,
 - ✓ ▪ consultancy assignments on accounts finalisation for local business and other establishments (and through Tally) be undertaken,
 - the Society in its own interest should cross subsidize to support essential additional faculty,
- enlightening and encouragement of faculty to conduct surveys, research and publish be provided,
- feasibility studies be conducted on these requests received from students and parents:
 - Post Graduate courses,
 - Hostel for students commuting from far away places,
 - Transport facility,
 - ✓ ▪ Conduct periodic sessions on personality, placement and career planning development, etc.

- The Society must have greater active pedagogic financial involvement to make the College more successful,

The above are possible if the College develops gradually with targets, moves to realise them and rewards its successes as encouragement.

We are hopeful that the College, with greater vigour and perception and with the support of its stakeholders, would be able to move towards its goals.

Names and Signatures of the Peer Team Members

Dr.S.V.Narayanan



Prof. P. P. Mathur



Dr. (Fr.) Eugene Lobo SJ.



I agree with the observations and recommendations made by the Peer Team in this report.

Name & Signature of the Head of the Institution



V.M.Dhole

Principal

Date: September 4, 2004

