

PEER TEAM REPORT

INSTITUTIONAL ACCREDITATION

OF

JANARDAN BHAGAT SHIKSHAN PRASARAK SANSTHA'S

CHANGU KANA THAKUR
ARTS, COMMERCE AND SCIENCE COLLEGE
NEW PANVEL

MAHARASHTRA

MARCH 28 - 30, 2006

**PEER TEAM REPORT ON THE ASSESSMENT AND
ACCREDITATION OF CHANGU KANA THAKUR
ARTS, COMMERCE AND SCIENCE COLLEGE,
NEW PANVEL (MAHARASHTRA)**

Section 1 : Preface

The Changu Kana Thakur Arts, Commerce and Science College, New Panvel, was established in 1997 in memory of Shri Changu Kana Thakur, a devoted social worker and noble soul of this area. Commencing with an initial strength of 167 students in three streams viz, Arts, Commerce and Science, the college has grown in students strength as well as the number of courses over the years. The college situated at Panvel – a Tahsil of District Raigad in Maharashtra State is a semi-urban institution surrounded by a cluster of villages inhabited by economically backward, disadvantaged and tribal population. The college, besides running under-graduate degree, diploma and certificate courses, also offers three post-graduate degree courses in Commerce, Chemistry and Biotechnology and one post-graduate diploma course in PGDMLT. The college thus offering 30 academic programs is a mixture of traditional courses supported by the State Govt. and the courses under self financing scheme. The mission of the college is “to prepare accomplished youths for negotiating with the challenges of the complex modern world by imbibing scientific temperament, quality consciousness, managerial skills and human values in them”

The college is affiliated to the University of Mumbai. The college, however, is yet to be recognized under sections 2f and 12B of the UGC Act. The matter is under process. The college got permanent affiliation from the



university of Mumbai recently. The college spreading over an area of 6.22 acres of land has adequate infrastructural facilities at the existing level of academic programs. It has 21 classrooms, 10 laboratories, central library, computer centre, seminar hall, audio-visual hall, gymnasium, sports grounds, open-air theatre, small botanical garden, canteen, dispensary, vehicles parking shed, one generator set, and separate common room for boys and girls. It has four NSS units and one NCC unit to carry out extension and out-reach programs of the college. The college has also performed well in sports and cultural activities. The annual budget of the college in the year 2005-06 was to the order of Rs. 2.99 crore which was utilized as per guidelines of the State Govt. It also generated resources through self-financing courses to the tune of Rs. 30,51,205/-. The unit cost of education for the Govt. supported traditional courses and self financing courses including salary component is Rs.6924/- and Rs.10935/- respectively. Currently, there are 2318 students on its rolls. Notably, the female students far exceed the male students and constitute 62.8 per cent of the total student population in the college. The success rate of students is quite high and several students have won merit positions in various university examinations. The college, at present, has 37 sanctioned posts of teachers, out of which 24 are filled as regular teachers till date. Besides the regular teachers, there are 37 temporary and two part-time teachers. The number of female teachers is equal to that of male teachers. There are 41 members on the non-teaching staff, of which five are females. The average workload of a teacher is 20 lectures of 50 minutes per week. The faculty profile reveals that there are nine teachers holding Ph.D. degree. The overall teachers students ratio is 1:41 Recruitment of teaching staff is carried out as per the guidelines of the University of Mumbai, Govt. of Maharashtra and UGC.



Non teaching staff is recruited as per norms issued from time to time by the Govt. of Maharashtra, for common staffing pattern.

The college volunteered to be assessed by the National Assessment and Accreditation Council (NAAC), Bangalore, and submitted its Self-Study Report (SSR) in January, 2006. The Council thereupon constituted a Peer Team to visit the college and validate the SSR. The Team, consisting of **Prof. L. N. Dahiya**, former Pro Vice-Chancellor, M.D.University, Rohtak, Haryana, as Chairman, and **Prof. A. K. Mittal**, Head, Dept. of History, D.D.U. Gorakhpur University, Uttar Pradesh as Member Co-ordinator, and **Dr. Ganapathy Bhat**, Principal, S.D.M. Degree College of Arts, Science and Commerce, Honnavar, Karnataka, as member. The Team visited the college for three days, from 28th to 30th March 2006.

The Peer Team carefully perused and analyzed the SSR. During the visit, the Team studied the relevant documents, visited the departments and the support facilities and interacted extensively with the various constituents of the institution. The academic, co-curricular, extra curricular, sports and extension facilities of the institution were visited. The Peer Team also interacted with the Governing Body, the faculty, the non-teaching staff, the students, the parents, alumni and NGOs. Based on the above exercise, the Team assessed the institution for the quality of education being offered. The assessment of the institution under various criteria, the commendable features of the institution as well as the issues of concern are presented in the ensuing report.



Section 2 : Criteria-wise Analysis

Criterion I : Curricular Aspects

The college is affiliated to Mumbai University having under Graduate disciplines in Arts, Commerce and Science. The college also provides post graduate courses in three subjects - Chemistry, Commerce and Bio Technology. The college also provides 08 certificate and 07 diploma courses. As it is not an autonomous college, the syllabi prescribed by the affiliating university are being taught. The degree course was started from the beginning of the college in 1997 and continued till date. The goals and objectives of the institution are clearly stated. The college has 20 departments, namely, Chemistry, Physics, Botany, Microbiology, Zoology, Mathematics, Computer Science, Biotechnology, English, Hindi, Marathi, History, Geography, Economics, Political Science, Rural development, Commerce, Accountancy & Finance, Management Studies and Professional Studies. There are a number of elective options for the students. All the papers have fair amount of applied component as prescribed by the University. Most of the courses have been revised in accordance with UGC guidelines.

Though the college is running several certificate courses, yet it could help the students more by introducing some other relevant, self-financed certificate and diploma courses in collaboration with industries and NGOs. The teachers should also be motivated further for introducing new programs. Principal of the college and another teacher are the members of the University Syllabi Committee. Academic audit of the college is also in practice.



The college should collect feedback from academic peers and successful industrialists to be relevant in the changing context for organizing courses and their curricula.

Criterion II: Teaching-learning and Evaluation

The students are admitted to different courses on merit of their marks obtained at the qualifying examination. The college attracts students from suburb area and interior villages. The college does assess students knowledge and skills before or after admissions. It is checked through tests which help teachers to identify the academically weak students for their better progression. The college also provides remedial and bridge courses to the weak students in Mathematics, Accountancy and Business Communication.

The college encourages the faculty to make a teaching plan through lecturer's handbook in the beginning of each academic year. The Head of the Department and the Principal periodically reviews and reschedules the teaching plan. The traditional chalk and talk method of teaching is being supplemented by the use of audio-visual aids, such as charts, OHPs, LCDs, models and computers. The syllabus is unitized for effective and efficient teaching

There are 236 working days, of which 183 are teaching days. The ratio of full-time teachers to temporary teachers is 1:2, and ratio of teaching to non-teaching staff is also 1:2. The teachers are recruited by the Management of the college, according to the norms laid down by the UGC, the affiliating university and the State Government.



The teachers are encouraged to attend and participate seminars. In the last two years, 32 teachers participated at the university and national level seminars. The college has also conducted a number of seminars in the college campus in recent years, which has certainly enhanced the academic environment.

The college has introduced a self-evaluation system for the appraisal of teaching staff. Students feedback is also obtained and analyzed for the performance of the teachers.

The college may consider to augment the existing centralized internet facility which would help the students, faculty and the administrative staff for better results. Training for administrative and technical staff would further improve the quality of administration.

Criterion III: Research, Consultancy and Extension

Out of 56 teachers, 09 are Ph.Ds and 04 M.Phils. Several more teachers have registered themselves for Ph.D. Most of the permanent teachers have cleared SET examination. The college may further provide incentives and financial support to teachers to pursue research and to publish research papers. The research activities in the college need to be improved.

Collaborations with prestigious institutes would enhance further the academic ambience of the college. Two teachers in the Department of Chemistry have earned patents. There are two on-going projects with total out lay of Rs. 40,000/-

The college is responsive to community needs and organizes relevant extension and awareness programs. The extension activities of the college

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are mainly limited to the regular NSS activities. The broad areas of various extension activities of the college include social work, community development, environment awareness, AIDS awareness, blood donation, peace rally, lecture on human rights, literacy awareness program and plantation, etc. There are 04 NSS units with equal number of Program Officers assisted by three Assistant Program Officers. There are 350 volunteers working under these units. NSS volunteers are working commendably in providing education to poor children residing in *Shantivan*. The NSS unit won the best NSS Unit and a best NSS Volunteer Award of the university.

There is only one wing of NCC headed by an ANO rank Officer. Six students have passed 'B' certificate and equal number of cadets have appeared for 'C' certificate. Two cadets have participated in national integration camps. The college may further promote NCC activities and explore the possibility of having one NCC unit for girl students. Students should also be motivated to participate in performing arts activities. The college may further associate NGOs and GOs in pursuing its extension activities.

Criterion IV : Infrastructure and Learning Resources

The college possessing 6.22 acres of land has excellent infrastructure. The imposing building of the college is architecturally designed. The campus is echo-friendly and pollution-free. The built-in closed area of the college is 8,862.84 square meters and 8,791.19 square meters as open area. The college has 21 spacious class rooms, one seminar hall, conference room and an audio-visual hall. There are 10 laboratories on different floors. All



the laboratories are well equipped and are utilized optimally. They are well maintained.

The college has central library covering an area of 564.09 square meters. It is spacious and well ventilated. The library has an advisory committee. There are 19,753 books, 7803 titles, 37 Journals, 113 periodicals and magazines, 19 news papers and 351 CDs. The library has general, reference and text book sections. The text books are categorized according to Dewey Decimal Classification system (DDC). The library provides services & facilities like online public access cataloguing (OPAC), current awareness Service (CAS), book bank scheme, book lending to students and staff members. There is also provision for the Alumni to use the library services.

There are five reading rooms attached to the central library. The library operations are fully computerized. The main library is kept open from 8 a.m. to 5 p.m., while one reading room of the library is kept open round the clock. The Xerox facility at subsidized rate is also available in the library. Each department maintains its own library

The college has a computerized well equipped office with safe documentation room. All records of the college are properly maintained by the office staff. The college has one generator set and one inverter for power supply.

The college has Audio-visual centre equipped with OHP, Slide projector, TV, VCR and LCD. The seminar hall is well equipped for interactive sessions and group discussion. There are 74 computers in the college. Autonomous courses like Fashion designing & Interior designing studios have separate areas.



A spacious canteen, vehicle parking shed and toilet blocks are provided for the students and the staff.

The college has a big play ground, and adequate facilities also for indoor games. The college has a well equipped Gymnasium. The college conducts sports activities at various levels. During the current academic year, the college hosted two sports events of the University and won several medals in various events at different levels.

The college has a centre for career guidance & placement cell which has been arranging its various activities regularly for placement and job opportunities.

Medical checkup facility has also been provided to the students, for which three part-time doctors visit the health centre twice in a week. A software is developed for recording the health status of the students.

The Alumni association was established in the year 2002-03. It arranges Alumni meets and workshops on career development for the students progression. It needs further strengthening.

Criterion V : Student Support and Progression

Prospective students of the college are given information through its prospectus about the vision, mission, goals & objectives of the college, courses offered, subject combinations, fee structure, admission procedures, academic calendar, rules & regulations, extra-curricular activities, scholarship awards and infrastructural facilities available in the college. The college has different schemes of financial assistance meant for deserving students. These schemes / scholarships are offered by central



government and state government. More than 2500 students got the benefit of the scholarships during the last two years. A comprehensive progression data of students is maintained to monitor their performance. In addition, the institution has different scholarships and endowment prizes instituted by the donors. The college has a website for the benefit of students.

Co-curricular activities like sports, cultural activities and variety of enrichment programs are organized in addition to regular curricula. The students of the college have also won awards at state and national level cultural competitions.

The college has an active placement cell and a counseling centre through which campus interviews for students are organized. Twenty two students have been selected by different companies so far. The Students' Welfare Fund offers financial support for economically backward students of the college. The class teacher gives adequate attention to the students. An effective Voice culture course in English enhances the communication skill of the students. The students are also provided to intensive training to boost their confidence to face the emerging global challenges. Remedial and enrichment measures are taken for the benefit of students through tutorials, tests and class assignments. The dropout rates are minimal; 3.04 per cent in Arts, 4.74 per cent in Commerce and 7.98 per cent in Science).

There is a proper mechanism to identify and redress the grievances of the students. The college results are consistently good and are above university average.

In the college there are 8 associations at departmental level engaged in conducting useful activities for the students.



Criterion – VI : Organization and Management

The college is managed by Janardan Bhagat Shikshan Prasarak Sanstha, Panvel. The Management has well defined vision, mission, goals and objectives.

At college level, Principal of the college is the academic and administrative head, assisted by heads of the departments, teaching faculty and non-teaching staff. The Principal organizes meetings regularly to discuss the matters pertaining to curricular, co-curricular and other innovative programs. The principal constitutes various statutory and non-statutory committees for efficient administration and smooth functioning of the institution.

The management and Principal of the college check the work efficiency of the members of the teaching as well as non-teaching staff regularly through different means including work calendar, allocation of work, staff handbook, self-appraisal, evaluation by students, monitoring the timings of arrival and departure. Professional development programs are also conducted for the non-teaching staff to improve their work efficiency. The college has a Grievance Redressal Cell for students as well as teaching and non-teaching staff. All the major items are purchased as per rules. The internal audit system is in place. The management provides interest free loans to the teaching and non-teaching staff members.

The institution has imaginative and effective resource mobilization strategies for the all-round development of this nascent college. Generation of resources is through fees, donations, contribution by Sanstha. Loans are also raised for this purpose. Budgeting and auditing procedures are regular, transparent and standardized.



Criterion VII : Healthy Practices

To create a conducive teaching-learning environment and ambience the college is following several healthy practices. The Peer Team has identified these features as listed below:

- The entire college staff is working with mission to achieve the specific goals and objectives of the college. The work ethic is interwoven into the functioning of the college system.
- The college has adopted various effective mechanism for internal quality checks of the students and the staff.
- The college has made planned efforts to sensitize the latest managerial concepts such as strategic planning, team work, decision making and computerization.
- The college helps outstanding, poor and deserving students by giving them liberal financial assistance. For example, Student's Welfare Committee collected a sum of Rs. 6050/- to help seven needy students in 2004-05. Sanstha provides concession in fees to the wards and relatives of the college employees.
- The meritorious students are honoured by the college.
- The students are imparted value based education. This helps to inculcate civic responsibilities among students. The college also makes extra efforts to provide education to those unable to pursue regular studies through its Centre of Distance Education of the University of Mumbai.
- The college has adopted one *Nere* village for socially useful activities on continuous basis.
- The college students rise to the occasion in the event of natural and national calamity. The college collected and donated Rs. 51,000/- for



the victims of earthquake in Gujarat and Rs.1,16,000/- for the Tsunami effected people. The college students also helped people affected by heavy rains and floods in Panvel. Blood donation is a regular feature of the college having collected 602 units of blood during last five years.

- Because of secure and congenial environment, this college attracts large number of girls students. The entry of students in the college is monitored by checking their identity cards on regular basis.
- There is an optimum use of college facilities as the same are used in three shifts in a day.
- The college prepares and follows its academic calendar meticulously.
- Parents are informed periodically about the progress of their wards.
- The students visit a leprosy centre of *Sahasra Buddhi Ashram school* for their welfare activities.
- The Principal and two teachers have won awards for useful work in their chosen areas of activities.
- Harmonious relationship between different stake-holders in the college is appreciated .
- The college published updated prospectus annually giving all necessary details for the admission seekers. Similarly, the college magazine titled '*Parijat*' is brought out regularly.

Section 3 : Overall Analysis

The Peer Team, after having gone through the Self-Study Report and after visiting the various academic and physical facilities, feels that the college has made steady progress in translating its goals and objectives into practice. The Peer Team would wish to make the following commendations



and also the recommendations to the attention of the college and other concerned for further consideration:

Commendations:

1. The college has effective and efficient internal coordinating and monitoring mechanism. The management, the Principal, staff, students and parents all work in tandem for the growth of the college.
2. Infrastructure, at present level of academic programs, is adequate. It is also well maintained and utilized in an optimal manner.
3. The college has introduced wide range of self-financed professional courses including three P.G. courses having employment potential.
4. Teachers are encouraged to organize and attend conferences, seminars and workshops. Two teachers in chemistry have earned two patents.
5. The college conducts professional developmental programs for the non-teaching staff. The office is totally automated.
6. The college has moved away from the teacher-centered dominated model of teaching-learning to a students-centered model. Supportive teaching methods with interactive session by using teaching aids like maps, charts, audio cassettes video, OHPs, LCDs and computers.
7. The library is spacious and is digital. Laboratories are well equipped and modernized. There exists excellent communication network within the institution.
8. The drop-out rate is minimal with excellent results in various university examinations.
9. The college has made sincere efforts to create social awareness and sense of accountability among students towards the society with the



help of NSS and NCC units. The college has adopted a village to understand and solve their problems.

10. There are number of healthy practices that attract large number of girls students to seek admission in this college. Students are disciplined and well behaved.
11. The college follows self-appraisal method to evaluate performance of faculty in teaching, research and extension activities through well designed self appraisal forms having questions on various parameters. Besides, the college follows feed back from the current and outgoing students formally and informally of their campus experiences.
12. Complete records of students are maintained in several departments on regular basis.

Recommendations:

1. The courses of study which remain un-revised may be updated in tune with UGC recommendations.
2. There is need for improving language and communication skills particularly of the students coming from rural areas.
3. Teachers need to be encouraged to apply for minor/major research projects from the funding agencies such as UGC, AICTE, ICSSR, DST etc. Opportunities for professional development of teachers could be improved.
4. Teachers should further be encouraged to visit institutes of repute to know and emulate healthy practices followed there, and also, expertise from alternative services could also be secured and invited for updating knowledge in respective fields. Similarly, the college

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- may explore the possibility of student exchange program with other institutes.
5. Since number of female students in the college is over-vehlmingly large, college may explore the possibility of starting department of Home Science, Performing Art, Journalism and Mass Communication, B.Lib., MBA and add-on short-term courses on 'Women Entrepreneurship, E-Commerce, Hotel Management, Advertising and Sales Management Trade Practices and Procedures, etc.
 6. Competent teachers be encouraged for consultancy services where ever it is found possible. Such exposure will not only enrich the faculty but also be of immense help to the students.
 7. Botanical garden may be developed on newly acquired land on priority basis.
 8. Placement cell should further be strengthened for the benefit of the students.
 9. Hostel facilities particularly of girls may be thought of on the college campus. The college should also provide transport facility to them. Efforts to have railway stop-over near the college may be accelerated.
 10. Alumni Association should further be strengthened for the overall growth of the college. Parents may also be associated with it.
 11. Grievance Redressal Cell be made more active. Women development cell is also in existence in the college. To solve the problems of women staff and the girls students, a sexual harassment committee be formed as per statutory requirements.
 12. The interaction between the university and the college needs further strengthening.

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13. Teacher students ratio is rather too high in several departments. Recruiting adequate teaching faculty as per UGC guidelines is essential. The sanctioned vacant faculty positions be filled on priority basis.
14. The college needs to strengthen industry - business linkages.
15. To give further fillip to cultural and sports activities, the university and the State may create post of Director Physical Education and the Director Youth Welfare in the college.

The Peer Team wishes to record its appreciation for the enormous amount of goodwill and cooperation extended by the Principal, teaching and non-teaching staff, students, governing body, alumni, parents and NGOs. The Peer Team also appreciates the visionary leadership of the Principal, local coordinator and steering committee for the preparation of exhaustive SSR.



(A.K.Mittal)

Member Coordinator

30-3-06



(Ganapathy Bhat)

Member

30-3-06



(L.N.Dahiya)

Chairman 30.03.06

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


(S.T.Gadade)
Principal

Place : New Panvel

Date : 30. 03. 2006