INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 3)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
SHRI U P ARTS, SMT. M G. PANCHAL SCIENCE AND SHRI V. L. SHAH COMMERCE COLLEGE

Pilvai
Gujarat
384550

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:	SHRI U P ARTS, SMT. M G. PANCHAL SCIENCE AND SHRI V. L. SHAH COMMERCE COLLEGE Pilvai Gujarat 384550
2.Year of Establishment	1960
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	3
Departments/Centres:	10
Programmes/Course offered:	14
Permanent Faculty Members:	42
Permanent Support Staff:	23
Students:	1811
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Only College offering Tri Faculty programmes under Hemchandracharya North Gujarat University (HNGU) and highly sought-after institution with increasing number of students every year. 2. Awarded twice CPE(College for Potential Excellence) 3. Catering to the academic needs of predominantly rural population at an affordable cast.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 05-09-2019 To : 06-09-2019
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. YOGESH CHANDRA DUBEY	Vice Chancellor,JAGADGURU RAMBHADRACHARYA HANDICAPPED UNIVERSITY CHITRAKOOT UP
Member Co-ordinator:	MR. KRISHNAMURTHY VENKATARAMANI	Registrar,D Y PATIL DEEMED UNIVERSITY
Member:	DR. MALLANAGOUDA R PATIL	Principal,Prabodhan Education Society Vidya Prabodhini College Of Commerce Education Computer And Management
NAAC Co - ordinator:	Vishnu Mahesh K R	

Section II:CRITERION WISE ANALYSIS
Observations (Strengths and/or Weaknesses) on each qualitative metrices 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)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	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

- College is affiliated to HNGU, Gujarat and follows the curriculum designed by the University for UG and PG Programmes.
- Mentionable number of Faculty members are in BOS/Academic Council/Syndicate to remodel the curriculum in various disciplines.
- Conventional curriculum delivery is Supplemented with lectures on current trends.
- Individual departments conduct Seminars, Workshops, Guest Lectures and Term Papers.
- Remedial Courses are conducted for academically weak students.

- Academic calendar, master time table and monitoring committees for effective curriculum delivery
- The college offers 14 (10 UG and 4 PG) programmes
- Out of the new 4 (2 UG and 2 PG) programmes have been introduced during the post-accreditation period.
- Choice Based Credit System (CBCS) and semester system have been implemented in all programmes.
- 81 new courses have been introduced during the last five year.
- Promotion of self-learning, group studies, vocational training, transferable life skills, add-on courses/programmes, educational tours and fieldwork occupy a significant place under general studies.
- Experimental Learning, Problem Solving, Practical and Communicative Skills, Computer Knowledge, General Awareness and Women Issues also receive emphasis in dealing with the Curricular Aspects.
- Cross cutting issues are addressed through awareness programme, student research and skill-based courses.
- Stake-holders feedback mechanism is in place.
- Feedback on curriculum collected analysed and uploaded on the website.

An action plan is prepared by IQAC and the implementation is monitored.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QlM	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 QlM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QlM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QlM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QlM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QlM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	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 QlM	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

- College is situated in a rural area and caters to the academic needs of students enrolled from surrounding villages.
- The admission procedure is transparent and online strictly in accordance with norms of state government.
- 50% of the enrolled students are from socially and economically challenged group.
- The rate of enrolment is found in ascending order during the last five years.
- System is in place to assess the learning level of students and thereafter organising a special programmes for advanced and slow learners.

- The institution has a mechanism to assess the learning level of the students after admission.
- Each department identifies slow, average and advanced learners and IQAC designs programmes accordingly.
- Student-centric and collaborative learning strategies are employed
- Organizing scholar programmes and activities for advanced learners
- Additional skill acquisition activities for improving employability skills
- Special coaching for civil service and NET/SET aspirants
- Scholar Support Programme and senior student counselling system for slow learners
- Remedial coaching and revision sessions for practicals.
- The average full-time teacher-student ratio is 1:43.12.

- Student Centric Methods such as experiential learning, participative learning and problem-solving methodologies are used through various curricular and co-curricular activities.
- Faculty members use ICT tools for effective teaching.
- Study materials, question papers, ppts, assignments, video lectures are made available through INTRANET Facility, College Website and Android App
- Mentor, Mentee System is in place with 1:43.12.
- Seminars and invited talks by experts and alumni organised.
- 80% of the sanctioned posts are filled and the rest by management at its expense.
- 50% of teachers are PhD qualified and having average teaching experience of 16.18 years.
- Fulltime teachers have received 20 awards/recognition during the last five years.
- Continuous Internal Evaluation and End Semester Evaluation adopted as per University Guidelines following the academic calendar.
- Exam related grievances mechanism is in place.
- College results in exams is higher than university results.
- The average pass percentage of college students in March-April 2018 Exam is 86.24%
- IQAC monitors involves maintaining of harmonious academic environment.

IQAC, jointly with departments, monitors the attainment of Programme Outcome, Programme Spcific Outcome and Course Outcome.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QlM	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 QlM	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

- Institution gives due importance to research, innovation and extension activities along with Teaching-Learning process.
- The institution has created a healthy environment for research and innovation and facilitates teachers with all types of research facilities.
- The Research committee exists and monitors mechanisms to uphold ethics in research activities.
- Teachers are encouraged to undertake interdisciplinary collaborative research work with social commitment.
- Twelve teachers are recognized as Research Guides by the affiliating University.
- Twenty-eight students have been awarded PhD during the last five years.
- Teachers have carried out seven Minor Research Projects of UGC successfully during the last five years.
- An amount of Rs.1,11,2500/- is received as Minor Research Projects Grants from UGC.
- During the last five years, forty-eight Books/Chapters have been published and one hundred thirteen research articles were published in national, international and peer-reviewed journals
- Research methodology is included in curriculum and promotion of research aptitude through PG and M.Phil. dissertations.
- Upgraded labs with Sophisticated instruments and Analytical Softwares.
- The institution gives importance to the holistic development of students, engaging them in extracurricular and extension activities, through NSS, NCC, Science Society, CSC and Pilvai College Vartul.
- Gender sensitization programmes including debates and seminars organized.
- Science awareness campaigns and exhibitions, planting of trees, trees census, campaigns for the plastic-free and green campus, Save energy campaign, Inter-departmental, Quiz and PPT Competition, Energy and Green Audits, Swachh Bharat Abhiyan, Aids Awareness and stress management programmes, blood donation camps, Counseling services.
- National level participation in NCC and NSS activities and collaboration with government agencies.
- 164 students have received 'B' Certificate and 89 students received 'C' Certificate during the last five years.
- Activities are under collaboration and linkages with educational institutions, government and non-government bodies/agencies, NGOs and Clubs.
- 87 linkages have been established by the college.
- Thirty-four Functional MoUs have been entered into with Educational Institutions and Industries during the last five years. Many academic, research and extension activities were done under these MoUs.

- Separate Reacher Laboratory established in Chemistry and Biology Departments.
- 07 workshops/ Seminars conducted in IPR and Industry-Academy innovative practices.

Community Science Centre and Science Society contribute to popularise and promote Scientific temper in the community.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.
4.1.2 QlM	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 QlM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QlM	Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment
4.3	IT Infrastructure
4.3.1 QlM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QlM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4
• The college has a vast land of 49 acres of which 6793.15 Sq. Mt. is built up area.
• The institute has a separate building like Administrative building, Arts building, Science building, Commerce building, Central library building and Hostel building, Principal Bungalow, Staff quarters, Girls and Boys Hostels, Canteen, etc.
• The college is adequately equipped with Physical and IT infrastructure.
• Administrative Office is adequately atomised.
• Well-equipped staff rooms, two well-equipped seminar halls, Digital Education and Learning Laboratory (DELL), Central Computer Laboratory, Mathematics Computer Lab
• A Chemistry Research Lab with sophisticated equipment
• Nine Well-equipped Science laboratories, Biology Museum and a huge Botanical garden-'Anandi Van'
• ICT enabled classrooms, NAMO Wi-Fi Campus
• INTRANET Facility, Dynamic Website, Facebook Page, Android App
• Indoor Gymnasium, Outdoor Gymnasium, Indoor Sports Facility, Sports Office
• The college has adequate number of washrooms, NCC office, NSS office, Girls rooms, Community Hall and hostel for Women.
• The entire campus is under CCTV surveillance.

• The College Library has a collection of about 42,000 books. The Central Library subscribes 88 Periodicals, Magazines and Research Journals and 11 Newspapers.
• The Library has an online access to INFLIBNET e-Resources which provides more than 6,000 online Journals and 31,35,000 e-books.
• The library is automated and equipped with integrated library management software (ILMS) SOUL 2.0.
• The college is a member of INFLIBNET N-List consortia for many years and provides access to thousands of e-resources.
• A wide repository of books, journals, CDs, educational videos, films, newspapers, rare books, e- |

resources is available in the library.
- The library committee is in place and plays an important role in the development of the library.
- Book facility for Economically weaker section of students exits.
- Special sections of books earmarked for BPL, NET/SET Coaching, Remedial Studies, State Public Service Examination, Civil Service Examination, Career and Counselling Guidance
- Availability of issue slip, barcode printer and barcode reader, systems for internet browsing and National journals on most of the subjects taught in the College
- Regular activities like book exhibitions, GK Conner, Wall Paper
- The college provides old question paper sets of University as well as College exams
- Dissemination mechanism of new arrivals exists.

Mechanism is in place for **Maintenance of Campus Infrastructure**.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QlM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QlM	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

- The College has developed an ideal environment for students, to excel in academics and to imbibe cultural, moral and social values.
- Strong student-support mechanisms are developed to strengthen the curricular and extracurricular capabilities of students.
- On an Average, 40.15% of SC, ST, OBC, EBC and PH students are benefited by scholarships and freeships provided by the Government.
    - Training and guidance for competitive examinations jointly with **Aklavya Academy**
    - Career Counselling jointly with **Career Guidance Centre** and **UDISHA Club**
    - Soft skill development workshops organized in **Central Computer Lab**
    - Remedial coaching for weak and average students
    - Communication Skill enhancement by DELL
    - Yoga and meditation
    - Personal Counselling-Mentoring System
- About 50% of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years.
- The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases.
- College has Grievance Redressal Cell, Anti Ragging Committee, Discipline Committee and Women Development Cell for this purpose.
- On an average 25% of students proceed to higher studies, 25% in various jobs, and the rest of the farming and self-employment
- 42 students have qualified for State-level SLET, TET, TAT, etc. competitive examinations for government services over last 5 years.
- The College has a policy for the active participation of the students in various academic and administrative committees for creating leadership roles, organizing events teamwork, execution skills.
- Every year, the college announces Best Boy - Best Girl for each stream based on their allaround performances
- College organizes various Sports and Cultural activities. The College has excellent track records in Sports competitions. Every year, fair number of students secure prizes for Arts and Sports at University and State level competitions.
- Physical Education Department, Cultural Activity Committee, NSS, NCC, Science Society, Pilvai College Vartul and Community Science Centre extend the support in co-curricular activities.
- Pilvai College Vartul-Alumni Association contributes significantly to the development of the institution through financial and non-financial supports.
- Alumni meeting is held annually.
- Mentionable number of Alumnus of the college are well placed in the society and some of them are

part of the management.
  - Some of the prominent Alumnus are in Defence, Judiciary and also heading Higher Education Institutions.
  - One alumni had been the Chief Minister of the State and currently the Governor of a state.

Two alumni are currently Members of Legislative Assembly of the State.

	Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)
6.1	Institutional Vision and Leadership
6.1.1 QlM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QlM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QlM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QlM	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 QlM	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 QlM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QlM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	Institution conducts internal and external financial audits regularly
6.4.3 QlM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QlM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QlM	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 QlM	Incremental improvements made during the preceding five years *(in case of first cycle)* Post accreditation quality initiatives *(second and subsequent cycles)*

Qualitative analysis of Criterion 6
- The institution has structured mission & vision, quality policy and a successful strategic plan.   - The decision-making procedures are made at appropriate levels in the organizational hierarchy.   - IQAC has designed quality policy and development plans of the institution in tune with vision and mission.   - The college organizes professional development /administrative training programs for teaching and non-teaching staff regularly.   - The institution has welfare measures for teaching and non-teaching staff including **Staff Credit Society**, which is of great help to staff.   - Representation and participation of stake holders in various committees of the college is visible.   - IQAC initiates courses of action for the quality assurance of the institution.   - IQAC arranges annual academic audit.   - The institution provides adequate financial support for Faculty members to participate in workshops

and seminars.
- Performance Appraisal System for Faculty members and Confidential Reports for Administrative Staff are in place.

Regular financial audit by statutory external auditor is conducted and audit observations are complied with.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrices(QlM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities

7.1.2 QlM	1. Institution shows gender sensitivity in providing facilities such as:
	
	    1. Safety and Security
	
	    2. Counselling
	
	    3. Common Room

7.1.5 QlM	Waste Management steps including: • Solid waste management • Liquid waste management • E-waste management
7.1.6 QlM	Rain water harvesting structures and utilization in the campus
7.1.7 QlM	Green Practices • Students, staff using a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QlM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QlM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QlM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QlM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7
• Fostering a learning environment that inculcates responsible, principled and accountable behaviour; • Commitment to academic, financial and administrative practices that are transparent. • Healthy student-faculty rapport through prompt response by prompt student academic needs. • The college provides adequate security measures like 24x7 watchman, 2.25km long compound wall, compulsory I-card for both teachers and students, CCTV surveillance, effective grievance redressal cell, women development cell to ensure safety and security to students in the campus.

- The staff and students make use of public and group transport services.
- The college performs its entire administrative work in an online.
- The college has initiated 51 different initiatives to address locational advantages and disadvantages and 43 initiatives are carried out for the development of local community.
- Endeavour persistently to enhance the quality of delivery and technology level.

- As a part of Institutional Social Responsibility, the College organises gender equality programmes, environmental awareness, human values and national integration.
- Organise events to promote environmental awareness, human values and national integration
- Energy conservation, Plastic-free campus, minimized paper, Green Audit, Clean and Green Campus,
- Solid waste segregation and disposal of recyclable and e-waste done systematically.
- Functional Rainwater harvesting system installed.
- Facilities for Divyang students visible.
- Spoken language courses, student youth festivals, exhibitions, film and drama festivals for the community
- **Two Best Practices of the institution are**
- ANANDIVAN - A BOTANICAL GARDEN: *Save Environment Save Lives…*
- NATIONAL SCIENCE TECHNO FAIR: *Let's Science Prevail…*

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

Strengths

· Proactive Management, dynamic Principal, committed Faculty members and disciplined students.

· Social concern among the students.

· Excellent alumni support and involvement in the development of the college.

· Healthy work culture and visible teamwork.

· Excellent infrastructure and ICT enabled campus.

· Highly visible green and clean campus.

Weaknesses

· Shortage of teaching and Non-teaching staff members due to government policy affecting teaching and admin

· Limited public transport service causing inconvenience to students.

· Limited number of vocational courses.

· Underutilization of library resources.

· Lake of positive attitude towards learning English language.

Opportunities

· Potentials for introducing more job oriented vocational courses.

· Introduction of PG Programmes.

· Developing a network with industry to enhance students placement.

· Undertaking major and minor research projects and research publications in UGC listed journals.

· To organize exchange programmes/workshops/invited expert guest lectures through existing network of linka

· To organize training programmes for students employability competitiveness.

Challenges

· Assuring quality education with shortage of teaching Faculty members.

· Maintenance of laboratories because of non-availability support assistants and technicians.

· Preparing students for national and global competitions.	
· Limited readiness of corporates to provide placement opportunities.	
· College being surrounded by agrarian background causing less orientation among students towards higher edu	

Inculcating interest towards learning English language and ICT among the students.

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)

- Pursue with the management and the state government to make an arrangement the required public bus transport service to enable students from interior villages to attend classes timely and regularly.

- Design and execute an appropriate training programme to orient parents about the role and importance of pursuing higher education.

- Counselling and guidance sessions need to be arranged to motivate students to be proficient in English language.

- Students should be motivated to be conversant in use of technology.

- Efforts need to be made to enhance employability competitiveness so as to place students on different jobs.

- Registration of alumni needs to be done.

- Directory of alumni with brief profile needs to be prepared so as to develop a good network.

- The college has to take efforts through the Faculty members to inculcate reading habits among the students particularly reference books, journals and periodicals, and economic dailies so as to make students update their knowledge level.

- IQAC should take initiatives to consider the recommendations of the students with regard to starting PG programme and enhancement of reading space in library.

- Dress code for students may be introduced.

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. YOGESH CHANDRA DUBEY	Chairperson	
2	MR. KRISHNAMURTHY VENKATARAMANI	Member Co-ordinator	
3	DR. MALLANAGOUDA R PATIL	Member	
4	Vishnu Mahesh K R	NAAC Co - ordinator	

Place

Date

Sl.No	Name		Signature with date
1	DR. YOGESH CHANDRA DUBEY	Chairperson	
2	MR. KRISHNAMURTHY VENKATARAMANI	Member Co-ordinator	