
PEER TEAM REPORT

Institutional Accreditation

of

SAHAJEEVAN SHIKSHAN PRASARAK MANDAL'S

RANI LAXMIBAI MAHAVIDHYALAYA,

PAROLA, DIST. JALGAON,

MAHARASHTRA - 425111

PAROLA, DIST. JALGAON,

MAHARASHTRA

August 30th & 31st 2004

National Assessment and Accreditation Council

An Autonomous Institution of University Grants Commission

2/4, Dr. Rajkumar Road, P.O. Box No. 1075, Rajajinagar,

Bangalore - 560 010

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SECTION I

INSTITUTIONAL PROFILE

Rani Laxmibai Mahavidhyalaya, a Arts and Science College is located at Parola Dist. Jalgaon, Maharashtra. This is a grant-in-aid college affiliated to North Maharashtra University, Jalgaon, and was established in year June 1992. The college is yet to be recognized under section 2f and 12B of UGC Act. The college is located in a rural area of Parola and was started with the mission to provide education to socially and economically backward students of rural area of Parola and nearby villages.

The college offers undergraduate programmes in Arts and Science prescribed by the North Maharashtra University, Jalgaon. There are in all 13 departments i.e. Physics, Chemistry, Botany, Zoology, Mathematics, and Geography in Science stream and Marathi, English, History, Economics, Political Science, Psychology and Hindi in Arts stream. There are altogether 26 lecturers on teaching staff. Out of 26 lecturers 2 are permanent and 22 are temporary teachers. 1 teacher is working as part time lecturer and 1 is on clock hour basis. Only one lecturer has Ph.D qualification and 2 teachers are with M. Phil. qualification. Remaining 23 teachers are having P.G. as the highest qualification. College is having only one lady teacher. There are altogether 23 persons working as non-teaching staff. Form this 23 persons,



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13 are administrative staff and remaining 10 are technical staff. The total number of students in academic year 2004-2005 is 442. From this 442 students, 241 are boys and 201 are girls. At the entry-level there are 149 students for B.A. degree course and 61 are for B.Sc. degree course. This brings the total number of students at entry point to 210.

The unit cost of education for the college is Rs. 29,962 /- with salary and Rs. 12,276 /- excluding salary. The total number working days of the college are 295 and teaching days are 182 per year. The work load per teacher is 16 hours per week. In science faculty 91.29 % of classes are taught by full time teachers. Where as in Arts faculty 99.66 % classes are conducted by full time teachers. The ratio of full time to part time teachers is 8:1. The ratio of teaching to non teaching staff is 12 : 11 .

The college has a committed and efficient team of teachers. The college was established with motive of educating youths of economically and socially backward classes of rural area of Parola and nearby villages, and to transform them into responsible citizens competent to face challenges of the competitive world.

The college sought NAAC accreditation as per its application dated 31st September 2003. The NAAC Peer Team consisting of Shri Jeetendra Desai, former Vice – Chancellor, Gujarat Vihyapith as Chairperson, Dr. P.C. Updhayay, Principal Shri. B.K. Patel and Smt. L.M. Patel Commerce College, Savli, Gujarat as member and Dr. A.S. Dinge, Principal P.E.S's. Shri Ravi S. Naik College of Arts and Science, Farmagudi, Ponda, Goa, as member Coordinator visited the college on 30th and 31st August 2004. The team interacted with the Management Committee, Principal, teaching and non-teaching staff, alumni, parents and students. The team observed and assessed the quality of the infrastructure and other supporting facilities provided by the college and also the quality of educational services rendered by them. The team also went through necessary relevant documents and made a comprehensive assessment of the college. The observations of the Peer Team are presented here under:

SECTION II

CRITERION WISE ANALYSIS

CRITERION I: CURRICULAR ASPECTS

The curricula followed by the college is one prescribed by the affiliating University i.e. North Maharashtra University. As such college does not have any scope for reviewing and redesigning the syllabus.



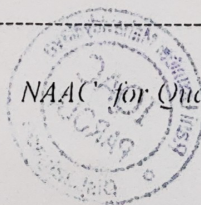
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Jessie

However North Maharashtra University, changes/ modifies curricular every five years. The curriculum is carried out with reasonable efficiency and with a view to achieve goal set by the institution. For providing quality education, college is doing its level best to synthesize great Indian traditions and the fruits of modernity. The special objectives are achieved mostly through the instructional strategies used for transacting the curriculum.

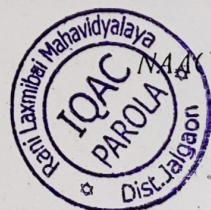
The college is a degree college which offers traditional B.A. and B.Sc. degree. In Science faculty the Students can select any four subjects from Chemistry, Botany, Mathematics, Physics, Zoology, Geography and computer science at first year level. In second year languages i.e. Marathi or English is compulsory where as students have option of choosing any three subjects out of Chemistry, Botany, Physics, Mathematics, Zoology and Geography. In final year i.e. T.Y.B.Sc. General Knowledge paper is compulsory and students can choose any one out of Chemistry, Botany or Physics as a principle subject. For last two years Physics at T.Y.B.Sc. is discontinued due to lack of sufficient number of students.

In Arts faculty at first year level one paper of English language is compulsory, and students have option to choose any four subjects from Marathi, Hindi, Economics, Political Science, Psychology, Geography,



History and Gen. English. At the second year level one paper of English is compulsory and students have choice to select any two general subject i.e. from Marathi, Hindi, English, History, Political science, Psychology, Economics and Geography. In special subject category students have option to select any three subjects out of English, Marathi, History and Geography. Hence all together students have to clear 6 papers. At T.Y.B.A level English and General Knowledge papers are compulsory where as students can choose any one subject from Marathi, English, History, Economics and Hindi as a principle subject.

The college is a affiliated college to the North Maharashtra University and is expected to follow the curriculum prescribed by the university. Since the curriculum is designed by the BOS of the University contribution of the institution in this regards confines only to give suggestions to the members of BOS for inclusion or exclusion of the topic in syllabus to make it more relevant. The college does not have any mechanism to obtain feedback from academic peer and employers on the teaching programmes. As such feed back is important for designing employment based self- finance vocational courses. The college should develop some system to get feed back from academic peers and employers.



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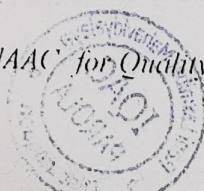
Saxena

The college makes provisions for career orientation. Number of staff members participate in general academic activities of the university like examination, paper setting for evaluation of answer papers and different faculty development programmes.

CRITERION II: TEACHING LEARNING AND EVALUATION

The students are admitted in the college on the basis of their academic records as per rules and regulations of the University. While considering application for admission to the college some weightage is given to the students who are good sportspersons. The college has a system of interaction with students to assess their knowledge and skills. The knowledge of students is assessed through periodical classroom tests, question answer sessions, group discussions, performance in the classroom and presentation in the seminars.

The students, as they are coming from rural area, are weak in English. The college should conduct remedial courses for them but the college does not conduct any Remedial or Bridge course. However special attention is given to the educationally weak students on individual basis and Head of the Departments guide weak students in their respective subjects. The college also run Tutor / guardian scheme to help educationally weak students.



Jeeva

Special attention is given to advanced learners by encouraging them to participate in various competitions, group discussions, paper reading, designing a model of educational aids and to conduct exhibitions.

The college encourages the teachers to prepare their teaching plans at the commencement of the academic year. Month-wise teaching plan is prepared and followed by each department. Such plan is monitored by HOD and supervised by the principal of the college. Besides class-room lecturers, in order to make teaching learning process more effective, lectures of expert visiting faculty and study tours are arranged for the students.

The college is having teaching aids such as OHP and slide projector. College should make efforts to procure more necessary equipments to make teaching learning process more effective and interesting. The college has 296 working days and classes are conducted for 182 days of the academic year.

The college conducts tutorials, term examinations, quizzes and seminars to monitor and evaluate overall performance of the students. The evaluation method is communicated to the students by the teachers.



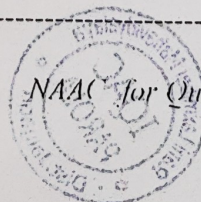
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The appointment of teachers are made by following the rules and guidelines of the UGC, North Maharashtra University and Govt. of Maharashtra. The college has the freedom to appoint temporary staff observing the rules of the University and state Government. During the period of last two years three teachers were appointed on the clock hour basis.

In order to keep the teachers updated in their respective subjects, the college encourages them to participate in seminars, conferences, workshops, refresher and orientation courses.

The college has adopted a method of evaluation of the teacher's performance by using self-appraisal method. The college obtains feedback regularly from the students about teacher's performance. Teacher is expected to grade himself/herself on the basis of the guidelines given to them by the college. On the basis of the self-appraisal report and student's feedback the principal gives grade to the teachers. Overall performance of the teachers is monitored by the HOD and the principal of the college.

The college has not conducted any faculty development programme in last two years. It is noteworthy to mention that Mr. M.R. Karanje, lecturer in



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History, received 'Dadoji Kondev Puraskar' and 'Mahatma Phule Shikha Kovid Puraskar' for his contribution in the field of education. Shri V.N.Koli is also awarded in a similar way. One office employee Shri M.S. Tambe has been selected for the conference of the YASHADA in april 2004.

CRITERION III : RESEARCH, CONSULTANCY AND EXTENSION

Since the college is an under graduate level college, there is limited scope to carry out any research activity in the college. However, the college encourages teaching staff to carry out research. Dr.K.D. Ahirao was awarded Ph.D. degree and other teachers are perusing their research work for Ph.D. degree. Mr. B.V.Patil, Principal of the college and Mr.S.D. Patil are holding M.phil. degree. The college does not provide any financial assistant to the teachers for research projects, however, teaching schedule is adjusted as per the requirement of the teacher who wants to peruse his research project. On an average 50 % of the teachers are involved in research activities. The college encourages staff members to attend workshops, seminars and conferences. The college grants duty leave and provides T.A. and D.A to the teacher for attending such faculty development programmes. The college is not offering any consultancy. Teachers of science subjects like Chemistry, Botany and Zoology should extend their cooperation to villagers by organizing group talks with the farmers and try to take science to villages by



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identifying simple problems pertaining to science and providing suitable solutions of such problems.

The college organizes various extension activities through NSS and Adult Education Extension Services Department. Adult Education and literacy, Community Development, Social Work, Health Camp, Blood Donation Camp, AIDS awareness, Environment Awareness and Yoga awareness are extension activities of the college. The college does not have a full time person to look after extension activities. Additional charge is given to one lecturer for the same. The college grants necessary financial assistance for developing extension activities. The college may involve and seek help of NGOs like Lions Club, Rotary Club and Red Cross Society.

CRITERION IV: INFRASTRUCTURE AND LEARNING

RESOURCES

The college is located in a rural area and its campus area is of 1.5 acres. The total built up area of the college is 1666 square meters. The building is divided into two sections A and B. Section A consists of class rooms, Library, Physics Lab, Chemistry Lab, Computer Center, Geography department, Ladies room and separate sanitary blocks for boys and girls. Whereas section B is sub divided into 3 wings. Wing I contains classrooms, Principal's cabin, office and veranda. II Wing consists of Botany and

Zoology Labs and wings III consists of Class-rooms, Staff rooms, NSS/ physical education room, office, students consumer store and toilet block for the staff. The college makes optimum utilization of its infrastructural facilities by allowing other schools under the management to run their programmes on the college campus. The college building is also provided for holding public examinations. The management of the college takes constant steps to keep the campus beautiful and pollution free. The college has formed sanitation committee to take care of these aspects.

There are 4000 books in the Library and it subscribes for 20 Journals and periodicals. The working hours of the Library are from 8.00 A.M to 5.30 P.M. on all working days. The Library is provided with facilities such as reprography, computers and audio cassettes. There is an advisory committee to observe and monitor the activities of the Library. Library is partly computerized, and college has purchased software to facilitate lending of books, purchase of books, stock verification and Book Bank by using computer. The college library is not interconnected with other library for borrowing. The college is having a computer center which work during office hours. Other than the computer center only physics department is having a computer. The service engineer, who is on contract basis, keeps computers of the college in order.

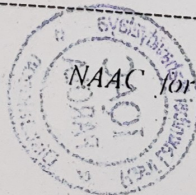


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J. Jaiswal

Health care and medical facilities are available to the students and staff of the college. Every year college conducts medical check up for the newly enrolled B.A, B.Sc. Students. Blood group of each newly enrolled students is identified and told to the students. Yoga trainings class is conducted for staff and students to keep them physically and mentally fit. The college provides facilities for the outdoors games such a Cricket, Volleyball, Football and Bad Minton. Priority is given to the outstanding sport persons at the time of admission. The college has appointed full time Director of Physical Education. A sports coach is also appointed, as and when required, to assist the director of physical education. First Aid facilities are available in Gymkhana.

The College encourages students, to participate in various sports and concession in regard to their attendance in allowed to outstanding sports persons. Sport persons are given allowance when they represent the college and are provided with sportswears. The college provide incentives in the form of cash prizes to the outstanding sport persons. The college does not have any hostel facilities.



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CRITERION V : STUDENTS SUPPORT AND PROGRESSION

The percentage of students appearing for the qualifying examination after minimum period of study is around 96 % and the drop out rate is only 4 %. Regarding progression to the further studies around 25 to 30 % students join PG courses. Some of the alumni have occupied positions such as teachers, lecturers and lawyers

The college publishes prospectus at the beginning of the academic year. It contains information regarding Rules and Regulation of the college, admission procedure, fee structure, information regarding subjects offered in different courses and programmes available in the College. Information regarding NSS, rules of library, prizes offered for different achievements and rules of discipline of the college are communicated to the students through the prospectus. The financial assistance is available to the students in the form of National scholarship, National Loan Scholarship, Government of India scholarship to ST,SC,NT and lower income group students, Maharashtra Government open merit scholarship, freeship to SC, ST Students, Maharashtra state economically backward class freeship, freeship to OBC and scholarship to wards of primary and secondary school teachers.



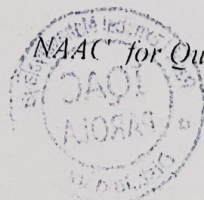
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J. S. Joshi

The college is having an Employment Cell and Career Guidance Cell which provides academic counseling and placement counseling.* There is no placement officer in the College, however information regarding employment opportunities available is communicated to the students through Notice Board. Teachers encourages students to go for self employment. Some of the past students have started their own enterprises. The college has a recently formed Alumni association. The policies of the college and criteria for the admission are made clear to the students through prospectus, which is issued along with application form at the time of admission. The college provides recreation and leisure time facilities like indoor games, outdoor games, Nature Club, Debate Club, students magazine, cultural programmes, audio-video facilities, Dance and music competitions and essay writing competition.

CRITERION VI : ORGANISATION AND MANAGEMENT

The College has an efficient internal coordination and monitoring mechanism. The overall organization and management of the college is being looked after by Managing committee. The Managing committee supervises all matters related to the college. The college is also having a Local Managing Committee as per the norms of the University. The LMC monitors overall academic and administrative matters of the college. The



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college functions through several committees like Internal Assessment committee Steering Cell, Discipline Committee, Examination Committee, Students Council, Time Table Committee, Marathi Vangamay Mandal, Gymkhana Committee, NSS Committee, Arts Cultural activities committee, G.R. Committee, English Literacy Association, Science club and Geography Association. The college has an inbuilt mechanism to check the work efficiency of the non-teaching staff. The principal, in charge of the faculty and Heads of the Departments in association with office superintendent looks after overall work efficiency of the non-teaching staff of the college. Daily report of the work assigned and work done is maintained. For the improvement of the work efficiency, Principal meets the non-teaching staff regularly and discuss administrative matters.

Timetable Committee prepares timetable and academic calendar of the college for the year well before the commencements of academic year. The college conducts professional development programme for non-teaching staff. Some of the non-teaching staff underwent computer training programmes. The current tuition fee and other fee structure is reasonable considering the current trends of liberalization and privatization in education sector. Normally tuition fee is collected as per the guideline of the University. The college has an internal audit mechanism.

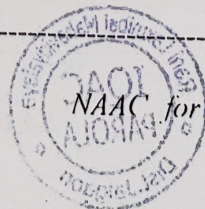


The college has formed separate Grievance Redresal Cell for teaching staff, non-teaching staff and for students. A Suggestion Box is placed at prominent place in the college. The principal takes suitable necessary action about suggestions received through the Suggestion Box.

The Loan facilities are available to the employees of the college through Sahajeeva Shikshan Prasarak Credit Society and Government servants Credit Society, Jalgaon, Dhule. These credit societies provides House Loan, Personal Loan, Vehicle Loan, Appliance Loan and Educational Loan to teaching and non-teaching staff of the college as per rules and regulations of credit society.

CRITERION VII : HEALTHY PRACTICES

- Government of Maharashtra, through its Health Center declared that there is not a single case of leprosy in Parola district of Maharashtra. The lecturer Mr. D.R.Patil of Physics Department with the help of NSS students carried out survey in Parola town and found few cases of leprosy in Parola. The identified patients were advised for treatments, and nine such cases were cured! This Pattern of



- College conducts yoga classes for students, staff members and also for interested residents of Parola town.

SECTION III

OVERALL ANALYSIS

The Peer Team after going through the details of the self study report and after visiting the various departments and the verification of the physical facilities of the college and after interacting with the representative of the Governing Body, Principal, teaching and non-teaching staff, students, alumni and parents, appreciates the efforts of the Management, the Principal, teaching and non-teaching staff, towards the goals set at the time of establishment of the college.

However, for further growth and development of the Institution, the Peer Team is pleased to make following recommendations, for active consideration of the college.

1. It is observed that the college has shifted to its new building where the college has necessary infrastructure Yet, the college has not taken up the matter of permanent affiliation with the University. Once that is done the college should take up recognition under section 2f and 12B with UGC. This will help the college in getting financial assistance from UGC. The college may take up this matter on priority basis.

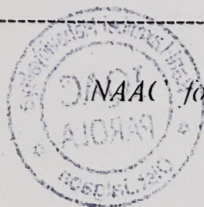


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identifying patients with the help of NSS students is named as Parola Pattern and the credit goes to the college for this activity.

- Some students coming from the families of farmers have financial difficulties at the time of paying their fees. Such students, on request, are allowed to pay their fees by installments.
- Some teachers have extended financial support to students who are bright but are not in a position to pay their fees. Such students have expressed their feelings during interaction with students
- Adult Education through Literacy Mission is actively followed by Mr. D.R. Patil of Physics Department.
- College has organized 'Earn while you learn' programme for few needy students. Few students who have joined this programme expressed their gratitude during interaction.
- Vivek vahini programme is conducted as part of value- education and character building.
- Yuvati sabha is special feature in the college. All sorts of problems of girl- students are freely discussed in Yavati sabha and resolved in presence of one lady- teacher. This provides concealing to girl students, give them confidence in resolving their problems and there by improving their quality of life.



2. The students coming from rural area are weak in English. English being compulsory subject, remedial course in English for such students may be introduced. Such course may also consider inclusion of communicational or Functional English in the course.
3. The college has computer center. Basic computer literacy may be introduced to all students in phased manner. It was suggested by students at the time of interaction with students.
4. Job oriented vocational courses and short term diploma or certificate courses leading to self-employment may be introduced on self-finance basis.
5. Facility for indoor games, specially for girl-students, may be provided in separate sports room in the college.
6. Economics as a subject at UG level was offered in earlier years. This should be restored at T.Y.B.A. level.
7. To enrich the library standard text-books, reference books, and books of general interest may be added in good number in the library. Scholarly Journals of subjects taught at T.Y.B.A level may be subscribed for teachers as well as students.
8. Office automation using computer may be introduced in the college office to reduce clerical work. The non-teaching staff may be trained



to use computer for office automation before introducing office automation.

- 9. District level, University level, and State level Seminars, Workshops and Conferences may be introduced as part of faculty development programme.
- 10. College may conduct coaching class for students preparing for M.P.S.C. and similar competitive examinations.

The Peer Team thanks the members of the Managing Committee, Principal, teaching and non teaching staff, students, parents and alumni for their co-operation and support in assessing the college for accreditation.

Signature of Peer Team Members

1) Shri. Jeetendra Desai
Chairman

Jeetendra Desai
31-08-04

2) Prin. Dr. P.C. Upadhyay
Member

P.C. Upadhyay
August 31, 2004

3) Dr. A. S. Dingo
Member Co- Ordinator

A.S. Dingo
31/08/2004

I agree with the observations and suggestions offered in the report.

[Signature]
Signature of the Principal

PRINCIPAL

Rani Leela Bai Mahavidyalaya
for Quality and Excellence in Higher Education

