



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

Accreditation - (Cycle - 1)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
GOVERNMENT VIVEKANAND P.G.COLLEGE MANENDRAGARH
MANENDRAGARH
Chhattisgarh
497442**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bengaluru - 560 072, INDIA**

Section I: GENERAL INFORMATION

1.Name & Address of the institution:	GOVERNMENT VIVEKANAND P.G.COLLEGE MANENDRAGARH MANENDRAGARH Chhattisgarh 497442	
2.Year of Establishment	1973	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	16	
Programmes/Course offered:	9	
Permanent Faculty Members:	14	
Permanent Support Staff:	12	
Students:	1718	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Sufficient campus area 2. Educating economically weak and rural students 3. Inclusive and gender sensitive campus	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 07-04-2022 To : 08-04-2022	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. AJANTA RAJKONWAR	Vice Chancellor, Assam Women s University
Member Co-ordinator:	DR. JAGRUP SINGH SEKHON	Former Professor, Guru Nanak Dev University Amritsar
Member:	DR. RAJENDRA KANKARIYA	Former Principal, B J S COLLEGE OF ARTS, SCIENCE AND COMMERCE
NAAC Co - ordinator:	Dr. A.v. Prasad	

Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics of the key Indicator under the respective criterion (This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion 1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The Institution ensures effective curriculum delivery through a well planned and documented process
1.1.2 QIM	The institution adheres to the academic calendar including for the conduct of CIE
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum
1.4	Feedback System

Qualitative analysis of Criterion 1

Govt. Vivekanand P.G College was established in July 1973, at a rural town Manendragarh in Koriya district of Chhattisgarh. The college is permanently affiliated to the Sant Gahira Guru University, Chhattisgarh. It is approved u/s 2(f) and 12(b) of the UGC act 1956. The college offers co-education for under graduate (B. Com, B.C.A., B. Sc. and B.A.) and 4 post graduate (M.Com, M.Sc. Chemistry, M.A. Political Science and M.A. Sociology) programs along with P.G.D.C.A. The curriculum of these programs are designed by the affiliating University. The college ensures effective curriculum delivery through well planned academic calendar, timetable, teaching work plan & work diaries. Feedback on syllabi is collected from parents, students, alumni and teachers and analyzed. Thrust on development of knowledge and skills are provided through various programs in the college in addition to value based education. The college has diverse range of course options catering to varied range both at U.G. & P.G. levels. Choice Based Credit System has been implemented in the Post graduate courses. Senior faculty members are members of the Board of Studies of the university and they suggest suitable curriculum modifications according to the need of the hour. They also convey their valuable ideas for effective curriculum delivery across the courses offered. The class room transactions, assignments, seminars, group discussion, sessions/periodical examinations for internal continuous evaluation are followed as per the institutional academic calendar. The college has integrated modern day issues like Gender Equity and Equality, Human Rights, Women Empowerment and Environment and Sustainable Development Goals with the Curriculum delivery. Professional as well as ethical issues are also integrated in the curriculum development in such a way that enlightens and augments overall student development. The environmental issues are dealt in detail in the compulsory subject of Environmental Science. Topics related to Human Rights and Gender issues are dealt in the curriculum of Political Science, Sociology and Economics. The syllabus of English & Hindi Literature emphasizes moral and human values.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.2 QIM	Teachers use ICT enabled tools for effective teaching-learning process.
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and mode
2.5.2 QIM	Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.
2.6.2 QIM	Attainment of programme outcomes and course outcomes are evaluated by the institution.
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The college has transparent admission process catering to students from diverse background, especially from economically weaker section of society and every year 1200-1500 students are admitted. The college assesses the learning levels of the students, after admission. Lists of students are prepared for slow and advanced learners taking into consideration their previous year marks. More attention is given to slow learners through Mentor-Mentee scheme, extra classes for problem solving (doubt classes), personal counseling and interaction with the parents, etc. Advanced learners are provided with Group studies and discussions, quiz competitions, seminars, skill development programs, etc. Teachers assess the academic proficiency of students based on their performance in classroom discussions, test and assignments. Classroom lectures constitute the primary method of teaching in the college but in this pandemic time, various social media platforms and virtual classroom teaching method have also been employed. Teachers of the college are encouraged to make their classes more interactive by question answer sessions encouraging students to be relevantly critical & analytical in speaking up their mind. The college has employed experiential learning, participative and problem-solving methodologies through educational tours and excursions, role plays, games and interactive sessions in the class room, debates, quiz, poetry recitation, skits, singing and dancing competitions, lectures of subject experts, project based learning, etc. The college has ICT enabled 10 classrooms wherein LCD projectors are installed and the campus is provided with Wi-Fi connections using lease line of 30 mbps. The teachers are using PPTs with animation and simulation, Google Classroom, Google Meet, Jam board in Google meet, Teach-mint applications and chat groups. The methods of internal evaluation is based on conducting class test and home assignment. It is often taken care by the college that frequent, continuous and consistent internal evaluations take place properly and effectively. The representation regarding question paper, examination related issues, unfair mean cases and grievances are forwarded to the university. Programme and course outcomes for all Programmes offered by the college are not stated and not displayed on the college website consequently not communicated to teachers and students. Attainment of programme

outcomes and course out comes are not evaluated by the college. However the college has evaluated annual results of the students and steps are taken to improve results.

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Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.
3.5	Collaboration

Qualitative analysis of Criterion 3

The college has 7 Ph.D. Teachers out of total 24 temporary and permanent teaching staff. None of them are recognized as research supervisors. At present 3 faculty members have registered for their Ph.D. work. In last five years 12 research papers have been published in U.G.C. recognized journals and a few faculties have published 8 chapters in books bearing ISBN. The college has organized 2 workshops on research methodology. No teacher has undertaken minor/major projects in last 5 years. A limited number of faculty members have presented research papers in various national seminars and these are published in the proceedings of the relevant seminars. No systematic ecosystem for innovations is created however students from all P.G. courses are given assignment on the topic like research methodology. Project work and dissertation and they are encouraged to present their papers in seminars & workshop organized by other institutes.

The college is involved in extension activities such as community development, social work, health awareness, blood donation camps, environment awareness, gender sensitization, awareness programs on AIDS prevention, COVID-19 prevention and awareness campaign, campus cleaning drive and tree plantation. The NSS unit, Red Cross unit and student council organize such extension programs. The women cell addresses issues related to women staff and girl students. Every year the N.S.S. unit has conducted winter camp in a village for 7 days and various awareness programs and activities such as, Anti-Tobacco rally, Peace rally, Helmet rally, etc. are organized. The college has not made collaborations or MOUs with nearby institutions of repute.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.
4.1.2 QIM	The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.
4.2	Library as a Learning Resource
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.3	IT Infrastructure
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Qualitative analysis of Criterion 4

The college has the campus area of 17.65 acres and built-up area of approximately 2000 sq. mts. It includes 19 Classrooms out of which 10 are ICT enabled smart classrooms. There are two floors with extension wings having facilities like well-equipped 8 laboratories, one seminar hall with capacity of 300 students, one computer lab with 15 computers, library, reading room, common rooms, gymnasium, canteen, administrative office, NAAC hall, yoga centre, etc. The college has hostel facility for 24 boys however its not occupied at present and very soon 100 bed girls hostel is coming up. CCTV cameras are installed in corridors and office. Wi Fi facility with lease line of 30 Mbps is available in the campus. The college has 2 playgrounds and facilities for outdoor and indoor games such as kho-kho, volley ball, football, kabbadi, chess, badminton, table-tennis, cricket, etc. A well-defined parking area is available for vehicles of staff and students.

Centralized library of the college has 32450 books, educational magazines, e-books and journals through Inlibnet and one reading room of 60 Students seating capacity. In addition every P.G. department has its own departmental library. However there is no ILMS software and the data is manually compiled. There are established systems for maintenance& utilization of physical, academic and support facilities however the college being wholly government, the grant provided for maintenance is insufficient.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)
5.4	Alumni Engagement
5.4.1 QIM	There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Qualitative analysis of Criterion 5

The college has set-up a students' council as per the norms of the affiliating university. The meetings of students' council are held at regular intervals. The students are given place in the various committees as per their field and expertise. Students are also involved in the statutory committees like; I.Q.A.C., Women cell, Science society, Cultural committee, NSS, Grievance Redressal cell, sports committee etc. The student's representatives play an important role in maintaining the code of conduct of the college & reporting disciplinary issues, if any, to the committee members. The class representatives help class teachers in conducting class activities, preparing for unit-tests, assignment as well as to maintain regular student attendance. The government scholarship is availed approximately by 45 % of students in every year. Progress of students to higher education, placement and success in competitive examination is very limited. The students have actively participated in sports and cultural activities. The college has an Alumni Association which meets periodically to discuss the ways and means to improve the academic environment of the college as well as to exchange views on the employment opportunities and scope for higher education. The Alumni Association has contributed the college through development, creation of certain facilities, occasional interactions with the students with-in the campus. The alumni who are having good academic or administrative positions at the state level are associated with the college in organizing community and other extension activities. The alumni association is not registered and its cash contribution is not observed.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of and in tune with the vision and mission of the institution
6.1.2 QIM	The effective leadership is visible in various institutional practices such as decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	The institutional Strategic / Perspective plan is effectively deployed
6.2.2 QIM	The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institutions Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Qualitative analysis of Criterion 6

The college is one of the oldest and well known institutions in the Koriya district that caters education to the downtrodden, socially & economically weaker section of the society. The vision of the college is to provide higher education opportunities to the students residing around adjacent village areas. The motto of the college is "*Uttisth jagrit prapya varannyibodhat*" which means to "Awake, Arise and Strive for success".

The college is managed and maintained by the governing body having representatives of the state government and members from stake holders. The college level committees work concretely and have necessary freedom to implement decentralized governance under the leadership of the Principal. Some of the committees have students' representation and strategies are developed collectively through the involvement of Heads & Co-ordinations of various departments. Student council play major role in smooth conduction of literary and cultural activities.

The IQAC prepares short term & long term perspective plans and the management consider most of suggestions for implementation. The IQAC organizes several seminars, workshops, guest and special lectures to enhance the professional development of teaching staff. Though the management motivates and encourages teachers to avail FDPs and participation in orientation, refresher course, summer and winter training programs, hardly 8 teachers have attended such FDPs in last 5 years. Necessary leaves are sanctioned for improving their academic and professional skills.

The grant of Rs 50000 sanctioned by the RUSA in 2015-16 was utilized on quality enhancement. The proposal for girls hostel was accepted by UGC and sanctioned Rs one crore in 2020-21. However no grants are released by UGC and no other resource mobilization is observed except fees and *Jan-Bhagidari* fees.

In the appointment of teachers and non-teaching staff, UGC, university and State Government regulations are followed. The college has a performance appraisal system for all teaching staff and Confidential Reports are maintained for Non-teaching staff. Employee welfare schemes are provided for teaching and non-teaching staff namely, medi-claim policy, medical reimbursement, group insurance, EPF, Gratuity, annual increments, free uniforms, etc. Institution conducts internal and external financial audits regularly. The accounts of the institution are maintained by e-kosh software. All purchases are done through tender system.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity during the last five years.
7.1.3 QIM	Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words) <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • Biomedical waste management • E-waste management • Waste recycling system • Hazardous chemicals and radioactive waste management
7.1.8 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).
7.1.9 QIM	Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).
7.1.11 QIM	Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).
7.2	Best Practices
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
7.3	Institutional Distinctiveness
7.3.1 QIM	Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Qualitative analysis of Criterion 7

The college has a beautiful eco-friendly campus and taking due care to keep campus green and clean with minimum use of plastic and polythene. Special care is being taken to create a pollution free campus.

Observation of significant days related to environment like Earth Day, Soil Day, Nature Conservation Day, Ozone Protection Day and other days of important issues are done regularly in the college. The college has conducted programs and observed Sadbhavana Divas, National Unity Day, Gandhi Jayanti, etc for providing an inclusive environment and promoting tolerance and harmony toward cultural, regional, linguistic and other diversities. To sensitize students and employees to the constitutional obligation , values , rights and duties the college has undertaken different initiatives by organizing various activities and days such as Constitution Day, “NukkadNatak” on National Voters Day, Republic Day, Independence Day, Vigilance Awareness Week from 30th October to 4th November with South Eastern Coal-field Limited (SECL) Hasdeo division, etc.

Energy conservation is given priority and LED bulbs are used to minimize energy consumption. The college has organized various programs to inculcate human value, patriotism and also to promote gender equity. For safety and security, college has Grievance Redressal Cell, Woman Cell and Help Desk cell which addresses mainly the grievances of girl students. Social Awareness & Kindling Creativeness Context and bio diversity enriched campus context are the best practices of the college. Swachh Bharat, Blood Donation and various

awareness programs are the distinctive practices of the college. The college has waste management system. The green audit, energy audit and environment audit are not observed. Code of conduct is followed. water harvesting system is noticed.

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

Strength:

1. The college caters to the students proceeding in the adjacent village areas by providing quality education to the under privileged and economically backward classes.
2. Promoting social awareness, human rights, universal brotherhood on community development activities through various inclusive practices.
3. Feedback taken on syllabi from students, alumni and teachers which are analysed.
4. Inclusive and Gender sensitive campus.
5. Diversity and inclusiveness in the admission process.
6. Well furnished infrastructure and well disciplined learning environment.

Weaknesses:

1. Placement facilities still to be undertaken in full swing.
2. There is need for improvisation in industry institute interaction, collaborating projects, student teacher ratio, and hostel facility for girls and boys and bus facility for students to commute.
3. Only few faculty members have undertaken Ph.D. work.
4. The number of publications of the faculty members have to be improved
5. Student Teacher ratio is not encouraging.
6. Resource mobilisation for research is nil
7. There are no teachers recognised as teacher guides.
8. Lacking Dynamism in working of IQAC and various committees.

Opportunities:

1. The college has an opportunity to serve society by giving quality education to the students belonging to socially and economically backward sections.
2. To develop interest for ICT based teaching, learning and evaluation process.
3. To undertake location specific research work relevant to need of rural masses.
4. Scope for geological and biodiversity research.
5. Provisions can be made to impart soft skill training to the students

Challenges:

1. The college has challenges regarding the participation of more number of students and faculty in various academics and other activities because of structural limitation
2. Making available job-oriented courses and motivating girl students for taking up such courses.
3. Boosting the confidence of rural students, especially girls.
4. To encourage and guide students to compete for state and national level examinations.
5. To keep the campus neat and clean.

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)

- 1. More faculty members have to pursue PhD and research publications be increased in reputed journals
- 2. Appointments on vacant posts of teaching and non-teaching staff needs to done immediately.
- 3. All classrooms need to be ICT enabled; all science Laboratories to be renovated and equipped with the latest instruments; more number of Computers to be added in computer laboratory.
- 4. Library need to be strengthen by purchasing reference books in English Language.
- 5. To run job oriented add on courses of minimum 30 hours each namely, basic computer education, fashion designing, mobile repairing, Internet Of Things (IOT), python, Tally, Soil analysis, water analysis, etc.
- 6. To add Post Graduate Programs in more number of subjects of Management, Arts and Science and to obtain recognized research centre from the university.
- 7. To undertake collaborations with nearby NGOs and industries and thereby campus placement be enhanced and alumni association networking be geared up.
- 8. Boys hostel needs to be renovated, reopened, maintained and construction of girls hostel to be completed in the shortest possible time.
- 9. Sport facilities such as grounds, gyms, etc. needs to be improved and properly utilized; NCC unit be pursued rigorously and bus facilities be provided for the students.
- 10. Endowment seats need to be created in those departments where the demand for admission is high and exceeds the number of intake capacity.

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. AJANTA RAJKONWAR	Chairperson	
2	DR. JAGRUP SINGH SEKHON	Member Co-ordinator	
3	DR. RAJENDRA KANKARIYA	Member	
4	Dr. A.v. Prasad	NAAC Co - ordinator	

Place

Date

NAAC