



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

Accreditation - (Cycle - 2)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
ARTS AND COMMERCE COLLEGE, WARVAT BAKAL
C-43157**

**Warvat Bakal
Maharashtra
444202**

**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:	ARTS AND COMMERCE COLLEGE, WARVAT BAKAL Warvat Bakal Maharashtra 444202	
2.Year of Establishment	1994	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	3	
Departments/Centres:	11	
Programmes/Course offered:	14	
Permanent Faculty Members:	24	
Permanent Support Staff:	6	
Students:	1146	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. Good enrollment of students 2. Dedicated to education of students in the rural area 3. Serene campus away from city pollution	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 06-11-2023 To : 07-11-2023	
6.Composition of Peer Team which undertook the on site visit:		
	Name	Designation & Organisation Name
Chairperson	DR. J S BHAT	Director,IIIT Surat
Member Co-ordinator:	DR. ANUPAMA SHARMA	Dean,PANJAB UNIVERSITY
Member:	DR. RAJARATHINAVELU NAGARAJAN	Principal,AVC College
NAAC Co - ordinator:	Dr. Vishnu Mahesh K R	

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 Criterion 1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<i>Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum</i>
1.4	Feedback System

Qualitative analysis of Criterion 1

The Arts & Commerce College is a government aided private and partially self-financing college situated at Warwat, Bakal. The college is affiliated to Sant Gadge Baba Amravati University, Amravati. It was established in the year 1994 to provide education to rural population. The Campus is set in a beautiful landscape with good academic ambience. It is offering 6 undergraduate and 6 post graduate programmes. The institution follows the curriculum developed by the affiliating university. The institution has a mechanism for effective curriculum delivery through academic calendar in tune with the academic calendar of the affiliating university prepared with annual planning through various committees. The calendar has been displayed on the website, however the calendar of 2022-23 is not available.

Choice Based Credit System (CBCS) has been introduced in 2023. Seven Value added certificate courses are being offered by the institution although with limited academic freedom, being an affiliated college. The curriculum delivery is effectively carried out through traditional methods; however, the students need to be further encouraged to explore self-learning through on-line e-resources. College is encouraging the students to take NPTEL/SWAYAM courses, however participation of students in these courses very meagre. Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum of UG programmes. The College has conducted few seminars, workshops, group discussion and awareness programs on gender equality and neutrality. For preparing the students for the university examinations, the college conducts some remedial classes for weak students, however the record is not properly maintained. The institution admits the students from the rural area and offers bridge courses in English which is compulsory. There is further scope for motivating students to enroll for new pedagogical innovations like project-based learning, internships and field work.

The College is taking feedback from the students and analyzing it. The suggestions collected from feedback are sent to BOS for incorporation. However, efforts are needed to revamp the mechanism to collect structured feedback from other stakeholders and to analyze in a formal systematic way.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
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 and teachers use ICT-enabled tools including online resources for effective teaching and learning process
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<i>Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website</i>
2.6.2 QIM	<i>Attainment of POs and COs are evaluated.</i> Explain with evidence in a maximum of 500 words
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The College has very good enrolment percentage of students and admissions of reserved categories of students is also good, however a well defined admission mechanism needs to be followed. Innovative teaching pedagogy focuses on imparting education through a student centric approach involving various stakeholders. Students are being exposed to Audio-Visual methodology, Google Classroom, Field Work in some areas and Projects are some of the means used by departments to boost student participation. Credit Courses like Ability Enhancement, Generic and Skill Enhancement, sports, extracurricular activities like participation in NSS and NCC have been introduced recently to encourage students to participate and learn. To assess the learning levels of the students through continuous internal assessments, university results, performance in curricular and extra-curricular activities and performance in qualifying examination. However, the mechanism of identification of slow learners and advanced learners needs improvement. Due to rural background, the pass percentage of students is relatively less. The awareness about MOOCs/NPTEL/ SWAYAM and other advanced courses is insufficient among students. Efforts are needed to encourage advanced learners to undertake advanced courses and participate in workshops/seminars/technical events. For slow learners, faculty provides some extra classes, assignments, and also organise doubt sessions, however the record of these classes need further improvement.

To enhance the learning experience of the students' project work is included in the curriculum of Masters students. There is a competition forum where faculty prepares the students for competitive exams.

The institution following the Rules and regulations of the affiliated university related to the internal assessment process. Internal examinations for each theory subject and end examination along with lab practical exams are being conducted. As per the guidelines of university, the student can apply for re-valuation and ask for photocopies of the answer sheet of the external examination. The faculty and students need more awareness about OBE mentor-mentee system has been initiated in 2020-21, however need to be strengthened. by frequent meetings of mentor with mentee. The impact of student's centric activities like experiential learning, participative learning and Problem solving methodologies is not visible in the student's results. The institution follows the traditional chalk and board approach to teaching-learning processes along with the use

of LCD projectors, with Wi-Fi in few classrooms.

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, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.
3.4.2 QIM	Awards and recognitions received for extension activities from government / government recognised bodies
3.5	Collaboration

Qualitative analysis of Criterion 3

The college has equipped combined laboratories for undergraduate and post-graduate programmes. The College is taking efforts to procure new equipment/ software required for UG/ PG studies, however the upkeep of laboratory manuals and experimental records need improvement. The faculty engagement in research activities is visible through research publications, book chapters and edited books, however the quality of publications and other research output of the institution needs significant improvement. There is a strong need for establishing a Research and Development Cell, incubation centre and involving faculty and students through a well laid research policy and encourage faculty to write for research funding to the funding agencies and industry.

The faculty participation in conferences/ workshops/ faculty development programs outside the College is very less. There is a need for organising interactive sessions of faculty with some industries and arranging e-talks by experts from premier institutions/ industry. The College supports the students for the field trips and visits to farms to tune their skills. Workshops, Seminars, and Guest lecturers have being organised by the Institution for faculty and students including IPR awareness and patent filing and Fostering Research Environment to boost their learning process. Few students are participating in state level competitions.

The college has recognized National Cadet Corps (NCC) and National Service Scheme (NSS) units and extension activities are being conducted in the College. The students are exposed to the social and economic difficulties of the less fortunate sector of society in the neighbourhood community. The College has adopted three neighbouring villages and student volunteers took active part in various programmes viz., village cleanliness drive, Voter Awareness programs, Beti Bachao, Environment Consciousness, wild life, Consumer Law, Women Empowerment at these villages. Few novel activities like “Seed Ball Preparation” encouraging students to plant more and more trees have been initiated. ‘Spreading Warmth through Blanket Distribution’ and ‘Farmers Awareness Program’ were organised to inculcate feeling of social responsibility amongst students.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<p>The Institution has adequate infrastructure and other facilities for,</p> <ul style="list-style-type: none"> • teaching – learning, viz., classrooms, laboratories, computing equipment etc • ICT – enabled facilities such as smart class, LMS etc. <p>Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)</p>
4.2	Library as a Learning Resource
4.2.1 QIM	<i>Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students</i>
4.3	IT Infrastructure
4.3.1 QIM	<p>Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection</p> <p><i>Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words</i></p>
4.4	Maintenance of Campus Infrastructure

Qualitative analysis of Criterion 4

The College has sufficient physical infrastructure viz., classrooms, laboratories to meet out the present teaching learning requirements. Adequate number of classrooms, seminar hall, subject laboratories, are available as per the university curriculum requirements. However, there is a strong need for more ICT enabled classrooms. The ramps are available at the entrance of administrative block, however, ramps and lifts are needed in all academic blocks and auditorium keeping in view the requirements of Physically Handicapped people.

The college has adequate facilities like washrooms and drinking water facilities in all the buildings. The College has facilities like auditorium, seminar hall, canteen, yoga room, indoor games and outdoor sports facilities sports like Kabaddi, volleyball, Atya-Patya and athletics. The availability of sports equipment, such as balls, nets, and sports gear, enables students to actively participate and engage in healthy competition. Although a physical teacher education has been appointed in order to strengthen the sports related skills of the students the college should explore the possibility of hiring specific coaches for different sports and extending the facilities beyond College academic hours.

In view of majority of students coming from rural back-ground, special attention is required for involving all of them in various extra and co-curricular activities for their overall personality development. The College has common room for boys and common room for girls with minimal facilities. The students are capable of showcasing the art and culture of Maharashtra, A Fine Arts Club or Association can be formed to bring-out the hidden talents from students and groom them for university, state and national level competitions.

The college has good library in a separate building with competitive forum room, spacious reading hall, stock room, and newspaper reading room. Library automation is in progress with SOUL software and the learning, teaching and research materials are being accessed through Open Education Resources (OER). The library e-

book access requires further improvement. The College updated the IT facility including Wi-Fi in the campus.

The College does not have any medical facility. For meeting out the medical exigencies the College relies on local hospital one kilometre away. There is no hostel facility for the student. Although the students are coming from the rural areas in the vicinity of 20-30 kms, college bus service is not provided.

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
5.4	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 the requisite statutory committees and few non-statutory committees like Grievances Redressal Cell and Anti-ragging Committee, Discipline Committee, Library Committee, N.S.S. Committee, Sports Committee, Cultural Committee and Magazine Committee. These committees are in place to cater to the welfare needs of the students, but the students participation in these committees need to be further encouraged and role and constitution of these committees need to be displayed on the College website. There is a need of student council to liaison with the management and holistic development of students. The record keeping of all the committees should be made transparent for increasing the involvement of all stakeholders. The overall discipline of the students on campus is very good. Nearly 73.8% of students are benefited by the scholarships by the government.

The institution is regularly conducting some activities for capacity building of the students through various activities like career counselling, personal counselling, guidance for competitive examinations, etc. 22% of students have progressed for their higher education and around 6% students got selected in state/ national level competitive examinations like GRE/ TOEFL/ Civil Services/ State government examinations and few number of students won awards/medals in sports/cultural activities at state level. Annual cultural fest organised on the birthday of founder President is the blend enthusiastic ideas of youth. Apart from NSS and NCC, there is a strong need to promote student's activities by constituting student's club for enhancing their literary, speaking, entrepreneurship skills for their overall development.

The institution has an Alumni Association registered recently on October 10, 2022, after the submission of SSR. The executive committee of the association comprises of alumni members from different batches. Occasionally the College is organising alumni meet in the college premises. The extent of engagement needs further improvement. The institution should explore possibility of establishing regular online interactions between the students and interested alumni and also seek financial contribution from successful alumni.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<i>The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.</i>
6.2	Strategy Development and Deployment
6.2.1 QIM	<i>The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc</i>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)
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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Qualitative analysis of Criterion 6

The college has a Governing Body for ensuring its overall growth and functioning. The vision and mission statements of the institution are well laid and adequately displayed in the campus and on the website. The institution has a decentralized governance system with interrelationships and distributed power to departments. Various faculty-led committees have been formed to oversee various institutional functions. However, the roles and responsibilities of these committees need to be well documented and should be displayed on the website. Principal is the Chairperson of administrative and academic activities of the institution.

The college has no written perspective development plan or strategic plan to move ahead. In view of the fast changing scenario of education, the College needs to prepare a long-term strategic plan, with measurable/achievable parameters, in coordination and collaboration with all critical stakeholders and made it available on the website.

The Governing body is the highest decision-making authority. The Chairman chairs the Governing body. Various committees viz., Grievances Redressal Cell and Anti-ragging Committee, Discipline Committee, Library Committee are functioning. However, giving them proper functional spaces and the enabling infrastructure facilities shall improve the quality of their delivery. The recruitment and service rules are followed as per the affiliating university guidelines. For permanent staff, the institution has welfare measures for both teaching and non-teaching staff such as ESI, Maternity leave to female employees, on-duty leaves to pursue PhD programme/to attend conferences to faculty and Provident Fund and Free training programmes to non-teaching staff.

The college has Performance Appraisal System for teaching and non-teaching staff following the guidelines of Joint Director Higher Education and Sant Gadge Baba Amravati University (SGBAU), the affiliating university. At the end of every academic year, the Self Appraisal Report is submitted by every staff member along with supporting documents if any. The appraisal considers syllabus completion, participation in seminars, conferences, and workshops, publication of research papers, punctuality in conducting lectures, knowledge of administrative procedures, proficiency in handling ICT tools, and the ability to guide students.

External audit is conducted at the end of the financial year by the Chartered Accountant. Since it is an aided college and 73% students are coming with government fellowship, the budget is being prepared by considering the annual budget requirements provided by the academic and other section heads. The Institution follows allocated budget.

IQAC was formed in the institution in the year 2020. IQAC initiated some of the quality initiatives to identify the strengths and weaknesses of the College, analysing feedback from stakeholders, and implementing measures for incremental improvement across various activities to upgrade the infrastructure, however, directed efforts are required for its effective functioning and policy implementation. IQAC should make efforts towards awareness of OBE amongst faculty, staff and students.

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	Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. <i>Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words</i>
7.1.4 QIM	Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (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 is providing a safe and secured environment to all the students and is free from anti-campus activities. The college is a co-educational institution with 60% female students coming from neighbouring rural areas. To create gender awareness the College organises some workshops and celebrates Jijau Jayanti, International Women's day and Savitribai Phule Jayanti to convey the message on woman empowerment and motivate the students towards gender equity. Women Cell of the College conducts activities on Save Girl Child and Beti Bachav-Beti Padhav, Pre-Marriage Counselling, Women's Empowerment Programs etc. for welfare and overall personality development of female students.

Some of the environment conscious measures include; rain water harvesting, bio-composting pits. One rain water harvesting pit has been constructed in the campus. The College has initiated step towards managing the waste collected from college premises. All the solid waste generated in campus is collected in bins. The Canteen and departmental rooms' waste is also used for composting. The College celebrates national festivals and birth / death anniversaries of the great Indian personalities is evident.

The College takes extra efforts in providing an inclusive environment for all the students and employees. Tolerance and Harmony to cultural and regional, diversities being achieved by the major events celebrated at College levels. College celebrates Independence Day, Republic day, National voters' day and Human Rights Day every year. These programs create a feeling of patriotism among the people and remind the responsibilities towards our country. Institution organizes Swachh Bharath Abhiyan to create awareness about cleanliness in and around the campus. The students and faculty are involved in various kinds of extension activities like village cleanliness drive, Voter Awareness programmes, Beti Bachav, etc. The college has active NSS and NCC units wherein the activities related to National Integration, Religious Harmony, Cultural Diversities are organised.

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

Overall Analysis

Strength:

- A secure, safe eco-friendly environment for boys and girl students in rural areas.
- Serene Green Campus and pollution free ambience.
- The enrolment ratio of students is very good
- The College has active NCC and NSS units
- Qualified faculty

Weaknesses:

- Long term and short term Strategic and Perspective Plan
- The Research publications and research funding need enhancement
- Financial support from alumni association, NGOs, Philanthropic Organisations, and Company's CSR initiatives for infrastructure development
- More ICT enabled classrooms
- Unavailability of Medical facilities in the campus
- Unavailability of Hostel facilities and commuting facilities
- Low pass percentage of students
- Poor Students Teacher Ratio and no technical staff in the laboratories
- No exclusive staff room for female faculty.
- No exclusive PG laboratories for PG programmes

Opportunities:

- As a college in rural area with more tribal population, college has the ample opportunity to make use of the various schemes provided by the Government and the Statuary Regulatory Authorities like UGC and state government
- Scope for improvement of digital literacy amongst the students.

- Better industry-College interaction is required need to be achieved to increase placement opportunities.
- Faculty need to be encouraged to attend faculty development programmes and skill enhancement
- Encouraging faculty to attend research conferences/workshops in state and national level.
- Involvement of local stakeholders including defence personnel in development activities of college.

Challenges:

- To increase the employability of rural and tribal population to improve their living standard
- To attract some industry and promote Industry-College Interaction.
- To increase the enrolment and quality of PG courses.
- Networking and strengthening relationship with stakeholders
- To encourage students start-up and entrepreneurial opportunities.

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)

- Need to develop a long term strategic plan to give direction to move ahead
- Encourage faculty to attend FDPs/ Conferences/ workshops
- Upgrade the ICT infrastructure in the college
- More active MoUs with leading College in Maharashtra and other states for faculty and student exchange
- Initiate Collaborations with industries
- More Extension activities for tribal areas in vicinity
- Increasing the awareness about “Outcome Based Education” among students and faculty
- Improving the Research and innovation activities of faculty
- Commuting service for students
- Career Counselling sessions should be conducted for UG and PG students
- Exclusive labs for PG programmes required
- Improvement in instrumentation facilities in science lab, especially for PG students

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. J S BHAT	Chairperson	
2	DR. ANUPAMA SHARMA	Member Co-ordinator	
3	DR. RAJARATHINAVELU NAGARAJAN	Member	
4	Dr. Vishnu Mahesh K R	NAAC Co - ordinator	

Place

Date