

Peer Team Report

on Institutional Assessment and Accreditation

of

Kamala Education Society's
Pratibha College of Commerce & Computer Studies
Pune – 411019, Maharashtra

29th to 31st October, 2015



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

PEER TEAM REPORT ON Institutional Assessment and Accreditation of Kamala Education Society's Pratibha College of Commerce & Computer Studies Place : Pune Pin: 411019 State: Maharashtra	
Section I: GENERAL	Information
1.1 Name & Address of the Institution:	Pratibha College of Commerce & Computer Studies, Pune – 411019, Maharashtra
1.2 Year of Establishment:	2007-2008
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties / Schools:	2 : Commerce and Computer Science
• Departments / Centres:	10
• Programmes / Courses offered:	10 : UG 5 ,PG 5
• Permanent Faculty Members:	34
• Permanent Support Staff:	14
• Students:	1769
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	Self financed co-education college located in urban area. Religious Jain Minority Institute. College management is committed, knowledgeable and professional.
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	29–30-31 October, 2015
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. Vunnam Venkaiah
Member Co-ordinator	Prof. Bipin V. Mehta
Member	Prof (Dr.) Pragya Shukla
NAAC Offer	NAAC Officer Name: Dr. Ganesh Hegde

<p>Section II: CRITERION WISE ANALYSIS</p>	<p>Observations (Strengths and / or Weaknesses) on Key-Aspects</p> <p>(Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all the three bullets each time; write only the relevant ones)</p>
<p>2.1 Curricular Aspects:</p>	
<p>2.1.1 Curricular Planning and Implementation:</p>	<ul style="list-style-type: none"> • College follows curriculum as prescribed by the University. • No faculty representation in curriculum development / Board of Studies constituted by Savitribai Phule Pune University. • Remedial classes are conducted for the slow learners and special coaching for advanced learners.
<p>Academic Flexibility:</p>	<ul style="list-style-type: none"> • College organizes short term courses jointly with other organizations for skill development. • Limited number of elective and subsidiary options available to the students to pursue their courses
<p>2.1.3 Curriculum Enrichment:</p>	<ul style="list-style-type: none"> • Curriculum enrichment is done through co-curricular activities such as guest lectures, industrial visits, seminars, workshops and conferences. • IQAC is established to monitor and evaluate enrichment of the programs. • Some more value based programmes may be introduced.
<p>2.1.4 Feedback System:</p>	<ul style="list-style-type: none"> • Formal manual feedback from students is in place. • Need for a proper analysis of the feedback from different stakeholders and measures to improve the performance of the teachers.

2.2 Teaching-Learning and Evaluation:	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none">• Admissions through wide publicity on first come first serve basis.• Women students constitute 55% and considerable numbers of students are also admitted from other states.• The institute makes student admission in accordance with the norms of the State Government and affiliating University.
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none">• College conducts induction programmes and bridge courses.• Slow and advanced learners are identified through interactions by the teachers in the class. Slow learners are provided with remedial classes.• Student mentoring system needs to be formalized.
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none">• Conventional lecture method supported by power point presentations.• The college follows the University Academic calendar and Faculty Members prepare teaching plan for their courses.• Digital learning resources are yet to be used by teachers in teaching and learning.• IQAC needs to monitor teaching learning process for enhancement of the quality.

<p>2.2.4 Teacher Quality:</p>	<ul style="list-style-type: none"> • Out of total 45 teachers, 3 have Ph. D Degree and 4 have M. Phil. Degree. (34 permanent and 11 are temporary). • Participation of teachers in faculty development programmes such as orientation programmes, seminars, conferences etc. need to be increased. • Inadequate budget allocation for faculty towards participation in seminars/workshops / conferences.
<p>2.2.5 Evaluation Process and Reforms:</p>	<ul style="list-style-type: none"> • Evaluation process is as prescribed by the university and examinations are conducted as per academic calendar. • Evaluation grievances of the students are redressed through a committee. • Need for the enhancement of the success rate across the courses.
<p>2.2.6 Student Performance and Learning Outcomes:</p>	<ul style="list-style-type: none"> • Career Guidance and Placement Cell are in place and placement is good. • Subject wise and department wise performance analysis and internal evaluation are used to monitor students' learning outcomes. • Dropout rate needs to be controlled.
<p>2.3 Research, Consultancy and Extension:</p>	
<p>2.3.1 Promotion of Research:</p>	<ul style="list-style-type: none"> • Institution has constituted a Research Committee. • Teachers are encouraged to attend conferences/workshops etc. by giving financial support upto Rs.5000/- per year.
<p>2.3.2 Resource Mobilization for Research:</p>	<ul style="list-style-type: none"> • One faculty has undertaken a research project with a grant of Rs.3 lakhs. • Specific budget provision for promotion of research is not in place. • Collaborative research activities with research organizations and institutes of higher learning need to be initiated.

2.3.3 Research Facilities:	<ul style="list-style-type: none"> • The Institute provides internet and library facilities for research. • INFLIBNET and other online resources are in place. • Institution has no recognized research center.
2.3.4 Research Publications and Awards :	<ul style="list-style-type: none"> • 46 papers were published by 12 faculty members during last five years in regional journals. • Institute needs to subscribe a good number of technical journals. • Research publication in refereed journals needs to be strengthened. • No faculty has received research award and recognition at any level.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • The institution has no expertise to offer consultancy services.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • NSS units are very active carrying various social and environment related activities. • Certificates and awards are received by participating students and teachers for NSS activities. • Various events and series of lectures are organized under Bahishaal and Vivek Vahini programmes.
2.3.7 Collaboration:	<ul style="list-style-type: none"> • More collaboration with industry and important academic/ research institutions need to be developed. • Institute has signed MOUs with local organizations/ companies to offer add-on courses. • Industry linkage for teaching and learning is very limited.
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • The college has campus area of 2.20 acres with a built-up area of 55,950 Sq. ft.

	<ul style="list-style-type: none"> • Infrastructure facilities like Class rooms, labs, playground, Amphi theater, Gymnasium, canteen etc. are good which are shared with other institutions of the same Trust. • College has limited indoor and outdoor sports facilities.
2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> • Library is computerised with bar coding / OPAC. • The library is equipped with 9974 books under 2233 titles and 40 journals (30 National + 10 International) with a limited stacking area and reading hall with a built up area of 80 sq. Mtrs. • Internet facility and other software are installed in the library and e-journals are subscribed (N-List).
2.4.3 IT Infrastructure:	<ul style="list-style-type: none"> • Required legal software is available to meet academic requirement. • College has 238 computers in LAN, 7 laptops, 15 LCD projectors, 13 printers and CCTV Cameras. • 4 Mbps bandwidth is available for internet.
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Maintenance is good and is done through a dedicated internal team. • Established procedures in place for utilisation of college infrastructure. • Budgetary allocation is made under different heads for maintenance.
2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> • Student counselling and mentoring by faculty is in place. • Grievance Redressal Cell and Women Cell are established. • Career Guidance and Placement Cells are functional. • Full as well as partial tuition and other fee

	waiver scheme is in place by the college management.
2.5.2 Student Progression:	<ul style="list-style-type: none"> • Students performance in University examinations is good. • Majority pass out students go for higher studies. • Efforts are required for career guidance towards competitive exams, higher studies and entrepreneurship.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> • Students are encouraged to participate in sports and cultural competitions. • Opportunities are given to students to participate in community outreach programmes through different clubs and NSS. • The institution conducts regular sports & games events, including Inter-Collegiate competitions. • Student's Council also undertake various activities. One student Ms. Saloni Jadhav participated in RD parade of 2015 and received many awards.
2.6 Governance, Leadership and Management:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Institutional Vision, Mission and Objectives are well aligned with the national development goals of economy. • Supportive management with sound leadership. • Institution requires decentralised and participative approach.
2.6.2 Strategy Development and Deployment:	<ul style="list-style-type: none"> • There are various committees constituted for smooth and effective functioning. • Prospective plan prepared is not well defined.
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> • Evaluation of teachers by student's feedback. • Faculty members are appreciated and awarded for their meritorious

	<p>performance.</p> <ul style="list-style-type: none"> • Adequate budget allocation for faculty empowerment is not made.
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • Financial requirements are met through fee collection. • Statutory auditing system is in place. • Mobilization of resources by the college and faculty from external funding agencies is not considerable.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC was established during 2011 with external experts as per NAAC guidelines • Frequency of IQAC meetings is satisfactory. • Academic audit may be strengthened. • IQAC is yet to formalize and institutionalize the quality assurance mechanism.
2.7 Innovations and Best Practices:	<ul style="list-style-type: none"> •
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> • Students are involved in green campaigning outside and inside the campus • The college has initiated eco-friendly measures such as water harvesting, solar energy and use of LED bulbs.
2.7.2 Innovations:	<ul style="list-style-type: none"> • Students are guided for innovative projects. • Job Fair is hosted every year in which approximately 100 companies and 11000 students participate in the event. • Save Girls Child Campaign, Street Plays, Management Shows, Quiz Competitions, intercollegiate debate competitions etc. are visible. • 'Deep Pratibha' in house magazine is published annually.
2.7.3 Best Practices:	<ul style="list-style-type: none"> • Mentor-mentee system is in place. • Holistic development of students through extension/cultural activities.

	<ul style="list-style-type: none"> • Remedial classes are conducted by experts and special coaching for slow learners and advanced learners is in place. • Optimal use of available infrastructural facilities and labs. • Training in soft skills, group discussion and personal interview are provided.
<p>Section III: OVERALL ANALYSIS</p>	<p><i>Observations (Please limit to five major ones for each and use telegraphic language) (It is not necessary to denote all the five bullets for each)</i></p>
<p>3.1 Institutional Strengths:</p>	<ul style="list-style-type: none"> • Committed management with leadership abilities. • Dedicated and devoted faculty and support staff. • Location in an industrial city. • Good relationship among stakeholders - the management, faculty, students, parents, alumni and the society. • Organisation of extracurricular activities like industry visits, cultural festival, Corporate week, Intercollegiate festival, job fair etc.
<p>3.2 Institutional Weaknesses:</p>	<ul style="list-style-type: none"> • Majority of faculty members are non PhDs. • Research output is less compared to number of Faculty Members. • Absence of a structured mechanism to promote consultancy. • Inadequate Industry- Institute interface. • Use of Learning Management System tools for learner centric method of teaching. • Limited range of academic programmes • Mobilization of external funding resources
<p>3.3 Institutional Opportunities:</p>	<ul style="list-style-type: none"> • Great scope for introduction of new add on/job oriented courses.

	<ul style="list-style-type: none">• Use of latest technology and Digital Learning Resources.• Upgrading teachers through QIP.• Introduction of more number of Electives in• BBA Programme.• Collaborative linkages with neighboring industries.• Use of stakeholders relationship for resource mobilization.
3.4 Institutional Challenges:	<ul style="list-style-type: none">• Preparing the students to meet global competition.• Changing the mindset towards Innovation and Change.• Establishing linkages/collaborations with the Industry.• Facing the competition from other similar institutions of the region.• Encouraging faculty to secure higher qualification through research.• Development of entrepreneurship and multi-skills among rural students.• Creation of additional physical infrastructure in urban location.

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)**

- Introduce new UG and PG job oriented courses.
- Encourage faculty to attend and organize more seminars, conferences and workshops.
- Generate more resources through alumni and stakeholders.
- IQAC to play a greater role to create vibrant study environment.
- Creation of independent physical space and other facilities to avoid sharing of physical and learning resources.
- Provide hostel facility for students
- Promotion of research culture among the faculty members and publication in national and international journals of repute.
- Provide Wi-fi facility in the institution.
- Teachers-Student ratio to be improved.
- More welfare measurers for faculty and staff
- Library to be augmented with mote titles, volumes and journals.
- Alumni association to be registered and active.
- Establishment of Incubation Centre for promotion of entrepreneurial talent.
- Sponsor faculty members for QIP and professional development programmes.

I agree with the Observations of the Peer Team as mentioned in this report.

Signature of the Head of the Institution

Seal of the

Institution

Signatures of the Peer Team Members:

Name and Designation		Signature with date
Prof. Vunnam Venkaiah Former Vice Chancellor, Krishna University, # 232, Kauveri Hills, Mashapur, Hyderabad, 500081, AP	Chairperson	
Prof. Bipin V. Mehta Director, AES Institute of Computer Studies, Navrangpura, Ahmedabad-380009, Gujarat	Member Co-ordinator	
Prof. (Dr.) Pragya Shukla Professor, Dept. of Computer Engineering, Institute of Engineering & Technology, Devi Ahilya Vishwavidyalaya, Indore – 452001, MP	Member	

NAAC for Quality and Excellence in Higher Education

NAAC Officer Name: Dr. Ganesh Hegde	Designation Asst. Adviser	
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Place: Pune

Date: 31st October 2015