

Assessment Report for Institutional Accreditation of Konkan Education Society's Dr.C.D.Deshmukh Commerce & Sau. K. G. Tamhane Arts College, Roha, District Raigad, Maharashtra.

Section 1: Preface

Konkan Education Society's Dr.C.D.Deshmukh Commerce College & Sau.K.G.Tamhane Arts College, Roha, Raigad, Maharashtra (The College) affiliated to the University of Mumbai was established in the year 1983. The College is situated at about 110 Km. South East of Mumbai City and is built in an area covering a total of 3.29 acres, with the view to imparting higher education to the economically and socially deprived students of this, remote, hilly, rural area. The mission and goals of the college are to impart knowledge at minimum cost and develop the overall personality of the student community and to promote national integration and inculcate social responsibilities among the students. It is an undergraduate College, which is temporarily affiliated to the University of Mumbai but its application for permanent affiliation is under consideration. The college caters to about 730 students under two faculties in Arts & Commerce. It is yet to get UGC recognition under Section 2(f) and 12(B).

The teaching faculty consists of 15 members, 5 of them permanent (one vacant) and 5 of them temporary and 5 are on clock hour basis (CHB). There are 8 members in the administrative staff. The College has the following support services and facilities: Central Library with a reading room, Health Centre, Welfare Schemes, Vehicle Parking Sheds, Canteen, two Gymkhanas (one for boys and other for girls), two common room (one for boys and other for girls), a guest room and a conference hall.

The College volunteered to be assessed by the National Assessment and Accreditation Council, Bangalore (NAAC) and conducted the preliminary self-study. The Self-study Report (SSR) was submitted to NAAC by the institution. A Peer Team was constituted by NAAC to visit the institution and validate the SSR. The Peer Team, consisting of Prof. S.D. Tripathi, former Vice Chancellor, APS University, Rewa (M.P.), and R.D. University, Jabalpur as Chairperson, Prof.K.Lawrence, Professor of English of Annamalai University, Tamil Nadu and Dr. B.C.Neelkanta, Professor and Director, JSS College for Women, Mysore, as members. The team visited the institution for two days – 25th & 26th March, 2004 in which Dr.B.C.Neelkanta could not attend due to sudden sickness. The Chairman Prof.S.D.Tripathi coordinated the visit in place of Mr.B.S.Ponmudraj of NAAC.

The Peer Team carefully perused and analysed the SSR submitted by the institution. During the institutional visit, the team went through all the relevant documents, visited departments, acquainted itself with the facilities and interacted with various constituents of the institution. The academic, co-curricular, extra-curricular, sports and extension facilities of the institution were taken note of during the visit. The Peer Team also interacted at length with the Governing Body, Head of the institution, faculty, administrative staff, students, their parents, and alumni of the institution. Based on the above exercise, and keeping in mind the criteria identified by NAAC, the Peer Team has taken a value judgment. The assessment of the Institution under various criteria, the commendable features of the institution as well as the issues of concern are listed below.

Section 2: Criterion-wise Analysis

Criterion 1: Curricular Aspects

As an affiliated college of the University of Mumbai, the college has to follow the syllabi prescribed by the parent University for the courses offered in both the faculties of Arts and Commerce. The examination is under non-semester (annual) pattern. It offers two programs at UG level. There are three departments in Arts (History, Geography, Economics including Marathi Foundation Course and Communication Skills), one in Commerce faculty (Commerce and Accountancy including Business Law and Mathematics). The students have limited freedom with regard to elective options. Arts students have no horizontal mobility but Commerce students have the chance to pursue BA courses. Also, the 3rd year B.Com students have the option to choose from many elective papers offered to them. It would normally need one year to introduce a new programme.

The College aims at empowering the deprived sections of rural poor through higher education at their doorstep and makes them competent to join the main stream. With this aim in mind, the College has introduced career-oriented programs in Commerce and Accountancy. It conducts some remedial courses in subjects like Economics and Accountancy. It also encourages co-curricular and extra-curricular activities through NSS, Sports and Cultural activities to build self-confidence and thirst for knowledge among the students.

In an affiliating system, the College has to implement the curriculum designed by the University. In the interaction with the parents and alumni, the Peer Team was informed that there is a valid demand from local industries that the syllabi should be framed to meet their requirements also. They wanted some multi-skill courses to be started at this college. One of its Economics faculty members is on the Board of Studies of the parent University. Thus he has some opportunity to contribute to syllabus formation at the University level.

The College could introduce modularity as well as multidisciplinary approach in teaching even if the affiliating University does not prescribe it. It would be advisable to network with business/industry-neighbourhood for mutual benefit, offering expertise and in return getting financial and other assistance from them. Industrial training and Online work in the companies nearby are a boon to the students community. The College enjoys the goodwill and patronage of nearby industries but a permanent link between the College and these industries could be established by way of endowments for scholarships, prizes, etc., and agreement for regular employment.

Feedback on programmes and interaction with academic peers & employers are some of the ways to become relevant in the changing context. The College could establish a formal system of feedback on programmes, embark on regular interaction with academic peers and employees, preferably with external experts facilitating the proceedings.

Criterion II: Teaching - Learning and Evaluation

Admissions to First Year Degree Courses of B.A. and B.Com. are done according to the norms fixed by the University of Mumbai. The admission committee comprising the Principal, Vice-Principal and Sr.Clerk looks after the admission procedure. A list of the selected candidates is exhibited on the notice board and copies of the same are sent to the University of Mumbai and the Joint Director of Higher Education. Vacant seats are filled from the waiting list.

The College admits students based on their academic records, and have been able to admit everyone so far having minimum qualifications. Students are admitted to the II year & III year programmes if they come from other colleges; no Entrance Tests & Interviews are conducted. The average success rate in the last two batches in Arts is 82% and in Commerce it is 70%.

The teachers assess students' knowledge and skills through continuous interaction with them. As the total strength of the college is small in size, it is possible for personal contact between the staff and students.

At the start of each term, the departments are expected to formulate their own teaching plan to cover the syllabi set by the University. The syllabus is unitised accordingly. Student centred learning methods such as Projects, study tours, AV Aids, discussions are utilised. Various internal tests are used as means of assessing students' knowledge and skill. The methods of evaluation are communicated to the students at the beginning of the academic year.

The College has 233 working days, of which 180 are teaching days. Full-time teachers do most of the teaching. Since all the students come from Marathi medium schools, explanations are even given in Marathi to make comprehension easier. Talented and advanced students are given training to improve their performance. Attractive cash prizes are awarded as incentive to college rank holders.

Only one teacher has attended seminars, workshops and conference and one or two have presented papers. Three teachers have authored some textbooks. Presently the college has no links with other institutions of high order to better the teaching – learning process. Self-appraisal, result analysis, inspection by HOD and Principal as well as oral appraisal by students are used as ways of quality check.

The College could pay more attention to innovative teaching methods and methods using more applications of new technologies, computers, etc. More frequent assessment of students' knowledge and skills for a particular program after the admission, special care of advance learners, more use of central media facility for preparation of learning

packages, more AV and other teaching aids, organising faculty development programs, institution of teaching awards, etc. would enhance the quality of education. The College could make an effort to establish more national linkages and linkages with parent departments of the University for teaching as well as research.

Criterion III: Research, Consultancy and Extension

Research activities of the college need attention. Of the 5 regular full time staff, only one holds an M.Phil degree as the highest qualification. One has registered for M.Phil and another for Ph.D.

The extension activities of the College are carried out through NSS unit under the direction of a teacher with additional charge. Broad areas of extension activities of the College are community development, social work, health & hygiene awareness, medical check up, adult education, blood donation, AIDS awareness and environmental awareness. The students are encouraged to participate in these activities through recognition, certificates and prizes. The College collaborates with GOs and NGOs in its outreach programs. There are two novel services that are appreciated and encouraged among the people – vermin culture project and consumer guidance, since these two are the need of hour.

One teacher in the Accountancy Department is a qualified Chartered Accountant and helps the college immensely. His personal contacts in the society and industry help the college in raising funds. There is no project undertaken by any teacher of the college. The Vice Principal of the College also functions as N.S.S. Programme District Co-ordinator of Raigad. Recently, he has been adjudged as the 'Best NSS Programme Officer' of the University of Mumbai.

Since its inception, the college has been associating itself with social as well as sports activities. The College could establish NCC as a help to meet its goals and objectives.

Criterion IV: Infrastructure and Learning Resources

The College has a campus of 3.29 acres. The college main building is a three storey structure, having 9 class rooms in the first and second floors and housing the common rooms for boys and girls, Gymkhana rooms for boys and girls, Physical Health Centre, NSS Room, Staff Room, Principal's Office & Room, Examination Room, Staff Toilet, Guest Room and a Store Room. The Library Building has a Conference Hall in the ground floor and the library and reading room on the first floor. Near the gate of the College campus, there is a canteen and vehicle-parking shed for students and staff.

The College has an advisory committee to maintain the library. It advises the purchase of books, journals and periodicals in accordance with the needs of the students and the courses offered. The library functions on all working days from 8 a.m. to 6 p.m. The total number of books is 5,494. Book bank facility is available for students, who could not afford to buy costly textbooks. 717 textbooks are kept apart for their use. The College has proposed to start an inter-library communication with sister concerns. It is high time that the library should have introduced computerized services. In the last two years a good number of books have been added to college library. The Library subscribes to 12 magazines and some periodicals.

The College has a Health Centre with three doctors visiting the college at appointed hours once in a fortnight. It takes care of the health of students and staff.

Two playgrounds are provided for outdoor games. Boys and Girls have separate gymkhanas and indoor games facilities. The College provides facilities for outdoor games and sports like Athletics, Basketball, Cricket, Kabaddi, Kho-Kho and volleyball. The College encourages sports

by giving certificates and cash awards. In the past year, 68 students have participated in sports at the inter-college level.

There is no hostel facility in the College since the majority of the students come from Roha and its surroundings.

Among the future plans and proposals like Practical Courses in Accountancy & Management, a Centre for Yashwantrao Chavan Open University and computerisation of services for future growth of the college are welcome measures, which the team wishes to be implemented at the earliest.

Criterion V: Student Support and Progression

The average success rate in the last two batches in Arts is 80% and in Commerce it is 70%.

The dropout/failure rates are 2% and 20% respectively. Nearly 75 to 80% of the successful candidates go for higher education. A few alumni have attained prominent positions. Two students have passed the MPSC and one the Nationalised Bank Examination.

No updated prospectus has been published for the last two years but Policies and Admission Criteria are notified and the Admission Cell clears the doubts of the admission seekers. The Peer Team feels that the prospectus must be published every year.

Majority of the students receive different scholarships under different categories. The following statistics shows precisely the different scholarships given during the years 2001 and 2002: 368 and 384 received the economically backward class scholarships; 32 and 24 received the scholarship for the wards of School Teachers; 35 & 50 received the Government of India Scholarship for SC/ST/NT; 4 & 5 the Scholarship for the Handicapped and one each under the Ex-Servicemen category.

There is no employment bureau but it is stated that the teachers offer personal guidance and counselling in securing jobs. About 10 students have been employed in the local companies. Teachers motivate the students for self-employment. It is high time the College starts and Placement Cell.

Recreational and leisure time activities of the College include indoor games, outdoor games, nature club, debate club, student magazine, various competitions, cultural programs, AV facilities etc. Fund raising programmes have been conducted in the past very successfully. The College magazine has not been brought out for the last two years.

The students and staff of the college undertook rescue operations during the floods in July 1989 and their services were commended by the then Vice Chancellor of Mumbai University.

A suggestion box for students is kept in the office welcoming suggestions and even difficulties experienced by them. Valuable suggestions are given due consideration and implemented.

Criterion VI: Organisation and Management

This is a Grant-in-aid college and as such follows the rules and regulations laid down by Government, the University and its own Governing Body.

The management and the local managing committee take active interest in the progress of the College. There are various committees to take care of different responsibilities in the College. Heads of Departments coordinate their departmental activities under the general supervision of the Principal. Each teacher is expected to submit self-

appraisal in a prescribed format. Principal, Vice-Principal, Librarian and Office Superintendent supervise and check work efficiency of the administrative staff. The staff and students can avail of various government welfare schemes.

A Students' Council has been formed in accordance with the norms of the University. A special committee prepares the calendar for every year and its decisions are approved. The College conducts workshops for training the non-teaching staff and experts assist them in maintaining the accounts of the college. The Team noted that the College does not have adequate computer facilities. Thus, computerisation of library and office lies in their future plan.

The fee structure shows a sudden spurt in the current year for all the courses of the college under the items of development, utility and caution money and the hike is nearly Rs.1,000/-. The college has only a deficit budget and the audit is done internally.

Konkan Education Society has established a 'Sevak Sangh'. A 'Welfare Fund' is created to assist the staff financially at any time of crisis, to award prizes, to organize workshops, seminars, etc., and to organize social gatherings twice a year. The Sevak Patpethi or Co-operative Credit Society gives short term, medium term and long-term loans to the members of the staff. Provident Fund Scheme is implemented and P.F. loans are given to the staff.

Though there are no formal Grievance Redressal Cells for teaching & non-teaching staff, their grievances are routed through the Staff Secretary to the management. Students make representations through the Students' Council.

As the management stands for academic excellence, teachers are encouraged to attend refresher courses, workshops & seminars in their areas of specialisation. The Konkan Education Society received the

'Adarsha Shikshan Sansthan' award from the Maharashtra Government for its services to the cause of education during 2002-03.

Self-Appraisal reports from the teaching staff and confidential reports of the Principal on the non-teaching staff are maintained every academic year.

Criterion VII: Healthy Practices

The Peer Team notes with appreciation the following healthy practices of the College:

The College has established a system of internal quality check. Inspection by concerned authorities, establishment of several committees for sharing responsibility of various works of the College, feed back from various stake-holders and annual self-assessment of teachers are some of the means adopted by the College for internal quality check.

Co-curricular and extracurricular activities of the College serve as sources of imparting moral values as well as shape the overall personality of the students. The NSS unit of this College is playing a good role in this regard. It conducts traditional social service activities with the aim to inculcate the value of service. Also, it has undertaken Vermin-Culture Project and Consumer Guidance Programme as innovative social services.

The College promotes general/transferable skills, team spirit, individual excellence etc among the students by organising various competitions, cultural programmes, educational tours, etc. The students are encouraged to participate in these events and develop their talents.

The College could experiment with twinning programs, student exchange programs, MoUs with industry and research organisations to become better equipped to perform its role in higher education and achieve its specific goals and objectives.



Section 3: Overall Analysis

After going through the SSR and after its visits to various academic and physical facilities, and keeping in mind the quality of students admitted, the Peer Team is somewhat satisfied by the progress of this College and its efforts.

The Peer Team would like to commend the College for some of the positive features in its approach to quality assurance and standards and at the same time point out some of the issues of concern to College authorities for their consideration. The Peer Team would like to commend the Institution for the following aspects:

- Looking at the location of the College, by and large satisfactory results in the University examinations
- Committed efforts by the Management, Principal, faculty and administrative staff
- Various co-curricular and extracurricular activities to encourage variety of talents of the students
- Good interpersonal relationship among Principal, faculty, students and management.
- Earning of awards by one member of the faculty.
- Adequate campus with sports facilities.
- Various committees to take care of different works.
- Concern of officers of the local industries in promoting the job potentials of the students of the college
- Steady progress in the infrastructure of the college from a humble start over the last few years
- Commendable services done by the NSS unit of the college

With the view to its further improvement and better service, the Peer Team would like to suggest the following to the Institution for its consideration:

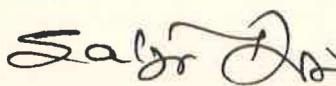
- More courses (traditional as well as new) should be started so that students have better choices. PG courses in Economics & History may also be started.
- More systematic and formal interactions with outside academic community, academic peers, employers etc.
- Network with business/industry-neighbourhood for academic excellence and assistance
- The teachers should obtain M.Phil / Ph.D. degrees as early as possible.
- Encouragement for more participation, paper presentation at national/international seminars/workshops/conferences and publications. Encouragement to faculty members to avail of minor research grants, initiate research projects; provide seed money, offer consultancy, establish teaching awards, in short, further strengthen research culture
- Encouragement for use of new technology in teaching-learning-evaluation
- Raise funds for creation of corpus for financial assistance to poor, needy students as well as to employ more full time faculty
- Augment infrastructure and learning resources by making computers available to staff and students of more departments, become members of INFLIBNET.
- Establish a computer centre for all.
- Computerise Office and library facilities on urgent basis.
- Strengthen support services by establishing health-centre, strengthening an Employment Cell and Grievance Redressal Cell.
- Establishment of an Alumni Association, Use of Alumni Association, keeping their latest profile and using their services for the College.
- Strengthen formal mechanism to get feed-back from all the stakeholders and collaborators
- Professional development programs for faculty and staff

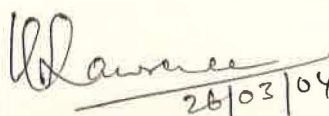
The Peer Team is of the opinion that this exercise will be useful to the institution to initiate and sustain quality enhancement strategies towards further growth and development.

The Peer Team places on record its appreciation of Management, Principal and the entire team of staff for the introspection undertaken.

We wish them all the best in their pursuit of excellence in higher education.


Names and Signatures of the Peer Team Members


Prof. S.D. Tripathi, 26.3.04
Chair Person


Prof. K. Lawrence
Member

Name & Signature of the Head of the Institution

I agree with the report.


Mr. S.E. Chaudhari
Principal of the College
Dr. C. D. Deshmukh
Comm. & Sau. K G. Tamhane
Arts College, Roha - Raigad.
Date: 26th March, 2004



Quality Profile

Name of the Institution : Konkan Education Society's
Dr. C. D. Deshmukh Commerce &
Sau. K. G. Tamhane Arts College

Place : Roha, Dist. Raigad, Maharashtra

Criterion	Criterion Score (C_i)	Weightage (W_i)	Criterion X Weightage ($C_i \times W_i$)
I. Curricular Aspects	60	10	600
II. Teaching-learning and Evaluation	61	40	2440
III. Research, Consultancy and Extension	55	05	275
IV. Infrastructure and Learning Resources	65	15	975
V. Student Support and Progression	63	10	630
VI. Organisation and Management	61	10	610
VII. Healthy Practices	61	10	610
		100	$\Sigma C_i W_i = 6130$

$$\text{Institutional Score} = \frac{\Sigma C_i W_i}{\Sigma W_i} = \frac{6130}{100} = 61.30$$

M. S. Deshpande
Director