



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

Accreditation - (Cycle -1)

PEER TEAM REPORT ON

**INSTITUTIONAL ACCREDITATION OF
GOVT.NAVEEN GIRLS COLLEGE BAIKUNTHPUR
C-9716
Chhattisgarh
Baikunthpur
497335**

Section I: GENERAL INFORMATION

1.Name & Address of the institution:	GOVT.NAVEEN GIRLS COLLEGE BAIKUNTHPUR Baikunthpur Chhattisgarh 497335
2.Year of Establishment	2007
3.Current Academic Activities at the Institution(Numbers):	
• Faculties/Schools:	3
• Departments/Centres:	9
• Programmes/Course offered:	4
• Permanent Faculty Members:	3
• Permanent Support Staff:	6
• Students:	807
4.Three major features in the institutional Context (As perceived by the Peer Team):	<ol style="list-style-type: none">1. Only government girls college located in a tribal and rural area catering to the requirement of tribal and rural girls2. Adopting a nearby poor village every year and creating awareness about social issues through camps3. Efficient strong and effective NSS Unit. Skill development courses offered to create useful products facilitating sales
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 02-03-2022 Visit Date To : 03-03-2022

6.Composition of Peer Team which undertook the on site visit:	
Chairman:	Vijaya Deshmukh
Member:	Rekha Kalia Bhardwaj
NAAC Co - ordinator:	Dr. Shyam Singh Inda

Section II:CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrices 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)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QIM) in Criterion1)

<i>1.1</i>	<i>Curricular Planning and Implementation</i>
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
<i>1.2</i>	<i>Academic Flexibility</i>
<i>1.3</i>	<i>Curriculum Enrichment</i>
1.3.1 QIM	Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum
<i>1.4</i>	<i>Feedback System</i>

Qualitative analysis of Criterion 1

Govt. Naveen girls' college, Baikunthpur is affiliated to Sant Gahira Guru Vishwavidyalaya Sarguja, Ambikapur and follows the syllabus of the Vishwavidyalaya. The college follows the academic calendar of higher education department of the State. The Teachers daily diary is maintained pertaining to the chapters taught. CBCS pattern is followed in the PG class in Sociology along with class room teaching, project work and field work. The college prepares academic calendar as per guidelines of Higher Education Department. It pertains to admission process and schedule of academic and non-academic activities. For internal assessment - three unit tests, one half yearly and one pre-final exam are conducted. Regular staff meetings and IQAC monitor that the academic calendar is followed properly. Student representatives can give suggestions, if they feel. Annual feedback system is implemented for students and the feedback is analysed.

The subjects taught in the college class includes professional ethics, gender equality, human values, environmental topics. Apart from this gender equality and issues related to the human values and environment are discussed in detail with students in humanities subjects like economics, Hindi literature and sociology.

In the under graduate classes of BA, B.com, B.sc of three-year course all the students are required to study and appear in the theory and practical exam of environmental science. It covers types of pollution, its treatment and solutions, ecosystem, ways of conservation. The students are given training to make useful things and artifacts out of waste materials.

NSS and cultural units organize programmes from time to time to create awareness on issues related to current social problems, human values and environment.

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	<i>Teaching- Learning Process</i>
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	<i>Teacher Profile and Quality</i>
2.5	<i>Evaluation Process and Reforms</i>
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	<i>Student Performance and Learning Outcomes</i>
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	<i>Student Satisfaction Survey</i>

Qualitative analysis of Criterion 2

The college identifies the advanced and slow learners at the beginning of the programmes through marks obtained in the qualifying examinations, student activities and grasping abilities. Slow learners are encouraged to improve their performance through special guidance and personnel counselling. They are motivated to participate in sports and co-curricular activities. Advanced learners are provided additional learning material, references, along with inspirational episodes. A separate time table is prepared and followed for slow / advanced learners.

Besides traditional classroom teaching, experimental and participative learning are imparted through seminars, competitions, of literary and creative activities. These activities are frequently organized to bring out their dormant qualities and help in an overall development in Hindi and English Literature, along with poetry writing / reciting, dramatic presentation, posters, creative writing etc. This helps the students enhance their interest in various issues, problem solving approach and to enliven their own thoughts, views, opinion and ideas.

Collective efforts of students to enliven their class rooms, labs and surroundings creatively helps in team building and participative learning. The college has limited computers. But teachers are using power point presentations, audio visuals, youtube and other methods to guide students. Google meet is used for seminars and literary competitions. Advanced learners are provided study links like pathshala to benefit them. Teachers are having youtube channels to upload their videos and study materials. An interactive flat panel is installed recently in the college which is connected to wifi. The campus is having 30 mbps wifi facilities.

Annual exams are conducted by Sant Gahira guru university. Besides this college conducts unit test and pre - final exams according to the academic calendar. After the tests are evaluated, answer sheets are shown to the girls so that they analyze their mistakes. The queries, if any, are sorted out by the teachers and improvements are suggested. The whole evaluation system is fully transparent and girls actively participate in it. College has a separate internal committee to timely sort out the grievances, if any, related to examinations. Principal monitors the mechanism for evaluations to ensure that the grievances are addressed immediately.

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

College has an ecosystem for innovations and has initiatives for creation and transfer of knowledge through seminars, conferences, you tube channels, website and interactive panel. Students are encouraged to create products and artifacts out of waste like plastic bottles, tyres, used wood, wool etc. Teachers publish papers in magazines and journals, literary activities like debates, elocution, essay writing are used to widen the horizon of students and explore creativity. Extension activities of the college are very impressive.

Research initiatives needs to be developed. Publications need to be enhanced.

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	<i>Library as a Learning Resource</i>
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.3	<i>IT Infrastructure</i>
4.3.1 QIM	Institution frequently updates its IT facilities including Wi-Fi
4.4	<i>Maintenance of Campus Infrastructure</i>
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

There are 9 departments, 11 classrooms, 4 laboratories for all science departments. seven computers, two projectors, 75" interactive flat panel. Skill development cell where students are motivated to create handloom and handicrafts and market the same. There is a Library with 9000 books, 300 reference books, reading room of 40 capacity, NSS room, Sports room, girls' common room. There is a indoor stadium and playground for girls' to play khokho, badminton, volley ball, football, kabaddi etc. Efforts are required to equip all classrooms with ICT facilities.

There is canteen facility for students and kitchen facility for staff.

Indoor and Outdoor sports facilities are available. There is adequate space for games like khokho, kabaddi, tennis, volley ball, football, etc. The indoor stadium is available for indoor sports. Students compete at inter-college, university, division, state level and bring laurels to the college. NSS unit of the college is active and holds regular sports and cultural activities. Seven day camp is held in adopted village. Students actively participate in cultural activities of literary, musical and performing arts, fine arts. There are systems in place for using the academic and support facilities, sports complex etc. For maintenance of facilities, it has to be done through PWD department.

**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
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Qualitative analysis of Criterion 5

Active participation of students is found in representation and engagement in various administrative, co-curricular, extracurricular activities. Student council is formed as per the guidelines of State Higher Education Department and the council is active. Cultural committee has student representation which organizes annual programmes and various cultural events. IQAC and other internal committees have student representation. Annual feedback taken from students, alumni, stakeholders and analysed.

The alumni are very active and play a pivotal role in the activities of the college. Registration of Alumni association is in process. The alumni help students and encourage them through lectures on career guidance and counsel them. Most of the alumni are in administrative posts, college teachers.

***Criterion6 - Governance, Leadership and Management
(Key Indicator and Qualitative Metrics(QIM) in Criterion6)***

6.1	<i>Institutional Vision and Leadership</i>
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	<i>Strategy Development and Deployment</i>
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	<i>Faculty Empowerment Strategies</i>
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	<i>Financial Management and Resource Mobilization</i>
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	<i>Internal Quality Assurance System</i>
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 Institution has plans to develop various PG programmes and diploma and skill based programmes which are awaiting the approval of the university and state government. Due to lack of finance, most of the

plans cannot be implemented according to the leadership. The college budget sanctioned by state government is meagre, With the help of municipal corporation, Jan Bhagidari and donations, the college manages certain necessary requirements. State government needs to provide adequate funds for ICT related requirements.

The organizational structure is defined. All policies and rules are based on the instructions of Higher Education department. Functioning of committees are based on guidelines of UGC and state. Appointments are based on selection through state government. Implementation of e-governance needs to be strengthened.

Welfare means for teaching and non teaching staff are available as per state government rules like tribal area allowance, child care leave, festival advance, clothing allowance for fourth class employees etc. Refresher course was attended by permanent staff. Due to lack of funding, some of the welfare measures for teaching and non-teaching staff cannot be implemented.

Annual work of academic and non academic staff is evaluated through ACRs. At the end of the year, the Principal forwards the reports to Directorate Higher Education Department.

The AG of State conducts audit and the college is a government college under state government. College is maintaining Cash book, stock register as per guidelines of state government. Salary is credited to the accounts of staff directly by state government. Being a government college, it gets funds from Higher Education department of State government. The funds are utilized as per approved annual budget and laid down procedures. The college needs to get 12B to be eligible for funds from UGC. The resources are utilized optimally and as per procedures.

IQAC was established in 2016 and is found active in quality education initiatives. IQAC meetings are held frequently wherein overall performance is reviewed and suggestions made. IQAC reviews the annual performance of the college and gives suggestions for improvement. Academic audit is conducted by IQAC. IQAC wishes to convert all classrooms into smart classrooms. Teachers are motivated for publications. Five research papers were published. Teachers are motivated to attend refresher courses. Three permanent teachers attended refresher course and one staff completed orientation work. Two permanent teachers are registered as research guides in the university and one permanent teacher is a member of Board of

Studies. Sports facilities improved. Water coolers and ROs installed. 16 CCTVs intalled to monitor activities. Providing Youtube channel for course delivery. Photocopy and printing facilities improved. Reading room created. Sanitary Pad Vending Machine and Icinerator installed in girls' room. College manages to adhere to the emergent requirements with the help of local donations and community help. They have very good relations with the local administration.

**Criterion7 - Institutional Values and Best Practices
(Key Indicator and Qualitative Metrices(QIM) in Criterion7)**

7.1	<i>Institutional Values and Social Responsibilities</i>
7.1.1 QIM	Measures initiated by the Institution for the promotion of gender equity during the last five years.
7.1.3 QIM	<p>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</p> <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	<i>Best Practices</i>
7.2.1 QIM	Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.
7.3	<i>Institutional Distinctiveness</i>
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

College is empowering girls through motivational guest lectures. Invited dignitaries are from department of women and child development, state women commission, SP etc. Students are sensitized for gender equity, safety and security through various cultural activities and initiatives in the seven day camp. Awareness programmes for gender equity are organized through rallies, road shows, nukkad natak etc. in the neighbourhood. Dust bins are placed at proper places and students are motivated to use it to keep the premises clean. Waste is dumped in a pit to convert into manure. College has initiated Best out of waste, the aim is to convert most of the waste into artifacts. Initiatives are needed for e-waste management and recycling system. For admissions, girls come from various remote areas with different social and economic background. Since they are of different caste and creed, a congenial atmosphere prevails in the college. NSS unit of the college makes girl students and villages aware about social evils, superstition through folk songs, skits, dramas and street plays. Celebration of national festivals creates a spirit of unity and harmony amongst the students. Through cultural activities, essay writing, painting, posters, rangoli, debates etc., college instills cultural and moral values amongst the students.

Blood donation on armed force day, sensitizes students towards the sacrifices of armed forces and makes them responsible citizens. The constitution day is celebrated every year on 26th November during which students are acquainted with the importance of the constitution, through lectures, competitions, preamble displayed at entrance. Celebration of good will day, environment day, women's day, children day, election day etc. enlightens students to be responsible. Students actively participate in SVEEP and motivate voters

to cast their votes. Voters' awareness campaign is undertaken under the guidance of government agencies. The college organized legal literacy awareness programmes through experts. The college organizes various national and international commemorative days and celebrates events and festivals as per guidelines of state government. Republic day, Independence day, Yoga day, Environment day, International women's day, Constitution day Human Rights' day, National Unity day, Teachers' day, AIDS day, Literary day, Voters' day etc. are celebrated. The birth anniversary of great leaders are celebrated to inspire the students like Swami Vivekanand Jayanti, Gandhi Jayanti, Shubhash Chandra Bose Jayanti etc. Skill development programme for students in handloom and handicrafts and create a market for the same. The college adopts a village every year. Student camp in the village to create awareness about various social issues, cleanliness, hygiene, gender sensitization etc. The students contribute and distribute blankets in the village during winters.

During COVID 19 pandemic 3000 free masks were distributed for which the college was given an appreciation by the State government. College initiative for 'Best with Waste' is a distinctive practice. Through this scheme girls make the Best use of waste materials and create useful products. The college is the only government girls' college in the area and the main objective of this institution is to make girls self reliant and empowered women. One of the best practices is to make girls skill oriented, college organizes rangoli, mehendi, cooking, salad decoration competitions to motivate girls to be self reliant by moulding their careers as beauticians, food providers and decorators.

With the initiative of Best with Waste, girls are provided training with the help of staff contributory funds, girls make useful articles like bracelets, necklaces, piggy banks, flower pots, earrings, photo frames, pen stands etc. In order to sell these products, stall are installed once in a week and profit is distributed amongst the girls. Warm clothes are distributed through contribution from students to the needy in winters.

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

Overall Analysis

The college is the only government girls' college located in the area.

The strength of the students is continuously increasing

A very strong and active NSS unit

College has its own building with furnished indoor stadium and sports facilities

Tribal students are having high creative value

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)

- PG courses need to be introduced
- Diploma and skill based courses to be initiated
- ICT infrastructure needs to be strengthened
- Library should be updated and fully automated
- Hostel and transportation facilities for girls
- Sports coaching to be introduced
- Entrepreneurship development programmes need to be designed for self employment
- Courses for competitive exams may be introduced
- Add on courses in Communication skills needed
- Vermicompost unit may be set up

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

Signature of the Peer Team Members:

Sl.No	Name		Signature with date
1	Vijaya Deshmukh	Chairperson	
2	Rekha Kalia Bhardwaj	Member	
3	Dr. Shyam Singh Inda	NAAC Co-ordinator	

Place: Date