

# **Peer Team Report on Institutional Accreditation of**

**Arya Mahila P.G. College  
Chetganj, Varanasi – 221001 (U.P.)**

**Visit Dates  
5-7, November 2012**

**National Assessment & Accreditation Council  
(An autonomous Institution of the University Grants  
Commission)  
P.O. Box 1075, Nagarbhavi, Bangalore-560 072**

**PEER TEAM REPORT ON**  
**Institutional Accreditation of**  
**Arya Mahila P.G. College, Chetganj,**  
**Varanasi – 221001 (U.P.)**

**Section 1 : General**

1.1 Name & Address of the Institution:	Arya Mahila P.G. College, Chetganj, Varanasi – 221001 (U.P.)
1.2 Year of Establishment :	1956
1.3 Current Academic Activities at the Institution (Numbers):	02 (Arts, Commerce)
• Faculties/Schools:	02
• Departments/Centers	Hindi, English, Sanskrit, Political Science, Home Science, Philosophy, Music (Vocal), Music (Instrumental), History, Economics, Psychology, Sociology, AIHC & Archeology, Commerce and Bengali.
• Programmes/Courses offered	24
• Permanent Faculty Members:	48
• Temporary Faculty members:	40
• Permanent Support Staff:	27
• Temporary Support Staff:	15
• Students:	2518
1.4 Three major features in the institutional Context	<ul style="list-style-type: none"> <li>• This college was established with the philanthropic aim of educating female students.</li> <li>• The college is affiliated to Benares Hindu University, Varanasi.</li> <li>• The college is functioning with 95 % grant from UGC.</li> </ul>
1.5 Dates of visit of the Peer Team	5-7, November 2012
1.6 Composition of the Peer Team which Undertook the on-site visit:	
Chairperson	<b>Prof. Jacob John Kattakaym</b> (Former Director, UGC-ASC) Professor Emeritus, Dept. of Sociology, University of Kerala, Kariavattom – 695581, Trivandrum, Kerala
Member Coordinator)	<b>Dr. Neena Sawhney</b> Principal Chandigarh College of Education, Landran, Dist. Mohali – 140307
Member	<b>Prof. M. Chandrasekhar</b> (Former Professor & Head, School of Management, Sri Venkateshwara University) MIG-Plot 5, Sector 8, MVP Colony, Visakhapatnam – 530017, Andhra Pradesh
NACC Officer	<b>Dr. M.S. Shyamasundar,</b> Deputy Adviser, NAAC, P.O. Box No 1075, Nagarbhavi, Bangalore – 560072, Karnataka

  
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**Section II: CRITERION WISE ANALYSIS**

<b>2.1 Curricular Aspects:</b>	
2.1.1. Curricular Design & Development:	<ul style="list-style-type: none"> <li>The College has adopted curriculum prescribed by the affiliating University.</li> <li>Staff members of the college contribute in curriculum development as special invitees of Board of Studies.</li> <li>The college has provisions of computer and vocational courses in their vocational training college in same campus.</li> </ul>
2.1.2 Academic Flexibility :	<ul style="list-style-type: none"> <li>Academic flexibility is available vide 14 options available in B.A. Hons (Arts as well Social Sciences) and 6 options available in masters course.</li> <li>B.Com Hons self financing course and certificate course in Buddhism also available.</li> </ul>
2.1.3 Feedback on curriculum	<ul style="list-style-type: none"> <li>Feedback on curriculum is gained from students.</li> <li>The data is analysed in order to bring changes in teaching pattern for continuous improvement.</li> </ul>
2.1.4 Curriculum Update:	<ul style="list-style-type: none"> <li>Curriculum revision is done almost every three years.</li> <li>Semester system was introduced in the college 2 years back by the university guidelines and syllabus was suitably modified for the same.</li> <li>The provision for the modification of the course lies under the jurisdiction of the affiliating University.</li> </ul>
2.1.5 Best Practices in Curricular Aspects(if any):	<ul style="list-style-type: none"> <li>Imparting vocational skills to students through employment oriented courses.</li> </ul>



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<b>2.2 Teaching-Learning &amp; Evaluation:</b>	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> <li>Admissions are done through Common Entrance Test conducted by the university</li> <li>Publicity regarding the admission process is provided to the students through prospectus, websites and national level news papers etc.</li> <li>Admission is made keeping in view the reservation policy of the government.</li> </ul>
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> <li>Remedial classes arranged for slow learners.</li> <li>Tutorials and mentoring services available for benefit of students.</li> <li>Measures for mentoring and catering to differently abled need to be well defined.</li> </ul>
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>Lecture method predominantly used but participatory learning techniques are also used in teaching.</li> <li>Projects based learning, assignments and seminars/debates in practice.</li> <li>Limited use of ICT in course transaction.</li> </ul>
2.2.4 Teacher Quality :	<ul style="list-style-type: none"> <li>68 teachers are having Ph.D as their highest qualification.</li> <li>Recruitment process of teachers is based on university norms.</li> <li>Teachers have received many awards and honor provided from university/outside agencies.</li> </ul>
2.2.5 Evaluation Process & Reforms:	<ul style="list-style-type: none"> <li>Results are displayed on notice boards and students are allowed to go through assessed answer sheets.</li> <li>Proper communication on the progress of the students to their parents is done effectively.</li> <li>Mechanism for redressal of grievances regarding evaluation is present.</li> </ul>
2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	<ul style="list-style-type: none"> <li>Preparation of question bank for all subjects.</li> </ul>



	<ul style="list-style-type: none"> <li>Remedial coaching classes for backward students.</li> </ul>
<b>2.3 Research, Consultancy &amp; Extension:</b>	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>Proposal for commencement of research activity sent for approval to the university</li> <li>Some faculty members are engaged in minor research projects sponsored by UGC.</li> </ul>
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> <li>The faculty is actively involved in publishing books and research papers in reputed and refereed journals.</li> <li>Many teachers have published their Ph.D thesis.</li> <li>One Faculty member has got a major research project from the UGC.</li> </ul>
2.3.3 Consultancy:	<ul style="list-style-type: none"> <li>Consultancy services yet to be initiated.</li> <li>Consultancy provided to own students through guidance and counseling cell and Tejaswini, a Women's Cell.</li> </ul>
2.3.4 Extension Activities:	<ul style="list-style-type: none"> <li>The college has 5 units of NSS having 500 volunteers and 3 units of NCC to generate social awareness among students.</li> <li>The college contributes in cleanliness drives, cultural rejuvenation in tune with heritage of the ancient city.</li> <li>Activities for widows, prisoners, street children, and differently abled children are conducted in collaboration of NGO's.</li> <li>3 staff members have received recognition from BHU for NSS activities.</li> </ul>
2.3.5 Collaborations:	<ul style="list-style-type: none"> <li>The institution has linkages with several local colleges and organisations.</li> <li>Collaborations with national level academic organisations yet to be initiated.</li> </ul>
2.3.6 Best Practices in Research, Consultancy & Extension (if any):	<ul style="list-style-type: none"> <li>Introduction of certificate course on Buddhism for prisoners and Literacy drives in slums by NSS volunteers.</li> </ul>



	<ul style="list-style-type: none"> <li>Publication of biannual research journal “Creation” started in 2010.</li> </ul>
<b>2.4 Infrastructure and Learning Resources:</b>	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> <li>The College has a 3-storied building with 5331.64 Sq. m. floor area in a 2.37 acres campus.</li> <li>Sufficient, lecture rooms, laboratories and other instructional facilities available.</li> <li>Badminton, volleyball and basketball grounds available in campus.</li> <li>Infrastructure facilities to meet the special requirements of the differently abled students are lacking.</li> </ul>
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> <li>Budget allocation and proper utilization of it is done for the maintenance and repair of infrastructure.</li> <li>The college is continuously trying to modernize and update the infrastructure using various grants got from UGC.</li> </ul>
2.4.3 Library as a Learning Resource:	<ul style="list-style-type: none"> <li>Library is partially computerized and makes use of INFLIBNET facility. It has a 30 seater reading room, reprographic section and 4 computers with internet facilities</li> <li>The library has 28086 books, 52 Indian Journals and 20 magazines.</li> <li>There are 1707 Books in the book bank of the library.</li> </ul>
2.4.4 ICT as Learning Resource:	<ul style="list-style-type: none"> <li>The college has 68 computers in all and a Computer laboratory with 30 Computers and 5 LCD projectors.</li> <li>Faculty use internet to make lessons on OHP and ppt.</li> <li>The college website is functional and updated periodically.</li> </ul>
2.4.5 Other facilities:	<ul style="list-style-type: none"> <li>Medical room, canteen facilities available.</li> </ul>



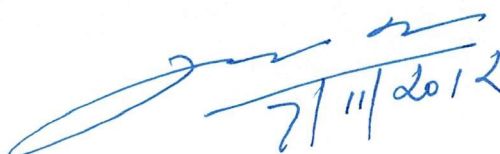
	<ul style="list-style-type: none"> <li>Common facilities are available like staff room, common room for students, rest rooms, cultural club etc.</li> <li>New building is being constructed with UGC grants to accommodate increasing intake of students.</li> </ul>
2.4.6 Best Practices in the development of infrastructure and Learning Resources (if any):	<ul style="list-style-type: none"> <li>Proper maintenance of infrastructure.</li> <li>Library automation is in progress.</li> </ul>
<b>2.5 Student Support and Progression :</b>	
2.5.1 Student Progression:	<ul style="list-style-type: none"> <li>Students are admitted from all socio-economic strata.</li> <li>Academic progression of students is monitored through class tests and assignments.</li> <li>Placement cell has been constituted recently.</li> </ul>
2.5.2 Student Support:	<ul style="list-style-type: none"> <li>College publishes its prospectus, college magazine "Sarjana" annually and newsletter "Darpan" biannually.</li> <li>Lectures and training programs are organised to encourage and develop entrepreneurial skills.</li> <li>Personal counseling, and facility of "Earn while you Learn" also.</li> </ul>
2.5.3 Student Activities:	<ul style="list-style-type: none"> <li>Students are encouraged to participate in curricular and co-curricular activities especially in cultural activities.</li> <li>Many students have got awards and medals for participating in various competitions.</li> <li>Students are publishing articles in catalogues, wall and college magazines.</li> </ul>
2.5.4 Best Practices in Student Support and Progression	<ul style="list-style-type: none"> <li>Remedial classes are organised for weak students .</li> <li>Provision of Guidance and Counseling services</li> </ul>
<b>2.6 Governance and Leadership:</b>	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> <li>Vision and mission statement provided by the institution is in tune with the objectives of the</li> </ul>



	<p>Higher education.</p> <ul style="list-style-type: none"> <li>• Management holds monthly meetings with the staff to analyse working of the institution.</li> <li>• The college principal holds regular meetings with the faculty and forwards issues raised to the management.</li> </ul>
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> <li>• Administrative activities of the college are well defined and decentralized.</li> <li>• Various committees are formed to assist the principal for smooth functioning of the college.</li> <li>• Grievance redressal system for faculty is functional.</li> </ul>
2.6.3 Strategy Development & Deployment:	<ul style="list-style-type: none"> <li>• Academic Plan is prepared by the college in beginning of the session.</li> <li>• Futuristic plan to introduce new courses.</li> <li>• Management information system needs to be initiated.</li> </ul>
2.6.4 Human Resource Management:	<ul style="list-style-type: none"> <li>• Recruitment as per guidelines of UGC/University.</li> <li>• Performance appraisal of staff is in practice.</li> <li>• Faculty is encouraged for professional development and Study leave is given for attaining higher qualification.</li> </ul>
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> <li>• Grants received from UGC and Fee collected from the students is the main source of income to the college.</li> <li>• Accounts of the institution are audited regularly by Chartered Accountant.</li> <li>• The institutional budget is adequate to cover day to day expenses.</li> </ul>
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> <li>• Transparent and participative management.</li> <li>• Cordial relationship among staff and management.</li> </ul>



<b>2.7 Innovative Practices:</b>	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> <li>Internal Quality Assurance Cell constituted in May 2011.</li> <li>IQAC cell functioning is limited.</li> <li>Meetings conducted periodically under different committees for college.</li> <li>Students contribute by submitting feedback and suggestions about faculty.</li> </ul>
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> <li>Financial help is provided to the economically backward students.</li> <li>Extra tutorial classes and personal counseling is organized for students of disadvantaged sections.</li> <li>The institute celebrates different days to promote social justice and good citizenship among students.</li> </ul>
2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> <li>Institution has maintained good relationship with the students, parents and alumni.</li> <li>The institution has a good reputation and standing in society.</li> <li>Alumni of the institute are occupying high positions in different fields.</li> </ul>
<b>Section III : OVERALL ANALYSIS</b>	
3.1 Institutional Strengths :	<ul style="list-style-type: none"> <li>Supportive Management, having active interest in academic and administrative affairs of the College.</li> <li>Institutional leadership and internal coordination is well managed.</li> <li>Competent and committed teachers with Ph.D and M.Phil qualifications.</li> <li>Providing higher education services in the city for the past 56 years.</li> <li>Covered under 2f and 12b section of UGC enabling them to get grants from UGC.</li> </ul>



3.2 Institutional Weaknesses :	<ul style="list-style-type: none"> <li>• Lack of adequate space for further development.</li> <li>• Lack of exposure of teachers.</li> <li>• Lack of central computing facility and limited ICT culture.</li> <li>• Absence of revenue generating courses.</li> <li>• Inadequate canteen and sports facilities and lack of hostel and transport facilities.</li> </ul>
3.3 Institutional Opportunities :	<ul style="list-style-type: none"> <li>• New professional/job-oriented and self-finance courses can be introduced.</li> <li>• Alumni association can be well utilized for contributing financially to the institute.</li> <li>• Collaboration with institutions at local and national level.</li> <li>• Paid consultancy services can be initiated.</li> <li>• Organization of personality and skill development programmes.</li> </ul>
3.4 Institutional Challenges :	<ul style="list-style-type: none"> <li>• Acquiring more space and generating more resources for development of the institution.</li> <li>• Starting departmental libraries in all departments.</li> <li>• Starting of more job oriented courses in the college.</li> <li>• Providing seed money for research to the faculty.</li> <li>• Constructing hostel for students and residential facility for staff.</li> </ul>
<b><i>Section IV : RECOMMENDATIONS FOR QUALITY ENHANCEMENT OF THE INSTITUTION</i></b>	
<ul style="list-style-type: none"> <li>• Teachers may be encouraged to participate in national and International seminars outside the state to get more exposure.</li> <li>• All temporary/ part time teachers may be encouraged to participate in orientation programs and refresher courses.</li> <li>• Services of qualified temporary faculty need to be regularized and paid proper salary.</li> <li>• Teachers should be encouraged to take up more major/minor research projects from</li> </ul>	



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National funding agencies and take up guideship of Ph.D students.

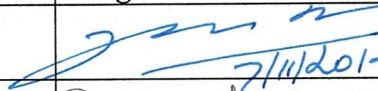
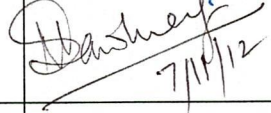
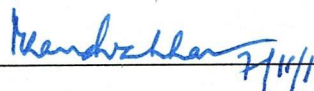
- Institutional budget should have a provision for research and development activities.
- Library needs to have more space with open access and automation facility together with availability of latest books and subject's journals as well as Reading Room.
- More Post graduate programs like Bengali, Fine Arts, Home Science, M.SW, Mass Communication and Journalism, Physical Education, M.Com should be started.
- Placement cell activities should be strengthened and career guidance may be given to the students.
- Additional efforts may be made to train advanced learners in order to ensure their appearance in University Merit List.
- Alumni association should be strengthened to tap resources for the development of the college.
- The College should try to acquire more land for hostel and sports facilities including indoor games hall.
- The college should provide transport facility for girls.

I agree with the observations of the peer team as mentioned in this report.

Signature of the Head of the Institution

Seal of Arya Mahila P.G. College  
Chetganj, Varanasi

Signature of the Peer Team Members:

Name and Designation		Signature with date
Prof. Jacob John Kattakaym	Chairman	 7/11/2012
Dr. Neena Sawhney	Member Co-ordinator	 7/11/12
Prof. M. Chandrasekhar	Member	 7/11/12
Dr. M.S. Shyamasundar,	NAAC Co-ordinator	

Place: Varanasi

Date: 07/11/12