



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

Accreditation - (Cycle -3)

PEER TEAM REPORT ON

**INSTITUTIONAL ACCREDITATION OF
GIRRAJ GOVT COLLEGE (AUTONOMOUS) NIZAMABAD,
TELANGANA
C-35065
Telangana
Nizamabad
503001**

Section I:GENERAL INFORMATION

1.Name & Address of the institution:	GIRRAJ GOVT COLLEGE (AUTONOMOUS) NIZAMABAD, TELANGANA Nizamabad Telangana 503001
2.Year of Establishment	1956
3.Current Academic Activities at the Institution(Numbers):	
• Faculties/Schools:	-
• Departments/Centres:	30
• Programmes/Course offered:	39
• Permanent Faculty Members:	48
• Permanent Support Staff:	31
• Students:	3948
4.Three major features in the institutional Context (As perceived by the Peer Team):	<ol style="list-style-type: none"> 1. Education being imparted to first generation learners with significant student strength 2. An Government Autonomous college with a standing of 62 Years 3. Education at low cost to the meritorious students with results about 80%

5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 25-09-2018 Visit Date To : 26-09-2018
6.Composition of Peer Team which undertook the on site visit:	
Chairman:	Shailesh Zala
Member Co - ordinator:	Pratibha Gaikwad
Member:	NVR Jyoti Kumar
NAAC Co - ordinator:	Dr. Devender S Kawday

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)**

<i>Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrics(QIM) in Criterion1)</i>	
<i>1.1</i>	<i>Curriculum Design and Development</i>
1.1.1 QIM	Curricula developed /adopted have relevance to the local/ national / regional/global developmental needs with learning objectives including program outcomes, program specific outcomes and course outcomes of all the program offered by the Institution
<i>1.2</i>	<i>Academic Flexibility</i>

1.3	<i>Curriculum Enrichment</i>
1.3.1 QIM	Institution integrates cross cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	<i>Feedback System</i>

Qualitative analysis of Criterion 1

The college is autonomous since 2004 and is a Government College. Curriculum is designed keeping in mind the needs at local level. The curriculum is revised once in every two academic years based on local needs and learning objectives. Various departments have undertaken skill development courses to prepare the students for employability. The College has been selected under PMYUVA entrepreneurship development programme sponsored by Ministry of Skill Development and Entrepreneurship, Govt. of India. Three new courses B.Sc Geology, M.Sc Botany and BLISc have been introduced during the last 5 Years. In addition to the regular curriculum some of the departments introduced skill enhancement programmes, certificate courses. The Department of Botany has introduced a skill enhancement programme on "Seed technology and Plant protection" keeping in mind the requirements of agriculture in local area. The Department of Chemistry incorporated few topics Bio fuels and Pets sides in the regular curriculum along with one certificate course like soil and water analysis. The Department of History has added a topic on Local history in the syllabus to highlight the glory of the Nizamabad. The Departments of Political Science, Economics and Commerce have also introduced topics of relevant to the local needs. The Departments of Linguistics have introduced the contribution of local poets and writers in the syllabus. The Choice Based Credit System has been introduced in the curriculum from the academic year 2014-15. The Semester system is followed from 2004-05. The Social consciousness and value based education is imparted by introducing subjects like Gender sensitization, Environmental Education, Value Education, Science and Technology and Indian Heritage and Culture. Telangana State Knowledge Centre Programmes are a part of the main curriculum to develop Soft Skills, Computer and reasoning skills. The cross cutting issues relevant to Gender Sensitization, Environment and Sustainability and Human Values are incorporated in the curriculum. The Gender Sensitization, Environmental Studies and value education is taught as a subject on par with other programmes in the first and second year of degree course. To develop Professional ethics and Human values short time courses and lectures are arranged by TSKC (Telangana State Knowledge Centre). Feedback on curriculum is taken from the students and teachers.

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, after admission and organises special programs for advanced learners and slow learners
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
2.3.4 QIM	Preparation and adherence to Academic Calendar and Teaching plans by the institution
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.4 QIM	Positive impact of reforms on the examination procedures and processes including IT integration and continuous internal assessment on the examination management system
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

Qualitative analysis of Criterion 2

The process of assessing the learning abilities of the student commences from the time of admission. The college identifies the slow learners & advance learners. Students are identified based on Performance in Intermediate scores, Performance in slip test taken in the first 15 days after joining. Advanced learners are identified through their performance in examinations, interaction in class room. The College promotes independent learning that contributes to their academic and personal growth. The students participate in study projects in some research activities in and outside the college. Remedial classes are conducted, however, they need to be more formal and proper. Poor performance due to frequent absenteeism is dealt by sending SMS and registered letters to the parents. Each class is under the supervision of a class incharge and students self support system like mutual group discussion along with tutorial classes are conducted. The college follows a few student centric methods to enhance student involvement as a part of participative learning and problem solving methodology. Different methodology like discussions, debates, laboratory experimental learning, study projects, assignments, field trips and other competitions like quiz, presentations and student seminars are conducted. The College prepares its annual calendar and institutional plan well in advance. It is done under the chairmanship of Vice Principal. The institutional plan includes the curricular, co curricular and other activities. The total Almanac is presented on the Web site and circulated among the students. The regular teaching plan, conduct of examinations, extension lectures, field trips and other activities are conducted according to the calendar. A centralized academic calendar is also provided by the Commissioner of Collegiate Education, Hyderabad. Extra activities like observation of important days and events are incorporated in the College academic calendar. The College follows CBCS pattern for all UG courses. Assessment is also done through internal and semester end examination. The internal assessment is of 30 marks. 20 marks are allotted for objective test 5 for student seminar and 5 for assignments. Two internal assessment tests are conducted in each semester. The average of marks of these two tests are taken in to consideration. The semester end examination is for 70 marks. The process of evaluation is manual. Results are declared on time. To Evaluate the performance of the student

continuously slip tests, assignments, group discussion, seminars and workshops are organized. The Programme outcomes, Programme specific out comes and course specific outcomes need to be clearly identified and evaluated periodically.

**Criterion3 - Research, Innovations and Extension
(Key Indicator and Qualitative Metrics(QIM) in Criterion3)**

3.1	Promotion of Research and Facilities
3.2	Resource Mobilization for Research
3.3	Innovation Ecosystem
3.3.1 QIM	Institution has created an eco system for innovations including Incubation centre and other initiatives for creation and transfer of knowledge
3.4	Research Publications and Awards
3.5	Consultancy
3.6	Extension Activities
3.6.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.7	Collaboration

Qualitative analysis of Criterion 3

The college has made an attempt to create an eco system for innovation and research.

The library is equipped with access to e- journals and e- books. The laboratories have been provided with apparatus and chemicals for conducting research activities. The faculty and students are motivated to undertake research activities. A separate science research centre has been established through the mutual cooperation of departments of Chemistry, Physics, Zoology, Botany. A green house has been established in the College campus, laminar air flow is provided with a culture room in the department of life sciences. The department of Chemistry has been equipped with rotary evaporator, BOD incubator, spectro photo meter and other research equipments. The college has five NSS Units and one NCC Unit. They are involved in Extension activities. Other students also take part in the extension activities along with NSS, NCC students. special camps are conducted by the NSS/NCC students in the Neighborhood Communities involving all the registered volunteers. They undertake different activities and awareness programmes in the Villages. Major focus of the activities conducted is on eradication of superstition and blind beliefs. Students go round the village educating the people about cleanness, education and utilization of leisure. Many social issues are dealt with through dramas, folk dance, folk songs and discussions. Different health related programmes and camps are also arranged. Students are made to observe important days and events. Sharmadhan activities help the student develop dignity of labor and service to humanity. Students help the villagers in cleaning of the drains and localities. They educate the villagers about cleanliness. The students conduct socio economic survey and other surveys like construction of individual toilets. NCC/NSS students take part as volunteers during Jatharas and other village festivals. They help government officials in the pulse polio programmes and in conducting elections.

***Criterion4 - Infrastructure and Learning Resources
(Key Indicator and Qualitative Metrics(QIM) in Criterion4)***

4.1	<i>Physical Facilities</i>
4.1.1 QIM	The institution has adequate facilities for teaching - learning. viz., classrooms, laboratories, computing equipment, etc
4.1.2 QIM	The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities
4.2	<i>Library as a Learning Resource</i>
4.2.1 QIM	Library is automated using Integrated Library Management System (ILMS)
4.2.2 QIM	Collection of rare books, manuscripts, special reports or any other knowledge resource for library enrichment
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

The college has adequate physical and infrastructure facilities for the existing academic programmes and administrative functions, co-curricular and extra-curricular activities. The college has 27 acre land. It has 36 classrooms, 24 laboratories and 05 seminar halls for the conduct of the courses for all the nineteen UG and eight PG programmes. In addition, 8 faculty staff rooms, rest rooms for boys and girl. A students' activity centre for organizing students' events is available. Separate halls for the conduct of examinations, a hall for NSS activity ,a hall for NCC are available. For Sports play fields and courts for outdoor games is available. There is a Sports Centre housing a basketball court and one fitness centre (gym).

The college has open ground of 10 acers for outdoor games. Physical education department also has games like table tennis, carom etc. The sports students avail financial and technical support from the college sports funds to participate in the University, State and National level tournaments. The college has a cultural coordination committee which identifies hidden talents of the students. The committee motivates and trains the students for outshining in the activities in Intercollegiate and Inter-department events. The college has an auditorium with acoustic system which has the capacity to accommodate 500 strength with two green rooms. College has two library wings . The library is partially automated. The college has been subscribing to e-journals through N-List. The library has a collection of few rare books. The College has systems and procedures for maintaining and utilizing physical, academic and support facilities through the committees like Stock verifications Committee for Science & Computer Labs, Furniture Committee, Games and Sports Committee, Library committee.

***Criterion5 - Student Support and Progression
(Key Indicator and Qualitative Metrics(QIM) in Criterion5)***

5.1	<i>Student Support</i>
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5.2	<i>Student Progression</i>
5.3	<i>Student Participation and Activities</i>
5.3.2 QIM	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	<i>Alumni Engagement</i>
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Qualitative analysis of Criterion 5

The students participate in various Co-curricular and extra-curricular activities. Students are encouraged to participate in the academic committees of the institution. Students have been nominated as members along with faculty in various academic and administrative bodies. they are also involved in decision making in the academic activities like preparation of almanac, conduct of examination, co-curricular activities special fee committees. The research activities like conduct of seminars and workshops study projects field trips are also conducted in consultation with student participation. However the college does not have a student's council. The B.Sc Computer Science department organizes yearly exhibition to explore latest developments in the field of Computer Science. The college has a registered Alumni association and the alumni help in framing curriculum as per requirement of society. They also contribute in promotion of research activities. A few gold medals, cash prizes and rewards are sponsored by the alumni. The alumni has also constructed parking shed in the college for staff and students. They actively engage in conducting awareness programmes and special lectures for students.

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 an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	<i>Strategy Development and Deployment</i>
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
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	Institution has 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
6.5.5 QIM	Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)

Qualitative analysis of Criterion 6

The college has well defined vision, goals and plans. The College follows the policy of decentralization and participative management. All the policy decisions are resolved in Governing Body and College Staff Council and are implemented through various committees by formulating working procedures with the mutual cooperation and coordination of various departments. The college has 47 Committees besides Governing Body, Academic Council and Finance Committee and BoS. The college administration along with Heads of all Departments discuss and review various academic activities of the College and formulate strategic plans for further improvement by frequent meetings and resolutions. Academic committees are constituted by involving most of the staff members to monitor and evaluate academic policies. This institution is administered and regulated by the Commissioner of Collegiate Education, State Government of Telangana. All the service rules, recruitments of Teaching & Non – Teaching staff and promotional policies are governed by the State Government. The college implements various activities and awareness programme with specific focus on girls students through committees like Internal Complaints Committee (ICC), Women Empowerment Cell & Anti – Ragging Committee. Welfare schemes are visible in the college to a certain extent. Certain activities to motivate research culture are conducted. The college evaluates academic performance of all the teaching staff through Academic Performance Indicator (API) score and the API formats are analyzed and the reports are submitted to higher authorities. The API

scores are considered for the selection of Best teacher Award and for promotion. The expenditure of UGC funds, Autonomy funds and Examination funds is audited every year by audit team from Commissioner of Collegiate Education. All the UGC Budget expenditure is audited by Registered Chartered Accountant. The Government funds are audited by Chartered Accountant and a team of State government.

The institution offers 9 UG Self Financed courses and 7 PG Self Financed courses, which generates sufficient funds to fulfill the academic needs of the institution. Funds are also mobilized by providing service and collecting building-rental charges for conducting various competitive and university examinations, collecting charges as a resource centre for Dr.B.R.Ambedkar Open University for conducting theory and practical classes and examinations. The IQAC is instrumental in quality initiatives however it needs to be more proactive. IQAC monitors the teaching learning process regularly through review meetings with all Heads of the departments.

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

7.1	<i>Institutional Values and Social Responsibilities</i>
7.1.2 QIM	Institution shows gender sensitivity in providing facilities such as a) Safety and Security b) Counselling c) Common Room
7.1.5 QIM	Waste Management steps including: <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
7.1.6 QIM	Rain water harvesting structures and utilization in the campus

7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> • Students, staff using <ul style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	<i>Best Practices</i>
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	<i>Institutional Distinctiveness</i>
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Qualitative analysis of Criterion 7

The college exhibits a strong respect for human values, human rights, professional ethics and prevention of crimes against women. The College ensures gender sensitivity by providing equal opportunities to girl students. ICC (Internal complaint Cell) constantly monitors the safety and security of the girl students by giving them proper counseling in times of need. Safe and secure environment is provided in the college. There are separate rest rooms for girls. Girls are provided with a waiting room and separate section in the reading room of library. WEC (Women Empower Cell) monitors and conducts various activities involving girl students. SHE teams have been constituted to provide help and safety. As a result of these activities the number of girl students is more in the college. Solid waste management is being given utmost importance in the college. Following Swacha Bharath programme the waste is dumped after segregation. The garden waste is dumped in the compost pits. The Municipal authorities also cooperate in disposal of waste. The e-waste and other type of waste are disposed following Municipal guidelines. It is mostly handed over to Municipality. Five rain harvesting pits have been maintained in the college. Green Practices followed by both the faculty members and the students in the campus are Bicycles and Public transport.

The faculty members and students residing nearby are encouraged to come by bicycles. Thus the vehicle pollution is minimized. 50% of the students use bicycles and 40% use public transport. 40% of staff members use bicycles and other major portion use public transport. The National Festivals like Independence day & Republic Day are celebrated with full enthusiasm involving all the faculty and students. Different competitions among the students are held in the college to make the events memorable. NCC, NSS parades and demonstrations are held. The institute maintained complete transparency in its financial, academic, administrative and auxiliary functions. The details of financial sources and expenditure are maintained by the account department and discussed in the staff council meeting. The accounts are regularly audited by internal and external audit committees. Programmes for students excellence and faculty motivation for research are the two best practices conducted by the college.

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

Overall Analysis

Strength

- It is an oldest multi faculty Government college established in 1956
- It received autonomy in the year 2004
- Dedicated staff and students
- Education imparted to downtrodden students
- Strong NSS, NCC, Sports and Cultural departments with student participation at State and National level
- Good will and active participation from all the stakeholders
- Strong alumni association
- Large number of Meritorious students and growing demand for admissions
- Good No.of placements and students progression to Higher Studies.

Weakness

- Inadequate fluency in English of students as they come from Telugu medium background
- Shortage of industries in the nearby areas
- Many faculty without Ph.D.
- Research culture needs to be strengthened.
- Financial limitations of parents
- Lack of transport facility

Opportunity

- Collaboration with Universities and renowned educational institutions
- Introduction of more UG and PG courses
- Tapping financial resources from various funding agencies
- Conducting Interdisciplinary and collaborative research

Challenges

- Majority of students hail from Telugu medium of instruction
- Employment opportunity to students in the relevant field
- Exposure of faculty and students to institutes of reputation

(Please limit to ten major ones and use telegraphic language)

(It is not necessary to indicate all the ten bullets)

- Steps should be taken to enhance English language competency of faculty and students
- Documentation and presentations should be done meticulously
- Latest ICT facilities should be adopted
- Infrastructural facilities including compound walls, more class rooms and laboratories should be increased in future
- Research projects should be initiated
- Research qualification of the faculty should be enhanced
- Student council or such similar associations should be established for all round development of the students
- Entrepreneurship Development Cell should be made more effective
- Recruit permanent teaching and administrative staff
- Facilities for sports and cultural activities should be enhanced with separate gymnasium for girls.

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	Shailesh Zala	Chairperson	
2	Pratibha Gaikwad	Member Co-ordinator	

3	NVR Jyoti Kumar	Member	
4	Dr. Devender S Kawday	NAAC Co-ordinator	

Place: Date