

Peer Team Report

On

Institutional Re-Accreditation

Of

A. S. D. Government Degree College for Women

Kakinada, Andhra Pradesh

(Date of Visit: 18-20 October, 2011)

National Assessment and Accreditation Council

Bangalore-560 072, India

M. Satyapathy
20.10.11

PEER TEAM REPORT ON
Institutional Re-Accreditation of
A. S. D. Government Degree College for Women
Kakinada, Andhra Pradesh

Criterion I: GENERAL	Information
1.1 Name & Address of the Institution:	A. S. D. Government Degree College for Women No. 46-8-4, Jagannaickpur, Kakinada-533 002 Andhra Pradesh
1.2 Year of Establishment:	01. 07.1962
1.3 Current Academic Activities at the Institution (Numbers) <ul style="list-style-type: none"> • Faculties/Schools: • Departments/Centres • Programmes/Courses offered • Permanent Faculty • Permanent Support Staff • Students (2010-11) 	Faculties-03(Science, Arts, Commerce) 16(Science-07, Arts-08, Commerce-01) 04 (UG-03, UGC sponsored certificate-01)/13 (Regular UG-07, Self-financing UG-06). 21(sanctioned 44) 27 (sanctioned 39)) 1132
1.4 Three Major features in the institutional Context (As perceived by the Peer Team)	<ul style="list-style-type: none"> • Annavaram Satyavati Devi (A. S. D.) Government Degree College for Women affiliated to Andhra University, caters to the educational needs of girls. • More than 80% of students belong to disadvantaged section of the society and more than 90% hail from rural areas. • Infrastructure and facilities are shared by Junior College.
1.5 Dates of Visit of the Peer Team (The visit schedule is attached)	18-20 October 2011
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson:	Prof. Mamata Satapathy
Member-Coordinator:	Prof. M. C. Gayatri
Member	Dr. Radhika Shrikant Nayak
NAAC Officer	Mr. B. S. Ponmudiraj

Section II: CRITERION WISE ANALYSIS	
2.1 Curricular Aspects:	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> • Curriculum is designed and developed by affiliating Andhra University. • At present 02 teachers are members of University Board of Studies (BOS) • Compulsory Computer papers in the first and second year UG course curricula. • Curriculum is yet to have component on value-based education.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • College offers 03 UG programmes with 13 subject combinations of which 06 are offered on self-financing basis • All UG courses follow annual pattern. • During post accreditation period, no new UG or PG courses were introduced. Only one UGC sponsored one year certificate course on Travel Agency and Tour Operation introduced. • Some of the UG courses are offered both in English and Telugu medium as per University regulation.
2.1.3 Feedback on Curriculum:	<ul style="list-style-type: none"> • Formal mechanism of collecting feedback on course curriculum from students is yet to be developed. • Informal feedback on course curriculum from parents and alumni obtained during meetings and interaction
2.1.4 Curriculum Update:	<ul style="list-style-type: none"> • Major syllabus revision carried out by the affiliating University once in three years. • Most of the curricula revised in 2008-09. • Faculty initiatives in the curriculum revision on the basis of stakeholders' feedback are yet to be visible. • College is yet to introduce any interdisciplinary/multidisciplinary courses.
2.1.5 Best Practices:	<ul style="list-style-type: none"> • Introduction of five college sponsored short term certificate courses.

	<ul style="list-style-type: none"> • Compulsory computer literacy programme for all degree students.
2.2 Teaching-Learning and Evaluation:	
2.2.1 Admission Process and Student Profile:	<ul style="list-style-type: none"> • Publicity of admission notice through college prospectus, local news channel and college website • Transparent and merit based admission process with adherence to Govt. reservation rules. • More applicants than available seats in almost all courses.
2.2.2 Catering to Diverse Needs:	<ul style="list-style-type: none"> • Before the commencement of the session, slow and advanced learners are identified through their performance in the first unit test. • Remedial coaching and assignments are given to slow learners. Advanced learners are encouraged to take up projects. • Bridge courses are offered in all departments except the language departments. • Tutorial and Mentor-ward systems are in practice.
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • College Academic calendar is prepared on the basis of University Calendar. • Teaching plan, teaching synopsis, are prepared and the teaching diary is maintained by all the teachers. Other records are meticulously maintained. • Conventional method of teaching-learning process, supplemented by more interactive and innovative learning process through seminars, study projects, assignments, field trips etc. in some courses. • Limited use of modern teaching aids in class room teaching. • Students are exposed to State Govt. sponsored MANA TV programmes.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • About 50% of sanctioned posts are filled by permanent teachers and the rest by contract and guest lectures. Out of them 02 are Ph.D, 05 M.Phil, and 06 are UGC NET/SLET qualified. • During last five years two state level seminars organized by the Department of Microbiology and Chemistry.

	<ul style="list-style-type: none"> • Participation of teachers in seminars/conferences/workshops at national and state level to be encouraged by the College.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • University prescribed evaluation pattern followed. • Students' performance and progress are evaluated through unit tests, midterm examination, terminal examinations etc. • Any grievances regarding college examinations are redressed by concerned teachers.
2.2.6 Best Practices in Teaching-Learning Evaluation	<ul style="list-style-type: none"> • Introduction of students' projects beyond curriculum in many departments. • Inter-collegiate student seminars organized by the science departments. • Innovative methods adopted by some teachers to motivate student learning.
2.3 Research, Consultancy and Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • Research culture is yet to start in the college • Research committee set up. • Students' study projects introduced. • Budgetary provision to be made for research • During last five years none of the teachers has taken study leave under UGC FIP for advanced study and research. • College is yet to develop laboratory and library facilities for research.
2.3.2 Research and Publication Output:	<ul style="list-style-type: none"> • Faculty members are yet to start research activity, apply for projects and publish papers in journals.
2.3.3 Consultancy:	<ul style="list-style-type: none"> • College is yet to develop potential for consultancy activities.
2.3.4 Extension Activities:	<ul style="list-style-type: none"> • Good extension activities and outreach programmes promoted through two NSS units, Social Service League, RRC and Eco-Club and various departments of the college. • Various types of community development programmes/workshops, socio-economic survey, awareness programmes are conducted for students, housewives and local community.

2.3,5 Collaboration:	<ul style="list-style-type: none"> • Established collaboration with GO, NGO and local community for extension activities. • College has developed academic linkage with DRDA for students training and employment. • Yet to develop collaboration with universities, institutions and industries for research and teaching.
2.3.6 Best Practices in Research, Consultancy & Extension	<ul style="list-style-type: none"> • Involvement in Community activities. • Health & Nutrition education for women,, adult education and assistance to needy people undertaken by some departments
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • College has a land area of 7.75 acres. It has central library, computer labs., seminar hall, Jawahar Knowledge Centre (JKC), Language Lab etc. However some of the physical infrastructure requires urgent attention, improvement and development. • Area is available for conduct of sports and outdoor games; play grounds, courts and other infrastructure need to be developed. • Multi-gym equipments and indoor games require well ventilated building. • Budget provision for infrastructural development needs to be augmented.
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • Funds allocated in the budget for maintenance is not adequate. • Rs.3.88 lakh collected as special grant is utilized for purchases and maintenance of computers. . • Existing financial support inadequate for maintaining and utilizing physical facility.
2.4.3 Library as Learning Resources:	<ul style="list-style-type: none"> • Central Library has 28,900 volumes with 23,900 titles, and it subscribes to 06 Indian journals, 30 magazines and has a collection of 175 CD/DVDs. • Library is housed in a very old building and needs to be shifted to a better accommodation. • Computerization of library is in process. • Library has 05 computers one with internet facility, reprographic, and inter-library loan facility.

2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • College has at present 91 computers, distributed over three computer labs, language lab, library, office and departments, JKC lab, some with broadband connectivity. • There is no separate designated Computer Centre as a central facility for use by the students and staff of the college. • College has launched a website, needs to be strengthened.
2.4.5 Other Facilities:	<ul style="list-style-type: none"> • College has two hostels with recreational facilities providing accommodation to 450 girls, a small health centre with a part-time doctor, canteen, covered vehicle parking shed, generator etc. are available. • Some of the departments are housed in dilapidated old building • Girls' common room and sufficient toilets to be built for the students.
2.4.6 Best Practices in the development of Infrastructure and Learning Resources:	<ul style="list-style-type: none"> • Establishment of English language lab
2.5 Student Support and Progression:	
2.5.1 Student Progression	<ul style="list-style-type: none"> • Student profile maintained. Satisfactory pass percentage above University average with first classes and distinction. • Drop out rate varies from 5-10%. • No formal student tracking centre. However approximately 20% go for PG/B.Ed. and about 10% go for employment.
2.5.2 Students Support:	<ul style="list-style-type: none"> • Annually updated college prospectus and hand book distributed to the students. • Apart from the Govt. welfare scholarship, Endowment Scholarships from local philanthropist. Endowment cash prize to meritorious and needy students. • Training and placement of students through JKC. A few students got placement in industrial and software firms. • There is a Grievance Committee which attends to the grievances of students
2.5.3 Student Activities:	<ul style="list-style-type: none"> • Participation of students in sports and games,

	<p>mostly in basket ball, volley ball, weight lifting, power lifting, and athletics at inter-collegiate, University, State and National level has earned Gold, Silver and Bronze medals. Some students participated in inter-collegiate and inter-university cultural events.</p> <ul style="list-style-type: none"> • College has duly elected Students' Union which organizes college functions and participates in developmental activities. • College is yet to organize any state, national level sports tournaments, cultural events etc.
<p>2.5.4 Best Practices in Student Support and Progression</p>	<ul style="list-style-type: none"> • College publishes a magazine, news letter to show case the literary talents of the students. • Safety insurance scheme is provided to all students. • "SIDDHAM", a special training programme for all competitive examinations in particular, IBPS, Civil services is being conducted
<p>2.6 Governance and Leadership;</p>	
<p>2.6.1 Institutional Vision and Leadership:</p>	<ul style="list-style-type: none"> • Vision and mission of the college is to provide quality higher education to women especially from rural areas and make them good citizens of the country. • Effective leadership in institutional governance restricted to Government policies. • Effort is to be made to realize its goals into action. • Principal plays a pivotal role both in academics and administration
<p>2.6.2 Organizational Arrangements:</p>	<ul style="list-style-type: none"> • Structural organization as per Government norms. • A few Committees and College Planning and Development Council (CPDC) assists the Principal in academic and administrative matters. • Grievance Redressal committee, anti-ragging committee and a committee for prevention of Sexual Harassment are in place.
<p>2.6.3 Strategy Development and Deployment:</p>	<ul style="list-style-type: none"> • Being a Government College, all the plans and policies are laid down by the Government and are implemented by the Principal with the help of CPDC, various Committees etc.

<p>2.6.4 Human Resource Management:</p>	<ul style="list-style-type: none"> • A realistic future plan for the growth and development with a road map to be prepared. • Management Information System is yet to be introduced. • Staff recruitment as per Govt. policy. More than 50% of teaching posts are vacant. Contract faculty is appointed by Govt. against the vacant posts. • Comprehensive evaluation by students on teachers' performance is in practice. • Self-appraisal of teachers introduced last year to be continued as per NAAC format. • Govt. welfare scheme adopted. • Very few staff development programmes conducted. • In-house computer training for non-teaching staff
<p>2.6.5 Financial Management and Resource Mobilization:</p>	<ul style="list-style-type: none"> • Receives Government grants, special grant, and UGC grant regularly. In addition, resource is generated from Self-financing course fee and donations from parent-teacher association. In spite of this, finances are inadequate and require re-assessment of budget. • Internal audit conducted by Commissionerate of College Education, A.P. Hyderabad and Dept. Local Fund audit Kakinada, External audit by Accountant General, A.P. Hyderabad. • Computerization of finance system is initiated.
<p>2.6.6 Best Practices:</p>	<ul style="list-style-type: none"> • Financial aid to economically weaker students from local philanthropists. • Students evaluation of teachers' performance • Feedback from parents on different aspects of college.
<p>2.7 Innovative Practices:</p>	
<p>2.7.1 Internal Quality Assurance Systems:</p>	<ul style="list-style-type: none"> • Internal Quality Assurance Cell (IQAC) established; to be strengthened to become more effective. • Academic audit by external experts for quality enhancement to be conducted. • Student participation in IQAC and in various decision making bodies is absent.
<p>2.7.2 Inclusive Practices:</p>	<ul style="list-style-type: none"> • Govt. reservation policy followed.

	<ul style="list-style-type: none"> • Remedial coaching, social welfare scholarship, book bank facility and hostel facility available for socially backward students. • More than 55% of teaching and non teaching staff belongs to SC/ST/OBC category. • About 15% of the students are tribal and 80% are from rural areas.
2.7.3 Stakeholder Relationship:	<ul style="list-style-type: none"> • Alumni Association is registered and its support to students' welfare is observed. • Parents and some reputed persons of the town are inducted in the CPDC. • Performance, discipline, low fee structure, scholarship, hostel facility, are to the satisfaction of the stake holders.
Section III: OVERALL ANALYSIS	
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Women's College for the development of rural groups. • Work ethics and discipline maintained • Govt. sponsored JKC/Language Lab offering skill based training programmes • Students' exposure to State Govt. sponsored MANA TV programmes during college hours. • Students' project work beyond curriculum • Good demand ratio.
3.2 Institutional Weakness:	<ul style="list-style-type: none"> • Poor physical infrastructure. • Limited programme options; No new UG or PG courses introduced in last five years. • Absence of formal structured feedback mechanism from stake holders and follow-up action. • Limited use of ICT. • Lack of research activity and motivation. • Absence of a long term future plan. • Absence of budgetary provision for encouraging research
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Implementation of semester system with continuous internal assessment. • Use of ICT enabled learning resources • Women related self-employment programmes and Women Empowerment programmes.

	<ul style="list-style-type: none"> • Additional scope for PTA, Alumni, and community participation for growth and development of the college.
3.4 Institutional Challenges;	<ul style="list-style-type: none"> • Inculcating motivation for research and development of a research culture. • Empowering students to accept global challenges. • Limited mobility of the faculty outside the state minimizes academic collaborative work. • Institutionalization of quality sustenance and enhancement measures through IQAC. • Adapting to changing education scenario and competitive higher education environment.

Section IV: Recommendations for Quality Enhancement of the Institution

- Urgent improvement of physical infrastructure.
- Introduce new UG and PG programmes providing employment opportunity.
- ICT enabled teaching-learning be encouraged and dedicated internet browsing centre be established
- IQAC structure and functions be re-organized. It must prepare a College development plan with short, medium and long term goals.
- Library to be fully computerized and automated with sufficient nodes of internet connectivity.
- In view of additional employment opportunities for women in police and defense services, NCC wing to be established..
- Short-term women related diploma/certificate courses to enhance employment and self-employment opportunity. Special grants be availed for introduction and development of Women studies.
- More seminars/symposia/workshops be conducted; more teachers be encouraged to attend national/international seminars/conferences and given financial support.
- Academic audit may be introduced at the college level by outside experts.
- Collaboration and tie up with industries be established to provide on the job training
- Sports facilities be developed and students to be motivated to participate in sports and

cultural activities at Inter-Collegiate, State and national level.

- Students be encouraged to gain proficiency in English Communication skill through already established Language Lab.
- Incentives may be given to students excelling in academics, sports, cultural activities.
- Placement Cell/Career Guidance Cell may be strengthened
- A Counseling Cell with a professional Counselor be employed.

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



[Signature]
Signature of the Head Of the Institution
PRINCIPAL 20.10
A.S.D. GOVT. DEGREE COLLEGE (W)
KAKINADA
Seal of the Institution

Signatures of the Peer Team Members:

Name and Designation		Signature with Date
Prof Mamata Satapathy (Former Head & Professor and UGC Emeritus Fellow, Dept. of Physics, Utkal University, Bhubaneswar-751004, Odisha	Chairperson	<i>Mamata Satapathy</i> 20.10.11
Prof. M. C. Gayatri Professor, Dept.. of Molecular Biology, Bangalore University Bangalore-560056, Karnataka	Member-Coordinator	<i>M. C. Gayatri</i> 20.10.11
Dr. Radhika Shrikant Nayak Principal DCT's S.S. Dempo College of Commerce and Economics, Serra Building, Altinho, Panaji, Goa-403 001	Member	<i>R. S. Nayak</i> 20/10/11
Mr.B.S. Ponnudiraj Assistant Advisor	NAAC Officer	

Place: Kakinada, Andhra Pradesh

Date: 20 October 2011