

**REPORT ON INSTITUTIONAL ACCREDITATION
OF
SMT. MEENALBEN MEHTA COLLEGE OF
ARTS AND COMMERCE, PANCHGANI,
DIST. SATARA, MAHARASHTRA.**

31ST MARCH and 1ST APRIL, 2004

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
BANGALORE**

**REPORT ON INSTITUTIONAL ASSESSMENT AND
ACCREDITATION OF SMT. MEENALBEN MEHTA COLLEGE OF ARTS
AND COMMERCE, PANCHGANI, DIST. SATARA, MAHARASHTRA.**

SECTION I : INTRODUCTION

Smt. Meenalben Mehta College of Arts and Commerce, Panchgani, Dist. Satara, Maharashtra, volunteered to be assessed by the National Assessment and Accreditation Council (NAAC) Bangalore, and submitted its Self Study Report in September, 2003. The Council constituted a Peer Team comprising **Prof. Kevin**, Pro-vice chancellor, University of Kerala, Trivandrum as Chairperson, **Prof. T.V. Thyagaraja** Govt. Arts College, Tumkur, Karnataka and **Shri. N. D. Tiwari**, Registrar, University of Mysore, Karnataka as members. The Peer Team carefully analysed the SSR submitted by the college. The Team visited the college on 31st March and 1st April 2004. **Dr. K.N. Madhusudanan Pallai**, Academic Consultant, NAAC is the co-ordinating Officer.

Smt. Meenalben Mehta College of Arts and Commerce was established in June, 1990 by Sri. Vivekananda Shikshana Sanstha, Kolhapur to cater to the educational needs of the people living in the western Maharashtra Sahyadri Mountain region. This is the only college in Mahabaleshwara Taluka providing higher education to the poor and under privileged population, in the radius of about 40 km. The college campus is located in a rural set up of hills and valleys and in the panoramic background of western ghats.

The campus area of the college is 3.5 acres of land owned by the Management. At the beginning, the college was functioning in Mahatma Phule High School building of the same management. It was later shifted to the present building in the same premises in Jan, 1998.

The Management runs 20 degree colleges, one Law college, 66 Junior colleges, 3 B.Ed. colleges, 174 High Schools, 17 Primary Schools in different parts of Maharashtra and Karnataka.



Smt. Meenalben Mehta College is a grant-in-aid college affiliated to Shivaji University, Kolhapur. The college is not included under 2(f) and 12(B) of UGC Act 1956 and hence receives no grants from UGC.

At Present, the college offers 2 UG Programmes i.e., B.A. and B.Com. The present student strength is 456 of which 168 are girls. The college has 9 departments, 8 Arts and 1 Commerce. The college has 12 permanent teachers and 9 temporary teachers and 2 part time teachers supported by 8 administrative staff. The unit cost of education is Rs. 9,463 including salary component. The drop out rate is about 25%. The college follows university annual pattern for the above courses. The support services in the college are Central Library, Gymkhana, NSS, Auditorium.

During the Institutional visit the team went through all the relevant documents made available, visited the departments and examined the facilities. The academic, co-curricular, extra-curricular, sports and extension facilities of the institution were also visited and examined. The Peer Team interacted with the Management, the Principal, the Faculty, the Administrative Staff, the Students, the Parents and the Alumni of the Institution. Based on the above exercise, and keeping in view the seven criteria adopted by the NAAC, the Peer Team assessed the institution as well as the issues of concern found in the assessment are given in the following pages.

SECTION II : CRITERION-WISE ANALYSIS

Criterion I : Curricular Aspects

The college presently is offering B.A. degree in English, Hindi, Marathi, Economics, History, Sociology and B.Com. degree. Political Science and Geography are general subjects in B.A. Hindi and Marathi are language options. English is a compulsory language up to Third year B.A. and Second year of B.Com. The college follows the syllabi prescribed by the affiliating University for the above courses. Hence, the students do not have flexibility in terms of time frame and horizontal mobility. The elective options are limited to the subjects mentioned above. The students do not have non-core options.



Geography department conducts study tours for First and Second Year B.A. students as a part of curricular field work activity. There is no mechanism to obtain feed back from academic peers on the teaching programmes. There are no linkages with the neighbouring institutions.

Criterion II : Teaching - Learning and Evaluation

Admission to various courses are made in accordance with the admission rules of the university and the Government. Reservation policy of the Govt. is also observed. The students are admitted to B.A. and B.Com. courses on the basis of their academic merit in the qualifying examination. Preference is given to the local and in-house students.

The college is not conducting remedial classes for the disadvantaged students. There is no mechanism to test the student's performance after the admissions. Advanced learners are encouraged to take English and Accountancy as special subjects at the final year B.A. and B.Com. level.

Teachers are making month-wise teaching plan in advance for each term. The syllabi is unitized in accordance with the teaching plan. Subject-wise special lectures are arranged by inviting subject experts. Debates and Group discussions are held to supplement class room teaching. Evaluation methods are made known to the students through the college prospectus and also by the teachers in the class rooms.

Recruitment of teachers is strictly in accordance with the recruitment rules of Govt. of Maharashtra and UGC. The Principal can appoint temporary teachers with the approval of the Director of Collegiate Education. Their salary is paid by the Govt. About 90% of the classes are taught by full time teachers.

Self-appraisal reports of the teachers are collected and assessed by the HOD's and the Principal. Teachers performance is also assessed by the expert committee constituted by the management from time to time. Teachers are encouraged to participate in faculty development programmes by conducting inter-institutional lectures and debates.



The teachers are deputed to participate in Refresher and Orientation courses, seminars, workshops, conference etc. Many faculty members have participated in these professional development programmes.

Criterion III : Research, Consultancy and Extension

Being an UG college, the main thrust is on teaching. However, ^{one} ~~two~~ teachers ^{has} ~~have~~ Ph. D. Degree and two faculty members have submitted the thesis for the Ph.D. degree and four teachers have M. Phil. The formal consultancy service is yet to take roots in the college. One faculty member from the department of History has published six books and edited two. In addition, he has written a number of articles on various topics in local dailies. Another faculty member in the department of Marathi has published articles in some journals like 'Yojana'.

The extension activities of the college are mainly carried on by the NSS which include health and hygiene awareness, adult education, AIDS awareness, water conservation, environmental awareness. There are two NSS units in the college headed by two NSS officers. The college NSS unit in collaboration with the Rotary Club of Panchgani organised tree plantation programme in the annual NSS camp held at Godvali.

Criterion IV : Infrastructure and Learning Resource

The college campus spread out in an area of 3.5 acres of land houses a two storied building. In the ground floor principal's chamber, office room, central library, NSS room, seven class rooms and toilets are housed. The first floor which is partially built, houses common staff room and seven classrooms.

The library is housed in the ground floor of the main building. The library is headed by a qualified librarian and two supporting staff. The library has a collection of 4354 books and subscribes to 19 periodicals and journals. The library works from 6.30 a.m. to 12.30 p.m. and from 3 p.m. to 6 p.m. on all working days. There is no computer facility in the library and it has no linkages with other libraries.



The college has a spacious newly built auditorium. The gymkhana and ladies waiting room are housed in the auditorium. The college gymkhana has facilities for indoor games like table tennis, carrom and chess etc. In addition the students are encouraged to participate in outdoor games like football, volleyball and athletics. The students have participated in national, state, zonal and interzonal sports events. Several athletes have won gold and silver medals in national and state level athletic meets. One girl student has won a gold medal in Discusstrow for two consecutive years at state level Ashwamedh sports meet and stood fourth in the National Games. The college has organised zonal football and chess tournaments during 2002-03.

The college infrastructure is made available to various organisations, NGOs and institutions for conducting functions, classes, examinations, meetings and ceremonies like marriage etc., during the vacations generating some funds for the college. The NSS students maintain the campus neat and pollution free by planting various types of trees with the help of the peons.

Criterion V : Student Support and Progression

About 75% of the students appear for the qualifying examination after the minimum period of study. Progression to higher studies and employment is claimed to be 55%. The college publishes updated prospectus which contains information about admission rules, courses offered, fee structure and other facilities available in the college. Various types of scholarships and freeships instituted by the central and state Govt. are available to about 85% of the students in the college. In addition, financial help is also given to the poor and needy from Students Aid Fund.

There is no placement cell in the college. However, the Career Guidance Cell guides the students in their job seeking effort and it has been successful in faciitating placement opportunities for 29 students in local firms and companies. The Alumni Association which was started last year is yet to begin its activities.

The recreation and leisure time facilities available to students in the college are indoor and outdoor games, Nature's Club, Student Magazine, Cultural Programmes, Essay writing etc. Trekking is a popular leisure time activity; about



hundred students have took part in the trekking event organised by the college in 2001 and 2002.

The college encourages the students to take part in sports events by way of giving T-shirts, track suits, cash awards, TA and DA.

Criterion VI : Organisation and Management

The Board of Management constituted by the Trust, manages the college. The Board is mainly responsible for translating the objectives into programmes. The Local Managing Committee looks after the policy matters and other important issues including the development of the college. The Principal looks after the day-to-day functioning of the college with the support of various committees. The Heads of the Departments monitor the functioning of the Departments. The work efficiency of the non-teaching staff is monitored by the Principal with the help of the Head Clerk. The college has an elaborate committee system for effectively co-ordinating curricular, co-curricular, extra-curricular, social and cultural activities of the college.

The fee structure is as per the university norms. The accounts are audited regularly by the internal auditors and also by the Govt. authorities.

The Management encourages the teaching and non-teaching staff to improve their professional skills by deputing them for Refresher and Orientation courses, seminars, workshops and other professional development courses. Two faculty members attended national level seminars, three have attended state level seminars, seven have attended rereshner / orientation courses.

There is a Grievance Redressal Cell in the college to redress the grievances of teachers, students and non-teaching staff. The teachers and non-teaching staff can avail loans from the provident fund. The Teachers Credit Co-operative Society also provides loans to the teaching and non-teaching staff to the extent of Rs. Two lakhs to an individual member.



Criterion VII : Healthy Practices

The Peer Team observed the following Healthy Practices in the college.

1. The college has been adopting internal quality checks to improve the teacher's performance through self-appraisal and students' evaluation.
2. To impart value based education the college celebrates the birth anniversaries of great leaders, philosophers, thinkers, social workers etc. by organising special lectures on these occasions.
3. The practice of morning prayers before the commencement of the classes.
4. Making the college campus "Tobacco Free Zone".
5. The faculty and the students in the Department of Commerce have conducted research on the cultivation and marketing of strawberry crop grown in the area.
6. To create civic responsibilities and community orientation among the students the college celebrates world Population Day, International Literacy Day, AIDS awareness programme, anti-pollution programme called "say no to plastic", workshop on AIDS awareness etc.
6. Establishment of a branch of the NGO 'Vivek Vahini' in the college, to eradicate the blind beliefs and superstitions among the rural folk and to inculcate positive and scientific outlook in the minds of the youth.
7. Water Conservation and Tree Plantation programmes carried on by the college NSS unit in adopted village.
8. The college Magazine provides a platform to improve the literary talents of the students.
9. Institution of Best Teacher Award by the management to encourage and motivate the teachers in their professional development.

SECTION III : OVERALL ANALYSIS

The Peer Team after going through the self study report and its on the spot analysis of the infrastructure, academic, curricular, co-curricular and extra-curricular



activities of the college considers that there are certain features of the college that deserves commendation.

- ◆ The active participation and commitment of the Management to develop the institution.
- ◆ The effective co-ordination and co-operation among all the constituents of the college.
- ◆ The financial support by an NRI, Shri. Madhubhai Mehta, a great philanthropist, contributing generously for the infrastructure development of the college.
- ◆ Contribution of Rs. 25,000 to the Gujarat Earthquake relief fund by the teaching and non-teaching staff of the college.
- ◆ Contribution of Rupees One Lakh by teaching and non-teaching staff of the college for the construction of auditorium.
- ◆ A gold medal won by a girl student in discus-throw at the state level 'Ashvamedha', organised by Government of Maharashtra, and the fourth place secured by her in the National Games.
- ◆ Number of gold and silver medals won by the college students in the athletic meets.
- ◆ The concern of the local people for the development of the institution.

The Peer Team has also noted certain areas of concern and would like to suggest the following recommendations for consolidating the progress made so far and for the future growth of the college.

- ❖ Top priority may be given to get the institution included under 2(f) and 12(B) of the UGC Act, so as to enable the college to receive developmental assistance from the UGC.
- ❖ To enable the students from rural areas, to receive the benefit of education in emerging areas degree courses in new subjects may be started. The Management may also think of starting science courses as there is such a demand among the parents and students.



- ❖ Considering the fact that Panchagani is a hilly resort, with number of hotels and restaurants, there is huge potential for employment opportunities in the tourist and hotel industry. Hence, the institution may think of introducing job oriented certificate courses in hotel management, catering, tourism, journalism, horticulture, etc. on self-financing basis.
- ❖ Central computer facility with internet may be created so that all the students can acquire minimum computer skills on nominal payment, in the context of the emerging educational scenario wherein education is regarded as incomplete without the students acquiring computer skills.
- ❖ For the continuous monitoring of students' performance periodical tests, tutorials, assignments etc. may be conducted, bridge and remedial classes for the advantages of slow learners.
- ❖ Linkages with the neighbouring institutions, industries and organisations may be established to create support, placement opportunities, research projects etc.
- ❖ Additional infrastructural facilities may have to be provided to meet the increasing demand.
- ❖ The college may think of introducing NCC unit for the benefit of the students.
- ❖ Geography is an optional subject offered by the college. The college may start short term courses in remote sensing, photography etc. so as to make progression to further studies more attractive for students of geography.
- ❖ Steps may be taken to establish a language laboratory in the college to improve the spoken English skills of the students.
- ❖ Management may take steps to motivate more teachers to undertake doctoral research and also short term research programmes.
- ❖ Strengthening of library by adding new books and shifting the library to a separate building with facilities for reading room and reference section is a felt need. Computers may also be provided in the library.



- ❖ Management may initiate steps to appoint more permanent teachers to reduce the ratio of temporary and CHB teachers.
- ❖ Since 40% of students are girls, the college may think of starting certificate / diploma courses that contribute to women empowerment like family and marriage counselling, child psychology, interior decoration, fashion design, etc.
- ❖ Steps for involving the Alumni in the development of the institution may be activated.
- ❖ The management may provide hostel facilities for the boys and girls, since the students come to the college from distant places.

The Peer Team highly appreciates and acknowledges the co-operations and hospitality extended by the Management, Principal, members of the Teaching and non-Teaching staff, Students, Parents and Alumni. The Peer Team wishes that the college will transform into a centre of excellence by keeping its standards high and adopting quality measures in its educational programmes.

Name and Signature of the Peer Team Members :

Prof. Kevin
(Chairperson)

Kevin
1/24/04

Sri N.D. Tiwari
(Member)

N.D. Tiwari
1/14/04

Prof. T.V. Thyagaraja
(Member)

T.V. Thyagaraja
01/14/04

I have read the report and agree with it.

Bapusaheb A. Mane
1-11-04
Prof. Bapusaheb A. Mane
(Principal)



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