

Peer Team Report

on

Institutional Assessment and Accreditation

of

St. Thomas College,

Ruabandha Sector, Bhilai,

Chattisgarh-490006

CYCLE- 3RD

Dates of Visit

18 -19th September, 2017

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

P. O. Box No. 1075, Nagarbhavi, Bangalore – 560 072, INDIA

**NAAC: St. Thomas College, Ruabandha Sector, Bhilai
Durg-490006, Chattisgarh**

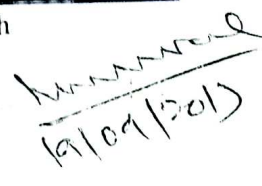
Institutional Accreditation Cycle: 3RD

Section 1: General	Information
1.1 Name and Address of the Institution	St. Thomas College, Ruabandha Sector, Bhilai Durg-490006, Chattisgarh
1.2 Year of Establishment	1984
1.3 Current academic activities at the Institution (Numbers)	
• Faculties / Schools	05 (Science, Arts, Commerce, Management and Education)
• Departments	17
• Programs / Courses Offered	19
• Permanent Faculty members	49
• Permanent Support Staff	26
• Students	2377
1.4 Three Major features in the Institutional Context (As perceived by the Peer Team)	<ul style="list-style-type: none"> • Eco-friendly campus • Female students more than 60 % • Minority self finance institution.
1.5 Dates of the Peer Team (A detailed visit schedule may be included as Annexure)	September, 18-19, 2017 (Schedule enclosed)
1.6 Composition of the Peer Team which undertook the on-site visit	
Chairman	PROF. MOHAMMED MIYAN Former VC, Maulana Azad National Urdu University, D-194, Defense Colony New Delhi-110024
Member Coordinator	PROF. SURESH CHAND, Ex-Dean of the Faculty & Head of the Department, School of Life Sciences, Devi Ahilya University, Khandwa Road, Indore-452001 (M.P.)
Member	Dr. RAWAL CHANDRAKANT NATHALAL Principal, Brihan Maharashtra College of Commerce 845, Deccan Gymkhana, Shivajinagar, Pune-411004, Maharashtra.
NAAC Officer	MR. B.S. PONMUDIRAJ Deputy Adviser NAAC, P.O. Box 1075, Nagarbhavi, Bangalore-560072



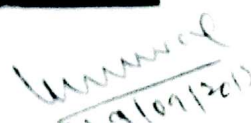
Criterion wise Analysis	Observations (Strengths / Weaknesses on Key-Aspects)
Criterion I: Curricular Aspects:	
1.1 Curricular Planning and implementation:	<ul style="list-style-type: none"> • Vision & mission of the College defined.

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	<ul style="list-style-type: none"> Curriculum designed and developed by Durg University, Raipur. Some faculty members on the board of studies.
1.2 Academic Flexibility	<ul style="list-style-type: none"> College offers range of options as per university curriculum. All programmes self financed. Annual and semester system followed. CBCS and Inter/Multidisciplinary approach not in practice.
1.3 Curriculum Enrichment	<ul style="list-style-type: none"> Curriculum is updated periodically. Lectures and seminars organized for new subjects areas. College organizes <i>Sadbhavna Sammelan</i>. Two programs introduced in last 5 years. Efforts need to be intensified w.r.t. job oriented courses. Training and placement cell in place. Community service practiced.
1.4 Feedback system	<ul style="list-style-type: none"> No formal mechanism to obtain feedback on curriculum. Alumni are members in IQAC. Feedback need to be analyzed and be more effective and communicated to the faculty, stakeholders and students.
Criterion II: Teaching-Learning and Evaluation:	
2.1 Student Enrolment and Profile	<ul style="list-style-type: none"> Institute enjoys autonomy in choice of candidates. College follows state government and University norms for admission. E-admission process needs to be strengthened. Reservation and fee relaxation policy followed.
2.2 Catering to Student Diversity	<ul style="list-style-type: none"> Various policies are in force for different category of students. College caters to the needs of socially and economically disadvantaged students. Sensitization through NSS, NCC and counseling. Guest lectures, workshops and seminars are organized. Remedial classes and Special Teaching Assistance Program (STAP) for slow learners.
2.3 Teaching-Learning Process	<ul style="list-style-type: none"> College follows academic calendar. IQAC monitors implementation of

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	<p>maintenance of books, journal and e-resources.</p> <ul style="list-style-type: none"> Automated library with built up area 2500.4 sq. ft., seating capacity of 70 students and 11 computers with internet connectivity. Total no. of text books 23265, reference books 2250, journals 47.
4.3 IT Infrastructure	<ul style="list-style-type: none"> 87 computers, 83 with internet connectivity (2mbps speed). Audio-visual enabled classrooms with NME-ICT, national Knowledge Network, NPTEL connectivity could be developed.
4.4 Maintenance of Campus Facilities	<ul style="list-style-type: none"> Sufficient budget allocated for maintenance and repair. Instrument calibrations and maintenance done annually. Electrical repair and gas leakages checked as per requirements.
Criterion V: Student Support and Progression	
5.1 Student Mentoring and Support	<ul style="list-style-type: none"> Prospectus updated & published yearly. Scholarships and fee concessions to socio- economically weaker students of central and state government, as per policy. College magazine <i>The Santhomian</i> published yearly. Guidance and counseling provided specially for higher studies and alternative career oriented themes.
5.2 Student Progression	<ul style="list-style-type: none"> Activities of training and placement cell needs to be intensified. Quite a few students go for higher education. Dropout rate for UG is 20 % and for PG is 15 %.
5.3 Student Participation and Activities	<ul style="list-style-type: none"> Impressive track record of students in sports and games. Student groups active, Student election carried out. Participation in extra-curricular & cultural activities appreciable. Active NSS, NCC, Blood donation camps, Women Cell and Eco club.

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	<p>strengthened.</p> <ul style="list-style-type: none"> • Collaboration with other institutions needs attention.
3.4 Research Publications and Awards	<ul style="list-style-type: none"> • One Young Scientist Award in 2015. • Faculty need to be sensitized in publishing research papers in peer reviewed journals.
3.5 Consultancy	<ul style="list-style-type: none"> • Free consultancy services by department of Psychology, Botany and Chemistry. • Industrial collaborations and consultancy need to be explored.
3.6 Extension Activities and Institutional Social Responsibilities	<ul style="list-style-type: none"> • Active PTA, NSS, NCC, Blood donation camps, Women Cell and Eco club. • Physics, Zoology and Language Forums. • Civil services aspirant club (CSAC) for students. • Various associations like ACES, Sakal Samvad, Zeitgeist, The Wizard, Unborn Archons and The Psychometricians active. • Anti-narcotic movement, Yoga Centre and Central Library are active. • Various camping and Socio-economic outreach extension activities organized
3.7. Collaborations	<ul style="list-style-type: none"> • Research collaboration in place • Industrial collaborations to be explored.

2.4 Infrastructure and Learning resources	
4.1 Physical facilities	<ul style="list-style-type: none"> • Guest house, canteen, parking, Gymnasium, seminar halls and conferences, auditorium, Sports complex etc. available for use of students. • Secure, safe and hygienic girls hostel along with residential facility for staff and occupancy. • Sufficient budget allocation for maintenance of infrastructure and furniture.
4.2 Library as a Learning resource	<ul style="list-style-type: none"> • Library advisory committee in place for purchase, distribution, subscription and

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Criterion VI: Governance, Leadership and Management	
6.1 Institutional Vision and Leadership	<ul style="list-style-type: none"> • Vision and Mission of the college defined. • Harmonious relationship between students, teachers, non-teaching staff. • Decision making bodies function in decentralized manner.
6.2 Strategy Development and Deployment	<ul style="list-style-type: none"> • Proper policy framing and execution through IQAC in place. • Coordination of various committees for management of institutional activities. • Stakeholders and management coordinate for overall functional activities.
6.3 Faculty Empowerment strategies	<ul style="list-style-type: none"> • Faculties and staff are encouraged for training and development programs, conferences, seminars and workshops. • Resource personnel are invited for guest lectures on various topics. • Faculty need to encourage students to participate in seminars, conferences and workshops.
6.4 Financial Management and Resource Mobilization	<ul style="list-style-type: none"> • Auditing by external and internal auditors. • Main sources of funding are fees from students, bank interest, grants from UGC and CCOST. • Funding sources like DST, DBT, MHRD etc need to be explored.
6.5 Internal Quality Assurance System	<ul style="list-style-type: none"> • IQAC established and functional since 2006. • External academicians and alumni are part of IQAC cell. • Proper monitoring of IQAC cell needs to be intensified. • IQAC need to encourage staff to procure research grants and funding. • Measures need to be undertaken to sustain and enhance quality in teaching & learning.
Criterion VII: Innovations and Best Practices	
7.1 Environment Consciousness	<ul style="list-style-type: none"> • Environmental audit conducted • Tree plantation & energy saving program undertaken in the campus. • Awareness for lesser power consumption, hazards of tobacco, green campus drive undertaken. • Renewable energy utilization may be

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	<ul style="list-style-type: none"> academic calendar and curriculum. PG courses follows semester pattern. Utilisations of e-learning resources need to be strenghted. ICT enabled teaching- learning in place.
2.4 Teacher Quality	<ul style="list-style-type: none"> Faculty training programmes organized to improve teaching quality. Out of total faculty 31 are PhD, 04 M.Phil and 14 are PG. Faculty members participate in faculty training programmes. Feedback mechanism for evaluation of teachers in place.
2.5 Evaluation process and reforms	<ul style="list-style-type: none"> CBCS not in place. Fair and uniform evaluation, both internal and external of UG and PG programme as per University norms. Continuous monitoring of academic growth of students. Grievance redressal cell, student support systems in place.
2.6 Students performance and Learning Outcomes	<ul style="list-style-type: none"> Proper mechanism to monitor students' performance. Entrepreneurial skills developed, PGDCA and other job oriented subjects taught. Motivational sessions and lectures organized. Student performance and learning outcome monitored.
Criterion III: Research, Consultancy and Extension:	
3.1 Promotion of Research	<ul style="list-style-type: none"> Proper facilities for research students and faculty etc. are arranged. Promotion of research aptitude and research culture through seminars, workshops and trainings. Research culture needs to be intensified and strengthened.
3.2 Resource Mobilization for Research	<ul style="list-style-type: none"> Faculties need to be encouraged for taking research projects. Research funding from DST, CSIR, DAE, DBT, MHRD etc. need to be explored. Provision of seed money not in practice.
3.3 Research Facilities	<ul style="list-style-type: none"> INFIBNET facilities are not availed by the students but staff is allowed to use it. Research facilities need to be

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7.2 Innovations	<p>planned and executed.</p> <ul style="list-style-type: none"> • Innovative culture practiced through IQAC. • STAP, Outreach programs, environmental audit, CSAF, internal and external audits are practiced.
7.3 Best Practices	<ul style="list-style-type: none"> • Community service, volunteerism and village adoption are practiced. • Ruabandha village adopted in 2004. • Blood donors club active under NCC, NSS and department of microbiology • School teaching by college students practiced. • Water harvesting techniques and water shed management programmes may be initiated by dept. of Social Sciences or through NGOs.
Criterion VIII: Overall Analysis	
8.1 Institutional Strengths	<ul style="list-style-type: none"> • Strong student support mechanism and support staff. • Academic excellence. • Adequate infrastructure. • Co-Curricular and extracurricular activities. • Ample outreach and extension activities.
8.2 Institutional Weaknesses	<ul style="list-style-type: none"> • Lack of exposure to industry, national and international institutions • Lack of job oriented and need based courses at UG and PG level. • Lack of classrooms with ICT facility.
8.3 Institutional Opportunities	<ul style="list-style-type: none"> • Fundings/grant can be procured from gov. agencies. • Opportunity to provide skill development and employability through COC's. • PG departments may be upgraded to research centers and undertake multi-disciplinary research projects.
8.4 Institutional Challenges	<ul style="list-style-type: none"> • To start more job oriented courses for the students at UG & PG level. • Training students for competitive examination need to be strengthened.

Section IV: Recommendations for Quality Enhancement of the Institution

- Need to procure research grants from Govt. funding agencies like CSIR, DST, DBT, MHRD and Industry.
- Consultancy and proper mechanism for generating revenue need to be strengthened.
- More PG courses may be started in subjects like Fine arts, IT and computer, Food Process Technology, Physical education, Yoga, Management and marketing courses etc. and career counseling cell to expose the students to industry.
- Number of JOC programmes and skill oriented courses need to be incorporated in the curriculum.
- Need based courses be designed to cater to the needs of the local area.
- Laboratories & Library needs improvement, including automation.
- Mentoring and tutorial systems should be strengthened.
- Teachers should be encouraged to publish articles in refereed Journals Thompson Reuters-Impact Factor need to be followed and mentioned for documentation.
- Teaching and Research programmes in Arts, Sciences and Humanities need to be strengthened.
- Hostel facilities for boys need to be provided.
- IQAC need to be strengthened.
- UGC & funds obtained from other sources need to be utilized timely & properly.

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



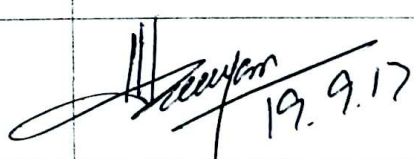
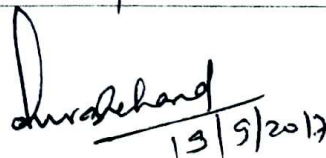
Date:

Seal of the Institution


Signature of the Principal
ST. THOMAS COLLEGE
RUABANDHA, BHILAI (C.G.)


Place: St. Thomas College, Ruabandha Sector, Bhilai Durg-490006, Chattisgarh.

Signature of Peer Team Members:

	Name and Designation		Signature with date
1.	PROF. MOHAMMED MIYAN Former VC, Maulana Azad National Urdu University, D-194, Defense Colony New Delhi-110024	Chairman	 19.9.17
2.	PROF. SURESH CHAND, Ex-Dean of the Faculty & Head of the Department, School of Life Sciences, Devi Ahilya University,		 13/9/2017

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Khandwa Road, Indore-452001 (M.P.)	Member Co-ordinator	
3. Dr. RAWAL CHANDRAKANT NATHALAL Principal, Brihan Maharashtra College of Commerce 845, Deccan Gymkhana, Shivajinagar, Pune-411004, Maharashtra.	Member	 <u>19/09/2017</u>
4. MR. B.S. PONMUDIRAJ Deputy Adviser, NAAC P.O. Box 1075, Nagarbhavi, Bangalore-560072	Deputy Adviser (NAAC)	

Post Re-accreditation Report

The post reaccreditation report is as follows:

A. Recommendations of earlier Peer Team that re-accredited the institution in 2006 which were not fulfilled

1. Library was partially atomized not fully computerized
2. No new course was introduced though the college had applied for Journalism.
3. No diploma/certification course was introduced on Computer Applications, Electronics, Sericulture, Marketing management etc..
4. No efforts were taken to establish the Language –Lab in the Department of English
5. No Faculty Development Programmes of UGC were undertaken.
6. Vision document not developed.

B The drawbacks of the college as per recommendations

1. Administrative and accounting procedures needs to be systematized
2. All permanent vacant posts needs to be filled
3. Efforts required for sanctioning scholarships to all Sc and ST students.
4. Steps required to be taken to improve the demand ratio
5. Staff welfare measures to be introduced
6. Nonteaching staff to be trained in computers and other procedures
7. Academic audit needs to be introduced
8. ICT enabled teaching learning processes where the faculty and research scholars should be introduced to INFILIB and DELNET usage.
9. Staff should be facilitated to take up major and minor research projects of UGC or other agencies
10. Interdepartmental and collaborative research needs to be prioritized
11. Institute – industry interactions may be intensified

C. Drawbacks pinpointed during inspection of all the departments

1. Dept. of Commerce -- Attendance register of the BCom was not completed and department was not able to confirm the number of permanent and adhoc staff in the department. The research publications were not in peer reviewed journals.
2. Dept. of English---Reason for not establishing a Language lab was enquired. Also enquired whether the room was a temporary setup as it is in a class room with the board and stage. Advised to take up certificate course in communicative skills.
3. Dept. of Maths and Computers---- Unable to give reasons for not starting a certificate course in computers. Enquired whether anybody has done course in computer maintenance. Also wanted to know why there are less number of students in IT and measures taken to overcome the same.
4. Dept. Psychology----Introduction of MA in Psychology was advised. Documentation on measures used to counsel the students were asked
5. Dept. of Economics ----Unable to organize seminars and other departmental activities was a matter of concern.
6. Dep. Of Hindi-- --Even though the department had a very new faculty the committee was very much satisfied with her approach towards the subject
7. Dept. of Chemistry---- Wanted to know why there is no collaboration with the neighboring industrial setups

8. Dept. of Physics and Electronics-----Curious to know the reason for the unstableness of the faculty in the department if it is salary or something else and also asked as to what measures did the department take to increase the number of admissions in both MSc and BSc courses in Electronics.
9. Dept. of Microbiology and Biotechnology-----Appreciated the research publications in the department. Some of the documents were presented in a confused manner specially the stock register.
10. Dept. of Botany -----was asked to take up research seriously by taking new research projects. Commented on the room of the HOD which has a low ceiling and a pedestal fan as a temporary setup. Develop the a herbal garden was also suggested.
11. Dept. of Zoology---- advised to take up research projects and certificate courses on sericulture and Fisheries.
12. Dept. of Management---- MBA course was advised
13. Dept. of Education----- MEd course advised and were not satisfied with the lab facilities.

C. Drawbacks pinpointed during inspection of all Clubs and Forums

1. Each clubs has too many members. Each staff or faculty should not be in more than two committees for effective functioning of the club
2. The activities of the clubs and forums were not creative and was without collaborations of any kind.
3. Inability to get the support of parents and alumni as resources.
4. No activities were done for the parents and alumini.

D General Comments

1. Dress code for male staff (staff were seen in jeans and T shirt during inspection).
2. ID cards for the staff of college.
3. Common room for female staff.

E Office

1. Some of the vouchers were not signed.
2. Service books were incomplete and not updated.
3. File s are not systematized as the office were not able to provide the documents asked for.
4. Work delegation is not proper in the office.
5. Separate staff in the office should handle the UGC and university documents to avoid confusion
6. Office was unable to clarify as to which programmes had to refund the amount sanctioned by UGC and how much was that amount and how was it refunded.