

**Report of the Peer Team
For Institutional Accreditation of
Govt. Women's College
SAMBALPUR, ORISSA**

SECTION I

PREAMBLE

Govt. Women's College, affiliated to Sambalpur University, is situated in Sambalpur, the district headquarter Sambalpur district in the western part of Orissa. It is a government college run directly by the state government and recognised under the Sections 2f and 12B of the UGC and also receives the UGC assistance. The college operates in a multi-lingual, multi-racial and multi-religious urban environment. The college was established initially in 1959 through the private initiative of the local citizens with the objective of providing facilities for higher education to the girl students, and later on, in 1965 it was taken over by the state government.

The college now offers two undergraduate degree courses in Arts, and Science streams, and a postgraduate degree course only in Oriya. There are 18 departments, and also a vocational course in Food Science and Quality Control. The college is yet to start any self-financing courses. The total number of permanent teachers in the college is 44, out of which 22 are women teacher. Among the permanent teachers 20 have doctorate degrees. The number of administrative and technical staff is 54. The college provides hostel facility in two girls' hostels accommodating nearly 40 per cent of its students. Most of the students are day-scholars who commute from the local areas. During the current academic year, there

are total 519 students in the three years of the undergraduate courses, and 19 in postgraduate course.

The college, desiring the assessment and accreditation by the National Assessment and Accreditation Council (NAAC) submitted its Self Study Report to the NAAC. A Peer Team comprising Prof. S. K. Mukherjee, Vice-Chancellor, Birla Institute of Technology, Meshra, Jhrakhand, as Chairman, Dr. Sutanu Bhattacharya, Dept. of Economics, Kalyani University, West Bengal, as member-coordinator, and Dr. J.L. Mewafarosh, Principal, Govt. Autonomous P. G. College, Datia, Madhya Pradesh, as member, visited the college during 21–22 December 2005. The Team has closely interacted with college Management, Principal, teachers of all the departments, students, staff, and visited the facilities, such as library, laboratory, hostels, and other support services on the campus. The criterion-wise observations of the Team are now given below.

SECTION II

CRITERION WISE INPUT

Criterion I. Curricular Aspects

The college offers undergraduate degree courses in both pass and honours in Arts, and Science only, and a postgraduate degree course in Oriya. The subjects offered by the college in the Arts stream include Anthropology, Economics, Education, English, Geography, Hindi, History, Home science, Oriya, Philosophy, Political Science, Psychology, and Sanskrit. In the Science stream the subjects are Physics, Chemistry, Mathematics, Botany, and Zoology. Besides these subjects, the college also offers a vocational course in Food Science and Quality Control. There are optional subjects in the course curricula of both the B.A. and B.Sc. The college also offers elective non-core options, like Indian Society and Culture, Environment and Population Studies, and Computer Applications. The College also runs Coaching Class for Minority (CCM) and conducted a Sanskrit Speaking course with the UGC assistance. Attempts are also being made to revive the Remedial Coaching Classes for

SC/ST, which was run earlier with the UGC assistance. The UGC had also approved a course on Functional and Communicative English, which is yet to be started.

All the degree courses offered by the college are on traditional subjects in the framework of the affiliating university. The college has made some plans for introducing career-orientated courses on self-financing basis, but yet to make progress in this regard. The college may also plan to give emphasis on introducing short-term indigenous job-oriented courses having local relevance in order to get sufficient number of takers.

Introducing short-term non-conventional courses of local relevance is also important for the future viability of the college. In its local context, the college might face a serious constraint in getting sufficient number of students for its traditional courses, particularly in the honours level. The number of students in the locality who qualify in the school leaving examinations and become eligible for admission to university level courses itself is a constraint for the college. To overcome this constraint the college needs to introduce non-university short-term courses of local relevance. The college would also require evolving a system of getting regular feedback from the academic peers and people from various local vocations on the relevance and effectiveness of its teaching programmes and courses. The college would also require establishing a more effective system of college-industry-neighbourhood interface.

The college has been able to work with clear objectives and purpose to achieve its goals through co-curricular and other activities, as there is limited scope to reflect the mission and goal of the college in a standardised curricula prescribed by the affiliating university. The admission policy ensures that students from all creed and community have a chance to study together, and thus a pluralistic composition of the college community is maintained. The college imparts discipline and moral values to its students so that they can aspire for respecting personal and social values of life.

Criterion II. Teaching-learning and Evaluation

There are three building blocks of the success of an educational institution. These are the proper selection of students for admission into various courses, fair recruitment of scholarly and dedicated teachers, and effective teaching-learning process with regular and fair evaluation ensuring transparency. The college, getting most of its students from the locality, has a limited scope for selecting students on the basis of entrance tests, as there are very few applicants from the locality for admission to its degree courses. For admission to most of the courses the minimum marks obtained at school leaving examination is kept as low as the pass marks, that is, 35 per cent for admission to the pass courses and 40 per cent for the honours courses, as specified by the university. So as to get sufficient number of students the college admits almost all the eligible applicants from the locality.

The college follows the annual system with terminal examinations. There is also periodical system of assessment of students' monthly tests. The respective teachers discuss at the classes the performance of the students in the terminal examination so as to, help them locating their weaknesses. The attendance of the students in the classes is closely monitored, and advice is given to the weaker students to improve their performance. The college may consider holding of tutorial classes, and remedial classes in selected subjects for the academically weaker students on a regular basis and more effective manner.

The curricular activities of the college are not limited within the lecture method of teaching only. The college supplements the learning process with classroom discussions and departmental seminars. The respective teachers try to encourage the advanced learners informally by providing books and study material. For the advanced learners the college may introduce group-discussions and special assignments to write articles. They may also be encouraged to cultivate their potential through taking up creative activities in the forms of script writing, one act play, poem and debates, seminars, etc. There may also be special advanced classes organised for advanced students on vacation and holidays. The students in general may also be motivated to publish regularly wall magazines of each department.

There are some procedures of regular monitoring of the progress of the courses and mid-term corrections of the teaching plan, made by the respective heads of the departments. These procedures may be made more formal and systematic. The individual teachers may be requested to prepare unitised teaching plans in terms of lecture units available to cover the entire syllabi within scheduled time as per the academic calendar, and discuss the same with the heads of the departments. The classroom teaching may also be made more effective by more extensive use of the audio-visual teaching aids. The teaching plan may also be displayed in the college notice boards for information of the students. There is no centralised 'media' facility to prepare audio-visual teaching material at present. The college may plan to develop this facility for its faculty.

The students are informed about the academic calendar, the university system of examination, with the details of number of papers, duration and marks, and the patterns of questions and syllabi through the discussions with the teachers in the class. This system may be supplemented by providing written guidance to the students.

The quality of the teachers and their academic attainments is a crucial factor determining the standard of the college. The teachers in the permanent posts, presently numbering 44, are appointed through selection as per the rules of the state government. Out of the 44 teachers in permanent posts, 20 are having Ph.D. degree, seven have M. Phil. degrees, and the rest are qualified with master's degree. Some of the teaching departments are seriously under staffed, having only 2 or 3 teachers, and there are also single teacher departments.

The teachers are recruited by the Orissa Public Service Commission, as per the state government rules. All the teachers recruited are from the same state. The teachers are expected to regularly attend seminars, conferences, refresher courses, and orientation courses. This enables teachers to keep abreast with the rapid developments in various subjects. The teachers of the college have regularly attended refresher courses, orientation courses. In respect of attending seminars during the last two years, 15 teachers have attended national seminar, and two have acted as resource person. The teachers may be trained in the use of modern education technology like



computer, internet, multimedia, and application of audio-visual teaching aids. The college may plan to provide short-term training programmes for the teachers on the use of the modern education technology in teaching and research. The college has organised one UGC sponsored academic seminar in recent past at the college. The importance of organising interdisciplinary seminars and holding of academic conferences at the college may be more emphasised in order to establish interaction with the academic world at large.

For continuous improvement in the quality of education, the performance of the teachers needs to be assessed regularly to motivate them for further improvement. The college follows a system of Annual Confidential Reports of the staff by the principal to the Govt. at the end of the year. The annual self-appraisal by the teachers may be made more effective using a standardised questionnaire and a systematic method of evaluation by the management. To motivate the teachers, a system may also be introduced where the teachers themselves discuss the summary findings of their self-appraisals. The college may also consider strengthening the system of students' evaluation of the teachers, and the students' feedback on the effectiveness classroom teaching as well as their campus experience in an effective manner.

Criterion III. Research, Consultancy and Extension

For an undergraduate college usually there is limited scope for research and consultancy. Govt. Women's College attempts to promote research activities of the teachers by helping them to avail the UGC Teacher Fellowships for their Ph.D. Though the College has not yet obtained the recognition from the university as a Ph.D. research centre, some of the senior teachers are supervising Ph.D. Several teachers have taken up funded research projects and many of them are publishing their works. There are two on-going funded research projects currently. The college may encourage more and guide the teachers to submit research proposals to various funding agencies and holding of research seminars. In respect of consultancy, the college does not have much scope for taking up industrial consultancy projects, but it

may plan to provide social consultancy among the rural and tribal communities through various extension activities.

In respect of extension activity the college has made some notable progress. A teacher is assigned on additional charge to coordinate the extension activities. There are NSS, NCC, and Girls Guide units. On a regular basis the college carries out activities related to students' benefit and social services. The college has undertaken several programmes on health and hygiene awareness, medical camp, adult education and literacy, environmental awareness etc. The college may also strengthen its outreach activities, like pulse polio vaccination programme, plantation through Eco Club, etc. The college may also plan these activities through formal and effective collaborative programmes with NGOs working in the region.

Criterion IV. Infrastructure and Learning Resources

Situated in the city of Sambalpur, the college has a campus area of 12.50 acres including playfields of 5 acres. The campus is properly maintained, clean, secured and has a planned landscape and plantations. The college buildings provide at present adequate space for housing its departments and are satisfactorily maintained. The infrastructure facilities in the campus are also organised satisfactorily. Being a Govt. College, its infrastructure is maintained by the state PWD. Beside the academic and administration departments, the college maintains within the campus a central library, playgrounds for all major outdoor games and sports, hostels, canteen and staff quarters. The infrastructure provided by the college for games and sports are notable. The classrooms are sufficiently large, airy, and bright. There is regular cleaning, sweeping, and maintenance of furniture and fixture.

The college has an organised central library. The library presently has 29,176 volumes of books. There are 15 magazines and periodicals available in the library, and four regular subscriptions to selected research journals are also available. The library also has a book-bank facility, and an Advisory Committee for the library. Steps may be taken to inter-connect the college library with other local libraries for exchange borrowings. The working of the library is smooth and effective. The library

is open on all working day and it remains open for only 10.30 am to 4.30 p.m. in a day. The working hours may be extended further. The issue, accession, book bank functions, and the inventory of the library are being computerised. The library needs to be strengthened with Internet facility and establish interconnected library network for developing e-library facility through agencies like INFLIBNET.

The laboratories of the Science departments are well maintained. The major equipments are available in the laboratories, though there are some scopes for improvements. The size of the individual departments is small, and computer facility is not provided department-wise. At present there are only 4 computers mostly used for administrative work. Out-of 4 computers two are a little out of date. There is no central computer facility, which the college may plan to develop. Also the Internet and multi-media facility may be kept there as a central facility. It is worth mentioning that the college has recently developed its own web-site. For regular maintenance proper annual maintenance contracts with the supplier agency would require to be made.

In respect of health services, the college does not have a health centre of its own, as there is an easy and quick access to the emergency hospital facility. There is a first-aid facility available at the college and arrangements are for annual health checking of the students.

The college encourages the students to take part in games and sports, and has playgrounds for athletics, kho kho, kabadi, volleyball, basketball and badminton. However attention may be paid to proper maintenance of the playground. There are also indoor games. The college may plan to start a multi-gym facility. The college also has engaged a full time trained physical education instructor for physical education. The students have regularly participated in inter-college, inter-university, and state and national level tournaments. The college also provides hostel facilities. There are presently only two hostels. The Main Hostel is in the campus and the TRW Hostel maintained just outside the campus with total accommodation capacity of 240. The hostels are run and maintained satisfactorily, though the Main Hostel is

somewhat overcrowded. Construction of a new hostel in the campus is almost completed with the assistance under MPLAD.

Criterion V. Student Support and Progression

The overall of environment of support available to the students in an institution has a direct impact on motivating the students in the right directions of learning. This is also reflected on the progression of the students to higher levels of academic pursuits and employment. Though there are a number of students appearing in the university examination secure first class as well as university ranks, there are scopes for improving the average success rate of the college, which is about 67 percent in the last two batches. The drop out rate, about 22 percent, is also on the higher side, reasons for which the college needs to look into. The college would require considering effective steps to improve its performance in respect of average success rate and drop-outs.

A sizeable number of alumni hold prominent positions in various walks of life. The college has taken some recent steps to activate its alumni association. The college may encourage and initiate holding annual reunion of past and present students, and maintain a record of past students of the college. The example of past students holding prominent positions may also indirectly help motivating the present student. The college regularly publishes and updates its prospectus, and annual report.

There are several schemes for providing financial assistance and scholarships to the students, from the State and Central government, and a sizeable number of students are benefited by such financial aids. The college needs to support its students by making these schemes available to them in a more effective manner and announcement at the beginning of the year. Although there is no employment cell with a placement officer that could provide career counselling and guidance to the students on regular basis and systematic manner, there is a Model Career Corner sponsored by the Directorate of State Employment. The college may engage outside agencies from time to time for this purpose for career counselling, till a formal employment and career counselling cell is established. The recreational facilities

made available to the students are primarily the indoor and outdoor games. The college may motivate the students to start various students' clubs, like nature club, drama club, environment club, music club, etc.

The college organises Annual Social with sports and cultural activities to boost enthusiasm and creative activities of the students. The students' excursions, and educational tours, and annual picnic, and such other activities are also given enthusiastic support as essential cultural activities. The college may plan to make its cultural atmosphere more vibrant and active. Observance every year of the important days, like Teachers' Day, Republic Day, Independence Day, and similar other occasions of national and local relevance may be duly emphasised.

Criterion VI. Organisation and Management

The College, being a government college, is directly managed and run by the Orissa Government Higher Education Department. The primary administrative head of the college is the Principal. There is no Vice-Principal. The Administrative, Academic and Accounts Bursars coordinate and monitor the everyday affair of the college under the guidance of several committees like Admission Committee, Planning Board, Library Committee, Purchase Committee, etc. etc. There are also several other internal committees constituted for specified periods for overall monitoring and supervision of various activities of the college. There is a special committee for preparation and monitoring of Academic Calendar. The college has an Examination Committee for evaluating and analysing the subject-wise performance of the students in the university examinations and for preparing schedules of internal tests. Within the overall academic calendar provided by the university for the year, the college may prepare detailed monthly academic calendar for planning and monitoring its academic activities. Although the college follows the principles of democracy within its departments, some efforts may be given to introduce the concept of participatory management in its present hierarchical structure of management. Several joint committees comprising teachers, students, and staff, along with the management

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representatives, may also be constituted with specific responsibilities and delegated authorities. There is a grievance redressal cell, which may be made an integral part of administration and management to make it more effective in looking into the matters of grievances among the teachers, staff, and students, if there is any.

The college is run primarily by the State Government and there is also UGC assistance for development. At its present state of development, the college does not have much scope of raising more funds through self-generation due to meagre number of students with a very low rate of tuition fee. Starting non-conventional non-university short-term courses with job-orientation of local relevance may be emphasised. The college may also have to emphasise more resource generation in the changing scenario of higher education. The structure of tuition fees and other fees of the courses may also be examined from time to time keeping in view the cost of education vis-à-vis the financial capacity of the local people to bear such costs. The accounting work and the office works need to be computerised. The college has a system of exercising budgetary control through annual budget. There are small general loan facilities like GPF, festival and medical advances. The college may plan to launch welfare schemes in various forms for its staff, faculty, and students.

Criterion VII. Healthy Practices

The peer team was impressed with the fact that there are no symptoms of any unrest among the academic communities of the college. A discernible pervasive sense of discipline and cleanliness is noted in the overall climate. Some of the practices worth mentioning are given below:

- Secured and well-maintained campus;
- Healthy students life and cultural activities and active celebration of social festivals, activities to focus and nurture the India's composite cultural heritage;
- Special emphasis to impart value-based education;
- Working with specific mission and goals;
- Inculcation of civic responsibilities among the students through various extension activities on community development programmes; active NSS and NCC units;

- Community orientation activities,
- Active encouragement to games and sports;

SECTION III

OVERALL ANALYSIS

The Peer Team has analysed the Self Study Report submitted by the college, and during its visit has collected the up to date facts and figures. It has visited the college infrastructure, facilities, and examined relevant documents. The team has interacted at length with the members of the Principal, teaching and non-teaching staff, students, alumni, parents and guardians. On the basis of this exercise keeping in view the identified criteria of NAAC the Peer Team records the following observations and suggestions:

- The college has a commendable record of over three decades of its endeavour to provide higher education facility to students from the rural and tribal community;
- There is close co-operation and collaboration among the management, teachers, staff, and students;
- The college has a vision of expanding its teaching and learning through introduction of new courses in the emerging area, and also to evolve as a research centre;
- The college has a creditable record of efforts made for resource mobilisation from the local industrial units for developing and maintaining its infrastructure;
- The college has been able to motivate students to actively participate in community oriented and social awareness programmes;
- The emphasis given by the college on the games and sports is notable;
- Many teachers are actively engaged in research and some are supervising Ph.D. research also;



- The teachers may be motivated to take up minor and major research projects of different funding agencies; ✓
- The college needs to have an effective Central Computer facility;
- The computer culture is yet to be initiated in the college. Internet facility may be made available to the faculty and students;
- The library facility may be improved in terms of number of working hours, purchase of recent books, and linkages with other adjoining institutional libraries. The operation of the library needs to be computerised to participate in the INFLIBNET;
- There may a formal career counselling and employment and placement cell for the students;
- The college may plan to initiate more extended welfare schemes for the staff and students;
- Arranging and helping students to avail financial aids under various Central and State Govt. schemes may be made more effective;
- The management may maintain close linkages with alumni and the parents and guardians for their support for the overall development of the college;
- The cultural activities of the college may be made more vibrant.

Concluding Remarks


The Peer team is highly impressed by the well coordinated all around efforts by the teachers, staff, and students of the college. It likes to record its deep sense of appreciation to the Principal, Co-ordinator of the college NAAC Committee, teachers, staff, students, alumni, and parents and guardian of the students of the college. The Peer team is confident that the college will achieve a fast and progressive transformation in course of a few years, and continue to provide quality education to the students of the local tribal and rural areas as well as from the local industrial areas and neighbouring villages.



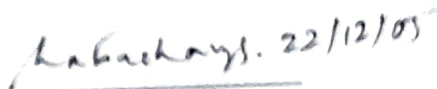
The Peer team desires to record its appreciation for the cooperation and hospitality extended to them by the college during their visit to the college. The Team also acknowledges the positive attitude of the teachers, students, staff, and administration in helping the assessment by providing all the necessary information and support.

Signature of the Members of the Peer Team:

Prof. S. K. Mukherjee
Chairman


22/12/05

Dr. Satanu Bhattacharya
Member Coordinator


22/12/05

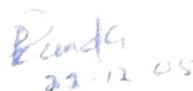
Dr. J. L. Mewafarosh
Member


22/12/05

I agree with the report



Signature _____


22.12.05

Principal
Govt. Women's College
SAMBALPUR

Dr. (Smt.) Prafulla Kumari Panda

Principal

Date: 22 December, 2005.

Place: Sambalpur, Orissa.