

Peer Team Report
on
Institutional Accreditation
of

**ST. BEDE'S COLLEGE
SHIMLA (HIMACHAL PRADESH)**

(Dates of Visit : December 1 – 3, 2010)

**National Assessment and Accreditation Council
Bangalore – 560 072**

PEER TEAM REPORT ON***Institutional Accreditation of*****St. Bede's College****Place : Shimla, State: Himachal Pradesh**

Section 1: GENERAL	Information
1.1. Name & Address of the Institution:	St. Bede's College Navbahar, Shimla-171002, Himachal Pradesh
1.2 Year of Establishment:	1904
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/Schools:	Arts, Science, Commerce and Management
• Departments/Centres:	18
• Programmes/Courses offered:	U.G: 9, P.G.-1
• Permanent Faculty Members:	26 (9 Males, 17 Females)
• Temporary Teachers:	19 (4 Males, 15 Females)
• Permanent Support Staff:	21
• Students:	696
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none">• An affiliated grant-in-aid Women College located in the heart of Shimla city.• The College, run by Christian Minority, is affiliated to H.P. University and recognized under 2(f) and 12 (B) of the UGC Act.• Offers diverse grant-in-aid courses and four self-financed and five add-on courses.
1.5 Dates of visit of the Peer Team	December 1-3, 2010
1.6 Composition of the Peer Team which undertook the on-site visit:	
Chairperson	Prof. S.F. Patil Former Vice-Chancellor Bharati Vidyapeeth University, Pune
Member Co-ordinator	Prof. Arun K. Pandey Department of Botany University of Delhi, Delhi
Member	Dr. Prakash Puranik Director, Post Graduate Teaching Departments and Research Academy, Sevadal Mahila Mahavidyalaya Nagpur
NAAC Officer:	Dr M. S. Shyamasundar Dy. Adviser, NAAC, Bangalore

Section II: CRITERION WISE ANALYSIS	Observations (Strengths and/or Weaknesses) on Key-Aspects (Please limit to three major ones for each and use telegraphic language (It is not necessary to indicate all the three bullets each time; write only the relevant ones)
2.1 Curricular Aspects:	
2.1.1 Curricular Design & Development:	<ul style="list-style-type: none"> • Being an affiliated College, it follows the syllabi prescribed by the affiliating Himachal Pradesh University. Seven teachers are members of BOS. • Academic programmes are in tune with Institution's goals and objectives. • The College has introduced six self-financing courses and designed five add-on courses.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • Flexibility in courses is limited. • Range of programmes is reasonably wide. • Flexibility with regard to time frame in the case of elective subjects.
2.1.3 Feedback on Curriculum	<ul style="list-style-type: none"> • Formal feedback is collected from the students and informally from other stakeholders. • Peer and industry views on curriculum change are yet to be introduced. • Some teachers have participated in the University curriculum design process.
2.1.4 Curriculum Update	<ul style="list-style-type: none"> • Curriculum is periodically revised by the University. • The College follows the curricula of the affiliating University. • The global and national educational objectives are reflected in the programmes offered.
2.1.5 Best Practices in Curricular Aspects (If any):	<ul style="list-style-type: none"> • Introduction of self-financed, need based interdisciplinary courses. • Design of add-on courses. • Organization of value education programmes.

2.2. Teaching-Learning & Evaluation:	
2.2.1 Admission Process and Student Profile	<ul style="list-style-type: none"> • Admission process is transparent based on merit and entrance examinations conducted by the affiliating University and the College. • Reservation policy of the State Government is strictly followed. • Admission procedure and its details are given in the prospectus, and displayed on the College website.
2.2.2 Catering to the Diverse Needs:	<ul style="list-style-type: none"> • College has formulated well-defined strategy to support slow learners and educationally backward groups. • Institution is sympathetic to poor and disadvantaged students and provides freeship and financial support. • Remedial courses are conducted by the College.
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Teachers, by and large, use chalk and talk method. • Audio-visual tools are used in teaching. • Academic Calendar and Teaching Plan by every teacher are in place.
2.2.4 Teacher Quality	<ul style="list-style-type: none"> • Out of 44 teachers in the College, 26 teachers are permanent and remaining are appointed by the Management on contract basis. • 15 teachers possess Ph.D. degree and 11 are M.Phil. holders. • Faculty members are appointed following the norms of the State Govt. and the University.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Continuous evaluation of students is in practice. • The College follows University evaluation methods. • Semester pattern is adopted for BBA and M.A. programmes and rest of the courses follow annual pattern.

NAAC for Quality and Excellence in Higher Education

2.2.6 Best Practices in Teaching-Learning and Evaluation (If any):	<ul style="list-style-type: none"> • Preparation of teaching plan by the teachers. • Maintenance of high percentage of results with several ranks in the University examinations. • Effective implementation of value-based education programmes.
2.3. Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • Only few teachers are engaged in research. • College publishes an International Peer reviewed Research Journal.
2.3.2 Research and Publications Output:	<ul style="list-style-type: none"> • There are two major and three minor ongoing research projects funded by the UGC. • Some teachers have published books and articles. • Faculty members of Department of Psychology, History, Home Science, Economics, and Physics have published papers in national and international journals.
2.3.3 Consultancy:	<ul style="list-style-type: none"> • No significant consultancy provided by the faculty.
2.3.4 Extension Activities	<ul style="list-style-type: none"> • Two units of NSS exist. • Three villages have been adopted under extension programmes. • Out- reach programmes are commendable.
2.3.5 Collaborations:	<ul style="list-style-type: none"> • No formal collaborations exist.
2.3.6 Best Practices in research, Consultancy & Extension (If any):	<ul style="list-style-type: none"> • Adoption of innovative extension activities. • Provision of research room to motivate faculty members.
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities for Learning:	<ul style="list-style-type: none"> • The College, spread over 10.3 acres of land, has six primary blocks of which three blocks are used for academic activities and administrative work. • Physical facilities are adequate for the current programmes.

171

	<ul style="list-style-type: none"> • The existing infrastructural facilities are optimally utilized. • Science and computer laboratories are well-maintained.
2.4.2 Maintenance of Infrastructure:	<ul style="list-style-type: none"> • The College has a budget provision of 10 lakhs for the maintenance. • The computers are maintained by the faculty of Computer Science Department. • Infrastructural facilities are augmented from time to time.
2.4.3 Library as a Learning Resource:	<ul style="list-style-type: none"> • The library is quite spacious having a separate reading room for students and teachers. • The partially computerized library has 22400 volumes and subscribes 14 journals and 40 magazines. • Archives section of the library is noteworthy. • Book Bank, internet, INFLIBNET and reprographic facilities are available.
2.4.4 ICT as Learning Resources:	<ul style="list-style-type: none"> • The College has 123 computers with LAN and Wi-Fi facility. • Two LCD projectors and some OHPs are available. • Language lab with required training materials exists. • The College website is user friendly.
2.4.5 Other Facilities:	<ul style="list-style-type: none"> • Gymnasium, canteen, multipurpose well equipped auditorium and open air stage available.
2.4.6 Best Practices in the development of Infrastructure and Learning Resources (If any):	<ul style="list-style-type: none"> • Provision of user name and password for every student. • Rain water harvesting and installation of eco-friendly solar system in the hostel. • Implementation of biometric system and CCTV.
2.5 Student Support and Progression:	
2.5.1 Student Progression:	<ul style="list-style-type: none"> • Consistent ranking of students in the university examinations is commendable. • Drop out rate is minimal.

✓

2.5.2 Student Support:	<ul style="list-style-type: none"> • Financial support provided to needy students. • Several value added courses available. • Placement Cell, Personal Counseling Cell, Grievance Redressal Cell and Cultural Club are functional.
2.5.3 Student Activities:	<ul style="list-style-type: none"> • Student council actively participates in organizing co-curricular and extra-curricular activities. • Students participation in cultural, extra-curricular and extension activities is praiseworthy. • The College publishes magazine and two newsletters.
2.5.4 Best Practices in Student Support and Progression (If any):	<ul style="list-style-type: none"> • Provision of significant financial support to the economically and socially deprived groups. • Promotion of ethnic values and cultural identity. • Practice of Morning Prayer and summarizing important news from the newspapers by group of students in rotation.
2.6 Governance and Leadership:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • The Principal provides effective leadership. • The 'Vision and Mission' of the institution in tune with the objective of higher education policies of the nation. • The College has 'Master Plan' for its future development. • Involvement of Management is visible.
2.6.2 Organizational Arrangements:	<ul style="list-style-type: none"> • Administration is decentralized through a number of committees. • Internal machinery exists for redressing complaints of staff. • The institution has sufficient resources to offer quality education.
2.6.3 Strategy Development and Deployment:	<ul style="list-style-type: none"> • Educational management strategies are well- developed and systematically implemented.

	<ul style="list-style-type: none"> • Participative approach visible in departmental functions. • Students and staff actively participate in developmental programmes of the College.
2.6.4 Human Resource Management	<ul style="list-style-type: none"> • Self-appraisal mechanism of teachers is practiced. • HRM is in compliance with State Government / University policies.
2.6.5 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • The College mobilizes funds through self financed courses. • State Government, DBT and UGC provide funds to the College. • Finance and administrative units are computerized.
2.6.6 Best Practices in Governance and Leadership (If any):	<ul style="list-style-type: none"> • Participatory Governance. • Positive involvement of Management and the Principal in supporting academic and research programmes. • Provision of loan facility without interest to supporting staff.
2.7 Innovative Practices:	
2.7.1 Internal Quality Assurance System:	<ul style="list-style-type: none"> • College has an IQAC which effectively monitors quality sustenance and enhancement measures. • Participation of students in most of the committees constituted . • Institutionalized initiatives are taken for internal best practices and innovations.
2.7.2 Inclusive Practices:	<ul style="list-style-type: none"> • More than 70% faculty members are women. • Percentage of SC/ST and OBC is negligible. • Remedial teaching and financial support are provided to needy students.

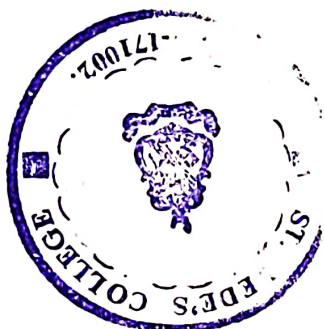
11/11

2.7.3 Stakeholder Relationships:	<ul style="list-style-type: none"> • Stakeholder relationship is praiseworthy. • The stakeholders' perception of the College is good. • Involvement of stakeholders in organization of socially useful programmes for neighborhood.
Section III: OVERALL ANALYSIS	Observations (Please limit to five major ones for each and use telegraphic language)
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Qualified and dedicated teaching staff. • Disciplined, peaceful and academic ambience. • Wide stakeholders support. • Consistent and worth praising academic performance of the students in the University examinations. • Decentralized and participatory Governance.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Several permanent teaching positions are vacant. • Lack of consultancy services by the faculty. • Absence of thrust for ICT enabled Teaching-Learning process as well as information management system. • Space constraints for outdoor sports and games. • Inadequate space for future development.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Scope for introducing professional and interdisciplinary courses at UG and PG levels. • Establishing academic linkages and collaborations at university and national level. • Inculcating and strengthening research culture among the faculty. • Introducing other need based vocational courses of relevance such as Tax Planning, Auditing, Secretarial Practices, etc. • Strengthening of placement cell and outdoor sports facilities.

	<ul style="list-style-type: none"> Organizing staff development programmes, conferences and seminars.
3.4 Institutional Challenges:	<ul style="list-style-type: none"> Institutional competency in ICT to compete in the global market. Motivating teachers to submit minor and major research projects proposals and to publish research papers in reputed journals. Focusing on core values identified by NAAC. Introducing inter-disciplinary and multi-disciplinary courses. Exploring the possibility of inclusion of college under the Potential for Excellence Programme of UGC. Seeking Autonomous status of the institution.
Section IV: Recommendations for Quality Enhancement of the Institution	
<p>(Please limit to ten major ones and use telegraphic language)</p> <p>(It is not necessary to indicate all the ten bullets)</p>	
<ul style="list-style-type: none"> The College may plan to offer new courses in emerging areas including MBA, MCA, E-Commerce, Food technology, and other need based UG and PG programmes in a phased manner. A 'Vision Document' for the next decade be prepared for implementation. Teachers be encouraged to participate in workshops, seminars, conferences, orientation and refresher courses. Non teaching staff be encouraged to participate in training and development programmes. Placement activities and consultancy services be strengthened. Seminars/ Conferences be organized. 	

- Faculty be motivated to participate in the faculty improvement programmes.
- The library be further enriched in terms of text books, reference books and journals.
- Faculty members be motivated to submit research proposals for grant support to various funding agencies.
- National and international collaborations with universities and institutions may be established.
- Indoor and outdoor sports facilities need to be strengthened.
- Strategies for resource generation need to be planned .

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



mollym
Signature of the Head of Institution
Seal of Institution

Principal
St. Bede's College
Shimla - 2

Signature of the Peer Team Members:

Name	Designation	Signature with date
Prof. S.F. Patil	Chairperson	<i>S.F. Patil</i> 3/12
Prof. A.K. Pandey	Member Co-ordinator	<i>A.K. Pandey</i> 3.12.2010
Dr Prakash Puranik	Member	<i>Dr Prakash Puranik</i> 3/12/10

Place: Shimla

Date: December 3, 2010

Vainy No. 143/15/2



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

An Autonomous Institution of the University Grants Commission

प्रो. एच. ए. रंगनाथ
निदेशक

Prof. H.A. Ranganath

Director

FASc, FNASc, FEAL, FNA.,

NAAC/RAR/EC-54/94/2011/

January 10, 2011

The Principal
St. Bede's College
Navbahar
Shimla - 171002
Himachal Pradesh

Dear Principal,

Wishing you a Happy and Prosperous New Year - 2011

I am glad to inform you that the outcome of the Re-accreditation exercise of your institution has been processed and approved by the Executive Committee of NAAC and your institution has been *Accredited* for a further period of five years with a CGPA of 3.33 on a four point scale at *A Grade* valid from 08/01/2011. The provisional certificate of accreditation will be sent to you shortly. However, the original certificate of accreditation with the quality profile will be presented to the heads of accredited institutions during the "NAAC Accreditation Awards Ceremony" to be convened in due course. I am sure the detailed peer team report given to you already by the peer team will enable the institution to initiate further quality enhancement measures.

With best wishes,

Yours sincerely,


(H. A. Ranganath)

