

**PEER TEAM REPORT
ON
INSTITUTIONAL ACCREDITATION
(THIRD CYCLE)**

OF

St. Bede's College

(AFFILIATED TO HIMACHAL PRADESH UNIVERSITY)

NAV BAHAR, SHIMLA – 171002, HIMACHAL PRADESH

**Dates of Visit
8th to 10th August 2016**

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
ST. BEDE'S COLLEGE**

Place: Shimla

State: Himachal Pradesh

Section I: GENERAL	Information
1.1 Name and Address of the Institution:	St. Bede's College, Nav Bahar, Shimla -171002, Himachal Pradesh
1.2 Year of Establishment:	08/03/1904
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculties/ Schools:	4 (Arts, Science, Commerce and Management)
• Departments/ Centres:	UG – 20 PG – 2
• Programmes/ Courses offered:	UG: B.A., B.A. (Hons. In English, Geography and Psychology), B.Sc., B.Sc.(Hons. In Bio-technology and Microbiology), B.Com, BBA, BCA PG: M.A., M.Com. Certificate Courses: Econometrics, Tally, Web Page Designing, Beauty and Fitness, French, Travel and Tourism, Disaster Management, Personality Development, Communication Skills.
• Permanent Faculty Members:	18 Grant-in-aid + 34 Management
• Permanent Support Staff:	15 aided + 14 Management
• Students:	1241
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • Recognised as College with Potential for Excellence by UGC. • Conferred Heritage Status College by UGC. • Star College Scheme by DBT. • Emphasis on holistic education.
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	8 th to 10 th August 2016
1.6 Composition of the Peer Team which undertook the on- site visit:	
Chairman	Prof. Arunoday Saha (Former Vice Chancellor, Tripura University) Lake view Road, Shivanagar, P.O. Agartala-799004 College, Tripura
Member	Prof. Vani N. Laturkar School of Commerce & Management Science, Swami Ramanand Teerth Marathwada University, "Gyanteerth", Vishnupuri, Nanded- 431606, Maharashtra
Member	Dr. Jasintha Quadras Principal Stella Maris College (Autonomous), Chennai-600086, Tamil Nadu
NAAC Coordinator:	Mr. B. S. Ponmudiraj Deputy Adviser, NAAC

Section II: CRITERION WISE ANALYSIS	<i>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))</i>
2.1 Curricular Aspects:	
2.1.1 Curricular Planning and Implementation:	<ul style="list-style-type: none"> • College is affiliated to Himachal Pradesh University and follows curriculum prescribed by the University. • Formal mechanisms in place to ensure that stated objectives are achieved. • Perspective plans and course plans followed (RUSA and CBCS).
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • Inter-college credit transfer exists. • Interdisciplinary programme options. • Value added and skill development certificate programmes offered.
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> • Draws on stakeholders' feedback to enrich curriculum. • Teachers are the members of the Boards of the Studies of the university. • Experiential learning promoted through engaging in socially relevant studies/ research.
2.1.4 Feedback System:	<ul style="list-style-type: none"> • Formal mechanism in place for feedback. • Feedback also from alumnae, parents, employers, industry, academic persons and community. • Feedback received from stakeholders conveyed to the University.

2.2 Teaching-Learning & Evaluation:	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> • Well publicised admission procedure. • Transparent admission system. • Follows government regulations on reservation.
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> • Needs of differently-abled students are well catered to. • Remedial and Bridge classes held for improvement. • Students permitted to change subject if unable to cope up. • Student differentials addressed through separate measures for slow and advanced learners. • Mentoring system in place.
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Academic Review Committee and IQAC prepare a comprehensive plan. • Interactive teaching methods like Flip-flop and experiential learning used to support the

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	<p>students.</p> <ul style="list-style-type: none"> • Integration of ICT facilities, virtual labs, spoken tutorials, educational tours, etc. • Clicker's method of ICT as an innovative practice. • Student-centric strategies like provision of cyber cafe is adopted.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Qualified faculty with Ph. D and/or NET/SLET. • Training programmes are attended by faculties regularly. • Faculty attend many international, national and state level seminars and FDPs. • Faculties have awards to their credit. • Faculty serve as resource persons.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Evaluation process transparent and fair. • Formative and summative evaluation carried out with variety introduced in Comprehensive Continuous Assessment (CCA). • Information about process disseminated to students. • Range of assessment tools used.
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> • Learning outcomes stated in syllabi and Course Plan. • Student performance – almost 100 % pass percentage over last four years with many students as rank holders in all subjects. • Strategies in place to overcome learning barriers.

2.3 Research, Consultancy and Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • Research promotion cell established for monitoring and encouraging research activities. • Publishes annual peer reviewed "Journal of Research". • Duty leave sanctioned for faculty participation in conferences, seminars and workshop.
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> • Institutional financial support provided for research. • Grants and resources from funding agencies for minor and major research projects. • College organises seminars with funding from agencies like DST, UGC and HPCST. • Research Promotion Cell assists in identifying sources for research grants.
2.3.3 Research Facilities:	<ul style="list-style-type: none"> • UGC Resource Centre established. • Teachers are supported to undertake research. • Research facilities exists though no post

2.3.4 Research Publications and Awards :	<p>graduate programs in sciences.</p> <ul style="list-style-type: none"> • Papers in peer reviewed international and national journals, books and chapters in books are published. • Faculties serve on Editorial Boards of Journals. • Faculty members received Research Awards. • College publishes a research journal. • Adequate research publications by faculty.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • Policy of non-remunerative consultancy followed by few faculties. • Consultancy service publicised in web site though formal consultancy yet to be practised.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • Extension activities are an integral part of educational framework. • Various extension and outreach activities conducted regularly by NSS, Red Ribbon Club and other cells and government schools adopted for extension services. • Ventures developed with various NGOs and other institutions for outreach and extension activities.
2.3.7 Collaborations	<ul style="list-style-type: none"> • Formal MoUs signed with reputed institutions including a international for student and faculty exchange. • Interaction with various institutions of national importance.
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • Green, eco-friendly College campus spread over 41,683 Sq. Mts. with built up area of 14,860 Sq. Mts. consisting of classrooms, science labs including a language lab, a auditorium, playgrounds, generator for UPS, residential facilities, gym and health centre. • Well equipped laboratories. • Well maintained girls' hostels in Heritage building.
2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> • Library has adequate number of books and periodicals along with e-resources through INFLIBNET. • Equipped with sufficient computers connected by LAN and Wi-Fi, laser printers, e-journals and e-access facilities. • Library automation done.
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> • Adequate IT Infrastructure – MSDN alliance with Microsoft. • Sufficient computers with internet connectivity. • College Wi-Fi enabled and CCTV network

	<ul style="list-style-type: none"> in place. Smart classrooms available.
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> Separate amount is earmarked in the budget for upkeep of the campus. Green and well maintained campus. AMC for maintenance of water purification and software.
2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> Scholarships and financial aid made available to deserving students. Guidance and counselling cell in place. Registered Alumni Association. Remedial Classes and Skills development offered to SC, ST and BC students. Medical facilities available (MoU with Indus Hospital and Medical Lab) along with canteen and stationary shop with subsidy.
2.5.2 Student Progression:	<ul style="list-style-type: none"> High percent of students progress to higher education. Attempts being made to control dropout rates to zero level. Career counselling and placement cell to be made more effective.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> Students' participation and achievements in sports, extracurricular activities, cultural activities, academic seminars and other competitions are commendable. Adequate representation of students in academic and administrative bodies.
2.6 Governance, Leadership and Management:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> Vision, mission and motto are clearly stated. Has well defined quality policy and action plan. Democratic leadership.
2.6.2 Strategy Development and Deployment	<ul style="list-style-type: none"> Regular staff council meetings held. Perspective plan till 2021 drawn up by IQAC. Decentralized functioning with committees constituted for the smooth management and proper functioning.
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> Performance appraisal system in place. Faculty encouraged to progress in their areas of expertise. Welfare measures as per state govt norms. Leadership training given to faculty.
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> Finance committee prepares the budget and income expenditure statements. Grant sanctioned under RUSA. Accounts are audited regularly.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> Systematic functioning of the IQAC.

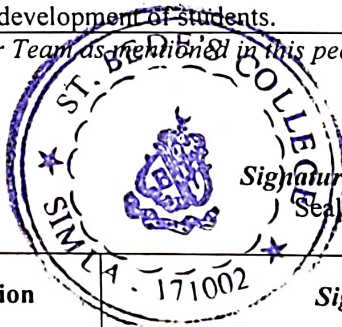
	<ul style="list-style-type: none"> Well documented records maintained. IQAC to identify priority areas of quality enhancement.
2.7 Innovations and Best Practices:	
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> Green audit conducted by outside agency regularly. A clean, green, eco friendly campus, electricity saving strategies with the use of CFL and LED bulbs, solar lights, waste water management in place. Tree plantation programme undertaken.
2.7.2 Innovations:	<ul style="list-style-type: none"> Paper recycling unit run with the help of the students. Medicinal garden set up. 'Best library user award' practised. Excellent Archives' floor in the library with invaluable and precious authentic papers and documents. History museum established. Use of ICT based methods like Clickers in teaching-learning process.
2.7.3 Best Practices:	<ul style="list-style-type: none"> Students encouraged to be socially responsible aligned with motto "Not for Ourselves Alone". Community outreach activities undertaken. Adoption of government schools. Effective use of vermicompost unit.

Section III: OVERALL ANALYSIS	Observations <i>(Please limit to five major ones for each and use telegraphic language) (It is not necessary to denote all the five bullets for each)</i>
3.1 Institutional Strengths:	<ul style="list-style-type: none"> Premier Heritage Women's College in the region with emphasis on holistic education. Excellent passing results with consistent rankers in the university list. Strong community outreach programmes. Excellent physical and ICT infrastructure in the prevalent topography. Qualified faculties in majority departments.
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> Campus placement needs to be improved. Few faculties in some departments. Limited scope and facility for research. Topographic constraints for infrastructure enhancement. Limited consultancy services.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> Exploration of more avenues for research. Scope for enhancing consultancy services. Establishing more collaboration with higher education institutions and industries. Introduction of entrepreneurial skills and job oriented courses.

	<ul style="list-style-type: none"> Formal coaching for competitive examinations for students.
3.4 Institutional Challenges:	<ul style="list-style-type: none"> Arrangement of transportation for students. Centralized heating system during harsh winters. Vacant faculty positions not filled by the Government. Promoting the students for research with research centre/supervisors recognised by university. Reluctance amongst students to develop themselves as future entrepreneurs due to cultural hindrances.

Section IV: Recommendations for Quality Enhancement of the Institution	
(Please limit to ten major ones and use telegraphic language)	
(It is not necessary to indicate all the ten bullets)	
<ul style="list-style-type: none"> Given the existing institutional and infrastructural ample facilities, the College deserves autonomous status to be granted by UGC. Increase research outputs across disciplines in form of projects and publications. Introduce more postgraduate programmes. More MoUs/linkages with industries. Formalise consultancy activities. Placement services may be improved. The Alumni Association may be made more active. Arrangement of more administrative /soft skill trainings for non-teaching and self-defence training for students. Encourage entrepreneurial skill development of students. 	

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



Signature of the Head of the Institution
Seal of the Institution

Bunap
10/08/2016

Signatures of the Peer Team Members:

Name	Designation	Signature with date
Prof. Arunoday Saha	Chairman	<i>A Saha</i> 10.8.16
Prof. Vani Laturkar	Member	<i>Vani</i> 10/8/16
Dr. Jasintha Quadras	Member	<i>J Quadras</i> 10/8/2016
Mr. B. S. Ponmudiraj	NAAC Coordinator	<i>B S Ponmudiraj</i> 10/08/2016

PRINCIPAL
St. Bede's College,
Shimla

Place: Shimla

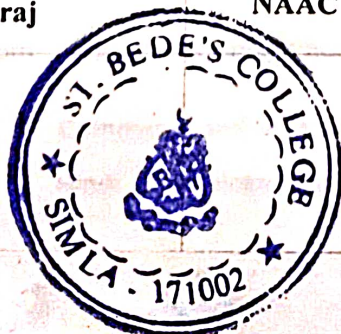
Date: 10th August 2016

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Profile of the College

Name of the College	St. Bede's College		
	Place: Shimla – 171 002	State: Himachal Pradesh	
Date of visit	8 th to 10 th August, 2016		
Affiliating University	Himachal Pradesh University		
Status of the College	Affiliated : <input checked="" type="checkbox"/> Constituent: <input type="checkbox"/> Autonomous: <input type="checkbox"/>		
Financial Category	Grant-in-aid <input checked="" type="checkbox"/> Government funded <input type="checkbox"/> Self-financing <input checked="" type="checkbox"/>		
Type of College	Men <input type="checkbox"/> Women <input checked="" type="checkbox"/> Co-education <input type="checkbox"/>		
No. of Departments	Arts:11 Science:8 Commerce:3 Any other: Total: 22		
No. of Programmes	UG: 10 PG:2 M. Phil: -- Ph. D: -- Any other: 9 Total:21		
Year of Establishment	1904		
UGC recognition	Under 2 (f) and 12 B:Yes		
Location of the College	Urban <input checked="" type="checkbox"/> Semi-urban <input type="checkbox"/> Rural <input type="checkbox"/> Tribal <input type="checkbox"/>		
Area of the campus (in acres)	10.5 acres		
No. of Teachers	Men	Women	Total
Permanent :	5	13	18
Temporary:	10	24	34
Total no. of Teachers Ph. D:	6	20	26
Total no. of Teachers M. Phil. :	6	14	20
Total no. of Teachers P. G. :	2	4	6
No. of Non-teaching staff :	Men	Women	Total
Technical Staff :	2	-	2
Administrative Staff:	22	5	27
No. of Students:		1241	
UG:		1158	
PG:		83	
M. Phil:	-	--	
Ph. D:	-	--	
Any other:	-	--	

Sl. No.	Name	Designation	Signature with date
1.	Prof. Arunoday Saha	Chairman	 10.8.16
2.	Prof. Vani N. Laturkar	Member	 10/8/16
3.	Dr. Jasintha Quadras	Member	 10/8/2016
4.	Mr. B. S. Ponmudiraj	NAAC Co-ordinator	 10/08/2016



10/08/2016

Signature of the Principal and Seal

PRINCIPAL
St. Bede's College,
Shimla

PEER TEAM VISIT SCHEDULE

For St. BEDE'S COLLEGE, SHIMLA

DAY 0: 7th August 2016

7:30 pm- 9:00pm Pre-visit meeting (Team Discussion I) at the place of stay

DAY 1: 8th August 2016

9:00 am-10:00am Meeting with the Principal

10:00 am-1:30 pm Visits to the Departments, labs and interaction with faculty:
English, Computer Science, Botany, Biotechnology & Microbiology,
Physics, Chemistry, Zoology and Mathematics.

1:30 pm -3:00 pm Luncheon meeting with the Governing Body and representatives from
State Govt. and University

3:15 pm -3:40 pm Interaction with Parents

3:45 pm -5:00 pm Cultural Programme

5:00 pm -5:40 pm Interaction with Alumnae

7:30 pm -9:00 pm Team Discussion II at the place of stay

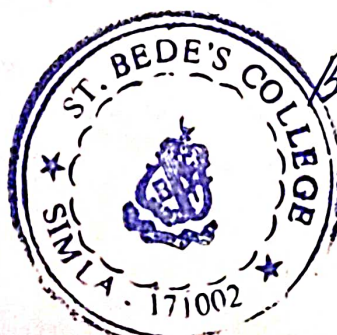
Day II: 9th August 2016

9:10 am-09:50 am Visits to the Departments, labs and interaction with faculty:
Geography, Home Science

09:50am - 10:20am Interaction with students

10:20 am - 12:30pm Visits to the Departments, labs and interaction with faculty:

Commerce and Management, Economics, History, Political Science,
Hindi, Psychology, Music



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12:30pm- 12:45 pm Visit to common room, indoor games hall and gymnasium

12:45 pm-01:15pm Interaction with IQAC

01:15pm -01:30pm Visits to the Department of Dance

01:30 pm -01:45 pm Visit to NSS Room and Vermi-compost unit

02:45 pm -04:00 pm Visit to the support facilities: Language Lab, Girls' hostels, Paper Recycling Unit, Grievance Cell, History Museum, Basket Ball Court, Water Harvesting, Herbal Garden, Auditorium, UGC Resource Centre, Placement Cell, Health Centre, Cyber Café, Examination Room, Book Shop, CCTV surveillance Unit, Green house, Staff quarters, Research Promotion room, Counselling room, IGNOU Study Centre, Library and Archives

04:00 pm -04:30 pm Interaction with Teaching Staff

04:30 pm -05:00 pm Interaction with Non-teaching staff

05:00 pm -06:30 pm Checking Documentary Evidences

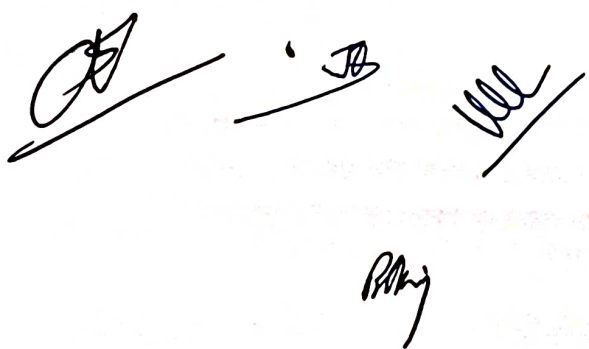
08:30 pm - 04:00 am (10/08/16) Team Discussion III at the place of stay and report writing

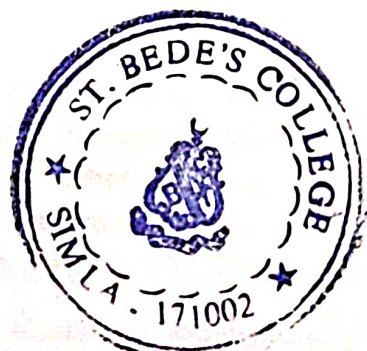
Day III: 10th August 2016

9:00 am -10:00 am Sharing the report with the Head of the Institution

10:00 am -10:30 am Finalizing the Peer Team Report

11:30 am -12:00 am Exit Meeting





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10/08/2016

PRINCIPAL
St. Bede's College,
Shimla



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. धीरेन्द्र पाल सिंह

निदेशक

Prof. D. P. Singh

Director

F.19.26/EC(SC-17)/DO/2016/29.3

19th September 2016

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

Dear Principal,

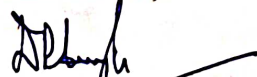
Greetings from NAAC!

I am glad to inform you that the outcome of the Assessment and Accreditation (A&A) exercise of your institution has been processed and approved by the Standing Committee constituted by the Executive Committee to examine the peer team reports and declare the accreditation results. Your institution has been Accredited with a CGPA of 3.54 on a seven point scale at **A+ Grade** valid for a period of five years from 16/09/2016. The result is already uploaded on NAAC website. The original certificate of accreditation with the quality profile will be dispatched to the institution in due course. I am sure that the detailed peer team report handed over to you during the exit meeting along with the quality profile will enable the institution to initiate further quality enhancement measures.

As per the new guidelines of NAAC, it is mandatory for institutions to retain the Self-Study Report (SSR) uploaded on the institutional website for A&A by NAAC until the completion of validity period of A&A. The SSR should not be password protected and accessible to all the stakeholders. Institutions are also requested to take note of the mandatory requirement of submitting Annual Quality Assurance Report (AQAR) and uploading them on the institutional website on regular basis. Failing to submit the AQARs annually, institutions will not be eligible for the next cycle of accreditation. For details on the revised guidelines, please visit our website: www.naac.gov.in from time to time.

With best wishes,

Yours sincerely,


(D. P. Singh)

