

Peer Team Report

on

Institutional Assessment and Reaccreditation (Cycle IIIrd)

of

M.E.S. College of Arts and Commerce,
Zuarinagar - Goa

Dates of Visit

16th, 17th and 18th March, 2015



NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P.O. Box No. 1075, Nagarbhavi, Bangalore - 560 072, INDIA

Full pad

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23.6.15

**PEER TEAM REPORT ON
INSTITUTIONAL REACCREDITATION (3rd Cycle) OF
M.E.S. College of Arts and Commerce, Zuarinagar - Goa**

Section I: GENERAL	Information
1.1 Name & Address of the Institution:	M.E.S. College of Arts and Commerce Zuarinagar - Goa
1.2 Year of Establishment:	1972
1.3 Current Academic Activities at the Institution (Numbers):	
• Faculty:	Two – Arts and Commerce
• Departments/ Centers:	14
• Programmes/ Courses offered:	UG:05 Certificate : 03 Total : 08
• Permanent Faculty Members:	37(Male – 16 and Female - 21)
• Permanent Support Staff:	21(Male – 20 and Female – 01)
• Students:	UG – 543 Boys & 803 Girls Total : 1346
1.4 Three major features in the institutional Context (As perceived by the Peer Team):	<ul style="list-style-type: none"> • Co-Education Grant-in-aid self-financing rural college affiliated with Goa University. • Imparts value based and career oriented education including ICT curriculum. • The college has a good academic environment.
1.5 Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	16 th , 17 th and 18 th March, 2015
1.6 Composition of the Peer Team which undertook the on- site visit:	
Chairperson	Prof. Ranjan Chakrabarti
Member Co-ordinator	Prof. T.N. Mathur
Member	Dr. N.C. Chandrasekaran
NAAC Officer:	Dr. Ganesh Hegde

Ranjan Chakrabarti

Section II: CRITERION WISE ANALYSIS	
2.1 Curricular Aspects:	
2.1.1 Curricular Planning and Implementation:	<ul style="list-style-type: none"> • The Institutional goals and objectives are properly displayed and communicated. • The affiliating University designs and develops the curriculum. • 07 members of the staff are on the board of studies of the affiliating University.
2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> • Institution offers allied & major options leading to B.A. and B.Com. Degree with semester system. • Academic flexibility provided by combining certificate courses with degree courses. • To ensure employability three self-financing courses-BCA, BBA and BBA(Shipping & Logistics) are in place. • CBSE and credit transfer not followed. (except in BBA)
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> • Curriculum reviewed and modified by the affiliating university once in a five year. • University curriculum supplemented by introduction of add-on courses. • Mechanism to formally monitor and evaluate the quality of programmes need to be developed.
2.1.4 Feedback System:	<ul style="list-style-type: none"> • Feedback from students received with regard to curriculum designing. • No formal mechanism to collect feedback from other stakeholders like Alumni, Parents and Community. • Need to strengthen feedback mechanism in a formal way
2.2 Teaching-Learning & Evaluation:	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> • Institution ensures publicity and transparency in the admission process. • Admissions are on the basis of first come first serve and through entrance test in BBA (Shipping & Logistics), BBA and BCA. • Few students from outside the state and country visible.
2.2.2 Catering to Student Diversity:	<ul style="list-style-type: none"> • Slow learners are given remedial coaching from UGC assistance. • Facility for Physically challenged needs to be strengthened further. • The mentorship program exists but it needs to be institutionalized

2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> • Teaching plans are prepared as per academic calendar. • OHP, LCD, NPTEL Video resources are used in teaching & learning process to a limited extent. • Interactive learning, MOODLE software is used for only BCA/BBA students as Learning Management Systems.
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> • Out of 63 faculty 06 have Ph.D., 10 M.Phil., 29 NET/SET and 18 with PG degree. • Teachers participate in faculty improvement programmes like refresher course and orientation programme. • Two teachers received state level award for their excellence in teaching.
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> • Students' academic progress monitored through two intra-semester examinations. • I to IV semester examinations conducted by the college and V & VIth semester by Goa University. • Grievance redressal mechanism for students' evaluation is adequate.
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> • Institution monitors and ensures learning outcome through staff meetings regularly. • Results are communicated to the students in the presence of the parents. • Mechanism to measure learning outcome yet to be initiated.
2.3 Research, Consultancy & Extension:	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> • 04 workshops were organized by the college on capacity building. • Institution needs to strengthen research promotion activities. • Research cell needs to be strengthened and formalized. • Two teachers recognized as research guide.
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> • Three minor & four major research projects completed by the faculty members funded by different agencies. • College has no separate budget for research. • College is yet to initiate steps to mobilize funds for research from external sources. • Some nearby industries sponsored for various seminars and research projects.
2.3.3 Research Facilities:	<ul style="list-style-type: none"> • Wi-Fi, INFLIBNET N-List, Laptop for research is available in every department. • Computer and ICT facility is available. • College is yet to develop proper research facilities.

2.3.4 Research Publications and Awards :	<ul style="list-style-type: none"> • 36 National and 11 International papers in Journals bearing ISSN No. published. • Publications in high impact factor peer reviewed journal need to be encouraged. • College is yet to publish a research journal of its own.
2.3.5 Consultancy:	<ul style="list-style-type: none"> • Structured mechanisms need to be developed to promote consultancy.
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> • College have NSS, NCC Army including women army and Naval Wing. Extension activities are mainly through NSS & NCC. • Various social / community programmes are undertaken through various clubs and cells. • Some outreach and extension activities are conducted with the help of NGO's and other agencies.
2.3.7 Collaborations	<ul style="list-style-type: none"> • MOU with Goa Chamber of Commerce, CII & Industry and MSNE to conduct entrepreneurship and skill development programmes. • Collaborative academic activities need to be strengthened
2.4 Infrastructure and Learning Resources:	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> • Located in a campus area of 19.37 acres with 12,273 sq. mts built up area. • 39 classrooms, 02 seminars halls, one meeting room, psychology & Commerce lab exist and power backup available. • Play grounds, shared space for indoor games, mini-gymnasium are available. No hostel facility currently available.
2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> • Library has an advisory committee. • Library has 28,692 books, 71 Journals and 17 periodicals. 4134 books added during last 3 years. • Library has access to INFLIBNET and INFONET resources. • Library is yet to be automated and no proper book bank facility.
2.4.3 IT Infrastructure	<ul style="list-style-type: none"> • 131 desktops, 56 laptops and two servers available in 05 computer labs. • Wi-Fi enabled campus, functional college website, licensed software and Moodle content Management software available. • 11 Classrooms with LCD, 18 with OHP, 05 Computer Lab with internet facility and Orell ODLL Digital Language Lab exists.

2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> • Campus maintenance is done by the Office staff and by hiring personnel from time to time. • Comprehensive maintenance mechanisms need to be introduced.
2.5 Student Support and Progression:	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> • Student mentoring, placement and career guidance cell, counselling cell, committee for against sexual harassment, anti-ragging committee, Reading Club are in place. • College publishes and updates its prospectus annually. • Government, college and endowment scholarships and freship for students are available.
2.5.2 Student Progression:	<ul style="list-style-type: none"> • Overall pass percentage of students is between 72% to 100%. • Low dropout rate. • Student progression to higher studies is 34%.
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> • Students participate at national and intra collegiate level extra-curricular and sports activities. • Alumni Association is in place but yet to be registered. • College publishes the college magazine, few departments also publish magazines and journals. • One student won Gold medal and Silver medal in SQAY International Championship in the year 2014. Three NCC cadets attended RD Camp and 4 attended NIC during 2014-15.
2.6 Governance, Leadership and Management:	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> • Vision and mission of the college is in tune with the objectives of higher education policy. • College has local managing committee to monitor the performance of the institution. • Harmonious relation between management and the employees.
2.6.2 Strategy Development and Deployment	<ul style="list-style-type: none"> • Institutional decision making is done through various committees constituted by the Principal. • Student feedback on institutional performance is in place. • College does not have any long term perspective plan.
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> • Faculty is allowed to participate in different training programmes for professional development. • Cooperative credit society and fee concession to children of staff members in Murgaon Education Society is available.

	<ul style="list-style-type: none"> • Faculty recruitment as per guidelines of the Goa University and Directorate of Higher Education, Goa. • Faculty members need to be motivated further for higher educational qualifications.
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> • State Government grants, UGC grants, Fees & Management Funds are available for salary and other infrastructural facilities. • Government auditors and internal auditors conduct institutional audit. • Revenue generated from self-financed courses need to be channelized for the overall infrastructural development of the college.
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> • IQAC is functional. • Academic Audit for self-financing courses is in place. • Value addition in teaching-learning process is visible to some extent.
2.7 Innovations and Best Practices:	
2.7.1 Environment Consciousness:	<ul style="list-style-type: none"> • Greenary in the campus reflects environmental consciousness; Green audit is not carried out. • Rain water harvesting, waste management and carbon neutrality efforts are visible. • Plastic free campaign and maintenance of plastic free campus emphasized.
2.7.2 Innovations:	<ul style="list-style-type: none"> • Reader club to motivate students to read more. • "JYOTY" Women Centre to enhance skill of girl students. • Resource Management Cell to manage the use and recycling of organic & inorganic resources.
2.7.3 Best Practices:	<ul style="list-style-type: none"> • Special appreciation awards for outstanding achievements of student in the presence of alumni member as the chief guest. • Results are communicated to the students in the presence of parents. • Guest Lectures and seminars for the overall development of the students.

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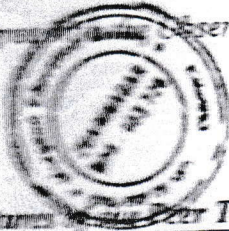
Section III: OVERALL ANALYSIS	<i>Observations</i>
3.1 Institutional Strengths:	<ul style="list-style-type: none"> • Enthusiastic, Committed faculty with good work culture and a lively student community • Adequate ICT and physical Infrastructure for teaching learning • Need based certificate courses • Students participate in outreach and extension activities • Good performance of the students in university examinations
3.2 Institutional Weaknesses:	<ul style="list-style-type: none"> • Consultancy and collaborative research activity inadequate. • Lack of transparent budget allocation for different departments and activities. • Few Teachers with Ph.D. degees. • Inadequate placement by the career and counselling services.
3.3 Institutional Opportunities:	<ul style="list-style-type: none"> • Offer new interdisciplinary PG programmes in emerging areas of humanities and social sciences • Mobilization of external funding for research and infrastructural developments. • Establish linkages and MOUs with industries and research organizations • Consultancy and collaborative activities with local business sectors. • Effective utilization of Alumni and PTA for developing the infrastructure • Further promotion of sports and games activities
3.4 Institutional Challenges:	<ul style="list-style-type: none"> • Inclusion of more practical input based curriculum • Creating right ambience for innovative research by tapping funds from UGC, ICSSR etc. • Developing communication skills and life skills among students • Developing learning strategies such as coaching for administrative services. • To enhance placement opportunities for students.

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Section IV: Recommendations for Quality Enhancement of the Institution

- College should approach state Government and other funding agencies for additional support for improving facilities including physical infrastructure
- Interdisciplinary career oriented Post Graduate courses need to be introduced
- Motivating teachers to pursue research, collaboration and consultancy
- Buildings need to be more disabled friendly
- Placement and counselling cell needs to be strengthened and formalized.
- Feedback from different stakeholders should be institutionalized
- Use of ICT in Teaching learning be strengthened further including smart classrooms.
- Automation and modernization of Library.
- Proper language-lab facility be extended to all the students of the college
- Basic facilities like drinking water, toilet etc. need qualitative improvement.

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



[Signature]
Dr. R. B. Patil
 Signature of the Head of the Institution
PRINCIPAL
 M. E. S. College of Arts & Commerce
 Zuarinagar - Goa 403 726.

Signatures of the Peer Team Members:

Name and Designation		Signature with date
Prof. Ranjan Chakrabarti (Chairperson) Vice Chancellor Vidyasagar University Midnapore - 721102 West Bengal	Chairperson	<i>[Signature]</i> 18-03-15
Prof. T.N. Mathur Former Dean and Professor Department of Economic Administration and Financial Management University of Rajasthan Jaipur-302004, Rajasthan	Member Co-ordinator	<i>[Signature]</i> 18/3/15
Dr. N.C. Chandrasekaran (Member) (Former Principal, Kandaswami Kandar's College, Tamil Nadu) Res: 426 South Street, Nanjai Edgar (Post), Velur (Namakkal)-638 182 Tamil Nadu	Member	<i>[Signature]</i> 18.03.15
Dr. Ganesh Hegde Assistant Advisor, NAAC	NAAC Officer	

Place: Zuarinagar, Mormugao-Goa

18th March, 2015