PEER TEAM REPORT

ON

INSTITUTIONAL RE-ACCREDITATION OF

DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE (AUTONOMOUS), CHENNAI - 600106

Visit Dates: 18th – 20th October, 2012

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
(An Autonomous Institution of University Grants Commission)
NAGARBHAVI, BANGALORE - 550072

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Section I: GENERAL INFORMATION

1.1.	Name & Address of the Institution	DWARAKA DOSS GOVERDHAN DOSS VAISHNAV COLLEGE(AUTONOMOUS),ARUMBAKKAM, CHENAI - 600106
1.2.	Year of Establishment	1964
1.3.	Current Academic Activities of the Institution (Numbers)	

• Faculties/Schools	Arts, Science, Commerce and Management
• Departments/Centres	24
• Programmes/Courses offered	PG-13, UG-24, Any other: MPhil-04, Ph.D-04, Add on-11.
• Permanent Faculty Members	112 (including management appointees).
• Permanent Support Staff	Non-Teaching:59,Technical: 05
• Students	5760 (Boys 4492 Girl 1268).

1.4. Three major features in the institutional context(as perceived by the Peer Team)

- Eco-friendly Campus with impressive Infrastructure.
- Skill development and Value education contents in the courses.
- Successfully Offering Self-Financed Professional courses.
- Most of the observations of the Peer Team at the stage of first accreditation have been implemented.

1.5. Dates of visit of the Peer Team(A detailed visit schedule is included)

18th –20th October, 2012.

(Attached)

1.6. Composition of the Peer Team whichundertook the on-site visit

Chairperson	Prof. J K Mohapatra, Vice Chancellor, Berhampur University Berhampur, 760007, Orissa.
Member Co-ordinator	Dr T G R Prasad Principal, Silver Jubilee Govt. College, Sri Lakshmi Nagar,Kurnool—518002,(AP)
Member	Dr Shukla (Singh) Mahanty, Principal, Jamshedpur Women's College' Jamshedpur—831001,(Jharkhand)
NAAC Coordinating Officer	Dr.Jagannath Patil Deputy Adviser NAAC ,Bangalore, 560072.

Section II: CRITERION-WISE ANALYSIS
2.1.*Curricular Aspects*

2.1.1. Curricular Design & Development:

- Academic programs and courses are in tune with the vision, mission and the objectives of the college.
- The curriculum is designed to facilitate entry to further higher education as well as employment and overall personality development of the students.
- Curriculum offered by the Institution has relevance to the regional and national developmental needs.

2.1.2. Academic Flexibility

- The college is offering UG courses in 24 subjects, PG in 13, M Phil in 04 and PhD in 04.UG and PG courses are offered in CBCS. Eleven certificate courses are offered to add value to the student.
- Wide choice of course combinations are available to meet the academic needs of the students. Three UG and One PG subject/ courses were introduced in the post Accreditation period.
- Students have the option to obtain another degree through Distance Education while pursuing regular course. A center of IGNOU,University of Madras, and Pondichery University functions in the college .
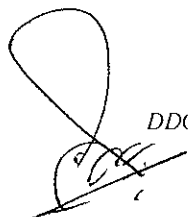
2.1.3. Feedback on Curriculum:

- Student feedback is collected through different modes while pursuing their studies.
- Feedback from employers is collected from time to time.
- Feedback from alumni and parents are collected through a mechanism in regular intervals.

2.1.4. Curriculum update:

- The curriculum is updated by the affiliating university (University of Madras) in regular intervals. The last revision for most of the courses was in the year 09-10 and 10-11, after the college became an Autonomous institution in 09-10.College is maintaining regularity in updating the curriculum.
- Curriculums with interdisciplinary contents are offered. After attaining Autonomous status, the institution has included Alumni and persons from Industry in the BOS, maintains constant interaction with them.
- Some teachers of the college were/are members of the BOS/Academic Council of the University and has contributed to the review and redesigning of the Courses.

Best Practices in Curricular Aspects(if any)

- Alumni and Experts from Industry are invited as members of BOS.
- Courses with Computer Application, Value

Education content and Inter-Disciplinary nature are offered.

2.2. *Teaching-Learning & Evaluation*

2.2.1. Admission Process and Student Profile

- Wide publicity is given for admission to various courses through advertisement in regional newspapers and college Website. The institution follows merit cum interview/ entrance test cum interview as the criteria for admission. Admission process is based on pre-determined criteria and transparent and monitored by a Committee. Online admission system can be developed.

- The College ensures equity and access by admitting backward / economically weaker and differently abled students, keeping in view the Reservation Policy of the State Government.

- The college conducts screening test soon after admission and remedial courses are offered in some subjects taking the students' learning level into consideration.

2.2.2. Catering to the diverse needs

- The College identifies slow and advanced learner on the basis of their performance in the class tests/ internal and surprise tests. Slow learners are put under Remedial classes and extra attention is given. .It encourages advanced learners to accept more academic challenges.

- The College is sensitive and supportive to the needs of differently-abled students.

- Mentoring of students is done in many departments through the Tutor-ward system. This mechanism needs refinement.

2.2.3. Teaching-Learning Process

- Detailed academic calendar is prepared by the departments at beginning of the session. Lesson plans are prepared by teachers and followed. Teachers should maintain teaching diary.

- Educational technology, ICT, along with maps and charts are used in classroom teaching and seminars by many teachers. For some courses, computer-aided teaching and project work is compulsory.

- Industrial visits, field work and study tour are conducted to inculcate experimental learning and problem-solving aptitude.

2.2.4. Teacher Quality

- 74Teachers are PhD holders, 143 possess M. Phil Degree and 19 Teachers have cleared the SLET/NET. 66 teachers have obtained their PhD in the post Accreditation period which is a welcome feature.

- Teachers are appointed as per the Guidelines of the University and State Government. The recruitment process is well defined and transparent. Out of 72 sanctioned posts 26 are vacant because of Govt. policy.

- Teachers have participated in 24 Refresher and Orientation courses and 09 teachers have availed FIP. Teachers have presented 194 papers in International/ National/State level Seminars and Conferences. Teachers have received recognition/awards at the State and Regional level.

2.2.5. Evaluation Process and Reforms

- System of continuous assessment of the students through assignments, surprise class tests and internal exams is in vogue.

- The examination system is transparent Double examiner system is in practice in valuation. Revaluation of scripts is permissible if requested by any aggrieved student.

- Students are shown the answer scripts of various internal tests conducted by the institution and teachers discuss the shortcomings with individual students and the performance of the student is informed to his/her parent.

2.2.6. Best Practices in Teaching-learning and Evaluation (if any)

- Skill Development teaching and learning is emphasized.

- Exam Results are published within one month.

2.3. Research, Consultancy & Extension

2.3.1. Promotion of Research

- There is a Research Committee headed the Principal. Teachers are granted leave to undertake research work. They make use of the Research facilities of the college. There is budgetary provision to support Research. Institution promotes Research culture.

- Teachers/Departments who submit their projects get financial support on the recommendation of the Research Committee.

- 17 teachers are recognised guide for PhD and 38for Mphil. The institution is a recognised center of Research for Four subjects.

2.3.2. Research and Publications Output

- Teachers of different departments have published 16 books and 324 papers in reputed journals and have presented papers in seminars and conferences.

- Six research projects (05 funded by UGC and 01 funded by AICTE) are operational. Teachers have completed 03 projects. Efforts be made to obtain

more projects from other funding agencies and Industry.

- During the last five years teachers have successfully guided 86 PhD and 231 M Phil scholars which are impressive.

2.3.3. Consultancy

- Consultancy services have been provided to three organizations and some resources generated. There is scope to generate more resources through consultancy services by utilizing the expertise of the teachers.

- There is a need to constitute a cell to organize and coordinate consultancy activities.

2.3.4. Extension Activities

- The extension and outreach programmes are conducted by 05 NSS unit, two NCC unit (one Infantry and one Armoured), YRC, ROTRACT club consumer club and the Environmental club. The faculty and students take part in these activities. Management supports and encourages these programs. These activities are praise worthy.

- The outreach activities of the College include blood donation camps, Aids awareness, Cleanliness campaign etc.NSS units have adopted five villages and assess and monitor the impact of their work. During the period 06-11, the NSS and NCC units have undertaken 58 and 36 programmes respectively.

- The principal has received the Harijan Bandhu Award in 2010, for his work for the down trodden. One NSS volunteer has received National award.NCC and NSS officers have received recognition.

2.3.5. Collaborations

- It has organized programs in collaboration with the GO's, NGO's and other Institutions.

- It has signed MOUs with educational institutions and corporate houses for Academic purposes.

2.3.6. Best Practices in Research Consultancy and Extension (if any)

- Institution encourages and support teachers to be involved in Research.

- Positive and active role of stakeholders for Extension and outreach activities.

2.4. Infrastructure & Learning Resources

2.4.1. Physical Facilities for Learning

- Institution is located in a campus area of nearly 20 Acres, with a built-up area of 187581sq.ft. with sufficient well-maintained class rooms, properly equipped laboratories including Computer labs, and adequate space for Administrative, co- and extracurricular activities. It has augmented its infrastructure and resources since the last Accreditation and further augmentation in in
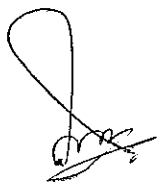
progress.

- The facilities for outdoor sports and games are available. Indoor games facilities with a Multi-purpose indoor hall particularly for Table Tennis is impressive. A service of a Gym is available. Four well furnished-maintained Seminar Halls with different seating capacity cater to the need of the students. An Auditorium with 450 seating capacity and one open air theater is used for Multi-purposes. Power backup for the campus is in place. Physical facilities are differently abled friendly with Ramps and Lifts.

- The institution makes use of its infrastructure optimally by conducting various academic programmes (Two Shifts) and co- and extra-curricular activities. The college premises are made available to different agencies and private organizations whenever it is possible.

2.4.2. Maintenance of Infrastructure

- The institution has budgetary provision for maintenance of its physical facilities. Funds earmarked for maintenance are optimally utilised. The infrastructure is mainly maintained by the staff of the college and when required by out sourcing under the supervision of the Manger in charge of the campus.

- Computers and other equipment are maintained by college staff and through AMC/ outsourcing. The Planning and Evaluation Committee set up by the management looks after the development and maintenance of the infrastructure.

- The institution has developed a mechanism for the proper/ optimum use and maintenance of its infrastructure. Physical facilities are well maintained.

2.4.3. Library as a Learning Resource

- The carpet area of the College library is 16950 Sft. and has 70827 books and subscribes to 92Journals (52 National and 40 International) and 45 Magazines and 13 newspapers. Besides these resources the stake holders can access 8350 e-journals. Ten departments have departmental Libraries with adequate number of books. Book Bank facility may be provided for the needy students.

- Resource of Library has been augmented continuously during the last five years. There is a reading room of 150 sitting facility for teachers and students. Reprographic and internet facilities are available in library. Students are provided with free reprographic facility. Library is user friendly.

- The Library functions under the supervision of the Library Committee which may consist of Student

representatives. Open Access System is in vogue. Library activities are computerised.

2.4.4. ICT as Learning Resources

- There are 475 computer terminals in the college. All departments have computer facility with Internet.

- Internet facilities are available in 252 systems (183 for students, 48 for teachers and 21 for supporting staff) Networking of the computers has been done through LAN.The campus is WiFi.

- The College updates its Website in regular interval. A web administrator may be designated. The placement cell and some other departments are having their separate Website.

2.4.5. Other Facilities

- Rest room is available for girl students and lady teachers. There are departmental staff rooms.

- Hostel for boys is available but only 150 have preferred to avail the facility. The Hostel is well maintained with necessary facilities. There is facility for parking, water purifier cum coolers, telephone facility, the branch of a nationalized bank with ATM and a post office

- A well maintained canteen provides food on subsidised rate. College health center with diagnostic facilities and a Part time Doctor is available. The general ambience is impressive.

2.4.6. Best Practices in the Development of Infrastructure & Learning Resources (If any)

- Physical facilities are differently abled friendly.
- Use of Solar Energy in the library, hostel and street lights on campus.

2.5. *Student Support and Progression*

2.5.1. Student Progression

- The College monitors students' progression to higher education and employment. More than 50% of students go for higher studies or employment. The Institution should develop a mechanism to monitor student's progression more accurately.

- The results of the College are impressive. The percentage of results of the College is more than that of the University percentage and every year students in different departments had secured University Rank including First position before the college acquired Autonomous status.

- The dropout rate is around 04% which includes migration of students and seems to be reasonable. The institution has made efforts to reduce the dropout rate by supporting economically weak students.

2.5.2. Student Support

- College publishes its updated prospectus every year keeping in view the requirements of different courses. The student's grievances redressal cell is

there. Women Grievances Redessal Cell looks into issues of sexual harassment. However no such issue has arisen.

- Besides the government sponsored scholarships, free ships are awarded by the management. Twenty four Endowment scholarships are awarded to meritorious students. All students are covered under Health Insurance. The campus is safe for students. The health center provides treatment and diagnostic services.

- The College has a Placement Cell, which functions under the supervision of a Committee. The Cell arranges coaching facilities for students to appear various recruitment examinations and admission tests and helps for final Placement. Campus placement has ensured the placement of more than 500 hundred students during the last five years. To improve the soft skills of the students systematic efforts are made. The service of a professional counsellor is available for the girl students.

2.5.3. Student Activities

- The College has impressive indoor and outdoor games and sports facilities. The institution conducts regular sports and games events. Some students have represented the University, State and in National Junior teams in different games and has brought laurels for the Institution. One student has represented Indian Team for Sailing.

- The institution publishes its Annual Magazine. Departmental newsletters are published

- The College organises cultural programmes on various occasions, which provides opportunity to the students to exhibit and develop their talents. Students have participated in cultural meets hosted by the University of Madras and other universities of Tamilnadu.

2.5.4. Best Practices in Student Support and Progression (If any)

- Earn while learn scheme is in vogue.
- Soft-Skill development training is offered.
- Students are given one English and one Tamil news paper free of cost every day.

2.6. Governance and Leadership

2.6.1. Institutional Vision and Leadership

- The vision and mission of the Institution is in consonance with the stated objectives of Higher Education.
- The Management and Principal provide effective leadership and guidance for achieving the Goals and Objectives of the Institution.
- After the First Accreditation, the college has received Autonomous status and has introduced

CBCS and revised the syllabi of most of the courses.

2.6.2. Organizational Arrangements

- The organizational structure of the College is as per rules of Government & the University. The management allows the Principal to discharge her duties effectively. Various committees have been constituted to assist the Principal in administrative and academic matters. The women grievances cell works for prevention of sexual harassment.

- The college Administration encourages teachers and supporting staff to monitor and participate in various activities of the institution.

- There is a Grievance Redressal Cell for the Employees.

2.6.3. Strategy development &deployment

- The College management prepares Five year and Annual plan for academic programmes and the overall development of the institution and implements the same.

- Feedback from students, parents, and alumni are taken into consideration while developing the plan of action for the institution's growth and development.

- The College management ensures decentralization of various functions and encourages participatory management.

2.6.4. Human Resource Management

- The management is sensitive to human resource requirement to implement the various academic activities of the College. Out of the 72 sanctioned teaching post 46 are filled up. To meet the academic requirements the institution has appointed adequate number of teachers. It has appointed qualified teachers for the self- financed courses.

- Performances of the teachers are monitored through SAR. Students' Feedback on teachers' performance is in practice. The performance of the non-teaching staff is monitored by the Principal.

- The management takes steps to improve the efficiency of the manpower of the institution. Management is sensitive to the welfare of the staff.

2.6.5. Financial Management & Resource Mobilisation

- The College prepares its Annual Budget earmarking funds for different activities.

- Accounts of the College are computerised. Accounts are regularly audited by External Auditors.

- The College ensures proper and optimum utilisation of funds received from different sources. Management contributes substantially.

| 2.6.6. Best Practices in Governance &Leadership (If any) | • Management allows fees concession/free education to the wards of non-teaching staff.
• Management makes effort to continuously improve the Quality of the Institution. |

2.7. *Innovative Practices*

2.7.1. Internal Quality Assurance System	• The IQAC of the College provides a forum for quality assurance and sustenance. Its composition and activities can be widened. • The Students' feedback, alumni response and observations of the parents are taken into consideration for improving quality. • Makes efforts to add value to students through academic, extension activities & value education.
2.7.2. Inclusive practices	• The institution is sensitive to the needs of girls and socio-economically weak students. Majority of the students are from these groups. • Remedial/ Coaching classes are conducted for socio-economically backward students.
2.7.3. Stakeholder Relationship	• The students and the faculty are made aware of their social responsibility and encouraged to undertake extension/ outreach activities. • Students earn credits for their extension activities. • The Alumni are proud of their *alma mater*, Students love their college and parents have faith on the Institution.

Section-III: OVERALL ANALYSIS

3.1. Institutional Strengths	• Healthy and Conducive academic ambience. • Successfully running Self-Financing Courses. • Qualified and talented Teachers. • All round performance of Students • Leadership of the Principal, Commitment of the Management and Sincerity of the Staff.
3.2. Institutional Weaknesses	• In some departments average research achievements. • Limited Consultancy service. • Collaboration with industry etc. is limited. • Underutilisation of Library resources for Teaching-Learning and Research. • Absence of systematic monitoring of students progression by most of the departments.
3.3. Institutional Challenges	• Making CBCS more flexible and providing scope to students for horizontal mobility. • To expand consultancy services and generate resources. • To sharpen talent of students in games, sports, and cultural activities. • To widen the placement activities and opportunities. • To attract students from other states and countries.
3.4. Institutional Opportunities	• To strengthen and expand collaboration with higher educational institutions of repute and Industry. • To introduce short-term Diploma / Certificate

courses for Career progression of students.

- Complete ICT based Teaching and Learning and use of ICT for Research.
- To strengthen relation with stake holders-Parents and Alumni, for Institutional development.
- Effective Internal Quality Assurance.

Section IV: Recommendations for Quality Enhancement of the Institution

- Efforts may be made to start short term programmes in emerging areas.
- To offer some more inter-disciplinary courses in thrust areas.
- More thrust may be given in faculty development activities, particularly in latest pedagogy and e-content preparation.
- Complete Integration of ICT in teaching- learning.
- Exploring the research potentials of the faculty, consultancy services be encouraged by establishing formal linkages with industries / institutions.
- Extension and outreach activities can be expanded in partnership with Industry
- Language Laboratory should be a priority.
- To further expand use of alternative source of energy on campus and Water Harvesting.
- Institutionalising and internalising Healthy/Best Practices.
- To sharpen and nurture the hidden talent of students.

  I agree with the observations of the Peer Team as given in this Report.

(Dr. S. Narasimhan)
Principal

Signature of the Peer Team Members:

Chairman: Prof. J K Mohapatra

Member-Coordinator: Dr T G R Prasad

Member: Prof Shukla (Singh) Mahanty

NAAC Coordinating Officer: Dr. Jagannath Patil

Place: Arumbakkam, Chenai.

Date: 20th October, 2012.