INSTITUTIONAL ASSESSMENT AND ACCREDITATION
(Effective from July 2017)

Accreditation - (Cycle - 4)

PEER TEAM REPORT ON

INSTITUTIONAL ACCREDITATION OF
ST. BEDE'S COLLEGE, SHIMLA
C-11287

Shimla
Himachal pradesh
171002

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

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Section I:GENERAL INFORMATION

1.Name & Address of the institution:	ST. BEDE'S COLLEGE, SHIMLA Shimla Himachal pradesh 171002
2.Year of Establishment	1904
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	5
Departments/Centres:	19
Programmes/Course offered:	11
Permanent Faculty Members:	21
Permanent Support Staff:	16
Students:	912
4.Three major features in the institutional Context (Asperceived by the Peer Team):	1. ? The institution has a rich cultural heritage and strong legacy of more than 100 years and is having 2(f) and 12 (B) status from UGC and is affiliated to Himachal Pradesh University Shimla imparting Higher Education for Girls. 2. College offers a green campus and is committed to environment protection through several activities. 3. The college has potential to get an autonomous status
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 29-04-2024 Visit Date To : 30-04-2024
6.Composition of Peer Team which undertook the on site visit:	

	Name	Designation & Organisation Name
Chairperson	DR. DIGAMBAR SHIRKE	Vice Chancellor,Shivaji University
Member Co-ordinator:	DR. S N VENKATESH NANJANGUD	Principal,SESHADRIPURAM FIRST GRADE COLLEGE
Member:	DR. KRISHAN KANT	Principal,AGARWAL COLLEGE
NAAC Co - ordinator:	Dr. Priya N	

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Observations (Strengths and/or Weaknesses) on each qualitative metrices of the key Indicator under the respective criterion(This will be a qualitative analysis of descriptive nature aimed at critical analysis presenting strength and weakness of HEI under each criteria)

Criterion1 - Curricular Aspects (Key Indicator and Qualitative Metrices(QlM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QlM	**The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment**
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QlM	*Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*
1.4	Feedback System

Qualitative analysis of Criterion 1
The institute adheres to the curriculum developed by Himachal Pradesh University Shimla. The institute takes feedback from different stake holders. It also conducts workshops for the enrichment of the curriculum to incorporate these feedbacks. The institute prepares academic calendar as per the guidelines of the University for Effective Curriculum Delivery. All the faulty members prepare a session plan as per Himachal Pradesh university curriculum and institute's academic calendar. Some value added activities are conducted in addition to curriculum for enhancement of the skills of the students. For effective implementation of the curriculum, the classroom teaching is supplemented with Guest lecturers. The curriculum designed by the university includes awareness towards Environmental Science, Gender sensitivity, Disaster Management and Basic Computer skill as part of curriculum. However, the enrichment of curriculum in terms of skill and job – oriented component are not visible in the programme. For curriculum enrichment, the college has yet to initiate some region specific certificate / diploma courses.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrices(QlM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Student Teacher Ratio
2.3	Teaching- Learning Process
2.3.1 QlM	**Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences and teachers use ICT-enabled tools including online resources for effective teaching and learning process**
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QlM	**Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient**
2.6	Student Performance and Learning Outcomes
2.6.1 QlM	*Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*
2.6.2 QlM	*Attainment of POs and COs are evaluated.* Explain with evidence in a maximum of 500 words
2.7	Student Satisfaction Survey

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Qualitative analysis of Criterion 2

The teachers use various student centric methods such as, experiential learning like summer internship projects, dissertation and industrial visits / field trips for better hands on experience for the students. The Institution uses a MSTeam platform to facilitate the Teaching – Learning Process and to make the process more student's centric. Some of the teachers in the Institute have developed E-contents at the primary level. They need to follow UGC guidelines to do so. To develop the problem solving skills among the students, case study approach is used but its coverage is limited and not visible in the session plan.

The Institution notifies schedule of the Internal at the beginning of the academic year and External examinations as per affiliating University notification. The internal assessment papers are evaluated and the marks are communicated to the students. The answers and the marking scheme for each question are discussed in the classroom to maintain transparency in the evaluation process. Grievances if any, regarding the evaluation are resolved. The exam grievance cell is available in the Institute to deal with the grievances related to both the internal and external examinations. Direct /and Indirect Assessment Methods are used to assess the learning outcomes of the course.

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrices(QlM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QlM	**Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident**
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QlM	**Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.**
3.4.2 QlM	**Awards and recognitions received for extension activities from government / government recognised bodies**
3.5	Collaboration

Qualitative analysis of Criterion 3

The college publishes an annual journal with ISSN number though not included in the UGC care journal list. The college secured grants from government and non-governmental agencies, for research projects and seminars. The college needs to initiate to establish research and innovation ecosystem both for teachers and students. Attention needs to be paid towards this aspect. Publications of research articles by the faculty are very few. Only one research project has been sanctioned to a faculty member of Economics Department. Incubation centre needs to be established to ensure entrepreneurship skills among students and to make them self relient.

The college organizes various extension and outreach programs with the objective of sensitizing the students towards various social issues. NSS units orgnizes various programme. It has conducted various environment protection and awareness programs. Adopting villages in Dhalli Panchayat, Mashobra and Dhanan and

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distributing free ration packets and blankets to Covid affected under privileged families. Students have been engaged in various activities such as tree plantation drives and street plays to promote a cleaner and healthier environment, especially during events like "Swachhta Saptah" and "Swachhta Pakhwada". Collaborating with NGOs like 'Almighty Blessing' to organize Blood Donation Camps contributing to humanitarian causes. College has adopted two government schools and has organized street plays on various issues to sensitize the students. The community outreach cell has adopted two government schools. The cadets of NCC were recognized for their exceptional endeavors and have been awarded by the DGNCC. A few girls have also participated in RDC parade.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrices(QlM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QlM	**The Institution has adequate infrastructure and other facilities for,** • **teaching – learning, viz., classrooms, laboratories, computing equipment etc** • **ICT – enabled facilities such as smart class, LMS etc.** **Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)**
4.2	Library as a Learning Resource
4.2.1 QlM	***Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students***
4.3	IT Infrastructure
4.3.1 QlM	**Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection** ***Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words***
4.4	Maintenance of Campus Infrastructure

Qualitative analysis of Criterion 4
The college has well ventilated 26 classrooms out of which 6 are ICT –enabled and the seminar hall has proper seating arrangements. The Computer Labs are equipped with 200 systems and the college campus is wifi enabled. The LAN facilities in the Library and the computer department exists. All the labs are spacious and equipped including the Language Lab. The library has 35850 books with reference books, eBooks, journals, CDs and a Reading Room. The utilization of library resources needs to be enhanced. There is a module of the Integrated Management system for maintenance and keeping records of books and journals. Rare books are available in the Library. There is reprographic facility in the library. There are 15 computers with internet facility and one printer in the library earmarked for use of the students. Seminar Hall. The college has spacious and well equipped auditorium for conducting co-curricular activities like Quiz, Debating, cultural activities and for the organization of student talent show programs. The college has sports facilities like Badminton Court, Yoga, Indoor games, fitness centre, gym etc. but activities have to be increased. In tune with the rapid development of ICT field, the college has been updating its IT facilities to enhance the efficiency and effectiveness of various academic, administrative and financial transactions.

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Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrices(QlM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.4	Alumni Engagement
5.4.1 QlM	**There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services**

Qualitative analysis of Criterion 5
The college has students' diversity in terms of socio economical background and provides equal access and opportunity to them in terms of educational facilities, financial assistance in terms of freeships and scholarships including state and central government-sponsored scholarships adhering to government and university regulations. Over the last five years, some students have received scholarships and free-ships. The college promotes capacity building and skill enhancement initiatives such as soft skills, language and communication skills, life skills, ICT, and computing skills among students enabling them to progress in their chosen academic and professional career paths. This needs to be paid more attention. The college has Grievance Redressal Cell, Internal Complaint Cell and an Anti-Ragging Cell that operate transparently and ensure timely resolution of issues. The college has a dedicated Placement Cell that guides students towards better career prospects and provides job opportunities through campus interviews with potential employers. However placement rate is not up to the mark as revealed from the placement data and students interaction. The efforts to enhance employability of students may be taken up. Additionally, the counselling cell offers students a confidential space to discuss academic challenges, personal issues, and emotional well-being.

The institution encourages active student participation in social, cultural, and sports activities, ensuring their representation in academic and administrative committees. The Alumni Association is registered and actively participates in college activities through various ways viz. interaction, guest lectures, judgement, and contributing as resource persons in orientation programs. |

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrices(QlM) in Criterion6)

6.1	Institutional Vision and Leadership
6.1.1 QlM	*The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*
6.2	Strategy Development and Deployment
6.2.1 QlM	*The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*
6.3	Faculty Empowerment Strategies
6.3.1 QlM	**The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression**
6.4	Financial Management and Resource Mobilization
6.4.1 QlM	**Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)**
6.5	Internal Quality Assurance System
6.5.1 QlM	**Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities**

Qualitative analysis of Criterion 6
The college has a well-defined Vision, Mission and Goals. Periodic meetings are conducted to discuss academic initiatives and review the progress in each field. The college delegates authority and provides operational autonomy to staff members to work towards a decentralized governance system. There are various committees constituted to manage different college activities and faculty members are assigned roles and responsibility to bring in participative management. The college has developed a draft perceptive plan in line with vision / mission for long term development of college. Periodic meetings are held under the various bodies / cells / committees constituted by the college. The college takes care of its human resources. Employees are given utmost importance and their needs are organized well and they are benefited with Provident Fund, Causal Leave, Earned Leave, Medical Leave and Maternity Leave. Financial support is provided to few teaching-staff for attending workshops / seminars / conference etc. The college has performance appraisal system for teaching / non –teaching staff to evaluate their performance at the end of the academic year based on multiple activities performed by them. The college has well defined mechanism to monitor the flow of funds for various activities and infrastructure development. The college conducts internal and external audit to check proper utilization of funds. The IQAC established as per the norms of NAAC to integrate academic and administrative activities to achieve quality process. The aim of IQAC is continuous development with periodic reviews of various committees.

7.1	Institutional Values and Social Responsibilities
7.1.1 QlM	**Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.** *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*
7.1.4 QlM	**Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)**
7.2	Best Practices
7.2.1 QlM	**Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual**
7.3	Institutional Distinctiveness
7.3.1 QlM	**Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words**

Qualitative analysis of Criterion 7
The institution has duly constituted Internal Complaints Committee to look into any gender related issues in the institution. The Women cell and Study Centre of the Institution organizes awareness programs, exclusively for women. There is also a separate common room and separate toilets for female students and staff. The institution has installed sanitary napkin incinerators and vending machine in the girls' hostel and in the girls' toilet in the library complex. Institution provides self-defense training for students. The institution has placed ample garbage bins at various places in the campus to keep the surrounding clean. The institution has proper drainage management system to the surrounding low land area and to the nearby paddy fields. The institution has created an atmosphere of tolerance, cultural harmony, communal and social integrity through academic and extra-curricular activities in the college. The college conducts different progammes. Valuable quotes on social behavior and human values are on display in plates attached at the entry of every room. The institute celebrates various regional, cultural and national and international festivals to promote social harmony. Electoral literacy club – organized voter awareness programme.

Section III:OVERALL ANALYSISbased on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)
Overall Analysis
Strength: o Widely recognized as a premier women's institution having a rich 119-year legacy o The college maintains a well-defined organizational structure with visionary and transparent management which ensures sustainable development through a participative, decentralized administration o the College Governing body, the Principal and the staff have cordial relations that are working as catalyst for overall development and growth of the Institution o Availability of Add-on courses for skills and Collecting feedback from stakeholders, plays a pivotal role in the continuous improvement process.

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- Qualified and experienced faculty having NET/ Ph.D. qualification with research orientation and potential
- The college has signed MOUs for collaborative quality initiatives
- The campus offers a green and inspiring environment that supports learning
- The entire campus is Wi-Fi enabled, and the library is well-equipped with sufficient books and other resources
- The college publishes an annual international peer-reviewed research journal and departmental newsletters to keep students and staff informed about the latest updates
- The alumni hold successful positions in their respective fields, inspiring current students.
- Statutory committees are in place and functional

Weaknesses:

- Being an affiliated college, limited academic autonomy in the process of implementing the NEP
- Lack of research facilities and revenue generation from research and consultancy services
- Geographical location with non-availability of many industries in proximity hampering students securing suitable job opportunities
- No much research activities, though the faculty is qualified and capable of carrying it out

Opportunities:

- The opportunities identified during the SWOC analysis present a promising outlook for growth and development.
- Collaborations with industries and institutions providing opportunity for students to gain real-world exposure through internships, enhancing their prospects for job placements
- Collaborations with research institutions can facilitate high-quality research on a global scale
- Introducing multi and interdisciplinary courses catering to local needs
- Leveraging technology in curricular delivery and teaching process
- Tapping the resources and expertise of alumni to enhance financial sustainability.
- Encouraging faculty to develop e-content for national-level MOOCs and enhance students' learning by encouraging their participation in online programs like MOOCs, SWAYAM, and NPTEL.

Challenges:

- Non availability of Grants from Government agencies poses challenges in meeting the diverse needs of the institution
- Declining students strength in view of the students actively seeking opportunities abroad or in other states of the country to pursue their preferred career paths
- Students graduating from traditional streams face challenges finding suitable employment placements aligned with their qualifications.
- Mobilizing and directing funding from private agencies and industries
- Retaining faculty appointed on contractual basis
- Bridging the gap between traditional courses and contemporary skill development courses and finding trained teachers

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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 points)

- Comprehensive short term and long term Perspective Plans should be prepared and strategic plan for the college should be developed for future growth

- The college should take steps to get autonomous status

- The falling students strength should be addressed.

- More PG and Honors programs should be started.

- • College should concentrate on promoting research among staff and students. A policy and mechanism to increase Research publications should be devised and implemented.

- Communication skills and computer literacy training among students should be increased, along with the strengthening of ICT in teaching, learning, and evaluation processes.

- Additional sports facilities and guidance for students should be provided. Students should be motivated for participating in sports competitions.

- Collaborations should be strengthened and more functional MOUs with academic institutions of national and international reputed along with industries should be initiated.

- IQAC should be made more effective and proactive for achieving excellence in Education.

I have gone through the observations of the Peer Team as mentioned in this report

Signature of the Head of the Institution
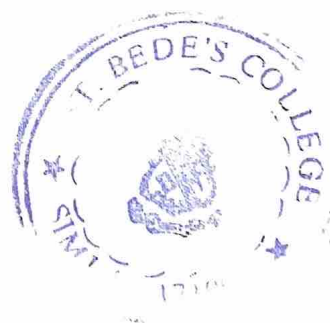
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Seal of the Institution

Principal
St. Bede's College
Shimla

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डॉ. वहीदुल हसन
वरिष्ठ संचार एवं प्रकाशन अधिकारी
Dr. Wahidul Hasan
Senior Communication cum Publication Officer

NAAC/WH/Cert./EC(198 SC-33)/ C-4/HPCOGN11219 /2024/   **31st May 2024**

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

Dear *Sir/Madam*,

Greetings from NAAC!

As directed by the Director, NAAC, I am herewith enclosing the Certificate of Accreditation of your Institution. We wish the Institution all success in its efforts to become a lead Quality Institution of Higher Learning.

"Quality Assurance and sustenance is a continuous process. All Accredited Institutions are required to submit the Annual Quality Assurance Report (AQAR) to NAAC through online portal every year on or before 31st December".

Kindly acknowledge the receipt of the certificate.

With warm regards,

Yours sincerely,

(Wahidul Hasan)
Encl.: *a/a*