



**INSTITUTIONAL ASSESSMENT AND ACCREDITATION  
(Effective from July 2017)**

**Accreditation - (Cycle - 3)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
PURUSHOTTAM THOTE COLLEGE OF SOCIAL WORK  
C-18822**

**NAGPUR  
Maharashtra  
440034**

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

**Section I:GENERAL INFORMATION**

1.Name & Address of the institution:	PURUSHOTTAM THOTE COLLEGE OF SOCIAL WORK NAGPUR Maharashtra 440034	
2.Year of Establishment	1993	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:	1	
Departments/Centres:	1	
Programmes/Course offered:	3	
Permanent Faculty Members:	17	
Permanent Support Staff:	20	
Students:	211	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none"><li>1. The Purushottam Thote College of Social Work established by the 'Ganpatrao Thote Sewa Sanstha' affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, imparts professional education in social work at Bachelor, Master and PhD levels in Nagpur</li><li>2. The College is registered under 2f &amp; 12b by UGC, New Delhi. It gets grant-in-aid from Government of Maharashtra since 2005.</li><li>3. The College is located in the outskirts of the Nagpur city. It serves predominantly students from the ST, SC, OBC communities mostly belonging to the state of Maharashtra.</li></ol>	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 23-02-2022 To : 24-02-2022	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. SIDDEGOWDA YELIYUR SIDDEGOWDA	Vice Chancellor,TUMKUR UNIVERSITY
Member Co-ordinator:	DR. KANAGARAJ EASWARAN	Professor,Mizoram University
Member:	DR. MARY ANGELINE SANTHOSAM	Principal,NAZARETH COLLEGE OF ARTS AND SCIENCE
NAAC Co - ordinator:	Dr. L. Manjunatha Rao	

## Section II: CRITERION WISE ANALYSIS

Observations (Strengths and/or Weaknesses) on each qualitative metrics 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 Metrics(QIM) in Criterion1)	
1.1	Curricular Planning and Implementation
1.1.1 QIM	<b>The Institution ensures effective curriculum delivery through a well planned and documented process</b>
1.1.2 QIM	<b>The institution adheres to the academic calendar including for the conduct of CIE</b>
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	<b>Institution integrates crosscutting issues relevant to Professional Ethics ,Gender, Human Values ,Environment and Sustainability into the Curriculum</b>
1.4	Feedback System

### Qualitative analysis of Criterion 1

The college offers BSW and MSW programmes under CBCS as an affiliate college of Rashtrasant Turoji Maharaj Nagpur University, Nagpur. Curricular implementation is done through an academic calendar, teaching plan and timetable. Academic calendar is prepared based on university guideline in consultation faculty members. The timetable is displayed on the notice board and website. The college offers 2 certificate programmes as add-on programmes. The teaching faculties are members of Board of Studies and Academic council while its principal is the Chairperson of the Board of Studies of the affiliate university. The institution adheres to the academic calendar including for the conduct of CIE. The examination committee makes the schedule for the CIE. The college makes effort to instill professional ethics through a compulsory course for the second year and open elective course of first year students. 21 days induction program related to values and ethics is offered as part of the curriculum. Women grievance cell and Grievance redressal cell is in place but needs proper documentation. The security is ensured through high level security installation of CCTV in the campus. Celebration of year of events like Earth day, Environmental Day and Ozone day are worth mentioning that integrates environment and sustainability into the curriculum. Students take up internships, field work and project work on a regular basis as per the curricular requirements. Opportunities are provided for experiential learning. The feedback system is in place, discussed and suggestions are implemented. The institution communicating the decisions to the stake holders is not evident.

Criterion2 - Teaching-learning and Evaluation (Key Indicator and Qualitative Metrics(QIM) in Criterion2)	
2.1	Student Enrollment and Profile
2.2	Catering to Student Diversity
2.2.1 QIM	<b>The institution assesses the learning levels of the students and organises special Programmes for advanced learners and slow learners</b>
2.3	Teaching- Learning Process
2.3.1 QIM	<b>Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences</b>
2.3.2 QIM	<b>Teachers use ICT enabled tools for effective teaching-learning process.</b>
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	<b>Mechanism of internal assessment is transparent and robust in terms of frequency and mode</b>
2.5.2 QIM	<b>Mechanism to deal with internal/external examination related grievances is transparent, time- bound and efficient</b>
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	<b>Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.</b>
2.6.2 QIM	<b>Attainment of programme outcomes and course outcomes are evaluated by the institution.</b>
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

The institution assesses the learning levels of the students and slow learners as well as advanced learners are identified. The slow learners are given extra classes in communication skill. The slow learners are also given tutorials and remedial sessions. Mentor-Mentee programme further strengthens it. Advanced learners are encouraged to make presentations write papers to take up research projects. They are also given leadership roles both at the collage and the department level. Student centric methods such as experiential learning, participative learning and problem solving needs to be strengthened. All the teachers use ICT enabled tools for effective teaching learning process. Being a constituent college it follows the university rules regarding internal assessment. Th important components of the assessment viz., assignments and tests are administered effectively. The students are well informed about the CIE components. the frequency and mode in the departmental student orientation programmes and such information is also updated in the college website. Examination committee prepares CIE schedule as per the rules and regulations of the parent university. The internal assessment marks are published on the notice board to ensure transparency and grievances are redressed through the teachers in charge. Program Outcomes and Course specific outcome are stated and displayed on website, communicated to the students through orientation program. Attainment of program outcomes and post outcomes are evaluated by the college. The program outcomes and those outcomes are adopted by the college. Teachers use Whatsapp, LMS(Google classroom), YouTube, for uploading learning material and instruct through Zoom..

Criterion3 - Research, Innovations and Extension (Key Indicator and Qualitative Metrics(QIM) in Criterion3)	
3.1	Resource Mobilization for Research
3.2	Innovation Ecosystem
3.2.1 QIM	<b>Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge</b>
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	<b>Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.</b>
3.5	Collaboration

#### Qualitative analysis of Criterion 3

The college has a research committee that organizes workshops and its faculty have undertaken minor research projects. The IQAC has created an ecosystem for organizing workshops, FDP, e learning sessions in order to develop innovative skills. The IQAC also organizes seminars and training programs. The institution has not registered for IIC of MHRD. There is no ecosystem for innovation and creation of transfer of knowledge. There is no evidence of IPR//Entrepreneurship activity.

Criterion4 - Infrastructure and Learning Resources (Key Indicator and Qualitative Metrics(QIM) in Criterion4)	
4.1	Physical Facilities
4.1.1 QIM	<b>The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.</b>
4.1.2 QIM	<b>The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.</b>
4.2	Library as a Learning Resource
4.2.1 QIM	<b>Library is automated using Integrated Library Management System (ILMS)</b>
4.3	IT Infrastructure
4.3.1 QIM	<b>Institution frequently updates its IT facilities including Wi-Fi</b>
4.4	Maintenance of Campus Infrastructure
4.4.2 QIM	<b>There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.</b>

#### Qualitative analysis of Criterion 4

The institution has adequate infrastructure facilities for teaching and learning. The class rooms are equipped with LCD projectors. The teaching faculties have been provided separate cabin space and desktop. Adequate seminar halls, computer labs and libraries are provided. The library is built covering an area of 1528 square feet and can accommodate maximum of 10 students. Usage registers need to document and the readers to be encouraged to visit the library and read maximum books.

The college computer lab is well equipped with 21 computers supported by 60 MBPS lease line for internet and license system software is installed in all computers.

The physical education director and his department take care of the maintenance of the sports items. The computer maintenance is outsourced for AMC. The building committee takes care of the maintenance of infrastructure. The campus is secured with installed surveillance cameras. Bio metric is used for staff and student attendance.

Criterion5 - Student Support and Progression (Key Indicator and Qualitative Metrics(QIM) in Criterion5)	
5.1	Student Support
5.2	Student Progression
5.3	Student Participation and Activities
5.3.2 QIM	<b>Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)</b>
5.4	Alumni Engagement
5.4.1 QIM	<b>There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services</b>

#### Qualitative analysis of Criterion 5

The college has an active student council that represent in academic and administrative body in various committees of the institution. They also anchor the cultural day sports day Independence Day, Republic day and other activities are managed by the council in a smooth manner. The alumni association is not registered but they meet twice a year and has a Bank Account and Fixed deposit. The alumni help in finding field work agencies. There are committee to handle student grievances both sexual harassment and ragging. A student progression to higher study is evident. Few alumni are holding positions as Assistant Professor, Constables, Indian Railways and ICDS.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	<b>The governance of the institution is reflective of and in tune with the vision and mission of the institution</b>
6.1.2 QIM	<b>The effective leadership is visible in various institutional practices such as decentralization and participative management</b>
6.2	Strategy Development and Deployment
6.2.1 QIM	<b>The institutional Strategic / Perspective plan is effectively deployed</b>
6.2.2 QIM	<b>The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules and procedures, etc.</b>
6.3	Faculty Empowerment Strategies
6.3.1 QIM	<b>The institution has effective welfare measures for teaching and non-teaching staff</b>
6.3.5 QIM	<b>Institutions Performance Appraisal System for teaching and non-teaching staff</b>
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	<b>Institution conducts internal and external financial audits regularly</b>
6.4.3 QIM	<b>Institutional strategies for mobilisation of funds and the optimal utilisation of resources</b>
6.5	Internal Quality Assurance System
6.5.1 QIM	<b>Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes</b>
6.5.2 QIM	<b>The institution reviews its teaching learning process, structures &amp; methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities</b>  <b>( For first cycle - Incremental improvements made for the preceding five years with regard to quality</b>  <b>For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )</b>

#### Qualitative analysis of Criterion 6

The governance of the institution is in tune with the vision and mission of the institution. The college research culture is evident in more than 70 % of the faculty are approved guides of the parent university.

Decentralization is not visible but participative management is visible through the principal and staff and management working together. The college has a strategic plan drafted for 5 years. The recruitment policy is bound by the rules and regulations of the parent university. The teaching and on teaching staff are provided support to attend workshop/conferences. There is a Performance appraisal system in place. The institution has outsourced the External Financial audit and internal audit committee undertakes the internal audit. The institution has received funds from NGOs for community work. The IQAC functions effectively by planning, implementing the strategic plan of the institution.

Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.1 QIM	<b>Measures initiated by the Institution for the promotion of gender equity during the last five years.</b>
7.1.3 QIM	<b>Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)</b> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• Biomedical waste management</li> <li>• E-waste management</li> <li>• Waste recycling system</li> <li>• Hazardous chemicals and radioactive waste management</li> </ul>
7.1.8 QIM	<b>Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).</b>
7.1.9 QIM	<b>Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).</b>
7.1.11 QIM	<b>Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).</b>
7.2	Best Practices
7.2.1 QIM	<b>Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.</b>
7.3	Institutional Distinctiveness
7.3.1 QIM	<b>Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words</b>

#### Qualitative analysis of Criterion 7

The college has been conducting a 2-day programme in Narasala Village on women empowerment in the month of August since 2016. A rally on girls' education Savithribai Phule Birth anniversary is worth mentioning. Facilities for Solid waste management are not visible. The institution participates in cleanliness activities are organized fro sensitization of students and employees like blood donation camp and tree plantation. National days like Republic Day, Teachers Day, Constitution Day, Gandhi Jayanti are celebrated every year and International Commemorative days like World Mental Health Day also are also celebrated. Students mentoring and ICT are the two best practices of the institution. The institutionala distinctiveness is that all faculty are having Ph.D

#### **Section III:OVERALL ANALYSIS**based on Institutional strengths.Weaknesses,Opportunities & Challenges(SWOC)(up to 500 words)

##### Overall Analysis

##### **Strength:**

Adequate Qualified Teaching and Non-teaching Staff.

Adequate physical infrastructure facilities and amenities to students and staff.



High Staff Morale and Team spirit.

Strong linkage of the college with its various stakeholders.

**Weaknesses:**

Huge Gap between research work done and publication.

Inability to undertake major research projects.

Underutilisation of library resources.

Weak in English communication.

**Opportunities:**

All faculties are qualified to undertake major research projects.

Scope for cocurricular and extra-curricular activities.

Scope for centre of excellence.

**Challenges:**

Poor socio-economic background of the students and their financial hardship.

Placement of the students outside the state.

Networking and collaboration with other colleges within and outside the state.

#### **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)

- Innovative teaching methods need to be introduced to teaching-learning process more effective.
- The college library should be equipped with eBooks, e-journals (subscription to InFLIBnet), national and internal publications (books and journals).
- Placement cell should be active.
- Emphasis should be laid on language lab to strengthen the communicative English among the students.
- Entrepreneurship development programmes should be organized for the students. The college should register with Ministry of Education for Intentional Innovation.
- Seminars/Conferences/Workshops/symposia should be organized on a regular basis to provide to national and global exposure to faculty and students.
- Faculty needs be encouraged to undertake major research and action projects.
- The college should plan for creating a barrier free environment in its campus.

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

**Signature of the Head of the Institution**

**Seal of the Institution**

Sl.No	Name		Signature with date
1	DR. SIDDEGOWDA YELIYUR SIDDEGOWDA	Chairperson	
2	DR. KANAGARAJ EASWARAN	Member Co-ordinator	
3	DR. MARY ANGELINE SANTHOSAM	Member	
4	Dr. L. Manjunatha Rao	NAAC Co - ordinator	

**Place**

**Date**