

DRAFT REPORT OF THE PEER TEAM

On Institutional Accreditation of

**Konkan Muslim Education Society's
G.M.Momin Women's College,
Bhiwandi, Maharashtra-421 302**

14th through 16th April 2004

**National Assessment and Accreditation Council
Bangalore**

Draft Report of the Peer Team
on Institutional Accreditation of Konkani Muslim Education Society's
G.M.Momin Women's College, Bhiwandi, Maharashtra

Section 1 : Introduction

The K.M.E. Society's G.M.Momin Women's College, situated on Thane Road, Bhiwandi, Maharashtra requested the National Assessment and Accreditation Council (NAAC) to assess its organization for its quality. The NAAC in turn appointed the following as Peer Team members to visit the College.

Dr. P.V. Vaidhyathan, Former Vice Chancellor, Annamalai University, as Chairman, Dr. Meena Chandawarkar, Principal, S.R. N. Arts and M.B.S. Commerce College, Bagalkot as Member Convener and Prof. A.K. Mittal, Professor and Head, Department of History, D.D.U. Gorakhpur University, Gorakhpur as Member. The team visited the college between 14th and 16th April 2004.

The college started in 1989 as an affiliated college of the University of Mumbai, conducts an Undergraduate course in Arts, under grant-in-aid category, and Science and Commerce courses under self-financing pattern. The college is yet to obtain recognition under 2f and 12B of the UGC. This is a minority college solely catering to the educational needs of Muslim women in an urban area, with the aim of empowering women through higher education.

As many as 776 students are on roll, being taught by 41 faculty, six of whom possess Ph.D. and three pursue the Ph.D. degree. The performance of the students who undergo the courses on an annual pattern is found to be good, with about 80% of those appearing passing the final examinations. Some students in Urdu and Islamic Studies have passed in first rank, in the University examinations.

Housed in a built up area of 26,640 sq. ft., the infrastructure facilities include classrooms, laboratories, library, computer center, canteen and quarters for Principal.

A limited amount of sports facilities exist, to provide extra curricular activities for students. The unit cost of education works out to around Rs. 8000/-. The students are encouraged to take part in cultural and other co-curricular activities as well. A Hostel built recently, is to be commissioned from the academic year 2004-2005. Nineteen administrative staff helps in running the organization smoothly. The library contains 4716 books and 18 Journals and is open from 7.30a.m. To 4.30p.m.

The Peer Team visited the various facilities, interacted with the Management, Principal, Faculty, Non-Teaching staff, Students, Alumni and Parents and perused through the relevant documents to validate the facts mentioned in the SSR. The criterion wise analysis obtained is mentioned as follows:

Section 2: Criterion – wise Analysis

Criterion I: Curricular Aspects

The College offers three year programmes, leading to a degree in Arts, Science and Commerce. It is affiliated to the University of Mumbai.

The goals and objectives of the college together with the need of the students and the community at large, are kept in mind by the college and accordingly, subjects are offered. Fourteen program options are made available to the students of the Arts faculty with elective options like English Literature, Urdu Literature, History, Sociology, Philosophy and Islamic Studies. Students have flexibility to pursue a programme only with reference to the elective and non-core options.

In the Science faculty, five subjects are offered: Zoology, Chemistry, Botany, Physics & Mathematics. In the year 2001, the college started B.Sc. (IT) course on a self-financing basis.

In the Commerce faculty, four optional subjects are offered by the college: Financial Accountancy and Auditing, Export Marketing, Direct & Indirect Taxation and Mass Communication.

The optional subjects of Mass Communication and Human Rights are also offered to students pursuing B.A./B.Sc. programmes.

Faculty members have directly or indirectly contributed their services in formulating the syllabus of the University. Feed back from academic peers, students and parents are obtained while introducing a new subject and it has also helped in bringing about radical changes in the curriculum. The college takes one year in the present University system, to introduce a new programme. While the Arts faculty of the college receives Govt. grant in aid, the Science and Commerce faculties are unaided. Their expenses are entirely borne by the Management.

The College has initiated steps to start Postgraduate courses in Urdu, English & Islamic Studies from the next academic session. A variety of Co-curricular

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activities are encouraged by the college, to broaden the students' perspective and to take them beyond the limits of the desired syllabi.

Six teachers have obtained M. D. degree and three have registered for Ph.D.
Criterion II: Teaching –Learning and Evaluation

The college has a transparent admission process. Admissions are done purely on merit basis. Efforts are made to accommodate all the needy and eligible applicants.

The college has a religious minority status. While priority is given to students of the Junior College, 5% seats are reserved for outside students and 2% seats are reserved for handicapped students, achievers in sports and cultural events and children of ex-service men.

Teachers are encouraged to prepare a teaching plan. The syllabus is unitized to a teaching schedule throughout the year. The lecture method of teaching is supplemented by group discussions, project work and assignments.

Advanced learners are motivated to work ahead of the rest in various ways. So also, slow learners are counseled and special attention is paid to them to better their performance.

The Management has instituted "The Best Teacher Award" which is given once in two years, to a teacher based on commitment to his/her profession.

The staff through various means monitors students' performance in examinations continuously. The staff also ensures that students maintain a good attendance record. The college annual magazine "The Golden Harvest" gives an opportunity to students to exhibit their creative potential and sharpen their writing skills.

The college recruits teachers through a transparent process. It has its own Selection Committee and merit is the sole criterion for selection of teachers.

A self appraisal system, as per the University rules, is in existence. Six teachers have attended Orientation & Refresher programmes.

The college has been regularly conducting Intercollegiate Workshops & Seminars. Three teachers have received teaching awards. One teacher participated in an exchange programme at Nigeria, which was funded by the Ford Foundation. Faculty members have designed their own ways of making their teaching process effective.

Criterion III: Research , Consultancy and Extension

Six teachers have obtained Ph.D. degree and three have registered for Ph.D. Besides, one teacher has done M. Phil. Staff members are motivated to write and publish articles. Five teachers have published articles to their credit. The college may initiate steps to create an academic ambience and encourage research among its faculty, for which potential exists.

The college has an active NSS Unit which has undertaken various extension activities for community betterment. Programmes like Aids Awareness, Free Medical Check up, Self Employment Training and Reproductive health education have been conducted. A 10 day annual camp, in the adopted village, is a regular feature during which cleanliness drives and self employment counseling are conducted.

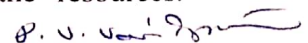
Another special 10 day camp for the adopted students of Municipal Schools was organized by the NSS wing in collaboration with The Times Foundation. Slow learners of these schools benefited from this activity. It has also assisted in setting up a Women's association in the adopted village, which has focused on women empowerment issues.

The college has started an Extension Education Unit under which two projects have been undertaken i.e. The National Institute of Open School and Information Technology Project, under the guidance of the University of Mumbai.

Criterion IV: Infrastructure & Learning Resources

Located in a relatively remote area (women literacy rate 23% only) the college has good infrastructural facilities sufficient to meet out its present requirements. The campus is spread over an area of approximately 4.5 acres. The constructed area of the building is 26640 sq. feet. It includes administrative blocks, students' common room, canteen for the students, Laboratories for Zoology, Chemistry and Botany, a Cyber Centre, Office, Computer room, Staff room, Library, an auditorium and 11 lecture halls. The college building is a three storeyed massive structure. The college has a sports ground which is shared with the school. Hostel for girls is under construction and is almost completed.

The infrastructure in the college is well maintained by a campus supervisor, who looks after the beautification and maximum utilization of the resources.



Maintenance check and repair work is done regularly. The funds for maintenance of the infrastructure are provided by the Management.

The Central Library of the college is stocked with 4716 books, 18 periodicals and 10 newspapers. Separate cupboards have been allotted for each subject, Encyclopedia and Dictionaries. The Library has collections of Video Cassettes also. Reprography facilities are not available in the library. Book bank facility is available to the students. The library is easily accessible to the teachers and the students. The timings of the library are 7.30a.m. To 4.30 p.m. on all working days. The library needs to be computerized.

The laboratories in the college are well equipped. The Computer Lab has 10 computers. Internet facility is available to the students as well as to the staff.

The college proposes to build a Gymnasium. Alumni association should be more active and help students in achieving their respective goals.

Criterion V: Student Support and Progression

The college believes that the students are the backbone of the institution, and hence offers good support service to its students. The prospectus provides detailed information about the college and the courses run by the institution.

Special programmes for career guidance are organized on regular basis. Guest lectures are also arranged to enhance the students' knowledge in various disciplines. The students are encouraged to take part in intercollegiate events. One student was selected to attend International Peace Summit for youth. They are encouraged to take part in cultural activities and learn Karate also.

Financial help is provided to the students through merit scholarships and other government scholarships from time to time. The college provides free ships to the economically weaker students. The management members also support the poor students by paying their fees. The total number of students in the college is 776. 95% of the students appear for the examination. The dropout rate is 5%. The overall success rate is about 80%. The teachers do academic counseling to the students. The teachers also encourage the students to take part in cultural and other extra curricular activities. The college encourages students by introducing a number of prizes for their achievements.

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There are two units of NSS consisting of 120 students in each unit. The NSS units are actively involved in a number of activities like extension education projects, IT projects, personality development programmes, and health camps. The college also provides free computer training to the interested students.

The college has linkage with Maulana Azad National Urdu University, Hyderabad, Centre for Study and Developing Societies, New Delhi, NGO's and GO's for providing a broad academic horizon to the students.

Criterion VI: Organizations and Management

The college is managed by K.M. Education Society, which was registered in 1927. A Managing Committee consisting 29 members looks after the college affairs. There are various sub committees also for effective functioning of the college, especially with regard to expenditure incurred, appointments of staff and students performance in examination and other fields. The organization structure is clear and well streamlined. The management takes care of infrastructure requirements commendably.

The finances of the institution are effectively utilized to make its functioning cost effective. The college has an internal coordinating and monitoring mechanism. The efficiency of the staff is checked by getting periodical reports. The academic calendar of the college is finalized in the meeting of staff council and various committees with the Principal. Tuition fees are collected as per University rules. Accounts of the college are regularly audited. The college accounts are being maintained satisfactorily. The management has a vision about the future development of the institution. It intends to open Vocational courses like e-commerce, jewellery designing, B.Ed. and regular P.G. courses in the subjects Urdu, English and Islamic Studies, in the near future, for the benefit of the students. The management is also planning to expand the infrastructure and is in search of resources.

The management has maintained an extremely cordial relationship with the teaching faculty and the non-teaching staff.

There is no benevolent fund for the staff, through the management helps the staff in case of genuine need. Some welfare programmes like cooperative society may be started for teachers and staff.



Criterion VII: Healthy Practices

The Peer Team after going through the institution and studying the documents in detail concludes that the following can be taken as healthy practices adopted by the college.

- * Wholehearted involvement of the Management
- * Efficient leadership of the Principal
- * Reasonable infrastructure
- * Teaching of ethical values
- * Free computer training
- * NSS Activities
- * Humane approach by the management towards its employees

The management, consisting of members from different walks of life, is sincerely interested in the development of the college.

The Principal provides good leadership and thus maintains a good relationship among the faculty. The faculty is found to be highly motivated. Courses of ethical values such as patriotism are being conducted, to mould the students into good citizens. Free basic computer training is provided to interested students.

The NSS activities are commendable. The Principal has been inducted into the NSS advisory committee of the Mumbai University.

The non-teaching staff who obtain higher qualification, are given due promotion. Thereby, they are being motivated to equip themselves academically and administratively.

Section 3: Overall Analysis

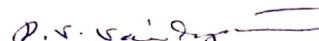
The Peer Team observes that the following points need to be appreciated as strong points in favour of the college.

- * Good academic results
- * Efficient leadership
- * Motivated faculty
- * Disciplined students with good communicative skills

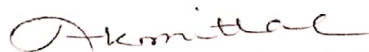
its goal of women empowerment, in years to come. May this institution of higher learning, catering primarily to the economically and educationally poor students of this region belonging to the minority community, grow from strength to strength to impart quality education.

Name and Signature of the Peer Team Members

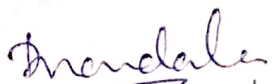
1. Name of the Chairperson: **Prof. P.V. Vaidyanathan**


Signature

2. Name of the Member: **Prof. A.K. Mittal**

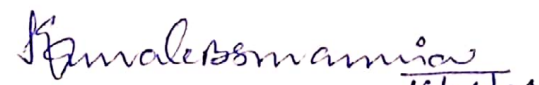

Signature 16/4/04

3. Name of the Member Co-ordinator: **Dr. Meena Chandawarkar**


Signature 16/4

I agree with the observations and recommendations made by the Peer Team in this report.

Name and signature of the Head of the Institution


Mrs. Kamala Balasubramanian 16/04/04

Date: 16th April, 2004

Place: Bhiwandi



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