



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

**Accreditation - (Cycle - 1)**

**PEER TEAM REPORT ON  
INSTITUTIONAL ACCREDITATION OF  
CHAUDHARY CHHOTU RAM POST-GRADUATE COLLEGE,  
MUZAFFARNAGAR**

**Muzaffarnagar  
Uttar pradesh  
251001**

**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:	CHAUDHARY CHHOTU RAM POST-GRADUATE COLLEGE, MUZAFFARNAGAR Muzaffarnagar Uttar pradesh 251001	
2.Year of Establishment	1959	
3.Current Academic Activities at the Institution(Numbers):		
Faculties/Schools:		
Departments/Centres:	19	
Programmes/Course offered:	16	
Permanent Faculty Members:	21	
Permanent Support Staff:	22	
Students:	1280	
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none"> <li>1. Private Grant in aid institution with 2(f) and 12(B) of UGC.</li> <li>2. College is catering to the needs of Rural and Backward area students</li> <li>3. Both UG and PG courses are offered and Professional Courses including B.Sc. (Ag) &amp; M.Sc. (Ag). Ph.D. programme in Science &amp; Agriculture.</li> </ol>	
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	From : 26-10-2018 To : 27-10-2018	
6.Composition of Peer Team which undertook the on site visit:		
	<b>Name</b>	<b>Designation &amp; Organisation Name</b>
Chairperson	DR. MUTHUCHELIAN KRISHNASAMY	Vice Chancellor,PERIYAR UNIVERSITY SALEM
Member Co-ordinator:	DR. RANBIR SINGH JAGLAN	FormerProfessor,CCS HARYANA AGRICULTURAL UNIVERSITY HISAR
Member:	DR. GIRSIH KUCHINAD	FormerPrincipal,DR A V BALIGA COLLEGE OF ARTS AND SCIENCE KUMTA
NAAC Co - ordinator:	Dr. Ganesh Hegde	

## 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	The institution ensures effective curriculum delivery through a well planned and documented process
1.2	Academic Flexibility
1.3	Curriculum Enrichment
1.3.1 QIM	Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum
1.4	Feedback System

### Qualitative analysis of Criterion 1

Chaudhary Chhotu Ram Post Graduate College, Muzaffarnagar located in urban area has a beautiful sprawling campus with an area of 47 acres and built up area of 13437.05 square metres. The college runs UG, PG programs in Science and Agriculture, besides PhD programs in 8 subjects. Grant in aid college with 2(f) and 12(B) status of UGC. No certificate/diploma courses exist in the last five years. The curriculum at the UG and PG level is designed by the affiliating University. It prepares the academic time table and Heads of the Department hold separate meetings to implement the curriculum effectively. The institution ensures effective implementation of curricula and observes the completion of the course. Curriculum was last revised by the affiliating University during 2014. The college imparts knowledge to the students about the cross cutting issues regularly such as gender parity, climate change, environment sustainability and human values. For all these courses the college follows annual system of examination for UG Science level and semester system at UG Agriculture and PG level. Social responsibility in students is well invoked through NSS which is active in making the campus clean and green. The institution has adopted continuous internal evaluation system to assess students. The college has made efforts to introduce skill development programme under the aegis of ASSET. NSS, NCC, Rovers units of college conduct meaningful extra curricular activities. College does not have a formal mechanism of collecting feedback from the stake holder for analysis and evaluation.

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	The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners
2.3	Teaching- Learning Process
2.3.1 QIM	Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences
2.3.4 QIM	Innovation and creativity in teaching-learning
2.4	Teacher Profile and Quality
2.5	Evaluation Process and Reforms
2.5.1 QIM	Reforms in Continuous Internal Evaluation(CIE) system at the institutional level
2.5.2 QIM	Mechanism of internal assessment is transparent and robust in terms of frequency and variety
2.5.3 QIM	Mechanism to deal with examination related grievances is transparent, time-bound and efficient
2.5.4 QIM	The institution adheres to the academic calendar for the conduct of CIE
2.6	Student Performance and Learning Outcomes
2.6.1 QIM	Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students
2.6.2 QIM	Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution
2.7	Student Satisfaction Survey

#### Qualitative analysis of Criterion 2

Admission process of the college is executed as per the policy of the government, the SC, ST and OBC students also constitute a sizeable strength. There are students from other states and no students belonging to divyangjan. Slow learners are identified and additional coaching is imparted whenever necessary. Special care is taken by the college to encourage slow learners by arranging tutorial/remedial classes. Teaching needs to be supplemented by the use of ICT. Permanent faculties are appointed by government and temporary teachers by Management. All sanctioned posts are not filled up. Only 50% or less are on permanent basis. All permanent teachers have PhD degrees. Students are encouraged to register for online courses. Advanced learners are encouraged to take up higher education and participate in seminars. Evaluation process framed by the affiliating University is followed by the college. Continuous evaluation and internal assessment in practice. Pass percentage is satisfactory. The program specific out comes and courses outcomes are not displayed on the website and nothing is clear regarding how it is communicated to students. Students are encouraged to participate in group discussions, academic debates, seminars, educational tours and field trips. College organises cultural week, annual sports and provides a platform for enhancing their skills. Grievances related to college examination and university examinations are redressed as and when the students come with their grievances in a transparent and time bound manner. The internal examination conduction committee Convener redresses the complaints of students relating to examination.

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	Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge
3.3	Research Publications and Awards
3.4	Extension Activities
3.4.1 QIM	Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years
3.5	Collaboration

#### Qualitative analysis of Criterion 3

Only one research project undertaken by the teachers during the last five years. Twelve teachers are recognised by the university as research guides. Encouraging number of 28 students are awarded PhD degree in the last five years. Teachers have written books, chapters and there are 24 publications in UGC notified journals. Structured mechanism of consultancy needs to be developed as all teachers are with PhD in Science and Agriculture and during the last 5 years no consultancy services provided by the college. The college has experts in the field of agriculture and this expertise can be utilized to train farmers which enables generate resources by consultancy. Non Ph.D. teachers may be encouraged to register for PhD programmes and pursue doctoral research. The recognised guides of the college can guide them leading to Ph.D. Degree. More number of teachers may apply to affiliating university to recognise them as research guides which helps more number of students to get their Ph.D. Degree. Collaboration with industries is missing.

Major extension activities are done through NSS and NCC. Sixteen extension and outreach program done in the last five years and college has received one award for these activities. NSS, NCC and Rovers wing arrange, debate competition (intercollegiate) and create awareness on several issues like climate change, global warming, beti bachao, beti padao, afforestation, cleanliness campaign, women empowerment etc. College participated in KRISHI- KUMBH- 2016 organised by ICAR, Govt. of India and got second prize. The college needs to have some linkages for faculty exchange, student exchange, internship, field trip etc. No MOU has been signed by the college with other institutions of National/International importance. The college must have MOU with the neighbouring the institutes of repute for mutual benefits.

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

#### Qualitative analysis of Criterion 4

The college has appropriate facilities as required for teaching learning process. There are 15 class rooms, 2 seminar halls and 17 laboratories. All the laboratories needs renovation and to be supplemented with instruments and basic infrastructure which helps students in their learning process. Adequate facilities have been created by the management for teaching learning processes. Institution has a computer laboratory LCD projectors and OHP's. More no. of computers to be added keep in mind the strength of the college. BSNL broadband with a transmission speed of 10 MBPS is available. Library needs to be fully automated by using integrated library management system LIBGURU-5 software. The software is used to manage internal and external resources. Library has 34664 books based on course and curricula. Some of the PG department have their own departmental library. The library must be enriched with new editions of Reference books and rare books. Periodicals research journals are subscribed, e-resources like e- pathshala shodha-sindhu, e-journals are also subscribed. College has committees to manage physical, academic and support facilities. Renovation repairs and maintenance is taken care by these committees. Average annual expenditure for purchase of book and journals needs to be increased from the present spending on books. College also spends for the maintenance of academic and support facilities each year.

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	Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
5.4	Alumni Engagement
5.4.1 QIM	The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

#### Qualitative analysis of Criterion 5

Govt. scholarships are available for students of SC, ST, OBC and students from other weaker section around 50% of students get the benefit of Government scholarship. The average percentage of outgoing students progressing to higher education is negligible. The college has to make earnest efforts to see that more and more number students pursue higher education. The college has a transparent mechanism for timely redressal of students grievance. The career guidance cell of the college arranges guidance for competitive exams and an average 377 student take the benefit of this coaching classes. Vocational training is also imparted. Sexual harassment cell, anti ragging committee deal with problem of individual students. On an average 11 students get placement every year which seem very less. The career guidance cell and placement cells need to be more active in inviting various CEO's of different companies to institution so that more number of students get the benefit of placement.

College has an active student council from 2016 onwards, students get democratically elected and elections are held since 2016. Elected student representative are involved in planning, development and are members of various committees of the college. Participations of students in various committees in place.

The college a Alumni association exists in the name of C.C.R College Alumni Association established in 2016. The association needs to be registered. The Alumni are in good positions in the societies and the college needs to tap the potential of its Alumni to promote and develop different research and cultural activities on the college. So far only one Alumni association meeting was held and needs the association to meet frequently to discuss regarding the development of their Alma-mater.

Criterion6 - Governance, Leadership and Management (Key Indicator and Qualitative Metrics(QIM) in Criterion6)	
6.1	Institutional Vision and Leadership
6.1.1 QIM	The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution
6.1.2 QIM	The institution practices decentralization and participative management
6.2	Strategy Development and Deployment
6.2.1 QIM	Perspective/Strategic plan and Deployment documents are available in the institution
6.2.2 QIM	Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism
6.2.4 QIM	Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions
6.3	Faculty Empowerment Strategies
6.3.1 QIM	The institution has effective welfare measures for teaching and non-teaching staff
6.3.5 QIM	Institution has Performance Appraisal System for teaching and non-teaching staff
6.4	Financial Management and Resource Mobilization
6.4.1 QIM	Institution conducts internal and external financial audits regularly
6.4.3 QIM	Institutional strategies for mobilisation of funds and the optimal utilisation of resources
6.5	Internal Quality Assurance System
6.5.1 QIM	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes
6.5.2 QIM	The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms
6.5.5 QIM	Incremental improvements made during the preceding five years ( <i>in case of first cycle</i> )  Post accreditation quality initiatives ( <i>second and subsequent cycles</i> )

#### Qualitative analysis of Criterion 6

The college is governed by the Chhotu Ram College managing committee which is duly elected and approved by the Vice-chancellor of the affiliating university. Managing committee incorporates four teachers and one non teaching staff as representatives to the committee. Principal is the ex-officio member of the management. The institutions needs a prospective plan for the overall development of the college and the plans are to be drawn keeping in mind the changing scenario in higher education field. Various cells/committees have been constituted for effective and transparent governance in line with vision and mission of the college. All policies formulated by the management are executed by the Principal. Institution attempts participative management through decentralisation and delegation of power.

The institution has recorded incremental, improvement in admissions and results, betterment in IT facilities and renovation of college dairy needs a greater attention.



Institution has few welfare schemes for staff and non-teaching staff which includes group insurance, welfare fund in case of emergencies, maternity and paternity leaves as per government rules. There is no provision for medical insurance/ financial assistance for medical emergencies or gratuity for management staff.

College has adopted the performance based appraisal system performance(PBAS) for appraisals of the teachers performance. However this PBAS is deferred till may 2015 by the state government. Permanent teachers are required to adhere to UGC API requirements. Action taken by the authorities on performance appraisal is not indicated.

Mechanism for conducting internal and external audit is in place. Chartered accountant appointed by management conducts internal auditing and the external auditing is done by the government. The IQAC role in institutionalising quality is enunciated in general terms. IQAC meets once in three months and discuss the strategy for development the college. IQAC needs to be more vibrant and proactive and contribute to the development of the institutions.

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Criterion7 - Institutional Values and Best Practices (Key Indicator and Qualitative Metrics(QIM) in Criterion7)	
7.1	Institutional Values and Social Responsibilities
7.1.2 QIM	<p>1. Institution shows gender sensitivity in providing facilities such as:</p> <ol style="list-style-type: none"> <li>1. Safety and Security</li> <li>2. Counselling</li> <li>3. Common Room</li> </ol>
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> <li>• Solid waste management</li> <li>• Liquid waste management</li> <li>• E-waste management</li> </ul>
7.1.6 QIM	Rain water harvesting structures and utilization in the campus
7.1.7 QIM	<p>Green Practices</p> <ul style="list-style-type: none"> <li>• Students, staff using <ol style="list-style-type: none"> <li>a) Bicycles</li> <li>b) Public Transport</li> <li>c) Pedestrian friendly roads</li> </ol> </li> <li>• Plastic-free campus</li> <li>• Paperless office</li> <li>• Green landscaping with trees and plants</li> </ul>
7.1.18 QIM	Institution organizes national festivals and birth / death anniversaries of the great Indian personalities
7.1.19 QIM	The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions
7.2	Best Practices
7.2.1 QIM	Describe at least two institutional best practices (as per NAAC Format)
7.3	Institutional Distinctiveness
7.3.1 QIM	Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

#### Qualitative analysis of Criterion 7

The college takes initiatives to provide quality education to socially and economically backward classes. The institute has facilities for gender sensitivity. Establishment of women grievance cell and organisation of women strengthening programs are in place. Considering the strength of girls students studying in the college the authorities have to provide well furnished common room for girls. The college has organised 06 gender equity promotion programs in the last five years. Solid wastes are segregated in to biodegradable and non biodegradable wastes. Vermi composting leaf litter compost by NADEP methodology is in place. Biogas plant

is installed for effective disposal of cattle dung. Not much e-waste is generated as there are less number of computers, laptops and other ICT facility. Rain water harvesting is done and arrangements are made to collect rain water at specific location to percolate in to soil, to recharge bore wells. In order to promote green practices the institution has made efforts to popularise no plastics zone, persuade staff and students to use bicycles and public transport, vehicle free day once in a week. College celebrates days of national importance like Independence day and Republic day with fervour and festivity. Birth and death anniversaries of great personalities are also observed with sincerity. This helps students learn more about moral and ethical values.

The college has to follow a policy of complete transparency in all its affairs of administration, academic and financial functions.

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

**Strength**

**Strength**

- 1) The college has sprawling, beautiful campus with ample green coverage.
- 2) Adequate land and buildings.
- 3) College provides proper education to all sections of the society.
- 4) Supportive management and dynamic leadership qualities among students.
- 5) Remedial coaching to slow learners.

**Weakness**

- 1) College lacks formal linkage with centres and organizations of excellence in India and abroad.
- 2) Lack of annual appraisal mechanisms for quality up gradation.
- 3) This institution is missing innovative add-on courses.
- 4) Lack of motivation among faculty to generate resources through external fund and projects, consultancy etc.
- 5) Inadequate number of permanent faculty.
- 6) Lack of computer culture.
- 7) Inadequate application of ICT as a learning resource.

**Opportunities**

- 1) It has the opportunities for introduction of more industries oriented programs/ courses.
- 2) Ample opportunities to raise funds from society and Alumni to strengthen and develop the existing facilities.
- 3) College can strengthen IQAC still further and make it more proactive.
- 4) To renovate the existing boys hostel and to construct a new hostel for girls.
- 5) Establishment of English language lab to support students improve their spoken English.
- 6) Scope for interactive research and teaching with the help of affiliating university.

**Challenges**

- 1) The students have a poor socio-economic background.
- 2) To attract more students to PG program and Ph.D. programmes.
- 3) To improve the agricultural related activities and making use of available farm lands effectively and efficiently.
- 4) To provide placements to more no. of students of the college.
- 5) To inculcate the habit of use in English in effective communication.
- 6) Faculties and students must keep pace with modern day development in teaching and research.
- 7) Production of good human resources to accept the global challenges.

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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 bullets)

- Add-on and enrichment courses along with value addition to the methodology of teaching learning process is suggested.
- Industry, need based and job oriented UG and PG programmes be started.
- Self appraisal of the teachers has to be evaluated properly and remedial measures be taken up as per UGC guidelines. They should be encouraged and supported for taking up research.
- Efforts must be made to enhance employability of students by developing linkages with industry.
- External funding should be attracted to provide a push to research and developmental activities on the campus.
- Academic and administrative auditing to be introduced.
- ICT may be more extensively used in teaching learning process.
- Construction of girls hostel considering the number of girls students coming from rural areas.
- Establishment of MOU with organisations of repute to help students and teachers enhance the knowledge.
- Steps to be taken to fill the vacant sanctioned post to impart quality teaching.
- Innovative farmer oriented research centre should be developed.
- Infrastructure facilities in classroom and laboratories to be improved.
- Library may be fully computerised and more reference books to be added.
- Faculties should organize seminars and conferences in their respective departments.

**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. MUTHUCHELIAN KRISHNASAMY	Chairperson	
2	DR. RANBIR SINGH JAGLAN	Member Co-ordinator	
3	DR. GIRSIH KUCHINAD	Member	
4	Dr. Ganesh Hegde	NAAC Co - ordinator	

Place

Date

NAAC