



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

Accreditation - (Cycle - 2)

**PEER TEAM REPORT ON
INSTITUTIONAL ACCREDITATION OF
ANJUMAN-I-ISLAM'S AKBAR PEERBHOY COLLEGE OF COMMERCE
AND ECONOMICS**

**Mumbai
400008**

**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:	ANJUMAN-I-ISLAM'S AKBAR PEERBHOY COLLEGE OF COMMERCE AND ECONOMICS Mumbai Maharashtra
2.Year of Establishment	1969
3.Current Academic Activities at the Institution(Numbers):	
Faculties/Schools:	-
Departments/Centres:	11
Programmes/Course offered:	8
Permanent Faculty Members:	17
Permanent Support Staff:	13
Students:	2009
4.Three major features in the institutional Context (Asperceived by the Peer Team):	<ol style="list-style-type: none">1. Catering to the needs of economically and socially backward class students.2. An aided and affiliated institute recognized by UGC under Section 2(f) & 12(B).3. Minority Institution located in minority dominated area.
5.Dates of visit of the Peer Team (A detailed visit schedule may be included as Annexure):	Visit Date From : 27-06-2018 Visit Date To : 28-06-2018
6.Composition of Peer Team which undertook the on site visit:	
Chairman:	Yogesh Kumar
Member Co - ordinator:	Nasib Singh
Member:	G Q Sofi
NAAC Co - ordinator:	DR. DARIKHAN KAMBLE

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

The college is located in minority dominated area. Majority of the students are first generation learners from Vernacular medium. The college is running UG & PG Programs for Commerce, Economics, IT, Computer Science, etc. The curriculum at UG & PG level is designed and developed by Mumbai University. College has limited role in designing and developing syllabi as there are two faculty members on concerned Board of Studies. Arrangements to improve spoken English for students need to be introduced. College follows semester system (Credit Based) as per university norms. The gender equity needs to be strengthened in the college. The grievances of students are well taken care of. There is scope for more add-on courses to enrich the curriculum. Secular character and social harmony is well maintained in the college campus. NSS plays active role in the cross cutting issues like gender equity, environment and sustainability of human values by organizing various events. Formal feedback mechanism from various stakeholders needs to be improved.

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

Admissions made as per norms laid down by the University of Mumbai and the state govt. Nearly 1200 students are from reserved category. The college organizes awareness programs for slow learners. The college should conduct more programs for personality development, employability, skill development and all round development of students. College organizes field visits for students to gain learning experience. There are 17 teachers out of which 6 are Ph.D. Teachers need to be encouraged to pursue Ph.D. Recruitment of teachers under SFS be made as per UGC norms and be paid accordingly. College needs to appoint adequate and qualified teaching faculty as per intake and in accordance of UGC norms for smooth conduct of programs. College needs to encourage proper utilisation of ICT to strengthen teaching-learning process. College should approach the govt. to fill-up vacancies of teaching and non-teaching staff. Evaluation process framed by the affiliating university is followed by the college. Overall pass percentage of students is low and needs corrective measures to improve. Formal offline conduct of student satisfaction survey needs to be streamlined.

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

The institution is a recognized Research Centre of University of Mumbai. The college needs to sensitize faculty for conducting research and encourage them to apply for Minor/Major Research Projects as well as TRF/PDF. Library with ICT enabled facilities is helpful for research. No fund mobilisation for research is visible. Limited quality research publications and thus faculty need to be more research-oriented. Some teachers have published research articles in Journals and Books/Conference proceedings with ISBN numbers. Teachers be encouraged to attend national and international conferences by providing financial support. Non-Ph.D teachers be encouraged to enrol for PhD and pursue doctoral research. NSS is playing important role for Institutional Social Responsibility (ISR). NSS unit has adopted a village to help villagers in making them aware of health and hygiene, etc. The college needs to sign MoU's with other colleges/industries/NGOs to expand its extension activities.

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 building has well lit airy 18 classrooms out of which 7 with LCD projectors. Auditorium is used for academic and cultural activities. College needs English Language lab and a Commerce lab. The college has limited space available for expansion. More classrooms need to be constructed for smooth and proper academic delivery. College has partially computerized library with front-end library operations. Internet and Wi-Fi facility with suitably good bandwidth required. Computing facilities for IT/Computer related courses be augmented and upgraded in view of enrolled strength and prescribed norms. College has monitoring committee to take care of maintenance of buildings, equipments, etc. which takes care of renovation, repairing of building and equipments. More budget allocation for maintenance of infrastructure required.

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

Very small number of students are benefitted of scholarships and freeships provided by the Govt. and the college. Limited capability enhancement and development schemes. Limited participation and achievements of students in cultural and sports. The college has a student council as per statute of Mumbai University, headed by its general secretary. The council identifies student related issues and helps the college authorities by providing suggestions to resolve those problems. The council also involves itself in various college committees. The college has an alumni association. More funds be raised by Alumni Association for welfare/development of the college. College Alumni Association exists.

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 has experienced visionary management with well defined plans. The management is headed by the governing body which runs a good no. of institutions. Various committees are actively functional. Welfare measures like group insurance and medical insurance for the employees of the institute needs to be introduced. More financial support for attending conferences, refresher courses be provided to the teaching staff for academic empowerment. Funds need to be provided to the faculty to attend conferences both at national and international level. Teaching faculty be motivated to indulge in quality research in the institution. Minor and major research proposals be submitted to the funding agencies for overall development of research culture. Regular performance appraisal for teaching and non teaching staff is in place. Both the internal and statutory audits are conducted. Student's feedback forms needs to be properly analyzed for quality improvement. Strategies need to be developed for mobilization of funds and optimal utilization of resources. The institute must start more self financed courses to raise funds for overall growth of the college.

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"> 1. Safety and Security 2. Counselling 3. Common Room
7.1.5 QIM	<p>Waste Management steps including:</p> <ul style="list-style-type: none"> • Solid waste management • Liquid waste management • E-waste management
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"> • Students, staff using <ol style="list-style-type: none"> a) Bicycles b) Public Transport c) Pedestrian friendly roads • Plastic-free campus • Paperless office • Green landscaping with trees and plants
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 Women Cell conducts programme for Gender sensitivity and other social activities related to women empowerment, women's rights & women self defence, etc. Separate common room for boys required. The college needs to have solid waste segregated into biodegradable and non-biodegradable waste. The waste generated from office and examinations is converted into notebooks, writing pads etc. and distributed to poor tribal girl students. E-waste management mechanism and rain water harvesting needs to be introduced. Green practices be strengthened. Use of rooftop solar panels be initiated for saving energy. Institute organises

festivals and anniversaries of great personalities. Learning Management System may be introduced.

All round development of students through value based education need to be focussed as per the emblem of the college which carries the message 'Satyam Param Dhimahi'. The college takes initiatives to engage with and contribute to the local community. Special measures are taken to clean neighbourhood area during Barka Eid every year to avoid risk of any epidemics. NSS volunteers participate in cleaning the area after Ganesh immersion procession at the end of Ganesh festival.

NAAC

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

Strength

Strength

- Supportive management and dynamic leadership
- Govt aided college registered with UGC under 2(f) and 12(B).
- Located in commercial capital of India (Mumbai).
- Institution with minority status

Weakness

- The college lacks formal linkage/collaborations/MoUs with Industry/Academia.
- Inadequate use of ICT enabled teaching-learning.
- High dropout rate of students
- Limited space for future expansion

Opportunities

- The college is located in metropolitan city
- Mobilization of funds from national level funding agencies
- Qualitative and quantitative research publications
- Placement support through noted alumni and governing body members with strong industrial background and linkages

Challenges

- Growing educational institutions with the most modern infrastructure in near vicinity
- Students with poor socio-economic background with vernacular medium.
- Filling of vacant posts with the qualified human resources
- Imbibing employability skills among students and placement.

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)

- Efforts should be made to mobilize funding from national agencies for infrastructural development and research
- Research culture should be developed among faculty members for improving research on the campus
- Pay scales and service conditions of SFS staff should be at par with grant-in-aid staff
- Separate Gym for Girls strongly desirable
- IQAC needs to be structured as per NAAC guidelines and made pro active
- Proper strategy and planning must be evolved to check high dropout rate of students
- Establishment of Language Lab required to improve communication skills of students
- Hygiene at college canteen requires immediate attention
- Lift facility is required for differently abled students and senior faculty members
- Adequate physical and ICT infrastructure may be developed to meet the present and future needs

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	Yogesh Kumar	Chairman	
2	Nasib Singh	Member Co - ordinator	
3	G Q Sofi	Member	
4	DR. DARIKHAN KAMBLE	NAAC Co - ordinator	

Place

Date

NAAC