

# **PEER TEAM REPORT**

**ON**

***Institutional Re-Accreditation of***

**Aggarwal College Ballabgarh  
Near Ambedkar Chowk, Tigaon Road,  
Dist. Faridabad (Haryana)**

**(Dates of Visit: 29<sup>th</sup>-31<sup>st</sup> January 2014)**

**National Assessment and Accreditation Council,  
BANGALORE- 560 072.**

**Peer Team Report on  
Institutional Re-Accreditation of  
Aggarwal College Ballabgarh  
Near Ambedkar Chowk, Tigaon Road, Ballabgarh -121004  
Dist. Faridabad (Haryana)  
Date: 29<sup>th</sup> -31<sup>st</sup> January 2014**

<b>Section I: GENERAL INFORMATION</b>	
1.1 Name & Address of the Institution:	Aggarwal College Ballabgarh Near Ambedkar Chowk, Tigaon Road, Ballabgarh -121004 Dist. Faridabad (Haryana)
1.2 Year of Establishment:	1971
1.3 Current Academic Activities at the Institution (Numbers)	
Faculties/Schools:	<b>05(Four:Science,Arts,Commerce, Computer science&amp; Management)</b>
Departments/Centres	<b>15</b>
Programmes offered	<b>16</b>
Permanent Faculty	70
Temporary Faculty	50
Permanent Technical Staff	13
Permanent Administrative staff	55
Students (As on 29 <sup>th</sup> January 2014)	3905( UG: 3539PG:366 Male;1625;Girls:2280)

1.4 Three Major features in the institutional Context (As perceived by the Peer Team)	<ul style="list-style-type: none"> <li>• Post Graduate, Grant-in-aid Co-education College offering Self - Financing courses also. Having the girls strength more than 60%.</li> <li>• Offers UG and PG programs in Science, Arts, Commerce and Management (UG only) apart from seven value added certificate courses.</li> <li>• A College trying to impart quality education with values and necessary skills.</li> </ul>
1.5 Dates of visit of the Peer Team (Visit schedule attached)	<b>January 29<sup>th</sup> – 31<sup>st</sup>, 2014.</b> <b>Detailed visit schedule attached</b>
1.6. Composition of the Peer Team which undertook the on-site visit:	
<b>Chairperson:</b>	Prof. (Dr) S. Sivasubramanian
<b>Member- Coordinator:</b>	Prof. R.G. Sonkawade
<b>Member:</b>	Rev. Fr. Tom Kunnumpuram
<b>NAAC Officer:</b>	Dr. (Mrs) K. Rama
<b>Section II: CRITERION WISE ANALYSIS</b> <b>(Observations: Strength and / or weaknesses on key-Aspects)</b>	
<b><i>2.1 Curricular Aspects:</i></b>	
2.1.1 Curricular Planning & Implementation:	<ul style="list-style-type: none"> <li>• The college adopts the curricula designed and developed by the affiliating M.D.University, Rohtak.</li> <li>• Three faculty members of this college were members of the BOS of the University during the assessment period; Other's do contribute to the Curricular development.</li> <li>• The College has a well designed mechanism for the effective implementation of the curriculum.</li> </ul>

2.1.2 Academic Flexibility:	<ul style="list-style-type: none"> <li>• 09 UG courses: Arts(01), Commerce(02), Science(03), Management (02), Computer Science(01); 01 Hons course (B.Com.(Hons.))and six PG courses: Arts (2), Science (3) and Commerce (1).</li> <li>• The Curriculum offers number of elective options – six combinations in B.A., and three combinations in B.Sc.</li> <li>• Sevenvalue added Certificate courses for Skill developmentmade available.Institute of E-Learning and IL&amp;FS besides add-on courses</li> </ul>
2.1.3 Curriculum Enrichment:	<ul style="list-style-type: none"> <li>• Efforts have been taken to supplement the University curriculum by introducing many Enrichment programs.</li> <li>• The college offers Career Enhancement and Employable Programs in collaboration with NIIT, Faridabad.</li> <li>• The college arranges several guest Lectures and Industrial Visits to thenrich the curriculum.</li> </ul>
2.1.4 Feedback System :	<ul style="list-style-type: none"> <li>• Formal Feedback from Students does exist. Collegehas introduced ONLINE Feedback system at the end of each semester</li> <li>• Formal Feedback from all the other stake holders does exist.</li> <li>• The Feedback obtained is analyzed and necessary follow-up measures taken.</li> </ul>
<b>2.2Teaching-Learning &amp; Evaluation:</b>	
2.2.1 Student Enrolment and Profile:	<ul style="list-style-type: none"> <li>• Institution ensures wide publicity of its Admission Process through print and electronic media. Institutional Website and circulation of Handouts to feeder Institutions.</li> <li>• Admission is on the basis of merit and the marks in the qualifying examinations.</li> <li>• Different Strata of Students are there as the College adheres to the Admission and Reservation policies of the State of Haryana.</li> </ul>
2.2.2 Catering to Student	<ul style="list-style-type: none"> <li>• Efforts are there to identify theSlow and</li> </ul>

Diversity:	<p>Advanced learners. Slow learners are given extra classes while the advanced learners are provided various Platforms to enhance their ability.</p> <ul style="list-style-type: none"> <li>• The College conducts Bridge courses and Remedial Coaching Classes for SC/ST/BC/Minority students.</li> <li>• The Mentor system exists to take care of the student's diversified needs.</li> </ul>
2.2.3 Teaching-Learning Process:	<ul style="list-style-type: none"> <li>• Academic Calendar and Teaching plan are there.</li> <li>• The College adopts mainly Lecture method for its Teaching-Learning process. Interactive Learning, Independent Learning and Blended Learning are also attempted.</li> <li>• ICT enabled Teaching-Learning is being practiced with Eleven ICT class rooms and Synchronized Learning Teaching (SLT). The college has tied-up with NME-ICT.</li> </ul>
2.2.4 Teacher Quality:	<ul style="list-style-type: none"> <li>▪ Faculty Recruitment is as per the norms of the State Government.</li> <li>▪ 24% of the Faculty are Ph.D; 22% are NET and 32% are M.Phil Degree holders, 13% are pursuing doctoral degree.</li> <li>▪ Four teachers have won Academic Awards.</li> <li>▪ Faculty Development initiatives are visible.</li> </ul>
2.2.5 Evaluation Process and Reforms:	<ul style="list-style-type: none"> <li>• Continuous evaluation of Students through regular Class Tests, Home Assignments etc.,</li> <li>• The University has introduced Semester System since 2009-10 and there is provision for revaluation/scrutiny of examination papers.</li> <li>• There is an effective Grievance Redressal mechanism both at the College and at the University level</li> </ul>
2.2.6 Student Performance and Learning Outcomes:	<ul style="list-style-type: none"> <li>• The Institution monitors and ensures the achievement of the learning outcomes through Class Tests, Assignments etc.,</li> <li>• Data regarding the Performance of Students in Internal and External Evaluation is collected, analyzed and underperformers are counseled and helped to achieve better.</li> </ul>

	<ul style="list-style-type: none"> <li>The average performance of this College is better than the neighboring Colleges and the University. Significant number of students (150) have been rank holders in the university examinations. The percentage of Placement of students is also a measure of the learning outcomes, which is picking up.</li> </ul>
<b>2.3 Research, Consultancy &amp; Extension</b>	
2.3.1 Promotion of Research:	<ul style="list-style-type: none"> <li>There is no Research Committee as such for promotion and monitoring of Research.</li> <li>15 Faculty members have been encouraged to take up doctoral Research by the IQAC. Four faculty members are research guides.</li> <li>Research culture is inculcated among the students through project work and by organizing number of research related conferences.</li> </ul>
2.3.2 Resource Mobilization for Research:	<ul style="list-style-type: none"> <li>There is a specific provision of Rupees 1.0 lakh in the Budget for Research related activities and this is mostly used for TA/DA to attend conferences/seminars by the faculty.</li> <li>The Principal alone had projects worth over 3.5 Lakhs from the UGC and the University. 16 Teachers have submitted projects to UGC.</li> <li>Being in the Industrial hub the Institution need to take up industry related projects.</li> </ul>
2.3.3 Research Facilities:	<ul style="list-style-type: none"> <li>There is a research lab (Radon-Thoron and progeny measurement).</li> <li>More Research facilities need to be build-up.</li> <li>Internet facilities and e-Journal facilities are made available through INFLIBNET-N-List and the campus is Wi-Fi enabled.</li> </ul>
2.3.4 Research Publications and Awards:	<ul style="list-style-type: none"> <li>Around 74 Publications in Journals; of these 20 are good impact factor journals.</li> <li>The faculty must be sensitized to publish the papers in Impact Factor journals which found</li> </ul>

	<p>place in indexed Data Bases, such as SCOPUS Humanities International Complete or Dare Database – International Social Sciences Directory, EBSCOhost, etc.</p> <ul style="list-style-type: none"> <li>• The College publishes two International Journals, 49 books with ISBN code.</li> </ul>
2.3.5 Consultancy:	<ul style="list-style-type: none"> <li>• There is scope for consultancy at least in some of the Departments</li> <li>• No visible Consultancy.</li> </ul>
2.3.6 Extension Activities and Institutional Social Responsibility:	<ul style="list-style-type: none"> <li>• The College has three NSS Units and a NCC unit. The extension activities are carried out mainly through these NSS volunteers and NCC cadets.</li> <li>• The College inculcates social responsibilities among the boys and girls by ensuring their active participation in programs like adaptation of slum areas, Tree Plantation, Road Safety, Literacy Campaign, Blood Donation, AIDS Awareness, National Voters Day, Eco Club, Polythene free market etc.,</li> <li>• The College has availed/given the services of GOs, and NGOs for their outreach and extension activities.</li> </ul>
2.3.7 Collaboration:	<ul style="list-style-type: none"> <li>• The College has a formal MoU with NIIT, Faridabad for running CEEP</li> <li>• The College has collaboration with various laboratories to use their equipment for research.</li> <li>• There are a few collaborations with institutions and industries with definite MOUs.</li> </ul>
<b>2.4 Infrastructure and Learning Resources:</b>	
2.4.1 Physical Facilities:	<ul style="list-style-type: none"> <li>• Adequate Class rooms, Laboratories and Computers for Teaching-Learning Process. Sufficient infrastructural facilities for co-curricular and extracurricular activities.</li> <li>• Infrastructural facilities have been augmented with the increase in Student strength. Two fully air-conditioned with state of art seminar halls with ICT facilities. Hostel facilities may be</li> </ul>

	<p>explored.</p> <ul style="list-style-type: none"> <li>• The physical facilities for indoor games, gymnasium, staff rooms, common girls room needs improvement.</li> </ul>
2.4.2 Library as a Learning Resource:	<ul style="list-style-type: none"> <li>• There exists a Library Advisory Committee.</li> <li>• The Library has 100949 books, 13769 titles, 64 journals, bind back volumes 975, and 74 periodicals and 33 newspapers; E-resources made available through INFLIBNET-N-List (NRC centre). It has reprographic facilities.</li> <li>• It is fully automated and OPAC/KOHA facilities are there.</li> </ul>
2.4.3 IT Infrastructure:	<ul style="list-style-type: none"> <li>• There are ten computer labs in all the three wings (total 348 systems and a Language Lab having 41 systems. The three Physics computer Labs have in all 62 systems and the Library wings have 35 systems-In all, 530 systems with several licensed Software's and 25 Printers</li> <li>• Eleven ICT enabled Class Rooms and other e-Learning Resources are there. Power Back-Ups with three generators and eight invertors.</li> <li>• The College has dynamic functional website and campus is Wi-Fi enabled.</li> </ul>
2.4.4 Maintenance of Campus Facilities:	<ul style="list-style-type: none"> <li>• Adequate budget for repair and maintenance and optimal utilization of Budget allocation.</li> <li>• The college has separate staff for maintenance of computers and repair of other different facilities</li> <li>• Well maintained campus.</li> </ul>
<b>2.5 Student Support and Progression:</b>	
2.5.1 Student Mentoring and Support:	<ul style="list-style-type: none"> <li>• There exists an effective Mentoring system in this College. Skill development, Personality development Programs, grooming leadership qualities through different Fora. Career and counseling Cell, Career Guidance and Placement Cell and Alumni Association are there.</li> <li>• There are around 40 scholarships under RKM Trust apart from Govt. scholarships and Promotion of Science Education Scholarships (POSE). Fee concession is provided to nearly</li> </ul>



	<p>100 students per year. To the tune of around 75 lakhs. Several Students get benefitted under the 'Earn While You Learn' Scheme.</p> <ul style="list-style-type: none"> <li>There exists a proper Grievance Redressal mechanism apart from a functional Anti-Sexual Harassment and Anti-Ragging committees. The Campus is safe for Students – especially the Girls.</li> </ul>
2.5.2 Students Progression:	<ul style="list-style-type: none"> <li>On an average ~ 60% of the students progress for higher education. i.e., from UG to PG, There is no record of progression from PG to higher studies. Campus placement is meager.</li> <li>Visible efforts are there to decrease the dropout rate and it is insignificant..</li> <li>Around 90% students pass in B.A., B.Sc., and B.Com., while the pass percentage is more in P.G (100%). The Institution's Academic Performance is better than the University's average and the neighbouring colleges.</li> </ul>
2.5.3 Student Participation and Activities:	<ul style="list-style-type: none"> <li>Student's Cultural and Sports and other extracurricular activities are visible, Gold medals 02 at International levels, 20 national and 25 state and a few are at university level.</li> <li>There exists a Student council whose members are nominated based on their Performance. Students do represent in different Fora Committees..</li> <li>The Students do contribute articles to the annual magazine SROT.</li> </ul>
<b>2.6 Governance and Leadership:</b>	
2.6.1 Institutional Vision and Leadership:	<ul style="list-style-type: none"> <li>Institution has a vision &amp; Mission to impart Quality Education to be innovative and creative besides inculcating Moral and Social Values.</li> <li>The Institution has dynamic effective Principal who monitors, evaluates and fosters the Performance of the Institution through Participatory Management..</li> <li>There is a sense of belongingness among the different stake holders. The Employees are highly valued and they enjoy absolute Autonomy</li> </ul>

2.6.2 Strategy Development and Deployment:	<ul style="list-style-type: none"> <li>• There is a Perspective Plan for the Institution drawn up by the IQAC for the next five years along with Strategies.</li> <li>• The Institution has developed a structured Feedback mechanism to be used in decision making and performance improvement.</li> <li>• The Structural organization is as per norms and the institution has MIS in place.</li> </ul>
2.6.3 Faculty Empowerment Strategies:	<ul style="list-style-type: none"> <li>• HRM is in compliance with State Government norms and the State Govt. welfare schemes are made available to the grant-in aid Teaching and Non-Teaching Staff. The Teachers and Administrative Staff in the Self Financing wing are also provided with incentives and other welfare schemes.</li> <li>• Self-Appraisal of Teachers exist and the evaluation by students also exist. There exist an effective Grievance Redressal mechanism for the Staff.</li> <li>• Professional development initiatives especially towards implementation of ICT - both for the Teaching and Non-Teaching staff are very much visible.</li> </ul>
2.6.4 Financial Management and Resource Mobilization:	<ul style="list-style-type: none"> <li>• State Government funding for the Salary of Grant-in-aid Staff; Developmental assistance from the UGC (2.09 crores); Savings from Self-financing Courses; Funds from AVPS are the main sources of income.</li> <li>• Budgetary provisions are adequate and in case of deficiency, attempts are made to fill the gap by the top Management either through their own funds or through contribution of Alumni.</li> <li>• Accounting and Auditing exist.</li> </ul>
2.6.5 Internal Quality Assurance System:	<ul style="list-style-type: none"> <li>• IQAC was established only in 2009. Since then, it has systematically performed its functions and its efforts are visible in both academic and other co-curricular and extracurricular performance of the institution.</li> <li>• The IQAC has six student representatives in it.</li> <li>• The academic audit is conducted in the form of</li> </ul>

	<p>result analysis in comparison with the University results and neighboring institutions and analysis of these are shared with the faculty for improvement in performance. The feedback from different stakeholders is analyzed by the IQAC for the enhancement in quality of services offered.</p>
<p><b>2.7 Innovations and Best Practices:</b></p>	
<p>2.7.1 Environment Consciousness:</p>	<ul style="list-style-type: none"> <li>• The College has an Eco Club which conducts the Green Audit of the Campus.</li> <li>• Efforts towards achieving carbon neutrality are visible.</li> <li>• Students are being motivated towards the cause green and clean campus.</li> </ul>
<p>2.7.2 Innovations:</p>	<ul style="list-style-type: none"> <li>• Online Feed-back and information access through the internet facility-mostly based on in-house technical input developed.</li> <li>• Library can be accessed on mobiles in the entire campus.</li> <li>• The computer science department of the college developing and maintaining the state of art, user friendly, dynamic and updated website.</li> </ul>
<p>2.7.3 Best Practices:</p>	<ul style="list-style-type: none"> <li>• Institutionalized initiatives are there for internalizing best practices</li> <li>• Pure Gold medals and Cash awards for University Rank holders, Best Employee Award of the year, Annual Health Check up for every Student. Alumni Association giving financial Assistance to poor students every year. Unannounced Tests etc.,</li> <li>• Evidences are visible to mould the students with ethics, values and good citizenship.</li> </ul>
<p><b>Section III: OVERALL ANALYSIS</b></p>	

3.1 Institutional Strengths:	<ul style="list-style-type: none"> <li>• Visionary and Effective Leadership by the Principal and supportive Management.</li> <li>• Qualified and motivated Teaching Staff and Supporting Staff committed to the goals of Institution.</li> <li>• Very Good performance in the University Examinations</li> <li>• Several core options in both UG and PG programs and also number of elective options.</li> <li>• Imparting Skill Development and Personality Development Programs apart from value added “ADD-ON” Courses.</li> </ul>
3.2 Institutional Weakness:	<ul style="list-style-type: none"> <li>• Around 41 % of Faculty is temporary.</li> <li>• Lack ofadequate Research facilities.</li> <li>• Some infrastructure limitations such as class room, some departmental rooms.</li> <li>• Exam Centric Teaching –Learning –not that of Student Centric, activeLearning Process.</li> <li>• Lack of Big Food court.</li> </ul>
3.3 Institutional Opportunities :	<ul style="list-style-type: none"> <li>• Challenges of attracting and retaining high calibre faculty-especially in self financing programme.</li> <li>• Declining attraction for some programmes and trying to sustain.</li> <li>• Promotions of higher goals among students and changing mindset of students towards innovation and creativity.</li> <li>• Creating the right ambience for innovative research.</li> <li>• Need to become an excellent college to meet demands of the industry around.</li> </ul>
3.4 Institutional Challenges:	<ul style="list-style-type: none"> <li>• Scope of availing autonomous status and the academic freedom to bring in curricular innovations.</li> <li>• Opportunity to enhance the research profile by approximately incentivizing in faculty and augmenting facilities.</li> <li>• Opportunity for offering more career focused short-term certificate/diploma programmes availing UGC support, opportunity for better industry linkages.</li> <li>• Opportunity for redesigning some of the</li> </ul>

	conventional basic programmes (into application orientation) and attract more motivated students..
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## **Section IV: Recommendations for Quality Enhancement of the Institution**

- More of PG and Hons. Courses be started keeping in view the local needs and market demands
- Foreign language courses be started
- Develop a strong institution-industry interface and have more Collaborations with Corporate and other training institutes to Start career focused courses
- Complete ICT thrust in teaching-learning
- Student support services (career guidance, placement services and soft-skill development) be made more vibrant.
- Research potentials of the faculty be fully exploited by adequately incentivizing the system (seed money be increased) and some more departments could try for Ph. D. centre.
- Faridabad being industrial hub, better linkages with industry/service sector for programme support, field exposure and internship for students and consultancy services be established.
- Facility of Transport between two wings can be explored
- Availing autonomous status could open up freedom/opportunities for bringing in several curricular innovations. Twinning possibilities with institutions abroad could be more.
- Hostel facilities for students may be explored.
- Publication of Wall Magazines needs to be encouraged to auger creativity among Students.

*I agree with the observations of the Peer Team as mentioned in this report.*

**Seal of the Institution.**

*Signature of the Head of the Institution*

*Signatures of the Peer Team Members:*

Name and Designation		Signature with Date
<b>Prof. (Dr) S. Sivasubramanian</b> Advisor, Noorul Islam Centre for Higher Education, Kumaracoil, Thucklay Kanyakumari District – 629 180.	Chairperson	
Dr. R.G. Sonkawade Inter-University Accelerator Centre, ArunaAsaf Ali Marg, Near VasantKunj New Delhi- 110 067	Member- Coordinator	
Rev. Fr. Tom Kunnumpuram (Former Principal, St. Berchman's College) Director, Higher Education Centre Archbishop's House P.O. Changanacherry-686 101, Kerela	Member	
Dr. (Mrs) K. Rama Deputy Adviser NAAC, Bangalore – 560072.	NAAC Officer	

**Place: Faridabad (Haryana)**

**Date: 31<sup>st</sup> January, 2014.**