# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

2010-2011

**AQAR for the year *(for example 2013-14)***

**1. Details of the Institution**

Govt. of Goa, College of Arts, Science & Commerce,

Quepem-Goa, 403 705

1.1 Name of the Institution

Govt. of Goa, College of Arts, Science & Commerce,

Quepem-Goa.

1.2 Address Line 1

SHELDEM

Address Line 2

QUEPEM

City/Town

GOA

State

403 705

Pin Code

gcascq@rediffmail.com

Institution e-mail address

0832-2662342

Contact Nos.

Shri. Bhaskar G. Nayak

Name of the Head of the Institution:

0832-2662342

Tel. No. with STD Code:

9822586616

Mobile:

Dr. Beena Vernekar

Name of the IQAC Co-ordinator:

9168531269

Mobile:

gcascq@ rediffmail.com

IQAC e-mail address:

GACOGN11311

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

**OR**

1.4 **NAAC Executive Committee No. & Date:**

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*(For Example EC/32/A&A/143 dated 3-5-2004.*

*This EC no. is available in the right corner- bottom*

*of your institution’s Accreditation Certificate)*

www.gcq.ac.in

1.5 Website address:

http://www.gcq.ac.in/downloads/AQAR10-11.docx

Web-link of the AQAR:

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | B+ | -- | May 2004 | 2004-2009 |
| 2 | 2nd Cycle | -- | -- | -- | -- |
| 3 | 3rd Cycle | -- | -- | -- | -- |
| 4 | 4th Cycle | -- | -- | -- | -- |

1.7 Date of Establishment of IQAC : DD/MM/YYYY

15/10/2003

1.8 Details of the previous year’s AQAR submitted to NAACafterthe latest Assessment and √ √Accreditation by NAAC (*(for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

1. AQAR - 2010-11 submitted on 04/01/2016

1.9 Institutional Status

√

University State Central Deemed Private

Affiliated College Yes No

√

Constituent College Yes No

√

Autonomous college of UGC Yes No

√

√

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

√

Type of Institution Co-education Men Women

√

Urban Rural Tribal

√

√

√

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

√

Arts Science Commerce Law PEI (Phys Edu)

√

√

TEI (Edu) Engineering Health Science Management



Others (Specify)

1.11 Name of the Affiliating University *(for the Colleges)*

Goa University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

-

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence UGC-CPE

-

-

-

DST Star Scheme UGC-CE

-

-

UGC-Special Assistance Programme DST-FIST

-

-

UGC-Innovative PG programmes Any other (*Specify*)

-

UGC-COP Programmes

**2. IQAC Composition and Activities**

5

2.1 No. of Teachers

3

2.2 No. of Administrative/Technical staff

2

2.3 No. of students

2.4 No. of Management representatives

1

1

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

1

community representatives

1

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2.9 Total No. of members

15

2.10 No. of IQAC meetings held - 03

2.11 No. of meetings with various stakeholders: No. Faculty

01

3

-

01

01

Non-Teaching Staff Students Alumni Others

√

2.12 Has IQAC received any funding from UGC during the year? Yes No

N.A

If yes, mention the amount

2.13Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

1

1

1

3

Total Nos. International National State Institution Level

(ii) Themes

1. National level training programme for the Heads of the institution and key personnel dealing in statistics for the states of Goa, Maharashtra, Gujarat, Karnataka and Kerala in collaboration with MHRD New Delhi and DHE, Govt. Of Goa.
2. State Level seminar on Central Bill on National Council for higher education.
3. One day Entrepreneurship Development programme at Institutional level.

2.14 Significant Activities and contributions made by IQAC

Proposal was forwarded for New Library Building/Computer Science Department which was approved and actual construction begun.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC at the beginning of the year towards quality

enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| 1. To organize National Level and State level workshop/seminars in addition to regular curricular activities 2. Infrastructure Development. 3. To get students feedback on teachers and curriculum. | One National, One State level and One Institutional level seminars organized.  Proposal for new Library building put- up to the Government, was approved and construction started.  Teacher feedback and Curriculum feedback obtained from the students. |

*\* Attach the Academic Calendar of the year as Annexure.* **(Enclosed)**

2.15 Whether the AQAR was placed in statutory body Yes No

√

√

Management Syndicate Any other body

Provide the details of the action taken

The report was discussed in the management meeting and the feedback of management personnel was obtained.

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD | ---- | ---- | ---- | ---- |
| PG | ---- | ---- | ---- | ---- |
| UG | 03 | ---- | ---- | ---- |
| PG Diploma | --- | --- | --- | ---- |
| Advanced Diploma | ---- | ---- | ---- | ---- |
| Diploma | ---- | ---- | ---- | ---- |
| Certificate CAT &TALLY | ---- | 01 | 01 | ---- |
| Others | --- | ---- | ---- | ---- |
| **Total** | 03 | ---- | 01 | ---- |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | ---- | ---- | ---- | ---- |
| Innovative | ---- | ---- | --- | --- |

1.2 (i) Flexibility of the Curriculum: Elective option

(ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | B.A/B.Sc./B.Com |  |  |  |

√

√

√

-

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

***(On all aspects)***

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√

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Mode of feedback : Online Manual Co-operating schools (for PEI)

***\*Please provide an analysis of the feedback in the Annexure***

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Revision of syllabi is done by Goa University

1.5 Any new Department/Centre introduced during the year. If yes, give details.

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**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 39 | 13 | 26 | -- | -- |

2.1 Total No. of permanent faculty

12

2.2 No. of permanent faculty with Ph.D.

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Asst. Professors | | Associate Professors | | Professors | | Others | | Total | |
| R | V | R | V | R | V | R | V | R | V |
| - | - | - | - | - | - | - | - | - | - |

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Lecture 26

Contract08

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops | - | 4 | 15 |
| Presented papers | 2 | 7 | 3 |
| Resource Persons | - | - | 2 |

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Semester System of Goa University IInd Batch

175

2.7 Total No. of actual teaching days

during this academic year

2.8 Examination/ Evaluation Reforms initiated by

Photo copy of ISA, SEE question papers

the Institution (for example: Open Book Examination, Bar Coding,

Double Valuation, Photocopy, Online Multiple Choice Questions)

CDW-6

BOS -3

2.9 No. of faculty members involved in curriculum

restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

75%

2.10 Average percentage of attendance of students

2.11 Course/Programme wise

distribution of pass percentage :

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division | | | | |
| Distinction % | I % | II % | III % | Pass % |
| B.A | 63 | 3.17 | 26.98 | 41.26 | 9.52 | 82.53 |
| B.Com | 119 | 4.20 | 19.32 | 57.14 | 16.80 | 97.47 |
| B.Sc | 64 | 43.75 | 29.68 | 20.31 | 3.12 | 96.87 |

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

IQAC uses students’ feedback to monitor and evaluate teachers, teaching and content delivery.

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
| Refresher courses | 4 |
| UGC – Faculty Improvement Programme | 3 |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | 2 |
| Staff training conducted by other institutions | 4 |
| Summer / Winter schools, Workshops, etc. | 3 workshops |
| Others | - |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of Permanent  Employees | Number of Vacant  Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 29 | 2 | - | 2 |
| Technical Staff | - | - | - | - |

**Criterion – III**

**3. Research, Consultancy and Extension**

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

1. Setting up of Research Committee which makes timely recommendations to promote research.
2. Publication of research journal “SHODH”.
3. Organizing National/State level workshops/Seminars.
4. Setting up of Research policy for college from 2007

* Autonomy to the Principal Investigator.
* Timely availability or release of resources.
* Adequate infrastructure and human resources.
* Time-off, reduced teaching load, special leave etc. to teachers.
* Support in terms of technology and information needs.
* Facilitate timely auditing and submission of utilization certificate to the funding authorities.

3.2Details regarding major projects –Nil–

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | - | - | - | - |
| Outlay in Rs. Lakhs | - | - | - | - |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 01 | 09 | 02 | 01 |
| Outlay in Rs. Lakhs | 1,10000/- | 10,25000/- | 142000/- | 1,10000/- |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | 13 | 09 | -- |
| Non-Peer Review Journals | -- | -- | 04 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | 02 |

3.5 Details on Impact factor of publications:

--

1.14

0.2-1.7

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Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | Duration  Year | Name of the  funding Agency | Total grant  sanctioned | Received |
| Major projects | -- | -- | -- | -- |
| Minor Projects | 02 years | UGC | 1,42000/- | 99000/- |
| Interdisciplinary Projects | -- | -- | -- | -- |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | -- | -- | -- | -- |
| Students research projects  *(other than compulsory by the University)* | -- | -- | -- | -- |
| Any other(Specify) | -- | -- | -- | -- |
| Total | 02 | -- | 142000 | 99000/- |

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

05

-

06

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

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DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

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--

--

INSPIRE CE Any Other (specify)

--

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–Nil–

3.10 Revenue generated through consultancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number | – | 02 | 05 | – | – |
| Sponsoring agencies | – | UGC | INTEL  DST  college | - | - |

3.11 No. of conferences

organized by the Institution

03

3.12 No. of faculty served as experts, chairpersons or resource persons

-

-

-

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

–

3.15 Total budget for research for current year in lakhs:

–

1167000/-

From Funding Agency From Management of University/College

Total

1167000/-

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | Applied | 02 |
| Granted | – |
| International | Applied | – |
| Granted | – |
| Commercialised | Applied | – |
| Granted | – |

3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
| 03 | – | 01 | 02 | – | – | – |

Of the institute in the year

3.18 No. of faculty from the Institution

NIL

who are Ph. D. Guides

and students registered under them

-

3.19 No. of Ph.D. awarded by faculty from the Institution

NIL

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

NIL

NIL

NIL

JRF SRF Project Fellows Any other

NIL

3.21 No. of students Participated in NSS events:

NIL

NIL

University level State level

National level International level

NIL

NIL

3.22 No. of students participated in NCC events:

-

-

University level State level

National level International level

-

-

3.23 No. of Awards won in NSS:

NIL

University level State level

NIL

National level International level

NIL

NIL

3.24 No. of Awards won in NCC:

University level State level

NIL

NIL

National level International level

NIL

NIL

3.25 No. of Extension activities organized

NIL

-

University forum College forum

–

08

03

NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

* Extension work done by the students during flood in nearby Canacona Taluka.
* Plastic Eradication Movement

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 39936.55 sq.mt | -- | Govt. of Goa | -- |
| Class rooms | 21 | -- | ” | -- |
| Laboratories | 11 | -- | ” | -- |
| Seminar Halls | 02 | -- | ” | -- |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | Nil 29 | -- | --- | -- |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 868726.10 | -- | -- | -- |
| Others 1.Library cum computer block | -- | 1350 sq.mt | Govt. of Goa | -- |

4.2 Computerization of administration and library

Yes

4.3 Library services:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 118486 | 3459662 | 232 | 34051 | 118718 | 3493713 |
| Reference Books | 6154 | 2159015 | 164 | 72240 | 6318 | 2231255 |
| e-Books | - | - | - | - | - | - |
| Journals & P | 34 | 25509 | 27 | 22699 | 61 | 48208 |
| e-Journals | - | - | - | - | - | - |
| Digital Database | - | - | - | - | - | - |
| CD & Video | - | - | - | - | - | - |
| Others (specify) |  | - | - | - | - | - |

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | 35 | - | - | - | - | - | - | - |
| Added | - | - | - | - | - | - | - | - |
| Total | 25 | - | - | - | - | - | - | - |
| Total | 25+10=35 | - | - | - | - | - | - | - |

4.5 Computer, Internet access, training to teachers and students and any other programme for technology

up gradation (Networking, e-Governance etc.)

Rs. 6000/-

4.6 Amount spent on maintenance in lakhs:

----

i) ICT

--

ii) Campus Infrastructure and facilities

Rs. 207460/-

iii) Equipments

Rs. 18069/-

iv) Others

Rs. 225529/-

**Total:**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular notices on compulsory Field trips, Excursion, Seminars, Workshop, Students Scholarship notices, Elections, Canteen, College stores and Sports related notices and Deputing students.

5.2 Efforts made by the institution for tracking the progression

Each committee monitors closely the number of students who have availed the facilities/benefits. Each student is tracked for the next three consecutive years.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 918 | 118 | - | - |

5.3 (a) Total Number of students

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

|  |  |
| --- | --- |
| No | % |
| -- | -- |

|  |  |
| --- | --- |
| No | % |
| -- | -- |

Men Women

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year | | | | | | This Year | | | | | |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 636 | 05 | 84 | 66 |  | 791 | 747 | 05 | 92 | 74 | NIL | 918 |

Demand ratio 100:03 (1:1) Dropout % 3 (Negligible)

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Students are trained to refer to research journals, Guest lectures on various topics are organized, and Extra coaching classes are given to the students (CAT & tally).

-

No. of students beneficiaries

5.5 No. of students qualified in these examinations

-

-

-

-

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

-

-

-

-

5.6 Details of student counseling and career guidance

CAT & tally Programmes, Workshops and Entrepreneurship Development Programmes, Seminars, Regular Personality Development Programmes.

200

No. of students benefitted

5.7 Details of campus placement

|  |  |  |  |
| --- | --- | --- | --- |
| ***On campus*** | | | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 01 | 56 | 10 | 07 |

5.8 Details of gender sensitization programmes

Committee Against Sexual Harassment of Women at Workplace, Sensitive issues of the Girl child, Guest lecture on self defence.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

NIL

10

12

State/ University level National level International level

No. of students participated in cultural events

05

State/ University level National level International level

NIL

NIL

5.9.2 No. of medals /awards won by students in Sports, Games and other events

23

NIL

NIL

Sports: State/ University level National level International level

NIL

NIL

NIL

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number of  students | Amount |
| Financial support from institution  (Student Aid Fund) | 26 x 1200 | 31,200/- |
| Financial support from government | Concession on fees | - |
| Financial support from other sources | PTA 09 @ Rs. 5000/-  @ Rs. 3000/- | 45,000/-  27,000/- |
| Number of students who received International/ National recognitions | NIL | - |

5.11 Student organised / initiatives

NIL

NIL

NIL

Fairs : State/ University level National level International level

NIL

NIL

NIL

Exhibition: State/ University level National level International level

03

5.12 No. of social initiatives undertaken by the students

(under NSS)

5.13 Major grievances of students (if any) redressed: College bus service.

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision:- “ To nurture the students to nourish the society”.

Mission:- “ To provide resources for providing learning, for advancement, creation & dissemination of knowledge which would contribute to a more meaningful society through the growth & all round development of the students personality.

6.2 Does the Institution has a Management Information System

No

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Need based Development oriented courses were introduced

1. Yoga studies
2. Library studies
3. Short term certificate courses
4. Contribution of the college faculty in the Curricula of the affiliating University

6.3.2 Teaching and Learning

1. Prospectus details the yearly activities
2. Timetable committee allocates number of teaching periods
3. Academic calendar is framed
4. Display of timetable charts in classrooms
5. Teaching diaries
6. Syllabus copies to the students
7. College Evaluation Schedule Exam Committee planner
8. Exam Committee planner
9. Committee to see efficient functioning

6.3.3 Examination and Evaluation

1. Three Intra Semester Assessment (ISAs) & one Semester End per Examination term (SEE) per paper/term
2. Verification of answer scripts of exams
3. Software package maintains plan of backlog semesters
4. Prints exam forms showing paper backlogs
5. Hall tickets
6. Blank ISAs & SEE sheet paper wise to enter ISA mark SEE marks
7. Consolidated mark sheets
8. Individual mark sheets
9. Duplicate mark sheet
10. Maintains students performance report

6.3.4 Research and Development

Research facilities- Library N-list Internet

Research Centre, Reprographic Centre/Facilities, and Research related packages.

Instrumentation room

Interdisciplinary Research- Research committee

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. New campus with separate blocks- Administrative, classrooms, Accounts section, Laboratories, Library Recreational hall, Gymnasium, Sports ground, Computer centre, Staff room & Canteen.
2. Classrooms-21 (10 classes are ICT, 11 labs
3. Library-20, 985 books, Wi-Fi facilities.

6.3.6 Human Resource Management

Human Resource:- Students

Human Resource-Teaching staff, Administrative /support staff,.

Co- curricular Programmes- Faculty Development Programmes from time to time-Teachers attend and submit papers for seminars / workshops

Organise workshops /seminars/

Non teaching staff participate human development programmes.

Students participate in curricular committees and contribution in local newspaper

6.3.7 Faculty and Staff recruitment

1. Advertised on all newspapers-Applications are invited

Interview letter despatched, conducts interviews

1. Appointments on lecture basis / contract basis
2. Renewed / Re- interviewed after the one year period.

6.3.8 Industry Interaction / Collaboration

1. Field trips/ industrial visits by students.
2. Inviting Resource person from industry to address the students
3. Summer internship in industries.
4. MOU with colleges, industries.

6.3.9 Admission of Students

1. Advertisement published in newspapers inviting applications.
2. Appointment of Admission Committee to verify documents.
3. Display of merit list of students on notice board.
4. Additional division created with permission as & when required from Government of Goa & Goa University.

6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching | Employees Co-operative Credit Society, HBA(House Building Allowance), Motor Car advances, Advances for consumer durables from GPF, LIC, medical reimbursement, Group Insurance, Staff Quarters |
| Non teaching |
| Students | Canteen, Scholarships, Prizes, Remedial classes, Book Bank Schemes, Professional Counselors, Doctor on call, Students’ Co-op society --- weaker section --- fees are paid.  Scholarships--- SC, ST, OBC, Minority, Merit Scholarships, Students AID Fund, Bursary Scholarships, Handicapped, PTA, Minority |

6.5 Total corpus fund generated

NIL

√

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Audit Type | External | | Internal | |
| Yes/No | Agency | Yes | Authority |
| Academic | √ | - | College Constitute Committee Authority | |
| Administrative | N.A | - |

6.8 Does the University/ Autonomous College declares results within 30 days?

-

√

For UG Programmes Yes No

-

-

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Time to time notifications are provided to the faculty.

Students are informed via classroom reading of notices, public announcement. Core examination committee to look after all exam related work.

Exam Committee, Grievances Redressal ---- Ensure free & fair conduct of exams.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

University gives autonomy to the affiliated colleges when there is a need felt by the institution subject to terms and conditions.

6.11 Activities and support from the Alumni Association

General Body meeting

Executive Body meeting

6.12 Activities and support from the Parent – Teacher Association

General Body meetings are held twice in a year.

Executive Body meetings

Scholarships—deserving students given Rs. 1000/-

Felicitate the toppers in each stream as well as distinction holders.

6.13 Development programmes for support staff

Teaching staff--, participate, present papers, (State, National, International seminars, workshops)—

Apply for research projects, --minor—major

Sanction of Duty Leave, Study leave

Non-teaching staff--- Computer training, attend programmes/courses.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Campus Development Committee
2. Environmental Studies Paper – compulsory
3. No plastic zone
4. Plantation
5. e-waste management
6. water availability, Dust free classrooms, Ban on smoking
7. Dustbins, working on college campus.

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the

functioning of the institution. Give details.

Library Science and Yoga Studies courses restructured and revisited, encouraging first generation learners to continue studies irrespective of financial constraints.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the

beginning of the year

1. Scholarships provided through PTA/ Professors/ Local organizations
2. Motivational talks to parents by resource persons.

7.3 Give two Best Practices of the institution *(please see the format in the NAAC Self-study Manuals)*

1. Parents Teachers’ interaction at end semester as well as throughout the year. Lecturers visit the houses of poor and needy students and provide Scholarships so that the student is not denied admission because of financial constraints.
2. Career oriented courses- The only two of its kind in Goa- Library Science & Yoga Studies

***\*Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

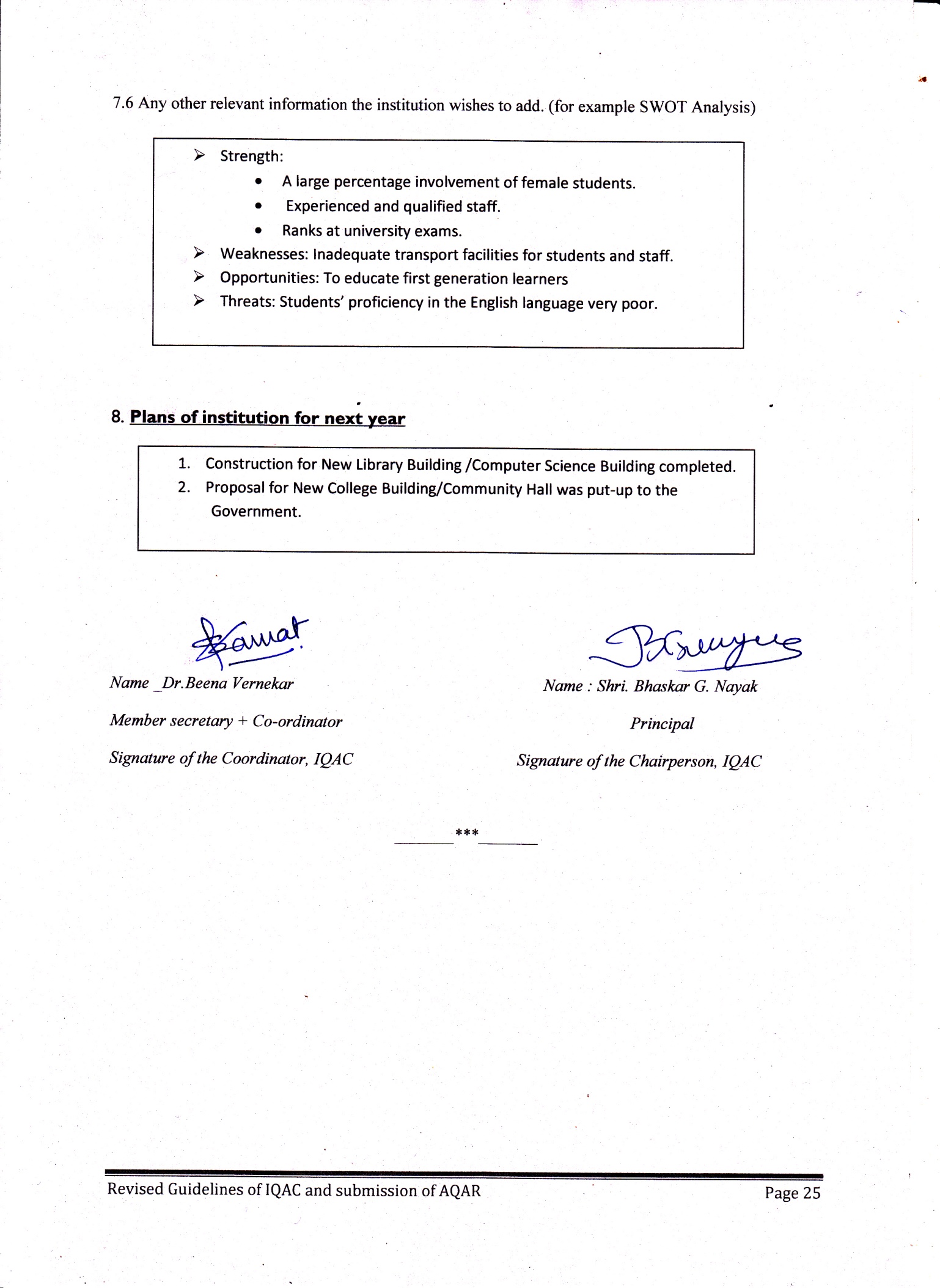
7.4 Contribution to environmental awareness / protection

Campus development committee is constituted to look into the various environmental issues concerning the college and its vicinity. Encourages NSS to take responsibility of the environment programmes in the college campus, particularly greening of the campus area.

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7.5 Whether environmental audit was conducted? Yes No



**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

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**Annexure -I**

**ACADEMIC CALENDER**

|  |  |  |
| --- | --- | --- |
| Sr. No. | Programme Schedule | Approximate Dates |
| 1 | Commencement of Semester I, III & V | June 15 |
| 2 | Orientation for F. Y. Students | 15-16 June |
| 3 | 1st Intra Semester Examination Sem-I, III & V | 10-25 July |
| 4 | 2nd Intra Semester Examination Sem-I, III & V | 10-25 August |
| 5 | Semester End Examination (I, III & V) | 10-25 October onwards |
| 6 | Mid Semester Break | 2 to 22nd November |
| 7 | NSS & NCC Camp | 7th to 14th November |
| 8 | Commencement of Semester II, IV& VI | 23rd November |
| 9 | Results of Semester I & III | 2nd week of December |
| 10 | Students’ Council Activities- Extra Curricular activities | 3rd week of December |
| 11 | Christmas Break | 23rd December to 1st January |
| 12 | 1st Intra Semester Examination Sem-II, IV & VI | 10-25 January |
| 13 | Submission of T.Y. Projects | On or before 31st January |
| 14 | 2nd Intra Semester Examination Sem-II, IV & VI | 10-25 February |
| 15 | National Science Day Celebration | 28th February |
| 16 | International Women’s Day celebration | 8th March |
| 17 | T.Y. Farwell | 15th March |
| 18 | Semester End Examination (II, IV & VI) | 2nd April onwards |
| 19 | Summer Break | 3rd May |
| 20 | Results of Semester II & IV | 5th May |
| 21 | Admission to S.Y & T.Y | 7th May |
| 22 | Supplementary Examination | 27th May onwards |
| 23 | Admission to F.Y | 1st June |

Annexure-II

1. Grants received during X & XI 5years research projects.
2. NSS Unit raised Rs. 2,12,000/- toward the Canacona Flood victims relief funds. NSS volunteers also raised Rs.170,000/- for the school dedicated for special children of the Chetna Charitable Trust.
3. The college organised regional level training programme for Heads of Institutions & Key Personnels dealing in statistics for the states of Goa, Gujarat, Karnataka, Maharastra and Kerala in collaboration with MHRD, New Delhi.
4. The Career Guidance and Placement Cell conducted Entrepreneurship development course and many personality development programmes.
5. *Saraswati Vandhana* – NSS volunteers assisted in Library upgradation.
6. *Shushrusha-*A communicable diseases awareness project.
7. *Vanasamrakhshini-* Afforestation project in association with Botany Department .
8. *Pragati Path-* Servey of Success Stories of Women Entrepreneurs in South Goa in collaboration with the History and Economics Department.
9. *Aastha N.O.T.E. India Project-*A No smoking campaign in collaboration with National Organisation for Tobaco Eradication.
10. International Day against Drug abuse and Illicit Trafficking.
11. Nayana Tara- A voluntary eye donation promotion campaign in collaboration with Saksham Margao.