# 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

2013-2014

**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. Sushila S Mendes

Name of the IQAC Co-ordinator:

9422060137

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:**

*(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/AQAR13-14.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
2. AQAR-2011-12 submitted on 04/01/2016
3. AQAR-2012-13 submitted on 04/01/2016
4. AQAR-2013-14 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

    M.Com

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

2

2.2 No. of Administrative/Technical staff

3

2.3 No. of students

2.4 No. of Management representatives

2

1

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

1

community representatives

2

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

2.9 Total No. of members

17

2.10 No. of IQAC meetings held

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

2

6

1

2

1

Non-Teaching Staff Students Alumni Others

√

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

Rs. 3,00,000/-

If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

5

5

2

-

12

Total Nos. International National State Institution Level

(ii) Themes

1. Information Technology /Cyber Security – Computer Science Department
2. Inter disciplinary lectures – Hindi Department
3. Village Empowerment Programme- English Department
4. Career Development Programme – Career Development and placement cell.
5. Inculcation of Goan Culture –History Department

2.14 Significant Activities and contributions made by IQAC

1. Starting of the construction work.
2. To develop new sports ground with 400 mts track with Astroturf.

2.15 Plan of Action by IQAC/Outcome

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

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

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| 1. To spread IT awareness 2. Encouragement of Inter disciplinary culture. 3. Career guidance orientation. | 1. Workshop on IT- Computer Science Department. 2. Inter disciplinary lectures – English Departments 3. Organisation of Programmes by placement cells. |

*\* 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 | - | 01 Research Centre | - | - |
| PG | -- | 01 M.Com | - | - |
| UG | 03 | - | - | - |
| PG Diploma | - | -- | - | - |
| Advanced Diploma | - | - | - | - |
| Diploma | - | - | - | - |
| Certificate | - | - | - | - |
| Others | - | - | - | - |
| **Total** | 03 | 02 | - | - |

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

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

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

√

√

√

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

***(On all aspects)***

√

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.

Research centre in Commerce

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 41 | 10 | 31 | - | - |

2.1 Total No. of permanent faculty

16

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

24

Contract

19

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 | - | 9 | 16 |
| Presented papers | - | 1 | - |
| Resource Persons | - | - | 6 |

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

Use of Power point presentation to deliver lecture

Institute –Industry Interface through industry person’s engaging in interactive session

175

2.7 Total No. of actual teaching days

during this academic year

2.8 Examination/ Evaluation Reforms initiated by

Student presentations using power point presentation

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

Double Valuation, Photocopy, Online Multiple Choice Questions)

BOS CDW

-

1

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 | 107 | 9.34 | 31.77 | 32.71 | 11.53 | 87.85 |
| B.Com | 141 | 9.21 | 47.51 | 29.07 | 5.67 | 92.19 |
| B.Sc | 68 | 50 | 30.88 | 2.94 | 10.29 | 94.11 |
| M.Com | 30 | 10 | 70 | 20 |  | 100 |

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

IQAC set student assessment of teachers and maintenance of Teachers Diary to effectively monitor Teaching learning process

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of faculty benefitted* |
| Refresher courses | - |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | 4 |
| Staff training conducted by other institutions | 10 |
| Summer / Winter schools, Workshops, etc. | 10 |
| Others (In house state level workshop) | 20 |

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 | - | - | - |
| 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 make timely recommendations to promote research.
2. Publication of research journal “SHODH” with ISBN number.
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

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

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 01 | 04 | 02 | 01 |
| Outlay in Rs. Lakhs | 2,350000 | 445000 | 120000/- | 2,35000/- |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals |  | 02 | – |
| Non-Peer Review Journals | – | – | – |
| e-Journals | – | – | – |
| Conference proceedings | – | – | – |

3.5 Details on Impact factor of publications:

–

–

–

–

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 | ICSSR  UGC | 120000/- | 90000/- |
| Interdisciplinary Projects | – | – | – | – |
| Industry sponsored | – | – | – | – |
| Projects sponsored by the University/ College | – | – | – | – |
| Students research projects  *(other than compulsory by the University)* | – | – | – | – |
| Any other(Specify) | – | – | – | – |
| Total | – | – | – | – |

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

06

–

03

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

–

–

–

–

–

DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

–

–

–

INSPIRE CE Any Other (specify)

–

–

–

–

3.10 Revenue generated through consultancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Level | International | National | State | University | College |
| Number | – | – | 02 | – | – |
| Sponsoring agencies |  |  | ICSSR Govt of Goa |  |  |

3.11 No. of conferences

organized by the Institution

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

NIL

NIL

NIL

06

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 : 445000/-

UGC ICSSR

-

From Funding agency From Management of University/College

Total

445000/-

|  |  |  |
| --- | --- | --- |
| Type of Patent |  | Number |
| National | Applied | – |
| 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 |
| – | – | – | – | – | – | – |

Of the institute in the year

3.18 No. of faculty from the Institution

01

who are Ph. D. Guides

and students registered under them

06

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)

–

–

JRF SRF Project Fellows Any other

–

–

3.21 No. of students Participated in NSS events:

08

–

University level State level

National level International level

–

04

3.22 No. of students participated in NCC events:

–

–

University level M State level

National level International level

–

–

3.23 No. of Awards won in NSS:

–

University level State level

–

National level International level

–

–

3.24 No. of Awards won in NCC:

University level State level

–

–

National level International level

–

–

3.25 No. of Extension activities organized

-

-

University forum College forum

–

10

05

NCC NSS Any other

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

* Plastic Eradication Movement
* Blood Donation Camps

**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. | 28 | - | Govt of Goa | - |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 176666.25 | - | ” | - |
| Others Library cum comport block | - | 1350 sq.mt | ” | - |

4.2 Computerization of administration and library

YES

4.3 Library services:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Existing | | Newly added | | Total | |
| No. | Value | No. | Value | No. | Value |
| Text Books | 119744 | 3895890 | 425 | 223742 | 120169 | 4119632 |
| Reference Books | 7089 | 2383534 | 126 | 9971 | 7215 | 2393505 |
| e-Books | - | - | - | - | - | - |
| Journals & periodicals | 103 | 86075 | 22 | 22483 | 125 | 108558 |
| 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 | 111 (Computers/Laptops) | - | - | - | - | - | - |  |
| Added |  | - | - | - | - | - | - | Rs. 76083/- |
| Total | 111 (Computers/Laptops) | - | - | - | - | - | - | Rs. 76083/- |

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

upgradation (Networking, e-Governance etc.)

Rs. 54850/-

4.6 Amount spent on maintenance in lakhs :

--

i) ICT

--

ii) Campus Infrastructure and facilities

Rs. 228226/-

iii) Equipments

Rs. 29606/-

iv) Others

Rs. 257832/-

**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 & deputing the 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 consecutive (3) years.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 1249 | 178 |  |  |

5.3 (a) Total Number of students

(b) No. of students outside the state

NIL

NIL

(c) No. of international students

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

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

Men Women

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Last Year | | | | | | This Year | | | | | |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 657 | 7 | 161 | 174 | NIL | 999 | 595 | 9 | 148 | 218 | NIL | 970 |

Demand ratio 100 % (1:1) Dropout % 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, Minor research; Extra coaching classes are given to the students (CAT & tally).

No. of students beneficiaries

28

5.5 No. of students qualified in these examinations

5

-

-

-

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, Campus Interviews and Placement.

128

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 | 129 | NA | NA |

5.8 Details of gender sensitization programmes

Poster competition on “Atrocities on Women”, There is a standing committee against sexual harassment of women. “ Bailacho Saad” was invited to address our girls, child marriage and the girl child issues were discussed, Eve teasing issue , importance of counseling, celebration of International Women’s Day.

5.9 Students Activities

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

NIL

04

12

State/ University level National level International level

No. of students participated in cultural events

13

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

NIL

NIL

22

Sports : State/ University level National level International level

NIL

NIL

01

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number of  students | Amount |
| Financial support from institution | 38 @ Rs.1500/- | 57,000/- |
| 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 | 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

04

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NIL

**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 learning, for advancement, creation & dissemination of knowledge which could contribute to any meaningful society through the growth & all round development of 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

-Short term certificate courses

-Yoga studies

-Library studies

-Contribution of the faculty in the curricular 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
5. Teachers diaries
6. Syllabus copies to the students
7. College Evaluation Schedule & its efficiency functioning
8. Exam Committee planners.

6.3.3 Examination and Evaluation

1. Three Intra Semester Assessment (ISAs) & one Semester End exam per term
2. Paper verification of answer scripts of examination
3. Software packaging maintains

Backlog semester

1. Printed at examination form showing backlogs
2. Hall tickets
3. Blank ISAs & SEE paper wise to enter ISA mark sheet
4. Consolidated mark sheets
5. Display mark sheets, maintain students’ performance receipt.

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 for-

Administration & Account sections, Laboratories, Library, Recreational hall, Gymnasium, classrooms, Sports ground, Computer centre, Staff & Canteen.

1. Classrooms-21 (10 classes & 11 labs) are ICT

-- Library-20785 books, Wi-Fi facilities.

6.3.6 Human Resource Management

Human Resource:- Teaching staff, Administrative /support staff, students committees. Students participated in curricular & Co- curricular Programmes

Co- curricular Programmes- Faculty Development Programmes from time to time, Teachers attend& Submit papers for seminars/workshops

Contribution in local newspapers/Organises workshops /seminars

-Non teaching staff participated

- Human development programmes.

6.3.7 Faculty and Staff recruitment

1. Advertised recruitment order on all newspapers-Applications are invited
2. Interview letters are dispatched, conducts interviews
3. Appointments are done on lecture basis / contract basis
4. As per the govt. rules new appointment are recruited.

6.3.8 Industry Interaction / Collaboration

1. Field trips/ industrial visits by students.
2. Inviting Resource person from industry –address the students as resource person
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.

----- Additional division created as & when is required from

Goa Govt & Goa University.

& Goa University.

|  |  |
| --- | --- |
| Teaching | Employees co-operative credit society/house building allowance, motor car advances, LTC, group insurance, Staff quarters |
| Non teaching | Advances for consumer durables from GPF |
| Students | Canteen facility , Scholarships, Prizes, Remedial classes, Book Bank Schemes, Professional Counselors, Doctor on call, Students Co-op society – to pay fees of weaker section (pay to some students)  Scholarships - SC, ST, OBC, Minority, Merit Scholarships, Students AID Fund, Bursary Scholarships, Handicapped, PTA, Minority |

6.4 Welfare schemes for

nil

6.5 Total corpus fund generated

√

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 Contributed Authority /committee | |
| 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?

Timely notifications are provided to the faculty.

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

Exam Committee, Grievances readdressed ---- 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.

Executives Body meetings

Scholarships—deserving students scholarship amount increased to 5000/-

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

Felicitate the teacher with PhD as well as teachers of depts. good with university result ( 1st ranked)

6.13 Development programmes for support staff

Teaching staff- attend/ participate, present papers (state, National& international) Seminar, workshops- apply for research, projects- minor or 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
7. dust-free classrooms
8. ban on smoking, dustbins, walking 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.

1. Focus on value education and fair play in interpersonal relations.
2. “No Mo Zo”- Conscientization and awareness programme against carbon emissions and ‘Say No to tobacco programme’

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

beginning of the year

1. Personality development programme by Career Guidance +Placement Cell.
2. Charts and programmes in association with R.T.O+NSS
3. Counselling talks in inter-personal relations.

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

1. Value education programme: the college believes that at the college level some values can/May be taught, but some values are ‘caught’. Value education Cell institute (vide office Mem. No. 1/119/2003//1731/dated 4/12/2003
2. Have initiated Research related activities like Ph.D. programme in Marathi and History besides Post graduate programme.

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

7.4 Contribution to environmental awareness / protection

Waste management: Sold a scrap to notified scrap dealers or exchanged with suppliers under buy back arrangement

Dust free classrooms – most fitted with white boards. Dust free Chalks utilized. Ensure dust free teaching learning programmes.

√

7.5 Whether environmental audit was conducted? Yes No

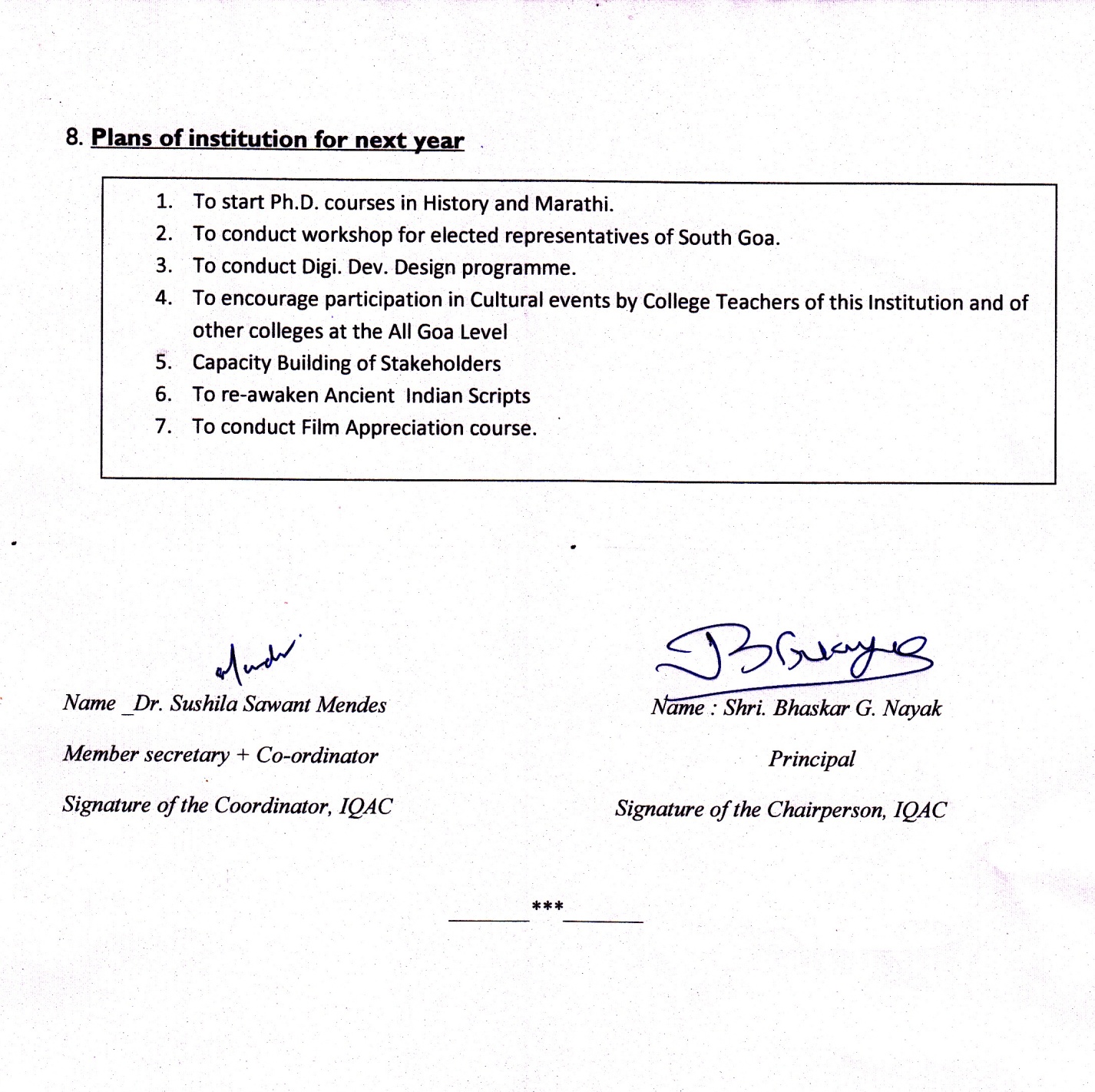
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength: Ideal location for pursuit of academic excellence in the lap of nature in a rural setting. Research oriented faculty, Research Centre Recognition.

Weakness: lack of sports facilities

Opportunities: Making available man and material resources to tap the growing need for research.

Threats: the need to make our students ‘Industry friendly’ by incorporating short term certificate courses.



**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. Programme undertaken in the college to put into practice the ‘No Mo Zo’ campaign against carbon emission and ‘Say No’ campaign against the use of tobacco.
2. Orientation session on Career Prospects in Para-Medical Field.
3. A week long programme on Career Development Course from 5th to 7th December, 2013.
4. Books Published based on Ph.D Research by staff members Dr. Sushila Mendes & Dr. Reyna Sequeira.
5. Staff represented All India Civil Service Competitions.
6. Short term certificate courses organised.
7. AIDS Awareness programmes conducted by NSS Unit.
8. ‘Mission Bye Plastic’ conducted wherein NSS volunteers made 1.5 lakh paper bags for distribution to local vendors.
9. Blood donation Camp.