

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF THE IQAC FOR THE ACADEMIC YEAR 2012-2013

NAME OF THE INSTITUTION: GOVERNMENT COLLEGE OF ARTS, SCIENCE & COMMERCE, KHANDOLA, MARCELA-GOA - 403 107 (Affiliated to Goa University)

PART A:

Different activities for the academic year 2012-13 were conducted keeping in mind the vision and mission of the college.

PART B

1. ACTIVITIES REFLECTING THE GOALS AND OBJECTIVES OF THE INSTITUTION

- Focus on effective Teaching and Learning.
- Creating congenial academic environment.
- Smooth conduct of various co-curricular and extra-curricular activities to promote all-round development of students.
- Community and extension services through various committees like NSS, Nature Club, Women Cell etc. This also helps in inculcating values in the students necessary to be good citizens as well as good human beings.
- Organize field trips/study visits for students to give them practical insights in concepts and theories taught in the class.

In the year 2012-13, the college secured good results at the Final year BA/B.Sc./B.Com. examinations of Goa University.

The results are reflected in the table given below:

Table 1.1: Results of the College at Goa University Exams, 2012-13

Class	No. of Students Appeared	No. of Students Passed					Percentage of Passing
		Distinction	I Class	II Class	pass	Total	
B.A.	43	1	23	08	1	33	76.7%
B.Sc.	43	24	14	--	1	39	90.6%
B.Com.	87	03	19	33	11	66	75.8%

Table 1.2 and 1.3 indicate co-curricular and extra-curricular activities organized in the college during the academic year 2012-13 to promote overall development of students.

Table 1.2: Co-curricular Activities Organised during 2012-13

Sl. No.	Activity
1.	Featuring of a documentary on Independence day.
2.	Book Display programme on the occasion of Library Day.
3.	Intercollegiate Elocution Competition on Environmental Hazards by NSS unit in association with Marcel Kala Premi Sangh.
4.	Personality Development Program for First Year Students by Commerce Association.
5.	College Study Tour for a group of 84 students to North India from 21st December 2013 to 1st January 2013.
6.	Study visits to the industries, panchayats, Goa Legislative Assembly, Central Library, etc.
7.	Screening of some classic movies to the students followed by discussions by Movie Club.
8.	Photography workshop by Mr. Ashvin Sinha.

Table 1.3: Extra -Curricular Activities Organised During 2012-13

Sl. No.	Activity
1.	Antruz Ghudyo programme by Theatre Art.
2.	Rally to protest against Guwahati Molestation of Ruchika and to express solidarity towards security to women by Students' Council.
3.	Celebration of Friendship D Students' Council by Students' Council.
4.	Fancy Dress cum Monologue Competition by Students' Council.
5.	Celebration of Teachers' Day by Students' Council.
6.	Ghumat Aarti Competition by Students' Council.
7.	All Goa Inter-college and Higher Secondary Carol Singing competition.
8.	Intercollegiate Abhang Gayan & Kavyajagor competitions by Abhyas Mandal in association with Directorate of Art & Culture, Govt. of Goa.
9.	Elocution competition on the topics-Prevention of HIV/AIDS, and Prevention of Tuberculosis in association with the Primary Health Centre, Betki. Red Ribbon Club enrolled 50 members.
10.	"Jubilations"- a 5 day festival of Inter Class Competitions from in December, 2012

2. NEW ACADEMIC PROGRAMMES INITIATED: NIL

3. INNOVATIONS IN CURRICULAR DESIGN AND TRANSACTION:

The syllabus for each subject is framed by Goa University. However our teachers are part of the process right from the stage of syllabus drafting to its final implementation as they are members of Board of Studies for various subjects.

4. INTER-DISCIPLINARY PROGRAMMES STARTED:

The college offers various inter-disciplinary subjects such as Population Studies, Gender Studies, Self Development, Environmental Studies, E-Accounting, etc. as Foundation Courses, Allied to Major and Compulsory subjects as prescribed by Goa University.

5 EXAMINATION REFORMS IMPLEMENTED:

The examination pattern is laid down by the University. There are Semester End Exams and Intra-Semester Assessments (ISA). The teachers do have liberty to bring in reforms in ISA in the form of Quizzes, role plays, field work assignments, projects, etc.

6. NUMBER OF CANDIDATES CLEARED NET/SET:

Not Applicable as ours is an Under Graduate College.

7. INITIATIVE TOWARDS FACULTY DEVELOPMENT PROGRAMME:

The faculty is persuaded to take up research projects and pursue Ph.D. programme by availing Teacher Fellowship under UGC FIP.

- One of our Staff was sanctioned major research project by ICSSR for the period 2011-12 to 2013-14.
- Two teachers have availed the facility of study leave under UGC FIP.

The teaching community is also motivated to present research papers at various conferences, and is encouraged to publish their research work in reputed Journals.

Publications:

- **Rath Seema P.**, *A Review of Economic Development of India* in Agrawal V.(ed.) Indian Economy and International Perspective, Indus Valley Publications, Jaipur-New Delhi, 2012.
- **Rath Seema P.**, *The Status of Agriculture in Goa* in Prasad, K. N. (ed.), Regional Development in the era of Globalization, Liberalization & Privatization (Proceedings of the National Seminar sponsored by UGC, CRO, Bhopal), Adhyayan Publications, New Delhi, 2012.
- **Christina De Souza & Mahesh Pai**, *Microfinance : A Research Study of the Economic and Social Empowerment of Rural Women in Goa* in Arthashastra Indian Journal of Economics and Research (ISSN 2278-1811), 2012, July- August, Vol.1, No.2, Pgs.4-14.
- **Christina De Souza & Mahesh Pai**, *Stress and Coping Styles: A Comparative Study of Male and Female students in a Govt. Colleges in Goa* in Journal of Education & Development (ISSN 2248 – 9703). 2012, June Vol.2, No.13, Pgs.270-278.
- **Dilecta D Costa**, *The Occurrence and characterization of Listeria Species* isolated from milk production chain. *Milchwissenschaft* 67: 43-46.
- **Dilecta D Costa**, *The Bacteriological quality of milk at different levels of collection in Goa*. *Journal of Veterinary Public Health*, 9:95-58.
- **Dilecta D Costa**, *Prevalence, Serogroups, Shiga-toxin Genes and Pulsed Field Gel Electrophoresis Analysis of Escherichia coli Isolated from Bovine Milk*, Proceedings of the National Academy of Sciences Biological Sciences 83(3) : 423-429.
- **Salgaonkar Seema P.**, *Increasing Participation and Changing Paradigm of Democracy at Grasroots: A Study of Gram Sabhas in Goa*, *International Journal of Rural Studies* Vol.20 N 1, April 2013.
- **Salgaonkar Seema P.**, *An Alternative Strategy for Empowerment: A Study of WSHGs in Goa* , *Emphasis*, December 2012.
- **Salgaonkar Seema P.**, *Accessibility to Higher Education & Indigenous Entrepreneurship in Goa*, *University News*, Vol. 51, No.16, April 22-28, 2013.

8. TOTAL NUMBER OF SEMINARS /WORKSHOPS CONDUCTED:

1.	A workshop on HIV/ AIDS Prevention and Awareness by the Department of Psychology of the college in association with the Rotary Club, Panaji Riveira.
2.	A State level seminar on “Relevance and Conduct of Study Tour” for College and Higher Secondary School Teachers of Goa by Study Tour Committee.
3.	Two days Residential Workshop on Personality Development for the students of the college.

9. RESEARCH PROJECTS:

Major research project was undertaken by Dr. Seema Salgaonkar, Associate Professor of Political Science funded by ICSSR.

10. PATENTS GENERATED, IF ANY: NIL

11. NEW COLLABORATIVE RESEARCH PROGRAMMES: NIL

12. RESEARCH GRANTS RECEIVED FROM VARIOUS AGENCIES:

Rs. 1,40,000/- (Rs. One lakh and forty four thousand) was received for one Major Research Project from ICSSR.

13. DETAILS OF RESEARCH SCHOLARS: Not Applicable

14. CITATION INDEX OF FACULTY MEMBERS AND IMPACT FACTOR: NIL.

15. HONOURS /AWARDS TO THE FACULTY:

- Dr. Pravina Kerkar, Associate Prof. of Geography, Dr. Rajashree Mordekar, Asst. Prof. of Chemistry, and Dr. Sitaram V. Sukthankar, Assoc. Prof. of Commerce were awarded Ph.D. degree.
- Dr. Prakash Vazrikar, Associate Prof. of Konkani has been given the additional charge of Director of Official Languages by Govt. of Goa.
- Ms. Dilecta D’Costa, HOD, Dept. of Microbiology participated in the training programme organized by School of Bio Sciences and Technology, VIT Univ., Vellore.
- Mrs. Marina Albuquerque and Mrs. Sujata Gaonkar participated in the All India Civil Services Badminton Tournament organized by the Dept. of Sports & Youth Affairs, Panaji. Both of them were declared winners in the Women’s Doubles Badminton and

Mixed Doubles events. Mrs. Marina also won the Runners-up place in Women's singles and mixed Doubles event.

16. INTERNAL RESOURCES GENERATED: NIL

17. DETAILS OF DEPARTMENTS GETTING SAP, COSIST/DST, FIST ASSISTANCE / RECOGNITION: NIL

18. COMMUNITY SERVICES:

Through the activities of NSS, Nature Club, Health Watch Club and other Associations various activities were conducted which promoted community service.

Table 1.4: Community Oriented Activities Organised During 2012-13

1.	The NSS unit of the college organized various activities such as cleanliness drive in streams, rivers and of local area.
2.	Blood donation programme was organised by NSS unit.
3.	Eye donation pledge was administered to the students.
4.	NSS Unit organized Intercollegiate Elocution Competition on Environmental hazards in association with Marcel Kala Premi Sangh.
5.	Distribution of Plant Saplings to locals by Nature Club of the college.
6.	Rally to protest against Guwahati Molestation of Ruchika and to express solidarity towards protection of women.
7.	Street plays were organised in strategic places in Marcela, to enlightened general public about right to vote.

19. NUMBER OF TEACHERS AND OFFICERS NEWLY RECRUITED:

One full time teacher was appointed in the Department of Chemistry, and 11 Teachers were appointed on Contract Basis.

20. TEACHING-NON- TEACHING STAFF RATIO: 1 : 1

21. IMPROVEMENT IN THE LIBRARY SERVICES:

The college library has a total collection of 19955 books and subscribes, 26 journals, 21 Magazines besides electronic journals and has facility of UGC sponsored Wi-Fi Enabled Internet Library Service, web based library services. New editions of books and Journals were made to the library to keep pace with growing demand from the students. Also the procedure for lending

books to the students was improvised to make it student friendly. The open access book system was continued.

22. NUMBER OF NEW BOOKS / JOURNALS SUBSCRIBED AND THEIR VALUE:

- New Books purchased - 753 New Books worth of Rs. 2,51,756/- were purchased.

23. NUMBER OF COURSES FOR WHICH STUDENT ASSESSMENT OF TEACHERS IS INTRODUCED AND ACTION TAKEN ON STUDENTS FEEDBACK:

The college has well managed feedback mechanism to assess the teachers. There is a committee constituted for this purpose. This committee through a structured questionnaire administered to every student of the college for each course and each teacher collect the feedback from the students. This feedback is then used for bringing in further improvement in teaching by the teachers concerned.

24. UNIT COST OF EDUCATION (Unit cost =Total annual recurring expenditure (Actual) divided by total number of students enrolled): Rs. 65,751/-

25. COMPUTERISATION OF ADMINISTRATION AND THE PROCESS OF ADMISSION, EXAMINATION, RESULTS, ISSUE OF CERTIFICATES:

The college, keeping in with the technological changes, has introduced computerization in library, administration, examination, admission process etc. The college has website which provides details of courses offered and other details of the college.

26. INCREASE IN INFRASTRUCTURE FACILITIES:

The college has purchased equipments related to laboratory requirements. Also there has been regular maintenance of existing infrastructure from time to time.

27. COMPUTER AND INTERNET ACCESS AND TRAINING FOR TEACHERS AND STUDENTS:

The students have access to Computer and Internet (Broad Band connectivity) facility in the college library.

28. FINANCIAL AID TO STUDENTS:

Financial Schemes are implemented in the college, the benefit of which is availed by the students. These schemes are funded by Government of Goa and are as follows:

- SC/ST Scholarship
- OBC Scholarship
- Post Metric Scholarships
- EBC Scholarship
- Students Aid Fund Scholarship.

29. ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION:

The college has been in regular touch with its Alumni, and they have been assisting the college in conducting activities in whatever way possible.

30. ACTIVITIES AND SUPPORT FROM THE PARENT-TEACHER ASSOCIATION:

The college has Parents-Teachers Interaction Committee. The parents are informed about the performance (attendance and results) of their wards from time to time. The Parents also provide valuable suggestions for further improvement of the college.

31. HEALTH SERVICES:

The college has provision for first aid to the students as well as teachers. First Aid kits are available in the college. There are regular Physical Fitness Programmes and Yoga programmes organized for the benefit of Staff and students. Also Betki Health Centre is situated four kms from the college. In emergency cases, the student is taken to this centre by the college vehicle accompanied by a college staff.

Health Watch Club of our college organized a General Health Check up Camp for the staff and students and Elocution competition on the topics – Prevention of HIV/AIDS, and Prevention of Tuberculosis in association with the Primary Health Centre, Betki. For this year, our Red Ribbon Club enrolled 50 members. In association with the Rotary Club, Panaji Riveira, Dept. of Psychology of the college conducted workshop on HIV/ AIDS Prevention and Awareness.

32. PERFORMANCE IN SPORTS:

The Dept. of Physical Education & Sports organized various intra mural competitions during the year. The Annual Athletic meet was organized on 01st December 2012. The college participated in many sports competitions organized by Goa University.

- Mr. Akash Halankar, student of FY B.Com won **Gold medal** in Discuss throw.
- Abhijeet Gaonkar, SY B. Com, won **Gold medal** in High jump.
- Yogita Jalmi, TY B. Com, won **Silver medal** in High jump.

Our college Judo team bagged several medals for the college. The medal winners were:

- ✓ Drohini Gaude, FYBCom, **Gold & Best Judo** KUS at GU
- ✓ Meloiza Silveira, SYBCom, **Bronze**
- ✓ Kusum Vishkarma, SYBCom, **Bronze**
- ✓ Trupti Shirke, SYBA, **Bronze**
- ✓ Sonam Dalvi, SYBCom, **Bronze**
- ✓ Lavisha Kurtikar, FYBCom, **Bronze**
- ✓ Chariston Pereira, SYBSc, **Silver**
- ✓ Sushant Vaigankar, SYBCom, **Bronze**
- ✓ Honuraj Gaude, TYBCom, **Bronze**

33. **INCENTIVES TO OUTSTANDING SPORTS PERSONS:** The College awards Best Sportsman, Best Sportswoman, Athletic Champion (Men /Women) Trophy, and Felicitates winning students at Inter-collegiate competitions.

34. **STUDENTS' ACHIEVEMENTS AND AWARDS**

The students were encouraged to participate in various co-curricular and extracurricular activities conducted in the College, by other organizations and University. Following are the achievements of students in the activities organized by outside agencies:

Table 1.5: Achievements of students in co-curricular/extracurricular activities

1.	Four of our students were selected by LOKMAT (local daily) for a three day Film Festival Appreciation Course and were members of Young Jury Awards at IFFI 2012. They were :-
1.	Larissa Fernandes
2.	Swarnim Chopdekar
3.	Karishma Karpe
4.	Shruti Joshi

2.	Our college won the Third place for the Folk Dance Competition organized by Youth Hostels Association of India, Margao Unit at Ravindra Bhavan, Margao.
3.	Our college won Third place in All Goa Inter-college Ghumat Arati Competition organized by GVM's College, Ponda.
4.	Our students secured First place in Mando singing competition at St. Theresa's High School, St. Estevam.
5.	Second place in Advertisement Marketing organized by Carmel College, Nuvem.
6.	Won First place in Hindi Elocution Competition organized by Chowgule College, Margao.

35. ACTIVITIES OF THE GUIDANCE AND COUNSELLING UNIT:

College has a Counselling Cell. Counsellor Mr. Adolf Castellino visits the College on every Thursday and makes his services available to students.

36. PLACEMENT SERVICES PROVIDED TO STUDENTS:

The Placement Cell arranges for Campus interviews. The required Data base of students is made and provided to the industries / companies to facilitate placement of students. The cell also organizes talks on career guidance to the students.

37. DEVELOPMENT PROGRAMME FOR NON TEACHING STAFF:

The non teaching staff was encouraged to participate in various programmes organized for the students and staff of the college like talks on health issues, and other relevant areas.

38. BEST PRACTICES OF THE INSTITUTION:

Some of the best practices followed by the institution are:

- Creating Plastic free environment.
- Counselling and guidance to the students during admission, examination and after results.
- Judicious use of water and electricity.

Part C: Detail plans of the institution for the next year.

ACTION PLAN FOR THE YEAR 2013-2014

The Action Plan for the year 2013-14 focuses on:

- Adopting ICT method in teaching-learning process.

- To organize activities through various committees and associations like NSS, Health Club, Nature Club, Sports department, etc. in order to promote all-round personality of the students.
- To encourage faculty members to take the benefit of UGC Faculty Improvement Programme.
- To expedite the process of getting the new building bloc.

(Dr. Seema P. Salgaonkar)
IQAC Coordinator

(Dr. Seema P. Rath)
Offg. Principal