The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Government College of Arts, Science & Commerce, Khandola

1.2 Address Line 1

> Khandola – Marcela- Goa

Address Line 2

>

City/Town

> Marcela

State

> Goa

Pin Code

> 403107

Institution e-mail address

> gcasck@rediffmail.com

Contact Nos.

> 0832-2287718

Name of the Head of the Institution:

> Dr. Seema Rath - Offg. Principal

Tel. No. with STD Code:

> 0832-2287718

Mobile:

> 9423835213

Name of the IQAC Co-ordinator:

>

Mobile:

>

IQAC e-mail address:

khandolacollegeiqac@khandolacollege.edu.in

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

GACOGN12492

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)

1.5 Website address:

www.khandolacollege.edu.in

Web-link of the AQAR:

www.khandolacollege.edu.in/iqac 2013-14.doc

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+		2005	2010
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

29/10/2009

1.8 AQAR for the year *(for example 2010-11)*

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

   i. AQAR _____ _____

ii.   AQAR_____ _____ (DD/MM/YYYY)

iii. AQAR_____ _____ (DD/MM/YYYY)

iv. AQAR_____ _____ (DD/MM/YYYY)

1.10 Institutional Status

University   State [√] Central [ ] Deemed [ ] Private [ ]

Affiliated College   Yes [√]   No [ ]

Constituent Colleg   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 [ ]

1.11 Type of Faculty/Programme

Arts [√] Science [√]   Commerce [√] Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ] Engineering [ ] Health Science [ ]   Management [ ]

Others   (Specify)   [   ]

1.12 Name of the Affiliating University *(for the Colleges)*   [Goa University]

1.13 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

2.1 No. of Teachers   05

2.2 No. of Administrative/Technical staff   04

2.3 No. of students   ☐

2.4 No. of Management representatives   01

2.5 No. of Alumni   ☐

2. 6 No. of any other stakeholder and

Community representatives   01

2.7 No. of Employers/ Industrialists   ☐

2.8 No. of other External Experts   ☐

2.9 Total No. of members   11

2.10 No. of IQAC meetings held   2

2.11 No. of meetings with various stakeholders: No. [5] Faculty [3]

Non-Teaching Staff Students [1] Alumni [1] Others [   ]

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

If yes, mention the amount [   ]

2.13 Seminars and Conferences (only quality related)

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

Total Nos. [0] International [   ] National [   ] State [   ] Institution Level [   ]

(ii) Themes [   ]

2.14 Significant Activities and contributions made by IQAC

> NIL

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
Various NSS Activities to protect environment, creating awareness on issues related to healthy environment and participatory society.	A number of NSS activities were conducted through out the year such as Cleanliness Drive, Blood Donations, Plastic Free Campus, Environmental Protection activities, facilitation of Electoral Enrolment, Community Awareness campaign about Malaria, Dengue, Eye donation and Voting, clean environment, etc.

Expose the students to real life situations and for effective and participatory learning by organising Study Tours, Field trips and Industrial Visits.	Study Tours, Field Trips and Industrial visits were organised. College Study Tour and Geography Study Tour to North India, Microbiology Study tour to Hyderabad were organised.
Encourage Students to participate in Sports and games.	Various intramural activities were conducted including annual sports meet. Promotion of healthy lifestyle by organising Physical Fitness Camp and Yoga sessions. Students were encouraged and trained to participate at various inter Collegiate Competitions wherein students won following prizes: 03 Gold, 02 Silver and 07 Bronze medals in Judo competition organised by Goa University. Participation at National / Inter-University Level Competitions: Junior National Tennis Ball Cricket Championship- 01. Senior National Tennis Ball Cricket Championship held in Ranchi, Jharkhand -02 All India Inter- university Judo Tournament-01. Federation Cup Soft Ball Championship held in Amritsar, Punjab -03. Soft Ball National Championship -01. Senior National Baseball Championship held in Solapur, Maharashtra -01. West Zone Inter- University Football Championship -02. West Zone Tennis Ball Cricket Championship held in Panaji, Goa -03.
Organising and encouraging participation of students and teachers in Workshops / Seminars / Guest lecturers to update and enhance knowledge.	The Department of Hindi organised a State Level Seminar on "JayantiNaik and Jayeshree Roy- Short stories" in association with Goa Konkani Academy, Panaji. Department of Computer Science organised a workshop on Robotics. The Department of Economics organised State level Workshops on Organic Farming Sponsored by

To encourage all round development of Students by organising Intra-college competitions and training them to participate at inter-collegiate competitions.	Department of Science Technology and Environment , Government of Goa and Rotary Club of Panaji Riviera Teachers participated and presented research papers at Seminars/conferences. Jubilations-A five day off-stage and on-stage Competitions were organised by the Students'Council of the college to bring out the hidden talents of the students and to encourage large participation. Inter-collegiate Abhang Gayan and Kavyajagar (Poetry Recitation) competitions were organised by the Abhyas Mandal-a Literary Association of the college in association with Directorate of Art and Culture, Government of Goa. These activities also help in grooming the organisational skills of the students as the students are directly involved in the organisation of these activities. Department of Computer Science organised Logo Designing Competition for the students of Computer Science. A faculty with 2 students secured the first place in the project development in ALICE software organised by Oracle Academy. The Department of Microbiology organised Cooking Contest, Micro Bazaar – exhibition of Microbiology Entrepreneurship, Micro Spell-Spelling Contest.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No √

Management ☐   Syndicate ☐   Any other body ☐

Provide the details of the action taken

NIL

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	3	0	0	0
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	3	0	0	0

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

Interdisciplinary				
Innovative				

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	3
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.

Being an Affiliated College, it adopts the Syllabi provided by the Goa University. However, the faculty of the college who are the members of BOS contribute towards revision of the syllabi in their respective subjects.

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	08	21	-	-

2.2 No. of permanent faculty with Ph.D.   15

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
0	02	-	-	-	-	-	-	0	2
Post of the Principal is vacant									

2.4 No. of Guest and Visiting faculty and Temporary faculty

| 14 - Contract Basis | 21- Lecture basis | NIL |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		05	06
Presented		04	05
Resource Persons		03	03

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

The Institution has adopted the use of ICT facility, Group discussions, Class Seminars, Presentations by students. Digital story writing for students by English Department.

2.7   Total No. of actual teaching days during this academic year
191   Working Days

2.8   Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Examination Pattern is laid down by Goa University. However, for internal assessment teachers adopt different modes like presentation, projects, multiple choice questions, etc.

2.9   No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

| | 3 | |

2.10 Average percentage of attendance of students

| 85% |

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	First (%)	Second (%)	Pass (%)	Needs Improvement (%)
T.Y.B.A.	47	17	34	7.5	15	2.1
T.Y. Com.	100	2	23	37	20	18
T.Y.BSc.	40	72.5	20	7.5	NIL	NIL

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

Students' performance at the end of the year and Teachers Evaluation Report are helpful to Monitor/Evaluate the Teaching & Learning processes.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	
UGC – Faculty Improvement Programme	03
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
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	18	23	Nil	Nil
Technical Staff	01			

Criterion – III

3. Research, Consultancy and Extension

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

All the required information regarding research funding is made available to the staff members. Provision of required instruments, internet connectivity, good library facilitate to have a conducive Environment for research in the college.

3.2   Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number				
Outlay				

3.3   Details regarding minor projects

	Completed	on going	Sanctioned	Submitted
Number		NIL		
Outlay				

3.4   Details on research publications

	International	National	Others
Peer Review Journals	01	10	
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				
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 [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 [Honorary]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons `05`

3.13 No. of collaborations International `   ` National `   ` Any other `   `

3.14 No. of linkages created during this year `1`

3.15 Total budget for research for current year in lakhs :

From funding agency `   ` From Management of University/College `   `

Total `   `

3.16 No. of patents received this year

Type of Patent		N u m b e r
N a t i o n a l	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution `1`
who are Ph. D. Guides
and students registered under them `1`

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

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:

University level `   ` State level `20`

National level `   ` International level `   `

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:

University level	☐	State level	2
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	2		
NCC	☐	NSS	7	Any other	☐

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

- Blood donation.
- Cleaning the surrounding area, church, Streams
- Awareness campaign about Malaria and Dengui, Eye Donation, voting.
- AID's awareness program
- Anti-plastic drive
- Distribution of cloth bags
- Collection of hazardous materials like used batteries.

- Preparation and distribution of cloth and paper bags.

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	2,555 Sq mtr	—	_	2,555 Sq mtr
Class rooms	17	—	_	17
Laboratories	08	—	_	08
Seminar Halls	01	—	_	01
No. of important equipment's purchased (≥ 1-0 lakh) during the current year.	08 LCD's	___	_	08 LCD's
Value of the equipment purchased during the year (Rs. in Lakhs)	4,00,000	___	___	4,00,000
Others	___	___	___	___

4.2 Computerization of administration and library

Administration: Equipped with Intercom, Computerised records & documentation, printing, scanning, Xerox, On-line posting, Internet – GBBN.
Library: RFID, Circulation, Bar-Coding, e-Granthalay.
Full Automation system proposed.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8,919	9,96,227	127	30,243	9046	10,26,470
Reference Books	11,176	21,03,802	210	64,016	11,386	21,67,818
e-Books	--	--	--	--	--	--
Journals	--	--	--	--	--	--
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	250	Free with Books	30	Free with Books	280	Free with Books
Others-Project Reports	673	Students Record	41	Students Record	714	Students Record

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	14	23	2	1	1	UPS	LCDs	__
Added	__	__	__	__	__	__	__	__
Total	14	23	2	1	1	UPS	LCDs	__

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (Networking, e-Governance etc.)

All the Departments with Laboratories are provided with Computer and internet facility. The college has UGC Network Resource Centre which is accessible to all the teachers and students.

4.6 Amount spent on maintenance in lakhs:

i) ICT

ii) Campus Infrastructure and facilities

iii) Equipment's

iv) Others

Total : 9,06,132

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Information regarding Book Bank Facility, Student Scholarship ,Attendance rules and regulation, Anti Ragging, Prevention of Sexual Harassment, etc. are provided in the college prospectus and were also brought to the notice of the students by displaying on the notice boards.

5.2 Efforts made by the institution for tracking the progression

Through record from leaving/ Transference Certificates issued by the college and Alumni Association.

5.3 (a) Total Number of students

U G	P G	Ph. D.	Others
6 90			

(b) No. of students outside the state

1

(c) No. of international students

0

N o	%
267	39

Men

N o	%
423	61

Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
377	83	98	162	0	720	348	5	172	165	0	690

Demand ratio   1:1.1   Dropout %   2

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

Tips on answering Competitive exams are conducted. Various Departments like Chemistry, Economics, Computer Science, etc. give tips to the students for answering entrance exams for PG courses. Similarly the Departments like English, Mathematics, Geography, Commerce, etc. informally help the current and passed out students with difficulties for answering competitive exams.

No. of student beneficiaries

20

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 counselling and career guidance

Professional counsellor visits the college once every week. Career guidance activities are carried out. Apart from this, the teachers act as counsellors on academic and personal problems and also provide career guidance. The college also has a counselling Cell to help the needy students.

No. of students benefitted   120

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
			10

5.8 Details of gender sensitization programmes

Talks on Prevention of sexual harassment at workplace are being conducted. Gender Studies is a subject taught for BA students.

5.9 Students Activities

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

    State/ University level   10   National level   4   International level   -

    No. of students participated in cultural events

    State/ University level   74   National level   -   International level   -

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

Sports: State/ University level   14   National level   1   International level   -

Cultural: State/ University level   7   National level   -   International   -

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Student Aid fund	Rs. 12000
Financial support from government	205	Rs.311806
Financial support from other sources	Promotion of Science Scheme Students	Rs. 50000
Number of students who received International/ National recognitions		

5.11   Student organised / initiatives

Fairs   : State/ University level ☐   National level ☐   International level ☐

Exhibition: State/ University level ☐   National level ☐   International level ☐

5.12   No. of social initiatives undertaken by the students ☐

5.13 Major grievances of students (if any) redressed:

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

| VISION |
| Centre for Excellence |
| |
| MISSION |
| To dedicate our energy to be responsive to needs of an ever changing society by promoting excellence in academics and art. |

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

| Faculty members who are on the Board of Studies in their respective subjects contribute towards changing / revising syllabi. |

6.3.2 Teaching and Learning

1) INFLIBNET connectivity through Wi-Fi is available in the Library.
2) Classrooms have Visual enhanced demonstration of concepts using LCD projector and videos.
3) Facilitated Online course (Digital India) and conducted its examination online using college infrastructure.

6.3.3 Examination and Evaluation

The College has adopted two components of evaluation: 1) Intra Semester Assessment (ISA) 20% and ii) Semester End Examination (SEE) 80%. The ISA Monitoring committee of the college monitors the ISAs and and Examination committee takes the responsibility of conducting the examination, result preparation   and announcement of results.

6.3.4 Research and Development

1) Organisation of seminars/Workshops
2) Participation in Workshops/Seminars/Symposiums and Conferences.
3) Registering forPh.D Program by the faculty.
4) Presentation, publication of Research papers .
5) Guide and encourage Students in interdisciplinary research projects.
6) Oral/ posters Presentation of research work / projects by students and faculty.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library provides the following services:
1) New arrivals of books, periodicals and journals are displayed regularly.
2) Book Bank Scheme for needy students.
3) Books for over- night reference.
4) Questions papers of past examinations stored and are made available to the students.
5) For the safety and security of the Library, CCTV cameras, fire extinguishers and emergency fire exit is in place at the library.
6) Library comprises of a spacious reading space..
7) Book Exhibitions were conducted on the birth anniversary of Dr. S.R Ranganathan, the "Father of Library Science in India".
8) UGC Resource centre is functioning in the library.
9) Restoration of the books is regularly undertaken.

6.3.6 Human Resource

Organising workshops, Personality Development and training Programmes for students. The staff and students are also deputed to participate in such type of activities organised by other colleges/ organisations.

6.3.7 Faculty and Staff recruitment

Recruitments are made by Directorate of Higher Education, Govt. of Goa as per the requirement of the college.

6.3.8 Industry Interaction / Collaboration

Guest Lectures by Experts drawn from Industries are organised. Students are encouraged to undertake Projects related to Industries which are situated in Goa.

6.3.9 Admission of Students

Admission to the various courses is done through a transparent mechanism complying with the norms laid down by the DHE (Directorate of Higher Education), Govt. of Goa and the Goa University and the UGC. This includes selection of candidates on first cum first serve basis along with merit and due reservations as per the norms of Government of Goa . Admission Committee coordinates the admission process. This committee also helps the students and their parents by counseling them on the right choice of subjects and briefing them on the facilities and the rules and regulations of the college. An Orientation Program for all the students on the very first day of the academic year is conducted.

6.4 Welfare schemes for

Teaching	All the Welfare scheme applicable as per the Government of Goa for the employees.
Non-teaching	--- do----
Students	Students' aid Fund, Social welfare schemes and scholarships as per Central Government and State Government Schemes

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	YES	Affiliation Committee appointed by GU	YES	Head of the Departments review the syllabus covered, question papers set by contract/Lecture-basis faculty.
Administrative				

6.8 Does the University/ Autonomous College declare 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?

-

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

-

6.11 Activities and support from the Alumni Association

Helps the passed out students regarding placement avenues and the present students regarding the scope of various courses.

Distribution of broachers regarding the courses and facilities offered by the college to the students of neighbouring higher secondary schools.

Organising Reunion for past students.

6.12 Activities and support from the Parent – Teacher Association

Encouragement to the activities organised by the college.

6.13 Development programmes for support staff

Training in handling various instruments to be used in the office/Laboratory

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

Plastic free Drive, Tree Plantation, collection of hazardous items like used batteries, preparation and distribution of cloth and paper bags.

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.

> Establishment of UGC Resource centre facilitated teachers and students to effectively use on-line resources for teaching –learning and project work.

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

> All the activities planned were organised.

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

> 1. Counselling students/ Parents regarding selection of courses and subjects at the time of Admission, regarding shortage of attendance, Results and any other matter specific to the individual student.
> 2. Facilitating all-round development of students by organising intra-collegiate activities and competitions with an opportunity for large participation.

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

7.4 Contribution to environmental awareness / protection

> 1. Field trips and campaign to create environment awareness. Cleaning of Streams, Beach and surrounding areas by the NSS volunteers.
> 2. E-waste management as per the rules, regulations and procedure laid down by Government of Goa

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:

Supportive management, Dedicated Staff, Disciplined Students, Supportive Parents and Public.

Weakness:

Shortage of space, college playground and shortage of non-teaching Staff and Regular Principal.

Opportunities:

The college has opportunity to start post-graduation courses and skill based courses to improve the employability of students in various departments. Scope for improvement in infrastructure.

Threats:

Decreasing demand for Pure Science Programs.

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1. Getting the New Building available.
2. Increasing use of ICT in Teaching -Learning process.
3. Organising activities to commemorate Completion of 25 year of college existence.

Name _____   *Name* _____

   _____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

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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