The Annual Quality Assurance Report (AQAR) of the IQAC

(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year.(For example, July 1, 2017 to June 30, 2018)*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution Government College of Arts, Science and Commerce

- Name of the Head of the institution : Dr. Purnakala V. Samant
- Designation: Principal
- Does the institution function from own campus: Yes
- Phone no./Alternate phone no.: 0832-2288369
- Mobile no.: 9326142001
- Registered e-mail: gcasck@rediffmail.com
- Alternate e-mail : christinadesouza5@gmail.com
- Address : Khandola, Marcela- Goa
- City/Town : Ponda
- State/UT : Goa
- Pin Code : 403107

2. Institutional status:

- Affiliated / Constituent: **Affiliated College**
- Type of Institution: Co-education/Men/Women Co-education
- Location : Rural/Semi-urban/Urban: Rural
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify) **Grants- in aid**
- Name of the Affiliating University: **Goa University**
- Name of the IQAC Co-ordinator : Dr. Isabel Dennis
- Phone no. : Nil

  Alternate phone no.-**Nil**
- Mobile: 9405412597
- IQAC e-mail address: iqacgcask@gmail.com
- Alternate Email address: isabeldennis123@gmail.com

3. Website address: www.khandolacollege.edu.in

Web-link of the AQAR: (Previous Academic Year): www.khandolacollege.edu.in (click NAAC)

4. Whether Academic Calendar prepared during the year?

Yes/No- **Yes.**..., if yes, whether it is uploaded in the Institutional website: Yes

Weblink: http://www.khandolacollege.edu.in/web/wp-content/uploads/2019/12/Academic-Calendar-Annexure-I-2018-19.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B+	-	21st September, 2005	from:2005 to: 2010
2nd	A	3.01	28th March, 2017	from:2017 to:2022
3rd	-	-	-	-
4th	-	-	-	-
5th	-	-	-	-

6. Date of Establishment of IQAC: DD/MM/YYYY: **29-10-2009**

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date and duration	Number of participants/beneficiaries
1. Academics a) PG in Geography b) Offered 6 Units in Hindi, Geography, Economics and Mathematics c) Interdisciplinary Seminars, Workshops and Conferences d) Certificate/ Value added/ Short Term Courses e) Full-fledged Remedial Teaching programme f) Competitive examination training programme g) Mentoring for students h) Offered a Diploma and Certificate Course in Sanskrit i) Introduction of Interdisciplinary Subject Geography in Science Stream j) Permanent Affiliation for BSc Chemistry (6 Units) and Microbiology (6 Units)	Academic year 2018-19	Students / Local community
2. Development programmes and Collaborations a) Faculty and student exchange programme b) Encouraged faculty to register for Ph.D. c) Encouraged faculty to start thinking about new courses d) The Institution has signed MOU with Sophia Girls College, Ajmer,	Academic year 2018-19	Faculty members and Students

and Rajasthan on 12th December, 2018.		
3. Institutional Social Initiatives a) Adopted a neighbouring village close to the Institution b) Promoted Swachh Bharat programme c) Sensitised the local community regarding social issues by organising street plays, rallies etc.	Academic year 2018-19	Local community and students
4. Welfare programme a) Provided scholarship to the needy and economically backward students b) Offered student Internships c) Organised FDP for teaching staff d) Enabled better participation from differently-abled e) Promoted field trips and study visits for students f) Offered remedial teaching for students	Academic year 2018-19	Faculty members and students
5. **Innovation Measures** a) Initiated automation of Library b) Initiated Online Feedback for Students and Alumni c) Initiated Feedback for Parents d) Introduced 19 Smart Classrooms and 1 Virtual Classroom	Academic year 2018-19	Students, Alumni, Faculty members, Parents
6. Healthy Practices a) Started Yoga classes and Meditation for Students b) Promoting Swacchata through Sharmaddan towards community service by the students c) Started Yoga sessions for Parents, Alumni and the Community d) Sensitised the students to minimise the use of bikes and cars- created awareness of making use of public transport, cycles etc.	Academic year 2018-19	Students, Parents, Alumni, Faculty members
7. Research and Development Cluster Research Centre in Geography, Chemistry and Economics.	Academic year 2018-19	Students, Faculty members
8. Non- Academic program for Students a) Cultural (Inter-class, Inter-Collegiate, State Level) b) Sports (Inter-class, Inter-Collegiate, State Level)	Academic year 2018-19	Students

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
- *Academic Administrative Audit (AAA) conducted and its follow up action*
- *Participation in NIRF: Yes, Acredated in rank Bank **101-150**.*
- *ISO Certification*
- *NBA etc.: No*
- *Any other Quality Audit: Yes, Received **on star** from IIC council by MHRDC New Delhi.*

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
Govt. College of Arts, Science and Commerce, Khandola	XIIth Plan	UGC	SanctionLetter No.76-0192/14 (WRO) dated 07.03.2014 for establishment and strengthening of the IQAC Up to 2018	Rs. 3,00,000
Govt. College of Arts, Science and Commerce, Khandola	-	State Government of Goa	2018-19	Rs. 14,80,99,629

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

*upload latest notification of formation of IQAC

Web-link: **http://www.khandolacollege.edu.in/web/wp-content/uploads/2019/12/IQAC-Committee-Annexure-III-2018-19.pdf**

10. No. of IQAC meetings held during the year: **05**

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website…. Yes/No: **Yes**

(Please upload, minutes of meetings and action taken report)

Web-link: **http://www.khandolacollege.edu.in/iqac/**

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes/No : **Yes**
If yes, mention the amount: **Rs. 3,00,000/-** Year: **2014**

Note: However the funds sanctioned in the year 2014 for the IQAC by the UGC, were spent in the academic year 2018-2019.

12. Significant contributions made by IQAC during the current year **(maximum five bullets)**

- Starting PG courses in Geography and research centre in Chemistry.
- Started training programme for students who are interested in pursuing State and National level Competitive examinations.
- The focus of teaching-learning is always student centric.
    - Introduced 19 Smart classrooms and 1 Virtual classroom to enhance student learning experience.
    - Encouraged and promoted field trips, study tours for the students.

- Organised quizzes, debates, elocutions, poster competitions etc, within institution.
- Students are motivated to actively participate in Inter- Collegiate and State Level activities (Academic and non- Academic programs).
- Students are also encouraged to present papers and take part in student exchange programmes.
- Departments are motivated to invite Resource Persons to interact with the faculty and students.
- Conducted activities for differently-abled

- Encouraged the faculty to organise Seminars, Conferences and Workshops in their respective subjects. Conducted faculty development programmes for the teaching faculty.
- Adopted a neighbouring village which is close to the Institution.
- Started Diploma and Certificate Course in Sanskrit for students as well as local community.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
1.Academics	1.Offered PG in Geography in Part-I 2.Offered 6 Units in Geography, Hindi, Economics and Mathematics 3.Organised Inter-disciplinary Seminars,Workshops and Conferences 4.Conducted Certificate / Value-added/ Short Term Courses 5.Offered a Certificate Course in Sanskrit 6.Introduced Competitive Examination Training Programme 7.Participated in NIRF and placed in the Rank Band of 101-150 8. Process of Proposal to start research centre 9. Received one star from IIC –MHRD 10. Introduced Geography course in Science stream
2.Development Programmes and Collaborations	1.Initiated faculty and Student Exchange Programmes 2.Offered student Internships 3.Signed MOU with Sophia College, Ajmer, Rajasthan 4.Signed MOU for Cluster Research Centre in Geography, Chemistry, Commerce, Economics and Konkani 5. NET/ SET coaching classes conducted in collabration with Directorate of Higher Education, Govt. of Goa
3.Research and Innovation	1.Explored possibilities for active Industry Participation 2. Two faculty members registered for Ph.D. 3. Sanctioned approval for Research Centre in Geography and Chemistry 4. Innovative ideas were promoted amongst students 5. Formation of institute of innovation council.
4.Institutional Social Initiatives	1.Adopted a neighbouring village close to the Institution 2. Sensitised the local community regarding social issues by organising Street Plays, Rallies, Candle March Processions etc. 3. PromotedSwacch Bharat Programme by collecting e-waste, plastic bags. a) Distributed paper and cloth bags to the locals b) Conducted Cleanliness Drives in temples, fort etc. 4. Conducted Shramdaan activity at Snehamandir, Home for the Aged 5.Organised Blood Donation Camp 6. Organised a Medical Camp for the local community
5.Welfare Programmes	1.Provided Scholarships to the needy and economically backward students

	2.Appointed a part-time Counsellor for the students 3. Initiated Mentoring for students 4.Started a full-fledged Remedial Programme 5.Organised FDP for teaching staff 6. Initiated a practice to appreciate and give recognition to faculty for their achievements. 7. Free health check-up on time to time basis for students and staff. 8. Annual Staff Fellowships Meal.
6. Activities for all round development of the Students	1.Conducted various Intra-mural activities including Annual Sports Meet 2.Organised Physical Fitness Camp to promote health 3. Students were trained to participate in various Inter-Collegiate Competitions i.e., Debates, Quiz, Elocution, Cultural activities etc. 4.Inter-class Competitions Off-Stage and On-Stage(Jubilations 2018-19)were organised by the Students' Council to bring out the hidden talents of the students 5.Provided an exposure to Internship programmes 6.Participation in Swachh Bharat Summer Internship (MHRD) 7. Formation of Innovation Council Cell by MHRD
7.Innovation Measures	1. Ranked by the Institutional Innovation Council 2. Started Automation of Library 3. Started Online Feedback for Students 4. Started Feedback for Parentsand Alumni 5. Software for compilation of examination results. 6. Students Awarded for Innovative Projects. 7. Mentoring students for innovative ideas by the faculty.
8.Healthy Practices	1.Started Yoga classes for Students 2.Started Yoga sessions for Parents, Alumni and for the local community 3.Sensitised the Students to minimise the use of bikes and cars - created awareness of making use of public transport, cycles etc.
9.Participation of the Stakeholders	1.Alumni meetings were held to discuss and enhance wholesome education and development 2.PTA meetings were held and their co-operation was sought to conduct activities for the Students

14. Whether the AQAR was placed before statutory body? Yes /No: **No**
Name of the statutory body: Date of meeting(s):

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
Yes/No: **No** Date: Nil

16. Whether institutional data submitted to AISHE: Yes/No: **Yes**
Year: 2018-19 Date of Submission: **7th February, 2019**

17. Does the Institution have Management Information System?
Yes/No: **Yes**

The college keeps abreast with technology and has augmented the necessary infrastructure on a timely basis. Keeping with the times of the information age the Information Communication technology has been used effectively to smooth the day-to-day workings and provide better connectivity to the stake holders. The college has computers and uses software based solutions for students admissions, attendance, examinations, feedback, library automation, and some procedures of the accounts section. Registrations of candidates for admissions have been performed online and has helped in easing out

queues and other repetitive admission related tasks. Student attendance has been documented online on a monthly basis, which has helped in timely display of information. Examination section uses a custom built software to process students marks and the same has helped in prompt declaration of results. The web based feedback system has helped in obtaining prompt feedback from the various stakeholders. The library has truly improved its suctioning through digitisation of its catalogue and automation of other procedures. Keeping inline with the government's, several e-governance initiatives the college uses the electronic clearing system (ECS) for payments and award of tenders trough the e-tendering mode.

Part-B

CRITERION I – CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

1.1.1 Institution has the mechanism for well-planned curriculum delivery and documentation. Explain in 500 words

1.1.1. Curriculum Planning and Implementation

- Our College conducts undergraduate degree programs in Arts (B.A.), Science (B.Sc.) and Commerce. Similarly our College also offers PG programs in Commerce, Chemistry and Geography for which the Curriculum is prepared by the University. Each course is Semester based and CBCS.
- Each faculty member prepares a Semester-wise teaching schedule based on the academic calendar communicated by Goa University so that the recommended syllabus is completed in time.
- There are 86 faculty members to teach the UG and PG programmes. Each faculty is assigned teaching workload of 16 and the HODs 14 teaching hours per week.
- At the beginning of each Semester a copy of the syllabi is given to the students. All non-experimental subjects are assigned 4 lecture periods and experimental subjects have 3 lectures and 2(1) practical periods each. Six credits course is assigned 6(4) lectures and 2 practicals per week. The time-table Committee of the College prepares a time-table for the theory and practical and it is displayed before the commencement of each Semester. Each faculty is assigned teaching workload before the commencement of Semester for which the teacher plans and submits the teaching plan. Each teacher keeps the plan of action.
- A copy of the time-table is displayed on the Staff and Student Notice Board.
- The College has taken many initiatives for the effective delivery of the curriculum provided by the University.
- Nineteen classrooms are equipped with smart boards and the rest of the 6 classrooms have been provided with LCD projectors and the teachers use these facilities and help the students in the learning process. Similarly, all the Science Laboratories have been equipped with the relevant equipment.
- The Principal of the Institution is the member of Committee of Board of Studies in Chemistry (UG), member of Grievance Redressal Committee of Goa University, member of Central Admission Committee of Goa University, member of Academic Council of Goa University, member of Standing Academic Council of Goa University and the member of Common Examination Committee, DHE, Govt. of Goa.
- Many faculty members have served as Chairpersons or members of Board of Studies (BOS) of the Goa University and have contributed to the restructuring and framing of syllabus of Finance, Microeconomics, Computer Science, Chemistry, Hindi, Marathi, English, Geography, Microbiology etc.
- They have given valuable suggestions regarding new combinations, incorporations of recent developments as well as promoting of inter-disciplinary research.
- The faculty receives full support from the College in translating the curriculum into teaching practice. ICT, Smart boards as well as Library facilities are provided by the College. The College also helps to provide teaching aids.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1) Chemistry through the lens of software	-	6th to 14th August 2018	Yes	Presentation of scientific data as graphs
2) 'Object oriented programming using C++'	-	4th to 16th July, 2018	Employability and entrepreneurship.	Basic concepts of OOPs learnt better in C++. (Software Development)

3) 'Data Analysis using python'	-	9th to 19th February, 2019	Keeping them abreast with the industry requirements. Programmer and Data Analytics job	Data Analytics and machine learning were introduced being current state of art technology concepts.
4)Tally Accounting and GST	-	3rd November to 20th November 2018 32 hours	Yes. To develop Accounting Skills	To enable students to record transaction details in software process online with GST
5)Robotics using IOT platform	-	6th to 10th August, 2018	Hardware related job for embedded system	Knowledge of applications on IOT (Internet of things)
6) Elements of Photography	-	27th to 31st August, 2018	Self-employment as a Professional Photographer in advertising agency etc.	Artistic creativity in editing and developing images
7) Awakening the Political leader in you	-	27th to 31st August, 2018	Focus on preparing future leaders	Emphasis on team work, communication skills, risk taking, oratory etc.
8) Nutrition and Wellness	-	6th to 10th August, 2018	To enhance the understanding of healthy food habits and to enable them to lead a healthy life	To identify the components of food that promote good health
9) Hindi VartaniSudharEvamDevnagari Tankan	-	11th to 17th August, 2018	Focus on employment in print/ electronic media	To develop the skill of Devnagri typing
10) Data Analysis	-	8th to 20th August, 2018	• Data Analysts • Guide the firm in making business decisions and predictions	• Analyze Data using appropriate statistical technique • Arrive at appropriate decisions and make reliable predictions
11) Media Anchoring	-	7th to 11th August, 2018	Focus on employment in electronic media	Better communication skills, to build self confidence
12) Certificate Course in Dramatics (Different Aspects of Tiatr)	-	21st August to 3rd September, 2018	Focus on career in the field of entertainment- i.e. stage artiste, song composer etc.	Emphasis on acting, stage presence, lights, mime, facial expressions etc.
13) Nutrition and Food Science	-	5th to 10th November, 2018	Career in Food and Hospitality Industry	To acquire the knowledge about the nutritional content and health benefits of food.
14) Foundation of Mathematics and Linear Algebra	-	19th to 21st Novemberand26th to 27th December, 2018	Career Advancement	Problem Solving Skills
15) Soft Skills (30 hrs.)	-	27th August to 4th September, 2018	Can work as a Soft Skills Trainer	To communicate effectively
16) SPSS for Date Analysis (15 hrs.)	-	26th to 31st July, 2018	Can work as a Data Analyst	Develop skills to analyse raw data

17) Devnagri Typing	-	1st September, 2018 to 8th September 2018	To get employment in the field of Devnagri typing in the daily newspapers, book publications etc.	To develop the skill of Devnagri typing

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
	12-06-2017	**Department of Geography** **Geography Discipline Specific Course (DSC) for B.A programme**	12-06-2017

Semester	Paper code	Title of the paper
Sem I	GEC-101	Theory : Introduction and Fundamentals of Geography Practical: Introduction to Cartographic Techniques
Sem II	GEC-102	Theory :Social and Cultural Geography Practical: Practicals in Social and Cultural Geography
Sem III	GEC103	Theory : Geography of Natural Resource Development Practical: Practical in Cartographic Techniques
Sem IV	GEC104	Theory: Geography of Secondary and Tertiary Activities Practical: Practicals in Cartographic Techniques-II

Geography Discipline Specific Course (DSC) for BSC programme

Semesters

Semesters	Paper code	Title of the paper
Sem I	SGC101	Theory : Fundamentals of Geography Practical: Introduction to Cartographic Techniques
Sem II	SGC102	Theory :Social and Cultural Geography Practical: Practicals in Social and Cultural Geography
Sem III	SGC103	Theory : Geography of Natural Resource Development Practical: Practicals in Cartographic Techniques
Sem IV	SGC104	Theory: Geography of Secondary and Tertiary Activities Practical: Practicals in Cartographic Techniques-II

Generic Elective(GE) under Geography Course for B.A/ B.Sc/ B.Com programme

Semester	Paper code	Title of the paper
Sem I	GEG101	Resource Geography of Goa

		Sem I	GEO-01/16	Economic Geography	
		Sem II	GEG102	Geography of Resource Utilization in Goa	
		Sem II	GEO-02/16	Geography of Commercial Activities	
		Sem III	GEG109	Fundamentals of Tourism Geography	
		Sem IV	GEG110	Applied Tourism Geography with a Mini project	
		Skill Enhancement Course (SEC) under Geography Course for BA programme			
		Semester	Paper code	Title of the paper	
		Sem III	GES101	Travel and Tourism Operations in Goa	
		Sem IV	GES102	Applications of Travel and Tourism, Geography Skill and Mini project	
		EVS AECC (Ability Enhancement Course) for B.A / B.Sc / B.Com. programme			
		Semester	Paper code	Title of the paper	
		Sem I/II	AECC	Environmental Studies	
		Department of Hindi			
		Hindi Discipline Specific Course (DSC) for B.A programme			
		Semester	Paper code	Title of the paper	
		Sem I	HNC101	MadhyakalinEvamAdhunik Hindi KavyaTathaVyakaran	
		Sem II	HNC102	Adhunik Hindi Katha SahityaEvamVyakaran	
		Sem III	HNC103	Hindi SahityakaAdhikaalEvamMadhyakaal, ParichayatmakAdhyan	
		Sem IV	HNC104	Adhunik Hindi GadhyaSahitya, ParichayatmakAdhyan	
		Hindi AECC(Ability Enhancement Course) for B.A / B.Sc programme			
		Semester	Paper code	Title of the paper	
		Sem I/ II	AECC-HNA-101	Sampreshankaushal	
		Generic Elective(GE) under Hindi Course for BA/ BSC/ BCom programme			
		Sem ester	Paper code	Title of the paper	

Sem I	HNG101	JansancharMadhyam: MudritMadhyam			
Sem II	HNG102	JansancharMadhyam: Electronic Madhyam			
Hindi Core Course(CC) for BA programme					
Sem ester	Paper code	Title of the paper			
Sem III	HGC101	Adhunuik Hindi GadyakiItarVidhayein			
Sem IV	HGC102	Adhunuik Hindi Padya			
Hindi Skill Enhancement Course (SEC) for BA programme					
Sem ester	Paper code	Title of the paper			
Sem III	HNS101	Sambhasan Kala			
Sem IV	HNS102	SamacharSankalanAurLekhan			
Department of Political Science					
Political Science Discipline Specific Course (DSC) for B.A programme					
Semester	Paper code	Title of the paper			
Sem I	POC101	Introduction to Political Theory			
Sem II	POC102	Politics and Political Ideas			
Sem III	POC103	Indian Constitution			
Sem IV	POC104	Constitutional and Social Issues in India			
Generic Elective (GE) under Political Science Course for B.A/B.Sc/B.Com programme					
Semester	Paper code	Title of the paper			
Sem I	GE-1A	Contemporary Issues in India			
Sem II	GE-1B	Contemporary Global Affairs			
Sem III	PSGE4A	Introduction to Human Rights			
Sem IV	PSGE4B	Human Rights Movements in India			
Department of Marathi					
Marathi Discipline Specific Course (DSC) for B.A Programme					
Semester	Paper code	Title of the paper			
Sem I	MRC-103	Laghukatha : EkVangmayPrakar			

		Sem II	MRC-102	Natak: EkVangmayPrakar	
		Sem III	MRC103	Kadambari: EkvangmayPrakar	
		Sem IV	MRC104	Kavita: EkVangmayPrakar	
		Generic Elective (GE) under Marathi Course for B.A/B.Sc/B.Com programme			
		Semester	Paper code	Title of the paper	
		Sem I	MRG -01	Chirtrapat : AaswadPrakriya (Film Appreciation)	
		Sem II	MRG-102	PrasarMadhyam: LekhanKaushalya, BatmiLekhan	
		Marathi AECC (Ability Enhancement Course) for B.A / B.Sc programme			
		Semester	Paper code	Title of the paper	
		Sem I/ II	MRA-101	Sampreshankaushalya : Sutrasanchalan	
		Marathi Core Course (CC) for BA programme			
		Semester	Paper code	Title of the paper	
		Sem III	MGC101	VyaktimatvaVikas	
		Sem IV	MGC102	PravasVarnnan : EkVangmayPrakar	
		Department of Psychology			
		Psychology Discipline Specific Course (DSC) for B.A Programme			
		Semester	Paper code	Title of the paper	
		Sem I	PSC101	Fundamentals of Psychology 1	
		Sem II	PSC102	Fundamentals of Psychology 2	
		Sem III	PSC103	Social Psychology 1	
		Sem IV	PSC104	Social Psychology 2	
		Generic Elective(GE) under Psychology Course for B.A/ B.Sc/ B.Com programme			
		Semester	Paper Code	Title of the paper	
		Sem I	PSG101	Child Psychology	
		Sem II	PSG102	Psychology of Adolescence	
		Sem III	PSG103	Psychology of Gender and Identity	
		Sem IV	PSG104	Psychology of Media	
		Skill Enhancement Course (SEC) under Psychology Course for BA programme			
		Semester	Paper Code	Title of the paper	
		Sem III	PSS101	Stress management	
		Sem IV	PSS102	Psychology and Life Adjustments	

Department of Konkani

Konkani Discipline Specific Course (DSC) for B.A Programme

Semester	Paper Code	Title of the paper
Sem I	KOD101	Katha Sahitya: Siddhantaani Aswadan
Sem II	KOD102	Konkani Katha: AswadanAani NirmitiAbhyas
Sem III	KOD103	Konkani Kavita: SiddhantAaniRasaswad
Sem IV	KOD104	Konkani Rangamachi: Natak

General Electives (GE) under Konkani Course for B.A/B.Sc/B.Com programme

Semester	Paper Code	Title of the paper
Sem I	KOG101	Vevharantli Konkani Bhas
Sem II	KOG102	SamparkMadhyamanchi Konkani Bhas
Sem III	KOG103	VinodiSahityachoAbhyas
Sem IV	KOG104	GoemchemLokasanskrutikDaij

Konkani AECC(Ability Enhancement Course) for B.A / B.Sc programme

Semester	Paper Code	Title of the paper
Sem I/II	KOA-001	Maukhik Konkani: Hashik KaushllyanchemAdhyan

Konkani Core Course(CC) for BA programme

Semester	Paper Code	Title of the paper
Sem III	KOC101	Konkani Ekanki: SiddhantAaniAswadan
Sem IV	KOC102	Konkani Rangamachi: Tiatr

Skill Enhancement Course (SEC) under Konkani Course for BA programme

Semester	Paper Code	Title of the paper
Sem III	KOS101	Film Aswadan
Sem IV	KOS102	Film NirmitiParichay

Department of Economics

Economics Discipline Specific Course (DSC) for B.A Programme

Semester	Paper Code	Title of the paper
Sem I	ECC-101	Microeconomics I
Sem II	ECC-102	Microeconomics II
Sem III	ECC-103	Macroeconomics I
Sem IV	ECC-104	Macroeconomics II

	2017	**Generic Elective (GE) under Economics Course for B.A/B.Sc/B.Com programme**				
		Semester	Paper Code	Title of the paper		
		Sem I	ECOGE3	Demography and Population Studies I		
		Sem II	ECOGE4	Demography and Population Studies II		
		Sem III	ECG105	Labour Welfare and Industrial Relations I		
		Sem IV	ECG106	Labour Welfare and Industrial Relations II		
		Department of English				
		English Discipline Specific Course (DSC) for B.A Programme				
		Semester	Paper Code	Title of the paper		
		Sem I	EGG-102	Popular Literature		
		Sem II	EGG-108	Indian Writing in English		
		Sem III				
		Sem IV	EGG	British Poetry and Drama 17th and 18th Century		
		English AECC(Ability Enhancement Course) for B.A / B.Sc programme				
		Semester	Paper Code	Title of the paper		
		Sem I/II		English Communication I		
		English Core Course (CC) for BA programme				
		Semester	Paper Code	Title of the paper		
		Sem III				
		Sem IV		Advanced Communicative English		
	2017					
		Skill Enhancement Course (SEC) under English Course for BA programme				
		Semester	Paper Code	Title of the paper		
		Sem III				
		Sem IV		English at Work Place		
		Department of Commerce				GE
		Commerce Core course (CC) for B.Com Programme				SEC
		Semester	Paper Code	Title of the paper		
		Sem I	CC1	General Management		
		Sem I	CC2	Financial Accounting		
		Sem I	CC3	Micro Economics		
		Sem I	CC4	Commercial Arithmetic 1		
		Sem II	CC5	Introduction to Marketing		
		Sem II	CC6	Financial Statement Analysis and Interpretation		

	2018	Sem II	CC7	Managerial Economics		
		Sem II	CC8	Commercial Arithmetic 2		
		Sem III	CC9	Business Finance		
		Sem III	CC10	Fundamentals of Cost Accounting		
		Sem III	CC11	Entrepreneurship Development		
		Sem IV	CC12	Fundamentals of Investment		
		Sem IV	CC13	Income Tax		
		Sem IV	CC14	Accounting for Service Organisations		
		Generic Elective (GE) under Commerce Course for BA / BSC / BCom programme				
		Semester	Paper Code	Title of the paper		
		Sem I	GE 1	Banking I		
		Sem I	GE 1	Principles of Insurance		
		Sem I	GE 1	Management of Micro, Small and Medium Enterprises (MSME)		
		Sem II	GE 2	Banking II		
		Sem II	GE 2	Tourism and Hospitality Management		
		Sem II	GE 2	Practice of Insurance		
		Sem III	GE 3	Indian Capital Markets		
		Sem III	GE 3	Retail Management		
		Sem IV	GE 5	E-Commerce and E-Accounting		
		Sem IV	GE 5	Practices in Rural Marketing		
		AECC(Ability Enhancement Course) for B.Com programme				
		Semester	Paper Code	Title of the paper		
		Sem I	AECC 1	Spoken English		
			AECC 2	Environmental Studies I		
		Sem II	AECC 3	Business Communication		
			AECC 4	Environmental Studies II		
		MATHEMATICS DEPARTMENT				
		Mathematics Discipline Specific Course (DSC) for B.Sc Programme				
		Semester	Paper code	Title of the paper		
		I	MTC101	Calculus and Numerical Methods		

II	MTC102	Matrices and Linear Algebra		
III	MTC103	Ordinary Differential Equations and Discrete Mathematical Structures		
IV	MTC104	Analysis and Operations Research		
Skill Enhancement Course (SEC) under Mathematics Course for BSC programme				
IV	MTS 102	Analytical Geometry		
	MTG 102	Numerical Computations		
III	MTC103	Ordinary Differential Equations and Discrete Mathematical Structures		
	MTS 101	Statistical Methods		
IV	MTC104	Analysis and Operations Research		
	MTS 102	Analytical Geometry		
V	MTC 105	Algebra		
	MTC 106	Analysis II		
	MTC 107	Calculus of 2 and 3 variables		
	MTE 101	Foundations of Mathematics		
	MTE 102	Combinatorics		
VI	MTC 108	Ordinary Differential Equations - II		
	MTC 109	Complex Analysis		
	MTC 110	Matric Spaces		
	MTE 103	Number Theory		
	MTP 101	Project		
PHYSICS DEPARTMENT				
Physics Discipline Specific Course (DSC) for B.Sc Programme				
Semester	Paper code	Title of the paper		
Sem I	PYC-101	Mathematics and Electricity		
Sem II	PYC-102	Thermodynamics and Mechanics		
Sem III	PYC103	Waves and Oscillations and Electronics		
Sem IV	PYC104	Optics and Modern Physics		

Physics Skill Enhancement Course (SEC) under Physics Course for BSC programme				
Semester	Paper Code	Title of the paper		
Sem III	PYS107	Microcontroller		
Sem IV	PYS108	Photography		
MICROBIOLOGY DEPARTMENT				
Microbiology Discipline Specific Course (DSC) for B.Sc Programme				
Semester	Paper code	Title of the paper		
SEM I	MI101	Microbiology and Biochemistry-1		
Sem II	MIC102	Microbiology and Biochemistry-2		
Sem III	MIC103	Environmental Microbiology		
Sem IV	MIC104	Molecular Biology		
Sem V	MIC 105	Medical Microbiology		
	MIC 106	Industrial Microbiology		
	MIC 107	Microbial Genetics		
	MID 101	Applied Microbiology		
	MID 102	Microbial Physiology		
Sem VI	MIC 108	Immunology		
	MIC 109	Agricultural Microbiology		
	MIC 110	Genetic Engineering		
	MID 104	Cell Biology		
	MID 105	Virology		
	MIP	Project		
Generic Elective (GE)				
Semester	Paper Code	Title of the paper		
Sem I	MIG 101	Introduction and Scope of Microbiology		
Sem II	MIG 102	Industrial and Food Microbiology		
Skill Enhancement Course (SEC)				
Semester	Paper Code	Title of the paper		
Sem III	MIS101	Food and Dairy Microbiology		
Sem IV	MIS102	Instrumentation and Biotechniques		

Department of Computer Science

Computer Science Discipline Specific Course (DSC) for B.Sc Programme

Semester	Paper code	Title of the paper
Sem I	CSC101	Programming Fundamentals using C
Sem II	CSC102	Data Structures
Sem III	CSC103	Database Management System
Sem IV	CSC104	Computer Organization and Operating Systems

Generic Elective (GE) under Computer Science Course for B.A/B.Sc/ B.Com programme

Semester	Paper code	Title of the paper
Sem I	CSG103	Information Technology
Sem I	CSG105	Computer Application I
Sem II	CSG104	Multimedia and Web Designing
Sem II	CSG106	Computer Application II

Skill Enhancement Course (SEC) under Computer Science Course for BSC programme

Sem III	CSS103	Programming in Python
Sem IV	CSS105	Web Application Development using ASP.NET

Department of Chemistry

Chemistry Discipline Specific Course (DSC) for B.Sc Programme

Semester	Paper code	Title of the paper
Sem I	CHC101	Inorganic Chemistry and Organic Chemistry
Sem II	CHC102	Physical Chemistry and Organic Chemistry
Sem III	CHC103	Physical Chemistry and Organic Chemistry
Sem IV	CHC104	Physical Chemistry and Inorganic Chemistry

Generic Elective (GE) under Chemistry Course for BSC programme

Sem I	CHG103	Basic Chemistry and Indian Scientist
Sem II	CHG104	Chemistry in Daily Life

Chemistry Skill Enhancement Course (SEC) under Chemistry Course for BSC programme		
Sem III	CHS101	Natural Resources and Analysis
Sem IV	CHS102	Chemistry of Cosmetics and Perfumes
Post Graduate Department of Chemistry		
Semester	Paper code	Title of the Paper
Sem I	CHIC-401	General Inorganic Chemistry
Sem I	CHOC-401	Concepts in Organic Chemistry
Sem I	CHAO-401	Analytical Techniques-I
Sem I	CHAO-402	Analytical Techniques-II
Sem I	CHPO-401	Selected topics in Physical Chemistry
Sem I	CHIC-402	Laboratory Course in Inorganic Chemistry
Sem I	CHPC-402	Laboratory Course in Physical Chemistry
Sem II	CHAC-401	Spectroscopic Methods in Chemistry
Sem II	CHPC-401	General Physical Chemistry
Sem II	CHOO-401	Concepts in Organic Chemistry - II
Sem II	CHOO-402	Concepts in Organic Chemistry - III
Sem II	CHIO-401	Selected topics in Inorganic Chemistry
Sem II	CHIO-402	Environmental Chemistry
Sem II	CHAC-402	Laboratory Course in Analytical Chemistry
Sem II	CHOC-402	Laboratory Course in Organic Chemistry
Post Graduate Department of Commerce		
Semester	Paper code	Title of the Paper
Sem I	COC111	Security Analysis and Capital Markets
Sem I	COC112	Fundamentals of Financial Services
Sem I	COC113	Managerial Accounting
Sem I	COC114	New Venture Creation
Sem II	COC201	International Financial Management

Sem II	COC202	Management of Financial Services			
Sem II	COC203	Portfolio Management			
Sem II	COC204	Research Methodology			
Post Graduate Department of Geography **Core Course of M.A. Geography Programme**					
Semester	**Paper Code**	**Title of the paper**			
Sem I	GECOO1	Theory: Principles of Geomorphology Practical: Practicals in Geomorphology			
	GECOO2	Theory: Principles of Climatology Practical: Practicals in Climatology			
Sem II	GECOO3	Theory: Principles of Population Geography Practical: Practicals in Population Geography			
	GECOO4	Theory: Principles of Economic Geography Practical: Practicals in Economic Geography			
Optional Course of M.A. Geography Programme					
Semester	**Paper Code**	**Title of the paper**			
Sem I	GE0001	Environmental Geography			
	GE0002	Disaster Mitigation and Management			
	GE0003	Fundamentals of Oceanography			
	GE0004	Fundamentals of Soil Geography			
Sem II	GE0005	Geography of Trade and Transport			
	GE0006	Political Geography			
	GE0007	Regional Geography of India			
	GE0008	Urban Geography			

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.						
Name of Programmes adopting CBCS	**UG**	**PG**	Date of implementation of CBCS / Elective Course System	**UG**	**PG** **CBCS**	**PG** **Elective**
	B.A.		2016-2017	2017-2018		
	B.Sc.		2016-2017	2017-2018		
	B.Com.		2016-2017	2017-2018		
		M.Sc.	2017-2018		2018-2019	2017-2018
		M.Com.	2017-2018		2018-2019	2017-2018
		M.A.	2018-2019		2018-2019	
Already adopted (mention the year) – 2016						

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
No of Students	Certificate	Diploma Courses
23 (UG) 30 (PG)	1) Chemistry through the lens of software	
12	2) 'Object oriented programming using C++	
10	3) 'Data Analysis using python'	
55	4)Tally Accounting and GST	
35	5)Robotics using IOT platform	
06	6) Elements of Photography	
28	7) Awakening the Political leader in you	
31	8) Nutrition and Wellness	
35	9) Hindi VartaniSudharEvamDevnagari Tankan	
28	10) Data Analysis	
42	11) Media Anchoring	
40	12) Certificate Course in Dramatics (Different Aspects of Tiatr)	
30	13) Nutrition and Food Science	
17	14) Foundation of Mathematics and Linear Algebra	
23	15) Soft Skills (30 hrs.)	
23	16) SPSS for Date Analysis (15 hrs.)	
24	17) Devanagari Typing	
41	18) Sanskrit	
19		1) Sanskrit

1.3 Curriculum Enrichment		
1.3.1 Value-added courses imparting transferable and life skills offered during the year		
Value added courses	Date of introduction	Number of students enrolled
Object oriented programming using C++	4th July to 16th July, 2018	12
Data Analysis using python	9thto 19thFebruary, 2019	10
Five Day's Workshop On SPSS	27th September to 4th October, 2018	25
Food Chemistry for Better Health	1st February to 30th March, 2019	15
Chemistry through the lens of software	6th August to 14th August, 2018	23

Certificate Course in Tally Accounting and GST	3rd November to 20th November, 2018	54
Devanagari Typing	1st to 8th September, 2018	15
Foundation of Mathematics and Linear Algebra	19th to 21st November, 2018 and 26th to 27th December, 2018	17

1.3.2 Field Projects / Internships under taken during the year	
Project/Programme Title	No. of students enrolled for Field Projects / Internships
Internship at CIBA (Centre for Incubation and Business Acceleration)	02
Internship at Berger Paints India Ltd	02
Internship at MedisprayLaboratariesPvt. Ltd	02
Internship at CG Power and Industrial Solutions	03
Internship at EncubeEthicalsPvt. Ltd	02
Internship at Cadila Healthcare Ltd	02
Internship at Deccan Fine Chemicals Pvt. Ltd	02
Internship at Funskool Ltd	02
Internship at Goa BagayatdarSahakariKharediVikriSaunsthaMaryadit	06
Internship at Cipla Ltd	02

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders. No

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	Yes	Yes

1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

The student feedback survey was designed keeping in mind the teaching-learning parameters of the course as per the NAAC guidelines of the Criteria II. Each course had a feedback form containing questions on course content, teaching methodology and its effectiveness and assessment methodology. The student could also provide additional comments or suggestions for improving the teaching-learning process at the end of the survey. The feedback form was designed and uploaded as a google form. The google form link was sent to the students of their respective streams through their emails. A deadline to fill the feedback back was given and thereafter the data collected from the forms was analysed. The forms gave a graphical representation of the students' responses to the various questions in form of pie charts. The data was viewed of the collated responses of the students per course feedback and discussions were conducted by the Principal with respective HOD's in improving the effectiveness of the teaching-learning process. The students' suggestions were looked into and prioritized accordingly to facilitate improvements in the teaching process for the faculty. The online feedback survey was faster than collection through paper based feedback and reduced in the unnecessary usage of paper as well as time to compute the responses collected by the student to produce the overall collated feedback of a course.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1.1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A.	60	170	154
B.Sc.	80	210	145
B.Com.	120	148	126
M.Sc.	30	110	30
M.Com.	40	85	38
M.A.	30	30	23

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	1021	129	80	06	86

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
86	86	36 (3 Broadband Connection)	30	19 (+01 Virtual Classroom)	Nil

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentoring system has been initiated by the IQAC. The Institution has constituted a Mentoring Committee to chalk out a plan and provide guidelines to the faculty regarding the mentoring process. Mentoring system is undertaken not only by the full time permanent faculty but also by the faculty who are appointed on contractual and lecture basis. The Committee appoints the mentor for a particular group of students. The ratio is 1:10 for UG and for PG it is 1:5. The names of the mentees are given to the particular faculty (the mentor). The mentor fills in the details of the mentee in a prescribed form prepared by the Mentoring Committee. The mentor meets the mentee once in a week or it may be often depending upon the needs of the mentee. During the meeting both mentors and mentees utilize the following core skills in their mentoring partnership.

1. The mentor plays a very important role of listening actively to the mentee. Active listening is most basic to mentoring.
2. Besides uninterrupted listening the mentor also motivates, encourages and helps the mentee to identify his/ her goals. Moreover, every mentor provides instruction and helps to develop capabilities of the mentees. The mentor provides guidance to the mentee regarding academic and stress related problems. The mentor also provides corrective feedback.
3. Every mentor displays faith in the mentees abilities. He / she also nurtures great skills like patience, compassion and understanding. Mentoring in this Institution is picking up slowly and is definitely going to gain momentum in the years to come.
4. Mentoring has helped the faculty to identify problems faced by slow learners. It has also helped to encourage advanced learners. Mentoring has proved to be a blessing in disguise because it has helped to decrease the student drop-out rates. Moreover, it has helped the mentors to prepare students to face the competitive world.

Number of students enrolled in the institution		Number of fulltime teachers	Mentor: Mentee Ratio
UG	1021	32 +1 (Librarian) (mentoring is done by all teachers including Contract{37} and Lecture basis{17})	UG-1:10
PG	129	M.Sc.- 03 M.Com.-01 M.A.-02	PG-1:5
Ph.D	04		

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.
35 (Including Librarian)	35 (Including Librarian)	Nil	02	31

2.4.2 Honours and recognitions received by teachers
(received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	*Name of full time teachers receiving awards from state level, national level, international level*	*Designation*	*Name of the award, fellowship, received from Government or recognized bodies*
2018	Dr. Purnakala Samant	Principal	Best Paper Award (Oral) at the International Conference on Modern Trends in Chemical Sciences held from 27th to 29th December, 2018 at SRM Chennai.
2019	Dr. Prakash Vazrikar	Associate Professor	1st place (Best Writer) in Konkani Drama-State Level Award organised by Goa Kala Academy in 2019.
2018	Mr. Devanand K. Velingkar	Assistant Professor	Awarded Pradnyawant Puraskar at Lokotsav 2018 State Level by Adarsh Yuva Sangh, Canacona.
2018	Ms. Yanita C. Palkar	Assistant Professor	Awarded Pradnyawant Puraskar at Lokotsav 2018 State Level by Adarsh Yuva Sangh, Canacona.
2018	Mr. Mahesh Kerkar	Assistant Professor	Awarded Pradnyawant Puraskar at Lokotsav 2018 State Level by Adarsh Yuva Sangh, Canacona.

2.5 Evaluation Process and Reforms				
2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year- **Sem.-I/III/V- 27 days Sem.- II/IV/VI- 18 days**				
Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
T.Y.B.A.		Sem.- V	15-10-18	10-01-19
T.Y. B.Sc.		Sem.- V	15-10-18	10-01-19
T.Y.B.Com.		Sem.- V	15-10-18	10-01-19
T.Y.B.A.		Sem.- VI	11-04-19	21-06-19
T.Y. B.Sc.		Sem.- VI	11-04-19	19-06-19
T.Y.B.Com.		Sem.- VI	11-04-19	21-06-19
M.A.		Sem.- I	19-11-18	04-12-18

M.Sc.		Sem.- I	23-11-18	22-02-19
M.Com.		Sem.- I	16-11-18	22-02-19
M.A.		Sem.- II	26-04-19	04-05-19
M.Sc.		Sem.-II	11-04-19	25-06-19
M.Com		Sem.- II	08-05-19	21-06-19
M.Sc.		Sem.- III	23-11-18	22-02-19
M.Com.		Sem.- III	22-11-18	22-02-19
M.Sc.		Sem.- IV	11-04-19	25-06-19
M.Com.		Sem.- IV	07-05-19	21-06-19

2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The College adheres to the pattern of evaluation which is laid down by the Goa University. The Semester system is followed wherein Intra- Semester Assessment (ISA) 20% and Semester End Examination (SEE) 80% are conducted.

The following innovative reforms are initiated and executed by the Institution to test Internal Semester Assessment (ISA)

1) Assignments (Oral)
2) Debates
3) Interviews
4) Presentation
5) Making Models
6) Wall Papers/ Posters
7) Group Activity/ Pair Work
8) Field Trips
9) Study Tours
10) Viva
11) Demonstration reactions
12) Studying chemical reactions in daily processes
13) Open book examination
14) On the spot conversation
15) Preparing Short Films with Screen Plays

Dress Code is made mandatory by the Commerce Department for project viva-voce examination at the University level.

Wearing ID card is in the Campus is compulsory for the Teaching and Non-Teaching Staff and the Students.

Wearing Visitor's card is compulsory for the visitors to enter the Campus.

2.5.3. Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

- The IQAC shoulders the responsibility of preparing the Academic Calendar which is printed in the College Prospectus and Handbook. Every student who purchases the Prospectus gets a copy of the Academic Calendar. The Academic Calendar adheres to the schedule laid down by the Goa University regarding holidays, Commencement of the academic year, Semester End Examination etc. In a nutshell, the Academic Calendar is the collection of preconditions taken into account when scheduling the time table of the Institution. For example, the academic calendar lists the date of the commencement of the academic year, commencement of ISA exams, Semester End Examination, declaration of results etc. Besides, it also gives the important dates of Curricular and Co-curricular activities which are scheduled to be conducted. It also gives detailed information regarding holidays, days of significance i.e. Celebration of Independence Day, Goa Liberation Day, Republic Day etc.
  All academic time-tables are based on the Academic Calendar. This Institution has also devised its own Academic Calendar under a different name eg. Institutional Plan. The

Institutional Plan gives a glimpse of all the activities, certificate courses, and talks by eminent personalities, workshops, Seminars, Conferences etc. to be conducted by the various Departments, Cells and Committees during the academic year.

- The Academic Calendar also gives information regarding the conduct of examination and declaration of results and dates of vacations.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the web link) Web-link: http://www.khandolacollege.edu.in/learning-outcomes-20182019/

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
	T.Y.B.A. Sem.- VI	105	77	73%
	T.Y.BSc. Sem. – VI	83	63	76%
	T.Y.B.Com. Sem. – VI	131	80	61%
	M.Sc.	15	13	86.66%
	M.Com.	23	23	100%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as web link) **Nil**

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	-	-	-
Minor Projects	Nil	-	-	-
Interdisciplinary Projects	Nil	-	-	-
Industry sponsored Projects	Nil	-	-	-
Projects sponsored by the University/ College	Nil	-	-	-
Students Research Projects *(other than compulsory by the College)*	Nil	-	-	-
International Projects	Nil	-	-	-
Any other(Specify)	Nil	-	-	-
Total	Nil	-	-	-

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Advances in Science and Technology(NCAST 2019)	Chemistry	9th February, 2019
Challenges for Human Resource Managers	Post Graduate Department of Commerce	23rd July, 2018
Corporate Social Responsibility	Post Graduate Department of Commerce	24th July, 2018
'International Financial Reporting Standards' [IFRS]	Post Graduate Department of Commerce	25th August , 2018
One Day Workshop on 'Managerial Effectiveness- Getting Ready for corporate life'	Post Graduate Department of Commerce	8th August, 2018
A half day workshop on 'Entrepreneurship'	Post Graduate Department of Commerce	10th August,2018
One Day National Level Seminar on Emerging Trends in Commerce and Management	Department of Commerce	8th December, 2018
One Day National Level Seminar on 'Entrepreneurship and its Coping Strategies'	Post Graduate Department of Commerce	25th January, 2019

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
1) Transition metal doped iron and chromium	Ms Harshada Parab T.Y.B.Sc. (Best Poster)	NCAST 2019	9th February, 2019	-

oxides as nano catalysts for organic reactions and antimicrobial studies.				
2) Applications of nanosized mixed metal oxides.	Ms.Diksha Javeer (Best oral presentation)	13th Annual T.Y.BSc. symposium at Goa University	9th March, 2019	
3) Comparative study of antimicrobial activity of zinc compounds.	Ms Anifa D'Mello (Best Poster)	13th Annual T.Y.BSc. Symposium at Goa University	9th March, 2019	
4) Establishing Innovation Centre and Start up in campus	Government College of Arts, Science and Commerce, Khandola, Goa	Institution Innovation Council, Ministry of HRD, Govt. of India	6th November, 2019 (For the academic year 2018-19)	

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year		
Incubation Centre	Name	Sponsored by
Nil	-	-
Name of the Start-up	Nature of Start-up	Date of commencement
Nil	-	-

3.3 Research Publications and Awards		
3.3.1 Incentive to the teachers who receive recognition/awards		
State	National	International
Nil	-	-

3.3.2 Ph.Ds awarded during the year (applicable for PG College, Research Center)	
Name of the Department	No. of Ph.Ds Awarded
Nil	-

3.3.3 Research Publications in the Journals notified on UGC website during the year			
	Department	No. of Publication	Average Impact Factor, if any
National	Post Graduate Department of Commerce	06	5.5
International	Chemistry	01	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	No. of publication
Marathi	02
Hindi	01

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index						
Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-citations
D.C. conductivity behaviour of poly (vinyl alcohol)-based ferrogels: role of borax and carbonyl ion	Mathias B. Lawrence. Jaison Joseph. Karesh Phondekar. KiranMoodi	Polymer Bulletin__ Springer- Verlag Gmbh Germany Part of Springer Nature	2019			
MoniVyathaEk–Tipan	Vazrikar Prakash	Jaag	December, 2018			
Karmelin : EkMolavni	Vazrikar Prakash	Alina Prakashan ISBN- 978-81-922937-5-2	2019			
CSR towards Employees, Community and Environment: A Study of the Hospitality Industry in Goa	De Souza Christina and Pai Mahesh	AJANTA, an International Multidisciplinary Quarterly Research Journal Vol.VIII Issue I Page-43-55 ISSN 2277-5730	January-March, 2019			
Menstrual Hygiene Management: A study of Higher Secondary Schools in Goa	De Souza Christina and Pai Mahesh	AJANTA, an International Multidisciplinary Quarterly Research Journal Vol.VIII Issue I Page-39-48 ISSN 2277-5730	January-March, 2019			
Fears Experienced and Self Esteem Among College Students	Pai Mahesh and Pereira Dominga	AJANTA, an International Multidisciplinary Quarterly Research Journal Vol.VIII Issue- I ISSN 2277-5730	2019			
Strategies to Overcome Challenges Posed in the Internationalisation	De Souza Christina	AJANTA, an International Multidisciplinary Quarterly Research Journal	January-March, 2019			

of Higher Education		Vol.VIII Issue I Page-35-42 ISSN 2277-5730				
Understanding Depression among the Elderly: Challenges and Issues	Shirodkar Ridhima and Balekai Vidya	AJANTA, an International Multidisciplinary Quarterly Research Journal Vol. VIII Issue-I Page No.-9 to 14 ISSN 2277-5730 Impact Factor-5.5	January-March, 2019			
Status of Women in Village of Songaon, MurbadTaluka in Thane, Maharashtra	VijayaNemikal	AJANTA, an International Multidisciplinary Quarterly Research Journal Vol. VIII Issue-I ISSN 2277-5730 Impact Factor-5.5	January-March, 2019			
A Study on Consumer Post Purchase Behaviour towards Duplicate Products in Goa	Gaonkar Sadanand	AJANTA, an International Multidisciplinary Half Yearly Research Journal Vol. VIII Issue-I ISSN 2277-5730 Impact Factor-5.5	January-March, 2019			
Corporate Social Responsibility: Benefits and Challenges for SMEs	NaikSrimati	AJANTA, an International Multidisciplinary Quarterly Research JournalVol.VIII Issue I Page-69-77 ISSN 2277-5730 Impact Factor-5.5	January-March, 2019			

A Case Study on Corporate Social Responsibilities Undertaken by Funskool (India) Ltd. Corlim-Goa	Palkar Yanita C. GaudeLakshdip N. RaneAbhinav A.	AJANTA, an International Multidisciplinary Quarterly Research JournalVol.VIII Issue I Page-35-42 ISSN 2277-5730 Impact Factor-5.5	January-March, 2019			

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication
Carbon nanotubes..	HT Gomes, P.V. Samant	Applied Catalysis B: Environmental	2004	11	104	
Surface activation..	P.V. Samant	Carbon 42 (7)	2004	11	84	
Development of carbon…	JL Figueiredo, MFR Pereira, P Serp, P Kalck, PV Samant	Carbon 44 (12)	2006	11	86	
Carbon supports fo methanol..	P.V. Samant	Journal of Power Sources 151	2005	11	78	
Enhanced activity of Pt..	P.V. Samant	Journal of power sources 125 (2)	2004	11	74	
Nickel-modified manganese oxide…	P.V. Samant	Journal of power sources 79 (1),	1999	11	67	
Carbon xerogel..	P.V. Samant	Catalysis Today 102	2005	11	48	
Enhanced electro..	JS Rebello, P.V. Samant	Journal of power sources 153 (1)	2006	11	54	

Mesoporous carbon..	P.V. Samant	Catalysis today 102	2005	11	47	
Enantioselective…	É Sıpos, G Fogassy, A Tungler, PV Samant	Journal of Molecular Catalysis A: Chemical 212 (1-2)	2004	11	39	
Preparation of highly mesoporous..	P Samant	XXI EncontroNacional da Sociedade Portuguesa de Química	2008	11		
Catalisadores de platina..	H Gomes, P Samant	XXIX ReuniãoIbérica de Adsorção	2004	11		
Oxdaçãocatalíticapor	H Gomes, P Samant	6º Encontro da Divisão de Catálise e MateriaisPorosos	2003	11		
Enhanced activity of Pt..	P.V. Samant		2002	11		
Catalyst for electro …	P.V. Samant		1999	11		
Incidence and genetic..	S Doijad, SB Barbuddhe, S Garg, S Kalekar, J Rodrigues, D D'Costa	Food Control 22 (12)	2011	5	36	
Genotypic..	S Kalekar, J Rodrigues, D D'COSTA	Annals of Tropical Medicine and Parasitology 105 (5)	2011	5	12	
Prevalence,serogroups…	D D'Costa	Proceedings of the National Academy of Sciences	2013	5	7	
Isolation and characterization..	SP Doijad, V Vaidya, S Garg, S Kalekar, J Rodrigues, D D'Costa,		2010	5	6	

Occurrence and characterization..	D D'Costa	German Association of Dairy Science	2012	5	2	
Mangrove ecosystem..	KV Poharkar, S Kerkar, D D'Costa	Water Environment Research 88 (3)	2016	5	1	
Prevalence…	D D'Costa	Bioprospects of Coastal Eubacteria	2015	5		
Bacteriological..	D D'Costa	Indian Association of Veterinary Public Health Specialists	2011			
Isolation …	D D'Costa					
Microstructure..	J Joseph	Materials Research Bulletin 61	2015	2	8	
Structure ..	J Joseph	Physica B: Condensed Matter 456	2015	2	7	
“Stereo- and regio-selective synthesis of 3’-C-substituted-(N)-methanocarba adenosines as potential anticancer agents	Naik, S. D.	*Org. Chem. Front.*	2016	2	2	
“4'-Thionucleosides as Potent and Selective A3 Adenosine Receptor ligands”	Naik, S. D.	*Curr. Org. Chem*.	2016	2	4	
“Development of 4'-Selenonucleosides as Next Generation Nucleosides”	Naik, S. D.	*Eur. J. Chem.*	2015	2		
“Synthesis and Anti-HIV Activity of 5’-Homo-2’,3’-dideoxy-2’,3’- didehydro-4’-selenonucleosides (5’-Homo-4’-Se-d4 Ns)”	Naik, S. D.	*Asian J. Org. Chem.*	2016	2	3	
“Structure-Activity Relationships of Acyclic Selenopurine Nucleosides as Antiviral Agents”	Naik, S. D.	*Molecules*	2017	2	2	
Theoretical investigation of intramolecular hydrogen shift reactions in (3-methyltetrahydrofuran) 3-MTHF oxidation	Parab, P. R. et al	*The Journal of Physical Chemistry A*	2015	3	12	

A computational kinetics study on the intramolecular hydrogen shift reactions of alkylperoxy radicals in 2-methyltetrahydrofuran oxidation	Parab, P. R. et al	*International Journal of chemical kinetics*	2017	3	3	
Reaction kinetics of hydrogen abstraction from iso-pentanol by the H atom and HO_2 radical	Parab, P. R. et al	*Physical chemistry chemical physics*	2018	3		
An experimental and kinetic modelling study of 2-methyltetrahydrofuran flames	Moshammer, K; Vranks, S. Chakravati, H; Parab, P. R. et al	*Combustion and flame*	2013	3	53	
2,5-Dimethyltetrahydrofuran combustion: Ignition delay times at high and low temperatures, speciation measurements and detailed kinetic modeling	Fenard Y; Song H; Minwegen, H; Parab P.R. et al	*Combustion and flame*	2019	3		
Evaluation of nuclear ribosomal RNA and chloroplast gene markers for the DNA taxonomy of centric diatoms	DG Faria	Biochemical Systematics and Ecology	2013	5	21	
Molecular diversity of phytoplankton in the East China Sea around Jeju Island (Korea), unraveled by pyrosequencing	DG Faria	Journal of oceanography	2014	5	16	
Genetic diversity of *Pyramimonas* from Ryukyu Archipelago, Japan (Chlorophyceae, Pyramimonadales)	DG Faria	Journal of Marine Science and Technology	2013	5	8	
A molecular survey of freshwater microeukaryotes in an Arctic reservoir (Svalbard, 79 N) in summer by using next-generation sequencing	DG Faria	Polar Biology	2015	5	7	
Nephroselmis excentrica sp. nov. (Nephroselmidophyceae, Chlorophyta) from Okinawa-jima, Japan	DG Faria	Phycologia	2012	5	7	

Implications of High Molecular Divergence of Nuclear rRNA and Phylogenetic Structure for the Dinoflagellate *Prorocentrum* (Dinophyceae, Prorocentrales)	DG Faria	Journal of Eukaryotic Microbiology	2015	5	5	
TAXONOMY AND PHYLOGENY OF *NEPHROSELMIS CLAVISTELLA* SP. NOV. (NEPHROSELMIDOPHYCEAE, CHLOROPHYTA)[1]	DG Faria	Journal of Phycology	2011	5	5	
Taxonomy and phylogeny of *Pyramimonas vacuolata sp. nov*. (Pyramimonadales, Chlorophyta)	DG Faria	Phycologia	2015	5	4	
Genetic diversity of *Ralstonia solanacearum* infecting solanaceous vegetables from India reveals the existence of unknown or newer sequevars of Phylotype I strains	Sapna Gaitonde	European Journal of Plant Pathology	2014	4	26	
Genome sequencing of *Ralstonia olanacearum* biovar 3, phylotype I, strains Rs-09-161 and Rs-10-244, isolated from eggplant and chili in India	Sapna Gaitonde	Genome Announc.	2014	4	14	
PCR-based sensitive detection of *Ralstonia solanacearum* from soil, eggplant, seeds and weeds	Sapna Gaitonde	Archives of phytopathology and plant protection	2011	4	6	
Metal resistance of halotolerant fungi from mangroves and salterns of Goa, India	Sapna Gaitonde	Mycological Society of India	2012	4	5	
Screening Plant Products for *Ralstonia solanacearum* Inhibition and Characterization of Antibacterial Compounds in *Garcinia indica* and *Tamarindus indica*	Sapna Gaitonde	Proceedings of the National Academy of Sciences, India Section B: Biological	2018	4	3	
Genetic characterization of *Ralstonia solanacearum* infecting eggplant *Solanumme longena* L. from	Sapna Gaitonde	Int J Curr Sci	2014	4	2	

Goa and Western region of India						
GENETIC DIVERSITY OF *RALSTONIA SOLANACEARUM*, A PHYTOPATHOGENIC BACTERIUM INFECTING SOLANACEOUS VEGETABLES USING REP-PCR AND PFGE	Sapna Gaitonde	Microbial Diversity and Its Applications	2013	4		
Synthesis, characterization and photochemistry of a new heptamolybdate supported magnesium-aqua coordination complex	SS *Khandolkar*	Journal of Chemical Sciences	2015	3	7	
Structural and spectral characterization of a new non-centrosymmetric organic thiosulfate	SS *Khandolkar*	Spectrochimica Acta Part A: Molecular and Biomolecular Spectroscopy	2013	3	6	
Syntheses and structures of two new lithium-heptamolybdates	SS *Khandolkar*	Journal of Coordination Chemistry	2016	3	4	
Synthesis, structure and properties of a hexarubidiumheptamolybdate with bridging aqua ligands	SS *Khandolkar*	NISCAIR	2017	3	3	
Synthesis, crystal structure and photochemistry of Hexakis (butan-1-aminium) heptamolybdate (VI) tetrahydrate	SS *Khandolkar*	Journal of Chemical Sciences	2016	3	3	
Synthesis and structure characterization of two new lithium-heptamolybdates	SS *Khandolkar*	Taylor and Francis	2016	3		
Change in the magnetostructural properties of rare earth doped cobalt ferrites relative to the magnetic anisotropy	S.R. Naik	Journal of Materials Chemistry	2012	6	123	
Influence of Co2+ distribution and spin–orbit coupling on the resultant magnetic properties of spinel cobalt ferrite nanocrystals	S.R. Naik	Journal of Alloys and Compounds	2013	6	80	
Preparation, characterization and photoluminescent studies	S.R. Naik	Journal of Luminescence	2015	6	22	

of Cr and Nd co-doped Ce: YAG compounds						
Enhancement in the magnetic moment with Cr 3+ doping and its effect on the magneto-structural properties of Ce 0.1 Y 2.9 Fe 5 O 12	S.R. Naik	Physical Chemistry Chemical Physics	2012	6	19	
Variation in the magnetic moment of Indium doped Ce0. 1Y2. 9Fe5O12 garnet relative to the site inversion	S.R. Naik	Journal of Alloys and Compounds	2014	6	16	
Antibacterial action of doped CoFe2O4 nano crystals on multidrug resistant bacterial strains	S.R. Naik	Materials Science and Engineering: C	2015	6	11	
Corporate social responsibility: A study of the Hospitality industry in Goa.	C. A.M. De Souza	Prabandhan: Indian Journal of Management	2013	6	1	
Microfinance: A Research Study of the Economic and Social Empowerment of Rural Women in Goa.	C. A.M. De Souza	Arthshastra: Indian Journal of Economics and Research	2012	1	1	
Influence of Labour welfare on Job Satisfaction: A Study of Pharmaceutical Companies in Goa.	C. A.M. De Souza	Indian Society of labour Economics	2011	1	1	
Labour Welfare and Job Satisfaction: A comparative Study of Indian Pharmaceutical Companies and Multinational Pharmaceutical Companies in Goa	C. A.M. De Souza		2009	1(Institution-Goa University)		

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	**10**	**54**	**41**	**18**
Presented papers	**08**	**56**	**02**	-
Resource Persons	-	**06**	**02**	-

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
National Deworming Day	Ministry of Health Services, Govt. of India	3	297
Summer Camp 'Srujanankur' (11th to 13th April 2019)	Department of Marathi, Govt. College of Arts, Science and Commerce, Khandola	3	24
Blood Donation Camp (10th September, 2018)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola, JCI Sanquelim, Goa, G.M.C. Blood Bank, Bambolim, Goa	12	65
Cleaning of Temple premises Swachh Bharat Initiative (24th July, 2018)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	01	8
Cleanliness Drive at St. Estevam Fort (8th August, 2018)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	03	94
Plastic Collection Drive (14th August, 2018)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola, Village Panchayat Betki, Khandola	02	19
Distribution of 30,000 cloth bags and 4,000 paper bags to the locals of Marcel Market (2nd October, 2018)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola and Devki Krishna, Marcel	10	131
Collection of Empty Plastic milk bags, paper bags and e-waste • Empty plastic milk bags- 13,400 • Paper bags- 700 • E-waste- 226 kg	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	12	257
Celebration of World AIDS Day on 1st December, 2018	Goa Red Ribbon Fest in collaboration with Human Touch NGO run by Mr. Peter Borges	1	8
Cleanliness Drive at ShriSaibaba Temple, Ribandar (20th January, 2019)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola and Sai Prarthana Trust, Ribandaronkar, Goa	2	37
Constitution Week (23rd January, 2019)	Legal Aid Cell Marcel and V.M.Salgaonkar Law College, Miramar, Goa	3	56
One Day Hike at Vagheri Sattari Goa (27th January, 2019)	Suryakant Gaonkar member of Vivekanand Environment Awareness Brigade, Sattari	3	66

Geo Spatial Data Collection using Epicollect (29th January, 2019)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola and Directorate of Higher Education, Govt. Of Goa, Goa	4	65
Shramdaan Activity at Snehmandir, Home for the Aged	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	2	65
Candle March Procession to Devki Krishna Ground, Marcel	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	6	161
Medical Camp for local community	Goa Medical College Hospital	9	209
Eco Eureka Training 2018-2019 (11th March to 15th March, 2019)	TERI- NCSTC Eco-Eureka Training Goa	2	10
Drug Free India (19th February, 2019)	Art of Living Vyakti Vikas Kendra India	6	109
International Women's Day Celebrations Workshop on Sex Ratio Decline (125 anonymous were answered based on family composition and evaluated accordingly and the presentation of the same was done at the Workshop) (8th March, 2019)	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola / N.S.S. Goa University PC-PNDT Pre-conception and Prenatal Diagnostic Technique	2	5
Three Days Workshop on 'Entrepreneurial Skill Development and Marketing Strategies' (3rd May to 6th May, 2019)	Dept. Of Commerce, Govt. College of Arts, Science and Commerce, Khandola	9	16 Students 10 Community women
Workshop on preparation of Organic Colours (1st April, 2019)	Mr.Suryakant Gaonkar member of Vivekanand Environment Awareness Brigade	1	300
Innovation and Effective Methods to save the Environment in the Current Scenario	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola in collaboration with Department of Geography, Govt. College of Arts, Science and Commerce, Khandola	6	18
Know your Economy Test (7th December, 2018)	Scientific Research for Economics and Finance, Chennai	4	77
Know your Library Training Programme (August, 2018 and February, 2019)	Govt. College of Arts, Science and Commerce, Khandola-Library Section	1	09

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year			
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited

Installation of a Composting Unit at the housing complex of Amey-waddo (Ward) at Marcel- Goa.	Eco Eureka Fellowship 2018-19- Cash prize and Certificate	TERI- NCSTC Eco-Eureka Training Goa	1
One Minute Film Competition on the topic 'HIV Stigma fear and ignorance still exists in Goa'.	Awarded Cash prize and Certificate	'HUMAN TOUCH' NGO-Goa, Commscope	6
State Level Inter-Collegiate Essay Writing Competition to commemorate the Birth Anniversary of Mahatma Gandhi	Third place awarded Certificate	Dept. of History Library and Information Centre, Assagao.	1
State Level Essay Writing Competition on the topic 'Solid Waste Management' (to promote preservation of Environment)	Second place awarded Cash prize and Certificate	Green Ray Foundation	1
Know Your Economy Test (7th December, 2018	First place awarded Cash prize and Certificate	Scientific Research Association for Economics and Finance, Chennai	1

3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
SBSI	MHRD	Cleanliness Drive conducted by students who are enrolled under the SBSI Scheme in their respective villages	02	109
UGC Gender Champion Program	Goa University	'Difficult Dialogues: A Conference on Gender Equality' in ICG, Panaji, Goa	01	02
UGC Gender Champion Program	Goa University in collaboration with S.S. Dempo College of Commerce and Economics, Panaji, Goa	Workshop on Gender Equality	01	02
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola, JCI Sanquelim, Goa, G.M.C. Blood Bank, Bambolim, Goa	Blood Donation Camp (10th September, 2018)	12	65

N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	Cleaning of Temple premises Swachh Bharat Initiative (24th July, 2018)	01	8
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	Cleanliness Drive at St. Estevam Fort (8th August, 2018)	03	94
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola, Village PanchayatBetki, Khandola	Plastic Collection Drive (14th August, 2018)	02	19
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola and Devki Krishna, Marcel	Distribution of 30,000 cloth bags and 4,000 paper bags to the locals of Marcel Market (2nd October, 2018)	10	131
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	Collection of Empty Plastic milk bags, paper bags and e-waste • Empty plastic milk bags- 13,400 • Paper bags- 700 • E-waste- 226 Kg	12	257
N.S.S	Goa Red Ribbon Fest in collaboration with Human Touch NGO run by Mr. Peter Borges	Celebration of World AIDS Day on 1st December, 2018	1	8
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola and Sai Prarthana Trust, Ribandaronkar, Goa	Cleanliness Drive at Shri Saibaba Temple, Ribandar (20th January, 2019)	2	37
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	Shramdaan Activity at Snehmandir, Home for the Aged	2	65
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola	Candle March Procession to Devki Krishna Ground, Marcel	6	161
N.S.S	Goa Medical College Hospital	Medical Camp for local community	9	209
N.S.S	TERI- NCSTC Eco- Eureka Training Goa	Eco Eureka Training 2018-2019 (11th March	2	10

		to 15th March, 2019)		
N.S.S	Art of Living Vyakti Vikas Kendra India	Drug Free India (19th February, 2019)	6	109
N.S.S	N.S.S. Unit of Govt. College of Arts, Science and Commerce, Khandola / N.S.S. Goa University PC-PNDT Pre-conception and Prenatal Diagnostic Technique	International Women's Day Celebrations Workshop on Sex Ratio Decline (125 anonymous were answered based on family composition and evaluated accordingly and the presentation of the same was done at the Workshop) (8th March, 2019)	2	5
N.S.S	TERI- NCSTC Eco- Eureka Training Goa	Installation of a Composting Unit at the housing complex of Amey-waddo (Ward) at Marcel- Goa.		1
Red Ribbon	'HUMAN TOUCH' NGO-Goa, Commscope	One Minute Film Competition on the topic 'HIV Stigma fear and ignorance still exists in Goa'.		6
NGO	Green Ray Foundation	State Level Essay Writing Competition on the topic 'Solid Waste Management' (to promote preservation of Environment)		1

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
1. Practicals in Goemetrical optics and Physical optics (Co- ordinator Mr.Prashant Chodankar)	First year Bachelor of Optometry, Goa Medical College	Govt. Of Goa	5thYear of collaboration
2. Inter- University exchange/ interaction programme of students and faculty (Co-ordinator Dr. P.K.Rath)	P.G .Department of Geography BHU	Nil	3 days 9th to 12th January, 2019
3. National Level Inter- College Exchange/ Interaction Programme (Co-ordinator Dr. P.K.Rath)	Govt. College Darjeeling, West Bengal	Nil	2 days 6th February to 7th February, 2019.

3.5.2 Linkages with institutions/industries or internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	Participant
On-the-job training	Internship	Berger Paints India Ltd	3rd May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	MedisprayLaboratariesPvt. Ltd	2nd May, 2018 to 1st June, 2018	01
On-the-job training	Internship	CG Power and Industrial Solutions	2nd May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	EncubeEthicalsPvt. Ltd	7th May, 2018 to 7th June, 2018	01
On-the-job training	Internship	EncubeEthicalsPvt. Ltd	7th May, 2018 to 7th June, 2018	01
On-the-job training	Internship	Cadila Healthcare Ltd	7th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	CG Power and Industrial Solutions	2nd May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Deccan Fine Chemicals Pvt. Ltd	3rd May, 2018 to 1st June, 2018	01
On-the-job training	Internship	Funskool Ltd	2nd May, 2018 to 26th May, 2018	01
On-the-job training	Internship	Goa BagayatdarSahakariKharediVikriSaunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Cipla Ltd	2nd May, 2018 to 6th June, 2018	01
On-the-job training	Internship	Deccan Fine Chemicals Pvt. Ltd	3rd May, 2018 to 1st June, 2018	01
On-the-job training	Internship	Cadila Healthcare Ltd	7th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Cipla Ltd	2nd May, 2018 to 6th June, 2018	01
On-the-job training	Internship	Medispray Laborataries Pvt. Ltd	2nd May, 2018 to 1st June, 2018	01
On-the-job training	Internship	CG Power and Industrial Solutions	2nd May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Funskool Ltd	2nd May, 2018 to 26th May, 2018	01
On-the-job training	Internship	Berger Paints India Ltd	3rd May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Goa Bagayatdar Sahakari Kharedi Vikri Saunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Goa Bagayatdar Sahakari Kharedi Vikri Saunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Goa Bagayatdar Sahakari Kharedi Vikri Saunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Goa Bagayatdar Sahakari Kharedi Vikri Saunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Internship	Goa Bagayatdar Sahakari Kharedi Vikri Saunstha Maryadit	8th May, 2018 to 2nd June, 2018	01
On-the-job training	Developing Interview Skills	Caculo Group of Companies		100
Boot Camp on Entrepreneurship Development	Start up	CIBA (Centre for Incubation and Business Acceleration)	20th August, 2018	100

Skill Development	Tally Accounting and GST	Comtech Academy	3rd November, to 20th November, 2018	54
Internship	Internship	CIBA (Centre for Incubation and Business Acceleration)	3rd November, 2018 to 4th December, 2018	02

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under Mo Us
Sophia Girls College, Ajmer, Rajasthan	12th December, 2018	Interaction between the partner Colleges to explore the possibilities of academic/ research exchange (1st October, 2019)	4 Students 3 Teachers
Govt. Colleges of Sanquelim and Pernem, Mallikarjun College of Arts and Commerce, Canacona, C.E.S. College of Arts and Commerce, Cuncolim and St. Xavier's College of Arts, Science and Commerce, Mapusa.	17th December, 2018	Academic and Research Cluster	6 Teachers from MOU Colleges came to explore Ph.D. Research Scholars Registration
Govt. College Sanquelim	17th December, 2018	Encourage Ph.D. Research Scholars to register for Ph.D. under Dr. Christina De Souza	1 Teacher 1 Student
Govt. College of Arts, Science and Commerce, Sanquelim, PES's SRSn College of Arts and Science, Farmagudi, Dhempe College of Arts and Science, Miramar, St.Xavier's College of Arts, Science and Commerce, Mapusa and DM's College and Research Centre, Mapusa	17th December, 2018	1) To promote and facilitate research and enroll candidates for Ph.D. in Cluster Research Centre. 2) To conduct academic activities such as Workshops, Symposia etc.	5 Teachers 4 Students

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES	
4.1 Physical Facilities	
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year	
Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
30,324,996	30,324,996

4.1.2 Details of augmentation in infrastructure facilities during the year		
Facilities	Existing	Newly added
Campus area	12,625 sq.m.	-
Class rooms	30	
Laboratories	7	2 (60 sq.m each)
Seminar Halls	2	
Classrooms with LCD facilities	6	
Classrooms with Wi-Fi/ LAN	2	
Seminar halls with ICT facilities	1	
Video Centre	Nil	Nil
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		1)Computer Science a) Desktop Computer, Intel Core 15 with 8GB RAM. Dell Vostro 3268 (6 Nos.) b) Colour Laser Printer HPM154 A (1 Nos.) c) Internet Connection for Computer and IT Lab (Bharat Sanchar Nigam Ltd.) (3540 X 12 Nos.) 2)Microbiology- Spectrophotometer (1 Nos.) 3)Chemistry a) Instruments-3 (Nos.) b) Equipment- 15 (Nos.) 4) Smart Boards (19Nos.) 5) Virtual Class room (1 No.)
Value of the equipment purchased during the year (Rs. in Lakhs)		1)Computer Science a) 3,78,635 b) 23,230 c) 42,480 2)Microbiology- 1,50,000 3)Chemistry- a) Instruments- 63,18,899 b) Equipment- 66,900 4) Smart Boards and Virtual Class room- 99,95,000
Others 1.Glassware- 2.Chemicals- 3.CSR- 4.Internet-		3,85,990 (Chemistry) 1,31,671 (Chemistry) 2,80,000 (Chemistry) 57,905 (Chemistry)

4.2 Library as a Learning Resource			
4.2.1 Library is automated {Integrated Library Management System -ILMS}			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NewGenLib	Data entry for automation purpose is fully completed for circulation of books using software and barcode system is undertaken phase wise for PG, UG and faculty.	3.1.1	July, 2018

4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10675	1855049	1137	732906	11812	25,87,955
Reference Books	12013	2678749	767	585252	12780	32,64,001
e-Books	N-List 30 Lakhs + book	5900	N-List 30 Lakhs + book	-	N-List 30 Lakhs + book	5,900
Journals	25	78838	15	61138	-	-
e-Journals	6002	5900	6000+ e-journals	5900	6002	5,900
Digital Database	-	-	-	-	-	-
CD and Video	435	Free with books and journals	15	Free with books and journals	450	Free with books and journals
Library automation	-	-	New Genlib Library Software	40004+15000 (Data Conversion)	-	55,004
Weeding (Hard and Soft)	-	-	-	-	-	-
Others (specify)	808	-	20	-	828	-
Rare Collection-English Literature (Purchased during establishment of College 1989-90)	2259	-	-	-	-	-

4.3 IT Infrastructure									
4.3.1 Technology Up gradation (overall)									
	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	48	03	BSNL-BB BSNL-BB GBBNG Wave	Nil	01	01	16 (UG) Office and Departments	2 MBPS (BSNL Broadband) 10 MBPS GBBN 2 MBPS	-
Added	04	Nil	G Wave	Nil	Nil	Nil	1 (PG-Chemistry	2 MBPS (G Wave Unlimited)	-
Total	52	03	04	Nil	01	01	17	16 MBPS	-

4.3.2 Bandwidth available of internet connection in the Institution (Leased line) Nil	
…… MBPS /GBPS	
4.3.3 Facility for e-content	
Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
i) UGC- INFLIBNET (N-LIST) (Annual College Membership) ii) e-journals: 600+ e-books: 31,35,000 Videos: Sage Publication iii) GCASCK LIBRARY Learners TV iv) Linked e-content to library website (NISCAIR, NSDL, etc.)	http://nlist.inflibnet.ac.in http://knowlegde.sagepub.com http://gcascklibrary.webs.com learnerstv.com

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives and institutional (Learning Management System (LMS) etc.			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e – content
Nil	-	-	-

4.4 Maintenance of Campus Infrastructure			
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year			
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
68,97,289	68,97,289	4,09,68,964	4,09,68,964

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)
www.khandolacollege.edu.in
www.goa.gov.in

The College is situated on an area of 12,625 sq.m. The college building and other resources are judiciously utilised for maximum utilisation benefit. There are Three Blocks a) Arts and Commerce Block b) Science Block c) Recreational Block. The Institution independently cannot have a policy for creation and enhancement and maintenance of infrastructure facilities being a Govt. College. However, the Directorate of Higher Education (DHE), Govt. of Goa takes on the responsibility to create adequate infrastructural facilities for effective teaching and learning as and when the situation demands.
The Principal, Staff and Students are involved to know the requirements of the Institution. The College then places before the Directorate of Higher Education the needs of the College. The College also gets further approval from the State Government.

With the introduction of Postgraduate Programme in Chemistry the Department has got a new face lift with Post Graduate Laboratory, Research Laboratory and Instrumentation Room.

The Institution being a Government College is allocated budget under plan and non –plan heads:
1)Material and Supply

2) Office Expenses
3) Salaries
4) Other Charges
5) Professional and Special Services

Infrastructure, Maintenance and Development Committee suggests measures for the safety, development and maintenance of old College infrastructure and also suggests measures to dispose of outdated and unused items. E-waste and solid waste generated is discarded through proper procedure
Equipment such a water pumps, AC's , electric equipment are regularly serviced and maintained to keep them in working order.

Financial provision is made by Government of Goa for maintenance of infrastructure and other facilities.

Maintenance of laboratory instruments in Chemistry and Microbiology Departments is annually carried out. Other equipments are serviced/ repaired as per the requirements.

Cleanliness of the Campus is entrusted and outsourced to agency GHRDC (Goa Human Resource Development Corporation) for which 11 people are employed and 4 people are employed 24X7 for the safety and security of the College.

Periodical monitoring is carried out as mentioned in the instruments manual by the service personnel under the supervision of the Head of the Department.

Certain equipments like photocopier machine, cyclostyling machine, UPS, water pump, fan, website etc. are serviced as per the annual maintenance contract with the supplying company.

The College has provision for placement of requirements for up-gradation, deployment and maintenance of physical, academic and support facilities. Purchase and maintenance is done from relevant budget head.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students			Amount in Rupees
		Male	Female	Total	
Financial support from institution	1.Government of Goa 'Merit based award' for ST students	00	13	13	79,000
	2.Government of India 'Post Matric Scholarship' for ST students	16	53	69	5,70,236
	3.Government of Goa 'Gagan Bharari Shiksha Yojna' for ST students	15	56	71	5,32,500
	4.Fee waiver scheme for SC, ST students by Directorate of Higher Education, Government of Goa	17	43	60	2,07,221
	5. 'Scheme for Promotion of Science Education' by Directorate of Higher Education, Government of Goa	00	06	06	1,47,550
a) National	-	-	-	-	-
b) International	-	-	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
One-Day Workshop on 'The Art of Compering'	29th November, 2018	37	Post Graduate Department of Commerce
One Day Workshop on 'Communication And Presentation Skills'	6th February 2019	37	Post Graduate Department of Commerce
Physical Fitness Camp	25th June, 2018 to 9th July, 2018 (15 days)	09	Dept. of Physical Education Govt. College of Arts, Science and Commerce, Khandola
Yoga and Meditation	27th July,2018	13	Dept. of AYUSH, Directorate of Health, Campal, Panaji, Goa.
Meditation (Eklavya-Learn the Art of Concentration)	10th to 14th July, 2018	30	Govt. College of Arts, Science and Commerce, Khandola, Marcela, Goa.
Personal Counselling and Mentoring	1st July - 2018-2019	1:10	Mentoring Committee
Remedial Coaching	1st July - 2018-2019	Only for slow learners	Remedial Coaching Committee
Counselling	June,2018 to April,2019	For students with academic and stress related problems	Counsellor appointed by the Institution

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	1) ACT-Goa Chemistry Written quiz 10th January 2019	70			
2018-19	2) GU-ART exam for admission to PG course	23		10 students	06 students admitted to PG courses
2018-19	NET/ SET Mentoring	50			
December 2018	GU-ART Entrance Exam	40		25	10
2018-19	Orientation on Company Secretary Course by ICSI Goa Branch	60			
2018-19	Orientation on Entrance Exam for P.G. (M.Com.) GU-ART 2019	40			20
2018-19	UDGAM IAS Khandola (Competitive course for IAS/IFS/ IPS/ CDS etc. Exam)	17			
2018-19	Certificate course on 'Foundation of Mathematics and Linear Algebra' to train students for competitive exams for higher education	17		02	
2018-19	Career Counselling for Chartered Accountancy		93		
2018-19	Orientation for e-filing of Income Tax Returns		68		
2018-19	Session on 'Career Options in the Subject of Political Science'		40		
2018-19	Career Counselling for T.Y.BSc.		18		

	(Computer Science Students) by NCRD Sterling Institute of Management Studies, Nerul, Navi Mumbai				
2018-19	Guest Lecture on 'Careers in Computer Science' by Mr. Pradeep Shetye, CEO, VIPRA Infotech, Porvorim		38		
2018-19	Session on 'Career Opportunity for Students in the Field of Psychology'		29		
2018-19	Session on Career in Banking Sector for the Students of Economics		50		

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year		
Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	-	-

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			**Off Campus**		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Cipla Pvt Ltd Caculo Group Vedanta Pvt. Ltd	23 students	02 in Cipla Pvt Ltd.	MRF Ltd Vergo Ltd CiplaLtd	01 02 01	01
CIPLA Ltd. Verna Goa	40	02	Job Fair at Sakhali organised by Govt. of Goa	50	NIL
Caculo Group of Companies Panjim and Verna Goa	100 (30 shortlisted)	NIL	Job Fair at Goa University Taleigao	30	NIL
Vedanta Ltd. Amona Goa	16	NIL	MRF Ltd. Usgao Goa	10	01
Accenta Education Kerala	60	02	Vergo Pharma Ltd. Verna	02	02

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	50	B.A.	Arts	Goa University and affiliated Colleges offering PG Courses	M.A., B.Ed.and Other Courses
2018-19	32	B.Sc.	Science	Goa University and affiliated Colleges offering PG Courses	M.Sc.and Other Courses

2018-19	24	B.Com.	Commerce	Goa University and affiliated Colleges offering PG Courses	M.Com.and Other Courses

5.2.3Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services) Nil

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other	-	-

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Participants
Ghumat Aarti Competition	State- Level/ Inter- Collegiate	Organiser (20Colleges, 400 participants)
Parikrama	State- Level/ Inter- Collegiate including Private groups	Co-Organiser (100 participants)
Jubilations 2018	Inter-Class	Organiser (620 participants)
Eklavya- Art of Concentration	Inter- Class	30
Superbious 2019	State – Level/ Inter- Collegiate	3 Colleges (120 Participants)
All Goa Tennis Ball Cricket Tournament	State – Level/ Inter- Collegiate	Organiser (14 Teams)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2018-19	3rd place in 29THSR.N.T.Ball Cricket Championship.	National	Tennis Ball Cricket	-	1. 263 2. 517	1.Avin Naik 2.Utkarsh Gaonkar
2018-19	3rd place in 15thSR.S.ZoneN.Softball Championship,2018	National	Softball	-	1. 161 2. 490	1.Lavisha Chodankar 2.Makarand Kavalekar
2018-19	Participated in 36TH Sr. N. Netball Championship.	National	Netball	-	1. 412	1.Sanmay Bandekar
2018-19	Participated in 46THJr.N.Carrom Championship.	National	Carom	-	1. 660	Dishaka Kankonkar

5.3.2 Activity of Student Council and representation of students on academic and administrative bodies/committees of the institution (maximum 500 words)

The Students Council plays a pivotal in organizing various activities in the College. The students exhibit their leadership qualities.

The following activities were organized

Eklavya Art of Concentration and Meditation programme, Personality Development programme for members of the Students Council, Inter-Collegiate events and extension activities, Teachers Day Celebrations, Celebration of National Days, Goa Liberation Day, Patriotic Singing, Friendship Day, Annual Social Gathering etc.

The Students Council also organized the Farewell function for the outgoing T.Y. students.

All these activities and events help to tap the hidden qualities of the students. It also gives them an opportunity to shoulder the responsibilities of planning, organizing, maintaining discipline which develops a spirit of co-operation and enables them to face competition, financial management etc.

Activity of Students Council and representation of students on academic and administrative bodies.

The College Students Council is governed by the University Statutes. The elections held are based on secret ballot system in accordance with the majority votes. The functioning and the activities of the Students Council are conducted under the guidance of the Principal, Chairperson of the Students Council, General Secretary of the Students Council and the Cultural Secretary.

The students also play an active role by being part of the academic and administrative bodies.

The students participated, presented research papers and also worked as members of organizing committee for Seminars, Conferences, and Workshops etc.

The academic and administrative bodies that have students representatives on them are as follows:

1) The Students Council
2) IQAC
3) Prevention of Sexual Harassment Committee etc.
4) Discipline and Anti- Ragging Committee
5) N.S.S.
6) Sports
7) Clubs, Cells, Committees etc.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes. The institution does have an unregistered alumni association with many alumni members actively participating in the activities. The alumni are actively involved in activities such as planning of the college extracurricular events, college annual day and appreciation of meritorious students.

5.3.2 No. of registered enrolled Alumni: 173

5.3.3 Alumni contribution during the year (in Rupees) **:** Nil

However, they have sponsored Certificates for meritorious students.

5.3.4 Meetings/activities organized by Alumni Association : 1 meeting

Activities organised

1) The Annual Alumni meet was organised on 26th January, 2019. Six ex-students of this College i.e., Mr. Vinayak Gaonkar, Mr. Rajdeep Naik, Mr. Sanket Amonkar, Mr. Kashinath Naik, Mr. Milind Anvekarand, Mr.Pradeep Shetye were felicitated for their remarkable contribution in the field of Pharmaceutical, Entertainment (Drama/ Films), Politics, Administration, I.T. and Entrepreneurship etc.

2) Mr. Pradeep Shetye, CEO VIPRA Premier Infotech Pvt. Ltd. (Alumni) was the resource person for the Certificate Course titled 'Object Oriented Programming Using C++' for the students from the Department of Computer Science from 4th July 2018 onwards (for 15 days).
3) Ms. Rhea Saldanha (Alumni) Programmer from 3D Systems, Porvorim, Goa was the resource person for the Certificate Course titled 'Data Analysis using python' for the students from the Department of Computer Science from 9th February, 2019 onwards (for 15 days).
4) Mr. Vinay Gawas (Alumni) was the resource person for the Five Days Certificate Course titled 'Elements of Photography' organised by the Department of Physics.
5) Mr. Tirathprasad G. Nagvekar (Alumni) was the resource person to deliver a session for the students on the topic 'Start-up India- An Initiative of Government of India' on 6th February, 2019.
6) The Alumni sponsored Scholarships in the form of Cash prizes for the meritorious students of this College for securing the highest marks for the VIth Semester End Examination in the subjects of Microbiology, Computer Science, Chemistry, Commerce and Arts.

CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The college being run by the state government follows multi-level administrative structure with the Principal functioning as the Head and Mentor of decentralised governing system. The Director, of the Directorate of Higher Education, is a member of the IQAC and visits the College at regular intervals to ascertain the smooth functioning of the Institution. The Vice-Principal is appointed by the Directorate of Higher Education to assist the Principal in additional matters related to academics and administration.
At the academic department level one faculty member is appointed as the head-of-the -Department to shoulder the departmental responsibilities. The Principal convenes quarterly administrative staff meeting, monthly faculty staff meetings and the HODs conduct monthly meeting with its faculty of their respective Departments. Moreover, the HODs also monitor the work of the laboratory staff assigned to their Departments. Requirements for the laboratories are provided by various Departments through quotations and the bills are diverted to the College Office for clearance within the shortest time. The Departments thus function smoothly and efficiently in a decentralised manner without undue interference from management. The Teacher's Dairy is provided by the Principal which has to be duly filled by the teachers regularly. The Teacher's Diary contains - Academic Calendar, Time Table for I, II, III, IV Semesters, Subject and Papers taught, ate wise room no. and lectures taken, official work done, salary details, leave records, record of ISA, details of seminars and workshops, research work, publications, extension and community services, innovation in teaching, remedial teaching etc.

As and when the college plans to launch new programmes the college has to seek budgetary allocation from the funding authority, i.e., the state government. Subsequently academic approvals pertaining to the budgets, financial approvals, staffing and infrastructural approvals are sought from the directorate of higher education. Simultaneously necessary approvals are obtained from the affiliating University, i.e. Goa University. Upon receiving of all clearances, the college establishes necessary departments/committees to execute the programme.

Various Committees-Statutory and Non-Statutory, are constituted to co-ordinate, monitor and implement various programs and activities. The IQAC meets regularly to review and monitor the overall quality and functioning of the College. The PTA also plays an important role in overall functioning of the College activities. The financial plan and transaction is controlled by Accounts Standing Committee.

The College believes in the principles of decentralisation and participative management. Suggestions made by stakeholders at staff meetings (Teaching and Non-Teaching) of the PTA, IQAC, Alumni and various committees are incorporated and implemented in the action plans of the College.

The decision making process in the institution is a collective exercise with inputs from all the stakeholders being taken into consideration wherever possible. Periodic meetings ensure a culture of participative management. It opens a channel for voicing grievances and other concerns. The faculty members are appointed nodal officers for many different cells and committees. The non-teaching staff is also involved with various statutory and non- statutory Committees of this College.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

Yes, the college is computerised and uses software based solutions for student's admissions, attendance, examinations, feedback, library automation, and some limited procedures of the accounts section.

6.2 Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ **Curriculum Development**

- The Goa University presents the syllabus which is adopted by the various Departments in the College. From last year the syllabus changed from Semester pattern to CBCS. The Board of Studies of the respective Departments prepares the syllabus. The syllabus that is prepared is as per the choice based credit system. Moreover, this syllabus is regularly reviewed, modified and restructured by the Board of Studies keeping in mind the needs of the society, new advances and developments in various fields. As Chairpersons / members of the Board of Studies at Goa University our faculty plays a pivotal role in suggesting as well as implementing the changes in the syllabus. Therefore, the process of imparting quality knowledge is enriched which puts our students on par with Universities of other States, National and International Institutions.
  CBCS facilitates the students to opt for papers as per their interest from other disciplines to enhance their skills.
- Meetings are conducted by the HODs of the respective departments with the faculty and suggestions are given regarding need based courses. As per the syllabus experts in the fields are allotted to teach the curriculum.
- Members of the Alumni association also play an important role in suggesting the need based courses.
- The HODs of the respective Departments distribute the work load to the faculty members as per their specialization.
- Some of our faculty members are the members of the BOS and they have helped in drafting the syllabus for elective and skill based topic as per the requirement of new education policy.
- Introduced Geography course in the BSc. Programme for the benefit of slow learners.

❖ **Teaching and Learning**

- The teaching- learning process is enhanced by providing student centric learning. To make the learning more effective the Government has equipped nineteen classrooms with Smart boards and one Virtual classroom.
- Students are involved in Dissertation/ Project work which includes doing the new experiments in the laboratories and work in the field of humanities and entrepreneurship are also undertaken.
- Students and Staff participate in various State, National and International Conferences, Seminars and Workshops in their respective disciplines. State and National Level Seminars, Workshops and Conferences are conducted by the faculty. The sense of social responsibility is fostered among the students through these Seminars and talks delivered by eminent speakers.
- Presentation by students helps to encourage talent related to research and skill.
- Innovative methods are adopted for the teaching and learning process like problem solving.
- The students are encouraged to engage themselves in group discussion, debates, brainstorming sessions. Students are encouraged to do reference work.
- Students are given exposure to industry visits, field trips, research institute visits and study tours.
- Assignments are given on regular basis.
- The College prides in having a rich library with an access to N-List. The College has introduced automation of Library. It houses an excellent collection of rare and latest books and journals.
- There is learning which goes beyond the classroom by way of healthy interaction between the faculty and the students such as e-learning and one - to - one interaction etc.
- Remedial classes are regularly conducted for slow learners who require additional help.
- Feedback obtained from the students helps to improve the teaching learning methods.

❖ **Examination and Evaluation**

- The Semester End Examinations are conducted for the odd and even Semesters respectively in October and April.
- One invigilator is assigned for about 40 students taking up the examination in an examination hall.
- The internal examiner sets the question paper for every paper/ subject by giving proper weightage to every unit in the syllabus.
- Practical examinations for every Semester are conducted by the internal examiner who teaches the respective subject.
- The Examination Committee ensures smooth conduct of examination and initiates transparency in the evaluation process.
- The Vth and VIth Semester End Examination question paper is set by the Goa University. The practical examination is conducted with internal and external examiners appointed by the Controller of Examinations, Goa University.
- The College has to follow the Ordinance of Goa University of having two components of evaluation:
  - Intra- Semester Examination (ISA) 20% and
  - Semester End Examination (SEE) 80%

- The ISA Committee is appointed by the College that monitors the conduct of two ISAs for one Semester at the beginning of the SEE. The Examination Committee shoulders the responsibility of conducting the SEE Examination, sees that evaluation is done and monitors the preparation and declaration of results.
- ISA topics are intimated well in advance.
- For PG course, the examination and evaluation process, declaration of results is managed by the Goa University. External examiners are involved in practical examination, Viva Voce and project evaluation for the End Semester Examination.

❖ **Research and Development**

- Affiliation from Goa University was received to start Cluster Research Centres in subjects like Chemistry and Geography as a lead college.
- We are also partners in Cluster Research in the subjects like Konkani, Economics, and Commerce.
- Faculty is motivated to register for and pursue Doctoral Studies and also apply for Major and Minor research projects.
- Staff members pursuing the doctoral studies are granted State Government leave after following the duly prescribed procedure.
- The College promotes the active participation and the presentation of research papers by the teaching faculty at State/ National/ International Seminars/ Conferences/ Symposia which promotes exchange of knowledge and other resources.
- The faculty is motivated to publish their research work in journals and books of repute.
- Institution provides conducive environment for research and development and is evident from the fact that there are 31 faculty members with Ph.D. and 02 are in the process of completion.
- Talks are delivered on advanced topics related to research by eminent personalities to motivate and inculcate research attitude amongst the PG students.

❖ **Library, ICT and Physical Infrastructure / Instrumentation**

- The library has independent website www.gcascklibrary.webs.com which is also a part of College website (www.khandolacollege.edu.in)
- The library has acquired a New Gen Lib Library Software in 2018-2019.
- The library has a rare collection of 2259 English Literature books purchased when the College was established in 1989-90. Moreover, the students from the University and research scholars have an access to these books for reference work.
- The Library conducts Orientation programmes for the newly enrolled students to give them information about collection of books, facilities and services available.
- The Library practices the Open-Access System for Staff for effective teaching- learning.
- Book bank facility is available for the economically backward students.
- The Library subscribes to various research journals in all the subjects which help the students to carry out advanced studies. Library facilities are accessible to the students of the College to prepare for various Competitive Examinations.
- To improve the functioning of the Library, a suggestion box is kept in the Library. The suggestions which are given are anonymous. The Librarian reviews the suggestions and tries to improve upon them.
- The College has been equipped with 19 Smart boards and one virtual classroom.
- The College has already acquired a full- fledged Arts and Commerce faculty block along with a multipurpose hall and canteen. This block meets the requirements of green building as per GRIHA (Green Rating for Integrated Habit and Assessment).
- A full- fledged Post graduate laboratory in Chemistry sponsored by Syngenta India Ltd. is set up.
- Proposal for RUSA is underway for further infrastructural development of the College.
- Computer hardware and other peripherals are purchased.

❖ **Human Resource Management**

Human Resource Management is the important factor among both Staff and Students and this is reflected in the programmes and activities that are organized in the College.

a) Human Resource- Staff
   - The Staff Welfare Committee organizes Faculty Development Programmes from time to time. The teaching faculty are encouraged to attend and present papers at Seminars/ Conferences/ Workshops etc.
   - Leadership qualities are imbibed in the Staff by motivating them to organize Seminars, Workshops, Conferences etc. both at State and National and International Level and other programs.
   - Teaching and Non-Teaching Staff are encouraged to take up higher studies for the development of their professional skills.

- Training, Orientation and Refresher courses are given to Teaching and Non-Teaching Staff from time to time.
- Get-together and picnic are organised for Teaching and Non-Teaching Staff to build healthy inter-staff relations.

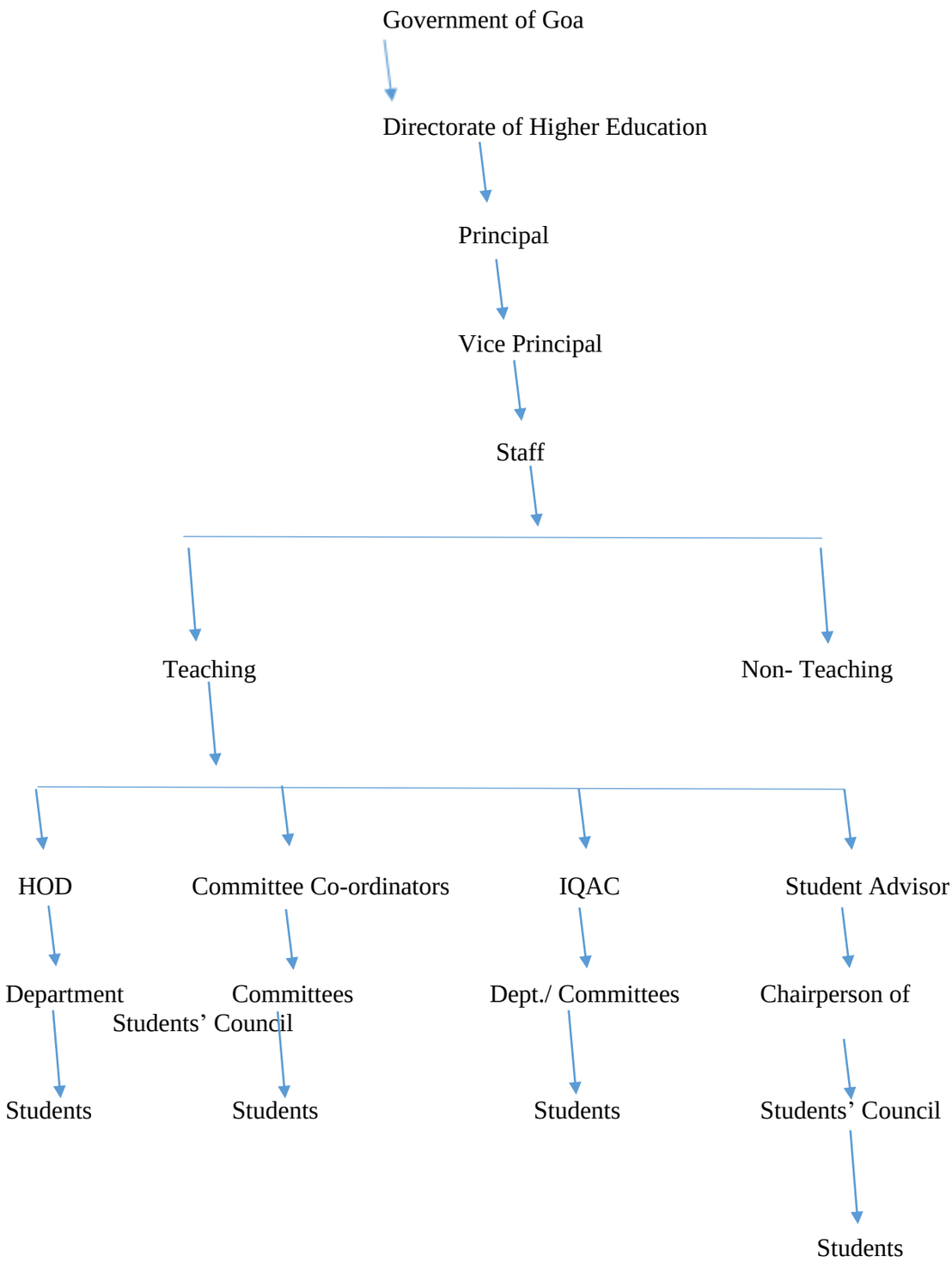
- The non-teaching staff has been acquainted with the use of computers.
- Professional Counsellor and Class Mentors are appointed to address the academic and stress related problems of the students.

b) Human Resource- Students

• The Students Council is formed with the sole intention of developing the leadership qualities among the students.

• The Students are encouraged to participate in co-curricular activities organized by the College and at State and National Level. The students are motivated to contribute to the College Magazine, Wall Papers, Gallery, and Departmental Notice Boards and also to the Local Newspapers etc.

• Vertical mobility of the students in terms of employment is sought to be addressed through Career Guidance and Placement Cell.



❖ **Industry Interaction / Collaboration**

- Eminent resource persons of high repute from Industries are invited to address the students.
- Field trips/ Industrial visits are organized by the respective Departments to give students a first-hand experience and exposure. Visits to such Industries help the students to learn to make use of their sophisticated instruments.
- Students are also encouraged to undertake Industry Oriented projects at the T.Y. level wherein the students visit the industries study their system, conduct interviews etc.
- Industry interaction is enhanced since the Chemistry laboratory is refurbished by Syngenta. Syngenta also sponsors co-curricular activities for our students.

❖ **Admission of Students**

- The admission process is entrusted to the Admission Committee. The Principal is the final authority who makes the decisions based on the University Statutes.
- The College gives wide coverage of the admission process by notifying through media, College notice board, College handbook, Outdoor Advertisement e.g. banners, posters etc. The Alumni and the faculty of the College visit the feeding Higher Secondary Schools to explain the various degree courses and its benefits in terms of future prospects.
- The College ensures transparency in the admission process by strictly following the rules of the Goa University and Directorate of Higher Education.
- The College adheres to the reservation policy stipulated by the Government and follows it throughout the admission process. No student is denied admission irrespective of the number of attempts he/she has made to pass the XIIth examination. It is primarily this basic quality to cater to the needs of the rural areas that makes the Institution unique in the State of Goa.
- The list of the provisionally admitted students is displayed on the notice boards of the College. Each student along with his/ her parent/ guardian is requested to meet the Principal/ Chairperson/ Members of the Admission Committee.
- Through this personal interaction the student is counselled about the choice of subject and his/ her academic interests are understood.
- Admission for PG is catered to students all over the State. For PG students, admission was done on the basis of merit list as per the number of allotted seats. The merit list was displayed on the website. Then subsequently names of the students from the waiting list were considered for admission after the withdrawal of admission by the students. Payment was done through online mode.

6.2.2: Implementation of e-governance in areas of operations:

❖ Planning and Development

❖ Administration- All Govt. payments including salaries are made through ECS.

❖ Finance and Accounts- For purchase of instruments and equipments for the laboratories advertisements in National newspapers as well as e-wizard and e-tendering was done by IT Department.

❖ Student Admission and Support – Online admission was done.

❖ Examination- Result is analysed through software and is uploaded on the website.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018-19	Dr.Purnakala Samant	Executive Development Programme	Association of Indian College Principals (AICP) in collaboration with Punjab University	8,000/-
2018-19	Dr.Purnakala Samant and Dr.Pravina Kerkar	Workshop on Promotion of UGC Autonomous Colleges	UGC Western Regional Office, Ganeshkhind, Pune	13,000/- (TA)

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non-teaching staff during the year					
Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018-19	Work Ethics		29th June, 2018	56	
2018-19	SWOT for Academic Excellence		22nd September, 2018	68	
2018-19		Awareness Regarding Investment	30th January, 2019		04
2018-19	Holistic Process in Teaching Learning using Neuro Linguistic Programming		26th March, 2019	33	

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year		
Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
6th IEEE International Conference on MOOCS Innovation and Technology in Education (MITE- 2018) 'Hands-on MOOCS'	01	29th to 30th November, 2018
'Right to Information Act' organised by DHE	01	2nd August, 2018
Refresher course in Natural Sciences	01	February, 2019 to March, 2019
Refresher Course	03	21st August to 10th September, 2018
FDP	02	29th April to 3rd May, 2019 1 week (35 hours)
FDP	09	26th March, 2019 1 Day
FDP by Goa State Innovation Council on 'Innovation, Creativity and Start ups' at BITS Pilani, Goa Campus	01	18th, 24th and 25th August, 2018 3 days
FDP on 'Innovative Start-ups and IP' for 3 days at BITS Pilani, Goa Campus	03	8thto 10th March, 2019 3 days
FDP at Gujarat University, Ahmedabad	01	22ndto 28th October, 2018 7 Days
FDP on 'BFSI Sector' organised by Sydenhan College of Commerce and Economics, Mumbai and MHRD New Delhi	01	15th to 24th December, 2018
FDP programme on 'Hands on Training in Cosmetic Formulation	01	31st August to 1st September, 2018

FDP on 'IPR Training and Protection and Traditional Knowledge Documentation' organised by Goa State Biodiversity Board under UNEP-GEF-MOEF-ABS Project at Saligao	02	20th September, 2018
FDP programme on 'National Programme on Technology and Enhancement Learning' organised by Don Bosco College of Engineering, Fatorda, Margao	02	21st July, 2018
Sanskrit Language Certificate Course	2	2nd September to 30thMarch 2018
Holistic Process in Teaching Learning using Neuro Linguistic Programming	33	26th March, 2019
FDP on 'Work Ethics'	56	29th June, 2018
FDP on 'SWOT for Academic Excellence'	68	22nd September, 2018
FDP on 'Introduction to Data Science with Python' at Dhempe College, Miramar	02	27thand 28th July, 2018

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
33 (Including Librarian)	37(Contract)	20	-

6.3.5 Welfare schemes for	
Teaching	1) House building advances (HBA) at the nominal interest rate of 2%. 2)Motor Car Advances 3)Leave Travel Concession (L.T.C.) 4) Medical and Children Tuition Fee reimbursement 5)Group Insurance 6)Staff Quarters 7)General Provident Fund, Gratuity, NPS 8)Advances for consumer durables from the GPF
Non-teaching	1) House building advances (HBA) at the nominal interest rate of 2%. 2)Motor Car Advances 3)Leave Travel Concession (L.T.C.) 4) Medical Children Tuition Fee reimbursement 5)Group Insurance 6)Staff Quarters 7)General Provident Fund, Gratuity, NPS 8)Advances for consumer durables from the GPF 9)Free uniform and washing allowance for class D employees.
Students	1) Subsidized fees. Besides, students also benefit from a plethora of scholarships of the State/ Central Govt. and other agencies. 2) Students also avail the facility of 50% concession for the bus fare which is provided by the Govt. of Goa. 3) The College has a Student Aid Fund where the needy students are provided financial assistance. 4) The quota structure of the State Govt. is as follows-SC-2%, ST-12%, OBC-275, PH-3%. The reservation as per the policy of the State is strictly adhered to.

	5) The SC/ ST/ OBC students are identified at the time of the admission and a record of the same is maintained. These students are urged to avail of scholarships and free ships instituted by the Govt. and other agencies. 6) Adoption scheme at personal level of the faculty aids the students to continue their studies. 7) Prizes are instituted by the faculty and Alumni for scoring highest marks at the University exams. 8) Pre-Matric and Post-Matric Scholarships for students with disabilities is sponsored by the Ministry of Social Justice and Empowerment, Govt. of India. 9) The College has wheelchairs for students and has provisions for ramp for students with disability. 10) The new College building has a ramp and a western closet for the differently-abled students. 11) Library books are issued on a personal basis. 12) A class having a student with disability is allotted a classroom on the ground floor. 13) Tutorials, remedial classes, mentoring and personal counselling helps to monitor the progress of slow learners. 14) Special skill based classes are conducted for differently-abled. 15) Library books are used on a personal basis in the classroom for the differently-abled. Book bank facilities are provided to the economically backward students. 16) A class having a student with disability is allotted a classroom on the ground floor. 17) Counselling facilities by professional counsellors are made available for the students throughout the academic year. 18) Remedial classes are conducted for the slow learners after the regular class hours. Mentoring and personal counselling helps to monitor the academic and stress related problems of the students. 19) Personality development workshops and Seminars are conducted and deputed on a regular basis which helps the students in grooming themselves for a bright future. 20) First Aid facilities are provided to the students. In case of medical emergencies they are referred to the nearby health centres for medical aid. 21) The College bus facility is available to help the students to reach the Institution in time. Students also make use of the College bus during field trips, to participate in Sports and Cultural events. 22) Security is deployed at the gate round the clock to ensure that the students are safe. 23) Students are given Career Counselling and are helped in placement.

	24) Students are motivated to participate in various Sports and Cultural activities within and outside the State. 25) Students are taken to various parts of the country on study tours to understand academic and socio-cultural traditions.

6.4 **Financial Management and Resource Mobilization**

6.4.1 Institution conducts internal and external financial audits regularly(with in 100 words each)

1) The College has a comprehensive mechanism for both internal and external audit.
   a. Mechanism for Internal Financial Audit
      i. All the salary bills are prepared and checked by the Accounts Section and sent to the Directorate of Accounts for pre-auditing and passing the same. This is as per the Government Central Treasury Rules (CTRS). The Statement of the entire Group-A Gazette Officers was obtained from the Directorate of Accounts, Panaji and from April 2019 from the Directorate of Accounts, Margao.
      ii. All the salary bills and other bills like TA/DA, L.T.C., G.P.F., advances and withdrawals, Medical and children tuition fees reimbursement, other housing loans and advances etc. are checked by the Accounts Section of the College and pre-audited and sanctioned by the Directorate of Accounts.
      iii. For 'College Controlled Money' (Bank Account) there is a Standing Committee to monitor the requirements/ needs and expenditure. The Accounts of the 'College Controlled Money' are audited and approved by the Directorate of Higher Education, Government of Goa an then certified by the College authority and counter-signed and the bills are passed by the Directorate of Accounts, Panaji and now from April 2019from the Directorate of Accounts, Margao.
      iv. Annual stock verification is carried out in respect of dead stock pertaining to general stores, laboratories, Sports, Library etc.
      v. The College has a Purchase Committee to identify the College needs and purchase the same through a prescribed procedure framed by the College Standing Accounts Committee.
      vi. Cash books, budget check register, cheque register etc. are maintained as per the Government rules.
      vii. Postal stamps/ Government stamps account is maintained and periodically checked.
      viii. Library fine collection is deposited in the Government Treasury.
      ix. The College fee receipts are credited to the Government Treasury and expenditure is met through State Government funds allocation.
      x. For purchase of materials, administrative and financial approval from DHE has to be obtained.
   b. Mechanism for External Audit
      i. External Audit Committee visits the College periodically
      ii. Internal funds of the College are audited by a registered Chartered Accountant.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Deccan Fine Chemicals, Corlim, Goa	50,000	To organize One Day National Seminar on 'Challenges of Entrepreneurship and its coping strategies' (PG- Commerce)
Deccan Fine Chemicals, Corlim, Goa	40,000	To conduct Inter-Collegiate Event (PG- Chemistry)
Shridecor Sam Pedro, Goa	15,000	To conduct Inter-Collegiate event (Sports)

Toshvin India Ltd.	30,000	Sponsored the PG- Chemistry event REACTA 2019
Goa Shipyard Ltd.	5,00,000	To purchase instruments for (PG Chemistry)
Syngenta Biosciences	2,50,000	To refurbish two laboratories and instrumentation room for the M.Sc. (Chemistry) Program
Rajdeep Builders	2,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
Mr. Rajesh Faldesai	10,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
Mr. SripadNaik	10,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
Mr. Deepak Dhavlikar	20,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
Honda Showroom	5,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
Contributions from various Shopkeepers	10,000	To conduct Superbious 2018 and Inter-Collegiate Event organised by the N.S.S. Unit of the College
6.4.2 Total corpus fund generated	9,42,000	

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Goa University deputes External Invigilator who conducts a surprise visit to the Institution to check if whether the examination is conducted as per the guidelines laid down by the University. The Invigilator also provides a feedback to the Examination Committee of the Institution for further improvement.	Yes	**1**. The ACR's of the faculty are reviewed by the Principal and then are examined by the Director, Directorate of Higher Education. **2.** The question papers are checked by the HODs before submitting to the Section, so also the answer books are thoroughly scrutinised to verify any discrepancies.
Administrative	-	-	Yes	**1**. The Standing Accounts Committee of the College monitors the requirements, needs and expenditure of the Institution. **2.**The Academic and Administrative Audit Committee conducts timely checks of the- **a**. Biometric register **b**. Service books **c**. Library services **d**. Looks after the grievances of the

				teaching and non-teaching staff regarding matters related to academics and administration.

6.5.2 Activities and support from the Parent – Teacher Association (at least three)

- Annual General Body Meeting - 02

  - Conducted two General Body Meetings for all the Parents on 2nd October, 2018 and 4th May, 2019 respectively.
  - Registered the Parent Teacher Association (PTA) under Societies Registration Act, 1860 by the Inspector General of Societies' District Registrar (South Goa) with the Registration No. 53/GOA/ 2019.

- Activities Conducted:

  - PTA organised a Workshop on Quilling and Flower-Making on 23rd March, 2019for the differently-abled students.
  - PTA organised a session titled 'Traffic Rules: Dos and Don'ts for the students of this College on 1st March, 2019. The resource persons were traffic police from the Traffic Cell, Ponda, Goa.
  - Orientation lecture for Parents was delivered by Mr. Amit Narera (IAS) Civil Servant Ministry of Railways on 14th October, 2018 on the topic 'Competitive Exams: The Need of the Hour'.
  - The PTA Committee organised a session for the students on 'Start-up India- an Initiative of Government of India' on 6th February, 2019.
  - Faculty members maintain attendance records of students. If a student remains absent without assigning any reason the parents are informed regarding the same by the faculty and the Principal and subsequently meetings are arranged by the College authorities with the parents. In almost all cases parents provide essential support and take care to see that their wards are present.

6.5.3 Development programmes for support staff (at least three)

- A Session on 'Awareness Regarding Investment' was conducted on 30th January, 2019.
- Accountant has been sent for GST training organised by Directorate of Accounts.
- Head Clerk was sent for training on New Pension Scheme.

6.5.4 Post Accreditation initiative(s) (mention at least three)

- The College has tried consistently to build on the suggestions of the NAAC peer team which visited the Institution in 2017.

1) Commencement of PG Courses by the Department of Chemistry, Commerce during the academic year 2017-18 and Geography in the academic year 2018-19.
2) Offered six Units in Hindi, Geography, Economics and Mathematics in the academic year 2018-19.Geography subject was introduced in science stream as interdisciplinary subject.
3) Organised Inter-disciplinary Seminars, Workshops and Conferences at State and National Level.
4) Started Certificate courses/ Value added short term courses by various Departments.
5) Started a Diploma and Certificate course in Sanskrit in the academic year 2018-19.
6) Initiated the process and has a full-fledged Remedial Teaching Programme.
7) Mentoring is done religiously.
8) Promoted student centric education. The various Departments in the College invited personalities and resource persons to interact with the student community. Interested students have enrolled themselves to undergo training to answer competitive examinations during the academic year 2018-19. Yoga and meditation sessions are conducted for students who have enrolled themselves by Yoga trainers. IQAC has promoted field trips and study visits for students and has also organised quizzes, debates, elocutions, poster competitions etc. The

students are also encouraged to actively participate in Inter-Collegiate and State Level activities (in Sports and Cultural). Conducted activities for differently- abled.

9) Adopted a village which is close to the Institution. Sensitized local community regarding social issues by organising street plays, rallies etc. Promoted Swachh Bharat programmes.
10) Explored measures to provide scholarships to the needy and economically backward students.
11) Offered student Internships.
12) Organised FDP for teaching staff. Faculty members are encouraged to register for Ph.D.
13) Started online admission, automation of library, online feedback for Students and Alumni.
14) Initiated feedback for the Parents.
15) Tree plantation drive to grow more trees to create a green ambience.

6.5.5

a. Submission of Data for AISHE portal : (Yes /No) Yes
b. Participation in NIRF : (Yes /No) Yes (Participated in NIRF and placed in Rank Band of 101-150
c. ISO Certification : (Yes /No) No
d. NBA : (Yes /No) No
e. any other quality audit : (Yes /No) Yes -One Star for establishing Innovation Centre and Start up in campus by Institution Innovation Council, Ministry of HRD, Govt. of India on 6th November, 2019 (For the academic year 2018-19)

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2018-19	**1.Curriculum Development** **Academics** a) PG in Geography b) PG MSc. c) PG MCom.	12/6/2018	12/6/2018 to 15-05/2019	Students and local community PG Geography-I: 23 Msc-II : 15 Mcom –II : 23
	d) Offered 6 Units in:- Hindi, Geography, Economics and Mathematics	17/6/2018 `` `` `` ``	17/6/2018 to 5/5/2019 `` `` `` ``	Hindi : 4 Geography :29 Economics : 15 Mathematics : 12
	e) Geography for FYBSc students	17/6/2018		Second division for FYBSC (60)
	f) Interdisciplinary Seminars, Workshops and Conferences			
	g) Certificate/ Value added/ Short Term Courses			

	h) Full-fledged Remedial Teaching programme i) Competitive examination training programme j) Mentoring for students k) Offered a Diploma and Certificate Course in Sanskrit			
	2.Development programmes and Collaborations a) Faculty and student exchange programme b) Encouraged faculty to register for Ph.D. c) Encouraged faculty to start thinking about new courses	2018-19	2018-19	Faculty membersand Students
	3.Institutional Social Initiatives a) Adopted a village close to the Institution b) Promoted Swachh Bharat programme c) Sensitised the local community regarding social issues by organising street plays, rallies etc.	2018-19	2018-19	Local community and students
	4.Welfare programme a) Provided scholarship to the needy and economically backward students b) Offered student Internships c) Organised FDP for teaching staff d) Enabled better participation from differently-abled e) Promoted field trips and study visits for students f) Offered Remedial teaching for students	2018-19	2018-19	Faculty members and students

	5.Innovation Measures a) Initiated automation of Library b) Initiated Online Feedback for Students c) Initiated Feedback for Parents and Alumni d) Introduced 19 Smart Classrooms and 1 Virtual Classroom	2018-19	2018-19	Students, Alumni, Faculty members, Parents
2018-19	**6.Healthy Practices** a) Started Yoga classes and Meditation for Students b) Promote Swacchatta through Shramadaan for students c) Started Yoga sessions for Parents, Alumni and the Community d) Sensitised the students to minimise the use of bikes and cars- created awareness of making use of public transport, cycles etc.	2018-19	2018-19	Students, Parents, Alumni, Faculty members
2018-19	**7.Research and Development** a) The Institution has signed MOU with Sophia Girls College, Ajmer, Rajasthan on 12th December, 2018. b) Cluster Research Centre in Geography, Chemistry and Parties with Economics, Konkani Commerce	2018-19	2018-19	Faculty members and Students Faculty members and Students
2018-19	**8.Non- Academic program for students** a) Cultural (Inter-class, Inter-Collegiate, State Level)	2018-19	2018-19	Students
	b) Sports (Inter-class, Inter-Collegiate, State Level)	2018-19	2018-19	Students

CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES			
7.1 – Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period **(from-to)**	Participants	
		Female	Male
Organised a Skit on 'Beti Bachao Beti Padhao'	8th February, 2019	22	5
Organised a session on 'Gender Equity'	21st January, 2019	22	5
Rally to celebrate Womanhood	8th March, 2019	47	10

7.1.2. **Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:**

- The Government College of Arts, Science and Commerce, Khandola is nestled in the lap of nature. The Students and Staff of the College are environmentally conscious. The Eco-friendly club has taken the initiative of laying the lawn, growing fruit-bearing trees, flowering and ornamental plants in the College premises.
- The Nature Club distributes saplings to the local community around Marcel and neighbouring villages so as to encourage the community to grow more trees and enhance the environment.
- A compulsory paper on Environmental Studies has been integrated in the curriculum for the first year students of the College in which they learn about the importance of environment, protection of environment, impact of human activities on environment and various environmental issues.

❖ The College has undertaken the following Alternate Energy Initiatives:-

- Solar energy is used to illuminate the street lights in the Campus, corridors and washrooms in the Arts and Commerce building.
- LED and CFL bulbs are used in classrooms and laboratories to conserve energy.
- **Initiatives to sensitize to conserve energy.**
    - Faculty members have made efforts to sensitize the students to switch off the fans, lights and other electrical equipments in the departments, laboratories and College premises after use.
    - Students are also sensitised to use water and electricity judiciously and only when required.
- Efforts to minimise Ozone depleting substances. All insulation used in the building is CFC and HCFC free. Even the AC equipment is CFC free. The fire suppression system and fire extinguishers are Halon free.

7.1.3 **Differently abled (Divyangjan) friendliness**		
Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	2
Provision for lift	No	-
Ramp/ Rails	Yes	2
Braille Software/facilities	No	-
Rest Rooms	Yes	2
Scribes for examination	No	-
Special skill development for differently-abled students	Yes	2
Any other similar facility	1) Wheelchair	2
	2) Library facility	2
	3)Classroom on ground floor	2
	4) Western Closet	2
	5) Library books issued on personal basis	2

7.1.4 **Inclusion and Situatedness**

Enlist most important initiatives taken to address Locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-19		1	13th July, 2018	Vanamahotsava	To encourage the local community to plant tree saplings	30 Students 2 Teachers
2018-19		1	24th July, 2018	Cleanliness drive at Sateri Temple (Swachh Bharat Initiative)	Cleaned the surrounding areas of the Temple and washed the premises	8 Students 2 Teachers
2018-19		1	8th August, 2018	Cleanliness Drive at St. Estevam Fort	Cleaned the Fort by collecting plastic and cutting the bushes	94 students 1 Teacher
2018-19		1	14th August, 2018	Plastic Collection Drive in the Marcel market	Collected 20 kgs of plastic bottles, bags etc.	19 Students 3 Teachers
2018-19		1	10th -14th August, 2018	Swachh Bharat NitolGoem	To create awareness on the importance of Swatchata in Khandola Village	196 Students 2 Teachers
2018-19		1	25th September, 2018	Cleanliness Drive at St.Estevam Mangroves	Cleaned the place	200 Students 2 Teachers
2018-19		1	26th September, 2018	Cleanliness Drive at Health Centre Betki	Cleaned the surroundings	355 Students 5 Teachers
2018-19		1	27th September, 2018	Plastic Collection Drive at Betki, Khandola	Collected plastic bags and bottles	355 Students 2 Teachers
2018-19		1	28th September, 2018	Plastic Collection Drive at Devki Krishna Ground	Collected plastic bags and bottles	355 Students 2 Teachers
2018-19		1	29th September, 2018	Plastic Collection Drive at Devlai, Khandola	Collected plastic bags and bottles	355 Students 2 Teachers
2018-19		1	2nd October, 2018	Distribution of 30,000 cloth bags and 4,000 paper bags to the locals of Marcel Market	Distributed cloth and paper bags	131 Students 10 Teachers
2018-19		1	1st October, to 31st December, 2018	Collection of empty milk bags, paper bags, e-waste	Collected plastic milk bags-13,400 paper bags-700 e-waste-226 kgs	257 students 12 Staff Members
2018-19		1	23rd February, 2019	Medical Camp for local community	Health issues of the local community	209 Students 9 Staff Members
2018-19		1	20th February, 2019	Candle Procession	To pay tribute to the soldiers	161 Students

				March to Devki Krishna Ground	who were killed in the Pulwama attack	6 Staff Members
2018-19		1	8th March, 2019	Rally to Celebrate Womanhood	Women's Rights, Crime Against Women, Female Foeticide etc.	57 Students 2 Staff Members

7.1.5 Human Values and Professional Ethics		
Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Prospectus for UG and PG	31st April, 2018	Students are bound and sensitised to follow the disciplinary rules mentioned in the prospectus. The Academic Calendar written in the prospectus is strictly adhered to. The College is and regularly ensures being free from tobacco and ragging and there are no cases of grievances.

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-------to-------)	Number of participants
Workshop on Indian Constitution organised by N.S.S. Unit in association with Legal AIDS Cell Marcela and V.M. Salgaonkar College of Law, Goa	23rd January, 2019	56
Program on 'Know Your Constitution Better'	24th January, 2019	60
Guest lecture on topic titled 'Samarth Sampraday'	8th October, 2019	11
Vanamahotsava	13th July, 2018	80
Celebration of National Days 1. Independence Day	15th August, 2018	Most of the students
a) Students from the Department of Political Science commemorated the Independence Day by contributing through poetry, articles, sketches etc. highlighting the contribution of the great freedom fighters.		15
b) Release of Wall paper by the Dept. of Political Science to commemorate Independence Day		70
	19th December, 2018	Most of the students
2. Goa Liberation Day	26th January, 2019 02nd October, 2018	Most of the students Most of the students

3. Republic Day 4. Gandhi Jayanti Day		
Lecture on 'Art Of Grooming'	28th November 2018	55
Positive Thinking and Motivation	20th November 2018	35
Interpersonal Skills	11th January 2019	23
Blood Donation Camp	10th September, 2018	65
Cleaning of Temple premises Swachh Bharat Initiative	24th July, 2018	8
Cleanliness Drive at St. Estevam Fort	8th August, 2018	94
Plastic Collection Drive	14th August, 2018	19
Distribution of 30,000 cloth bags and 4,000 paper bags to the locals of Marcel Market	2nd October, 2018	19
Collection of Empty Plastic milk bags, paper bags and e-waste • Empty plastic milk bags- 13,400 • Paper bags- 700 • E-waste- 226 Kg	1st October to 31st December, 2018	257
Celebration of World Aids Day	1st December, 2018	8
Cleanliness Drive at ShriSaibaba Temple, Ribandar	20th January, 2019	37
Constitution Week	23rd January, 2019	56
Shramdaan Activity at Snehmandir, Home for the Aged	7th February, 2019	65
Candle March Procession to Devki Krishna Ground, Marcel (to pay tribute to the soldiers who were killed in the Pulwama attack)	21st February, 2019	161
Medical Camp for local community	23rd February, 2019	209
Eco Eureka Training 2018-2019	11th March to 15th March, 2019	10
Drug Free India	19th February, 2019	109
International Women's Day Celebrations Workshop on Sex Ratio Decline (125 anonymous questions were answered based on family composition and evaluated accordingly and the presentation of the same was done at the Workshop)	8th March, 2019	05
Organised a session on H.I.V. Aids and First Aid	30th August, 2018	27
Organised a skit on Beti Bachao, Beti Padhao	8th February, 2019	27
Organised a session on Gender Equity	21st January, 2019	27
Rally to celebrate Womanhood	8th March, 2019	57
3 Days Workshop on Personality Enhancement, Confidence Building and	12th to 15th December, 2018	100

Employability in collaboration with Employment Exchange, Govt. Of Goa.		
National Vector Borne Disease Control Program in collaboration with Primary Health Centre, Betki, Govt. College Khandola	17th July, 2018	28
World Mental Health Day	10th October, 2018	25
Social Work as an Adjunct to Psychology	19th March, 2019	38
Celebration of Library Day Special Book Display of its own Library books on the theme 'Great Personalities of India- Biography and Autobiography'	9th August, 2018	107 Students 32 Teaching and Non- Teaching Staff
World Population Day Poster Competition on the theme "Impact of Population on the Country'	11th July, 2018	30 Students 4 Teachers

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

- The College has undertaken the following initiatives to make the Campus eco-friendly.
  - ❖ Energy conservation by making use of solar energy and LED in classrooms and laboratories.
  - ❖ Sensitizing to conserve energy by switching off the fans, lights and other electrical equipment in the departments, laboratories and College premises after use.
    - ➢ Students are sensitized to use water judiciously.
    - ➢ Efforts are made for carbon neutrality by making use of natural lighting in classroom. Car-pooling is emphasized and undertaken by the staff.
    - ➢ Promoting dust free classrooms by installing smart boards and imposing ban on smoking.
  - ❖ Promoting tree plantation by the Eco-friendly and Healthy Practices Club.
  - ❖ **Reducing use of plastic**
    Cafeteria in the College premises makes use of paper cups, steel glasses and paper plates. Students are encouraged to use cotton bags, an initiative undertaken by the N.S.S. Unit of the College.
  - ❖ **E-waste management**
    E-waste is disposed as per the rules, regulations and procedure laid down by the Government of Goa. Initiatives are taken to dispose of the old computers present in the Computer Laboratory with the help of the Dept. of IT, Government of Goa.

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

Web-link: **http://www.khandolacollege.edu.in/best-practices/**

1) **Title of the Best Practice: To promote Social responsibility towards Environment and Community Development**

   Goal: The main objective of introducing Cleanliness and e-waste drive , Swachhata in the neighbouring villages through Shramadaan and Yoga and Meditation is to make the students

responsible towards their surrounding and emerge as physically and mentally strong individuals and thereby promote a healthy society.

The Practice: The college has taken many initiatives for community services and development such as:

1. **Cleanliness and e-waste drive**

This Institution is nestled and surrounded by villages to whom it is committed to dedicate its energies to transform and make it single use plastic free. Activities undertaken includes:

- The plastic collection drive conducted on 14th August, 2018 in and around Marcel Market succeeded in collecting 20kgs of plastic bottles, bags etc.
- The cleanliness drive at St. Estevam Fort ended up by collecting a lot of plastic.
- The cleanliness drive was followed by distribution of 30,000 cloth bags in Marcel Market on 2nd October, 2018.

2. **Promoting Swachhata in the neighbouring villages through Shramadaan**

This Institution has been instrumental to bring about Swachhata which has lent a helping hand to reach out to the neighbouring villages and to work towards their transformation. This Initiative has instilled in the N.S.S. volunteers a spirit of devotion to make them responsible citizens of our nation. They have been able to imbibe these values in the local community through street plays, rallies, cleanliness drives and by subsequently observing the Shramadaan Week.

This initiative has helped the surrounding villages through several activities conducted namely, the Shramadaan Week was devoted to conduct plastic collection drives at St. Estevam, Devki Krishna Ground, Devlai Khandola and Betki Primary Health Centre.

3. **Yoga and Meditation**

The main objective of introducing Yoga and Meditation is to make the students emerge as physically and mentally healthy individuals and thereby promote a healthy society.
Here are several ways our students and the local community have been benefitted from this.

- This best practice has improved the power of concentration and has enabled the students to focus on their studies.
- It has also helped them to be disciplined and active.
- It has enabled self-awareness and improved their self-esteem and confidence.

Evidence of Success: Swachhata Initiative is a continuous and on-going process to inculcate the values of cleanliness not only among the students but also in the neighbouring villages. This mission of patriotism has enabled the N.S.S. volunteers to collect 13,400 empty plastic milk bags, to make and distributed 5,200 paper bags and to collect 226 Kg of e-waste. The students and members of the local community who have attended the sessions on Yoga and Meditation have learnt to combat depression by releasing negative energy. The success of this best practice was the testimony when the local community attended the sessions on Sundays and students reached very early to take part before their regular classes.. Regular practice of Yoga has enhanced their abilities to balance the poses in the class and focus well outside the class.

2) Title of the Best Practice: To promote Socio-cultural excellence among human resource of this Institution.

Goal

To encourage staff and students to participate in social and cultural activities within and outside the Institution. To promote locally available talent from this culturally enriched locals and to preserve our cultural heritage.

Practice

1. Identifying, screening and categorising in different genre like performing art and creative writing for human resource.
2. Induction and orientation of the participants into specific genre.
3. Providing hands on training to the participants of specific genre.
4. Documentation and creation of repository for present and future research.
5. Encourage and motivate the human resource of the Institution to take active part within and outside the institution.

Evidence of the success

1. Many students are recipients of awards in the fields of performing art, music and literature at the local/state and national level.
2. One Teacher received state level awards in literature and performing art.
3. One student who was excellent in this field was absorbed by Government of Goa like Department of Art and Culture and Department of Education.
4. Four students participated in social and cultural activities by performing in professional theatre groups (Tiatr) etc.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust.(one area where the college has grown)
Provide the web link of the institution in not more than 500 words

Web-link: **http://www.khandolacollege.edu.in/institutional-distinctiveness/**

The college in its three decades of existence has played a pivotal role in providing educational opportunities from undergraduate up to the doctoral studies in the surrounding rural areas. The institution has earned a reputation for being a premier Institution in the State, which is well known for academics, sports and other extra- curricular activities. Programmes of certain disciplines such as Post graduation in Geography is unique in Goa, Psychology and Microbiology studies are to unaided colleges and is most popular to this institution hence are highly sought after programmes.

The College opened its doors in June 1989, for imparting knowledge to the first generation learners of rural areas of Khandola, Marcela and Ponda Taluka to bring about a radical change in the society. The college being situated in a serene and naturally endowed surroundings provides for a tranquil and peaceful learning environment and is also known for its rich culture and is considered as the cultural capital of Goa. The distinct characteristic enables the preservation of ancient Gurukula tradition which is our well thought out strength of character for creation of eligible human resource.

Although a co-ed institution, the college enrols a large number of women students and strives for their successful upliftment, and empowerment. The college human resource comprises of a large number of female employees who are highly motivated and are empowered as is evident from the fact that women hold most responsible positions in the institution

Established with humble beginnings and subsequently thereafter following a prosperous path the Institution has progressed by leaps and by bounds acquiring all pre-requisite affiliation from Goa University and UGC Certification of recognition under 2(f) and 12(B).

Today the College is able to position itself as a reputed educational entity in fields ranging from academics, vis-à-vis Humanities, Sciences and Business Entrepreneurship studies, sports activities and cultural programmes by providing access to quality education for all, with a special emphasis on under privileged students enrolling from geographically backward area within the state of Goa. These students possess in-born talents in arts and culture and the college strives to hone and nurture these talents.

The College was awarded B+ Grade in September, 2005 and A Grade with CGPA score of 3.01 in March, 2017. The College participated in NIRF in 2018-19 and was placed in the rank band of 100 to 150. The new found status by way of NAAC accreditation and NIRF rating inspired the faculty and administrative staff to give their best which in turn resulted in quality enhancements in the areas of academics, sports and cultural activities. The government of Goa has provided adequate infrastructure,

the new building is the only structure in the State to get the certification of green building by GRIHA. The Directorate of Higher Education has also equipped the Institution with 19 smart classrooms and 1 virtual classroom.

Research finds a prime position in the minds of the students and faculty and it reflects in the quality of work done so far for the benefit of the society and mankind. As a consequence, the College has established Post Graduate Centre in Chemistry, Commerce and Geography. The vibrant IQAC, Alumni, PTA and exemplary work done by the various committees brings the College to the forefront in various fields and materialises the concept of holistic development of the individuals. The college boasts of having a large number of faculty members who have successfully completed their research and have been awarded a PhD, and an equally large number of newly recruited faculty members pursing their research. The research work has been recognised and published in reputed bodies such as SCOPUS and the web of Sciences.

The academic performance of our students is exceptional in spite of the fact that majority of them are first generation learners. One reason for the good academic performance of the students is the special interest taken care off, by the faculty members in mentoring them through remedial coaching. Special attention to slow learners, and competitive moulding of the creamy layer ensures that need based teaching-learning dynamics are very active and at the core. Apart from regular academics, the institution takes keen interest on the all-round development of the learners to ensure their physical, spiritual and career needs are satisfactorily honed. The differently- abled are also taken care of by imparting skill based activities. Yoga and meditation sessions have helped the students to have a healthy mind in a healthy body. Sports and extra-curricular initiatives through the N.S.S have always borne fruits in the form of excellent performance and winning of awards at various levels.

With time, the College has emerged strong in its pursuit for quality assurance to make this Institution a Centre for Excellence in line with the College Vision. Our faculty members are committed to the mission of our College - “To dedicate its energies to be responsive to the needs of an ever-changing society by promoting excellence in academics and art”. This Institution is unique and occupies a place of honour to find our alumni well placed in all walks of life.

Our Institution promises to act as a catalyst to bring about a positive change in the minds of stakeholders for the upliftment of mankind and safety of environment.

8. Future Plans of action for next academic year (500 words)

- **IQAC – Plan of action to be decided upon at the beginning of the year.**

Curricular Aspects

- Offer Diploma Courses with focus on employability/ entrepreneurship and skill development.
- Introduce value added courses imparting transferable life skills.
- Start research centre in Geography.
- Commence M.Sc. in Microbiology.
- Introduction of Honours courses for Third year students
- Continuation of Interdisciplinary Geography subject for S.Y.BSc
- Start IGNOU Centre for distance learning.
- Initiate N.C.C. Unit in the College for promoting discipline and national integrity.
- Undertake Field Projects/ Internships.
- Have a structured feedback for teachers, alumni and employers.

Teaching Learning and Evaluation

- Promote the utilisation of virtual classrooms for remote interactive sessions.
- Make provision for recording lecture sessions
- Initiate more reforms on Continuous Evaluation (CIE) system at the Institutional level.
- Procure facility of literature survey through journals

Research, Innovation and Extension

- Initiate the process to obtain resources from various agencies, industry and other organisations to undertake projects i.e., major, minor, interdisciplinary, industry sponsored, international, student research projects etc.
- Encourage faculty to register for Ph.D. programs.
- Design research laboratories for Ph.D. students.
- Submit research proposals to funding agencies.
- Write, submit and publish research papers in the high impact factor journals and UGC approved journals.
- Motivation for the participation of students in programes of innovation council cell, MHRDC.
- Submit proposals for receiving funding from Directorate of Higher Education, Govt. of Goa, for organising research oriented seminars/conferences
- Conduct Workshops/ Seminars on Intellectual Property Rights (IPR) and Industry- Academic Innovative practices during the year.
- Persuade and motivate Teachers/ Research Scholars/ Students to win awards for Innovation- also the Institution.
- Conduct extension and outreach programmes in collaboration with industry, Community and NGOs through N.S.S./ N.C.C./ Red Ribbon Club/ Yoga and Meditation Cell.
- Conduct collaborative activities for Research/ Faculty exchange/ Student exchange.
- Establish linkages with Institutions/ Industries on internships, on-the-job training, Project Work, sharing of research facilities etc.
- Sign MOUs with Institutions of national, international importance, other Universities, industries, corporate houses etc.

Infrastructure and Learning Resources

- Renovation of Multipurpose Hall with acoustic effect.
- Renovation of UG, PG- Chemistry and Microbiology Laboratories.
- Constructing laboratory for PG - M.A. Geography.
- Have a Computer Centre/ Media/ Video Centre.
- Procure High Speed Internet Connection in the Institution
- Renovate the Computer Laboratory with new flooring and AC.
- Install/replace AC's in laboratories and staffrooms.
- External gas pipe line system with leak detection system for UG PG- Chemistry, Microbiology, Physics and Research Centre with appriopriate safety mechasims.
- Increase library books and journal subscritipons in the library.
- Maintenance and upgrade of survellinance across the campus.

- Upgrading the gymnasium facilities.
- Renovation of administrative office.
- Providing facility of spacious Staff Room for Science Faculty.
- Construct rain-shade over the pathway.

Student Support And Progression

- Increase the number of capability enhancement and development schemes such as Soft Skills Development, Language Lab, Bridge Courses, Yoga and Meditation, Counselling and Mentoring.
- Avail Scholarship for the benefit of the PG students.
- Construct Ladies hostel.
- Setup laboratories for facilitating research amongst students
- Promote coaching for IAS/NET/SLET and other competitive examinations
- Arrange technical expert sessions for the benefit of students
- Provide guidance for competitive examination and career counselling.
- Encourage organisations to visit the Campus and ensure active students participation and placements.
- Organise off campus visits and get students placed.
- Exploration of possibilities to see that students qualify in State/ National/ International Examinations during the year (NET/SET/SLET/Civil Services/State Government Services etc.
- Provision of opportunities for students to participate in sports, cultural activities at National/ International level.
- Promote alumni contribution during the year and organise activities.
- Encourage students to participate is technical festivals and events
- Support from Parents to conduct activities for students.

Governance- Leadership and Management

- To have a Management Information System (MIS).
- To further improve and implement e-Governance in areas of operation-
  a) Planning and Development
  b) Administration
  c) Finance and Accounts
- To provide better financial support to teachers to attend Conferences, Workshops and towards membership fee of professional bodies.
- To conduct professional development/ administrative training programmes for teaching and non-teaching staff.
- To conduct FDP for teachers.
- To conduct AAA by external and internal agency.

Institutional Values and Best Practices

- To conduct Gender Equity Programmes.
- To organise activities for the differently-abled students.
- To promote activities for community servicesfor the local community.
- To take up important initiatives to address locational advantages and disadvantages during the year.
- To promote socio-cultural excellence amongst human resource of the institution.
- To conduct activities for promotion of Universal Values and Ethics.
- To conduct more Campus cleanliness drives.
- To adopt the following Best Practices
  a) Inculcating values of Swachata through Shramadaan
  b) Promote Socio-cultural involvement in Human Resource
  c) Yoga and Meditation/ E-waste Management Programme

Name : Dr. Isabel Dennis *Name : Dr. Purnakala V. Samant*

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

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Annexure-I- Academic Calendar 2018-19

Government College of Arts, Science and Commerce, Khandola, Marcela-Goa

ACADEMIC CALENDAR 2018-19

Sr.No.	Activity/Events	Date
1.	Reopening of College and Principal's Welcome Address	18/06/18
2.	I - Intra - Semester Assessment Test (Written Mode)	30/7/18 to 01/8/18
3.	Independence Day Celebration	15/08/18
4.	II - Intra -Semester Assessment (other than Test mode)	06/09/18 to 07/09/18
5.	Chaturthi Vacation	12/09/18 to 17/09/18
6.	Gandhi Jayanti	02/10/18
7.	Display of Non Eligibility List of SEE based on ISA	04/10/18
8.	Display of Non Eligibility List of SEE based on Attendance	04/10/18
9.	Semester End Examination (I,III, V & Repeat VI)	From 10/10/18
10.	Provisional declaration of results of SEE (I & II) by the College	31/10/18
11.	Winter Vacation	06/11/18 to 26/11/18
12.	College Annual Athletic Meet	1st & 2nd December, 2018
13.	Goa Liberation Day Celebration	19/12/18
14.	Christmas Vacation	24/12/2018 to 01/01/19
15.	I - Intra - Semester Assessment Test (other than Written)	11/01/19 to 12/01/19
16.	Republic Day Celebration	26/01/19
17.	Filling up of forms of repeat SEE (II and IV)	05/01/19 to 15/01/19
18.	Filling up of forms of repeat SEE with late fee	16/01/19 to 24/01/19
19.	Filling up of forms of I / III Supplementary Exam	21/01/19 to 28/01/19
20.	II - Intra - Semester Assessment (Written Test)	16/02/19 to 20/03/19
21.	Display of Eligibility List based on ISA	21/03/19
22.	Practical / Oral Examination	10/03/19 to 28/03/19
23.	Display of Non Eligibility for SEE list based on Attendance	29/03/19
24.	Semester End Examination (II,IV and VI & repeat V)	From 09/04/19
25.	Provisional declaration of results of SEE (II & IV)	30/04/19

26.	Filling up of forms of II / IV Supplementary Exam, June 2018	Within 10 days after results
27.	Summer Vacation	02/05/2019 to 14/05/19
28.	Admission for next Semester	03/05/19

(Dr.Purnakala V. Samant)
Principal

Annexure-II-Committee List 2018-19

GOVERNMENT OF GOA

GOVT. COLLEGE OF ARTS, SCIENCE & COMMERCE

KHANDOLA, MARCELA – GOA 403 107. (INDIA)

(Affiliated to Goa University) (Estd. 1989)Ph. / Fax: 0832-2287718

Email:-gcasck@rediffmail.com www.khandolacollege.edu.in

Accredited by NAAC with 'A' Grade.

GCASCK/EST/NOTICE/18-19/ July, 2018

C I R C U L A R

The following Committees are hereby constituted to organise academic, co-curricular and extra-curricular activities during the Academic Year 2018-2019.

1. ADMISSION & ANNUAL PLAN COMMITTEE

Chairperson - Dr. Pravina Kerkar

Members 1) Ms. Varada Kalas

2) Dr. Sushanta Sapte

3) Mr. Devanand Velingkar

4) Ms. Ranjana Sawaikar

DUTIES:

1. To collect proposals / materials from the Departments, Committees and lecturers to draft Annual plan of activities for the year for publication in the Prospectus.
2. To draft the Annual Plan of activities for the year 2018-19 and to incorporate the same in the Prospectus.
3. To finalize College Prospectus & Admission Form for the year 2018-19.
4. To assist the students and to interact with the parents during admissions for the year 2018-19.
5. To provide proper College Identity Cards to the students after the reopening of the College for the year 2018-19.
6. To file and maintain the records of the admissions and Annual Plan.
7. To submit the enrollment records to the IQAC Committee.

2. TIME TABLE COMMITTEE

Chairperson - Ms. Varada Kalas

Member - Dr. Pravina Kerkar

DUTIES :

1. To frame a suitable, clash free time-table for conducting Theory/Practical Time-Table as per University rules.

2. To attend to various complaints of clashes in the time-table and make necessary adjustments.

3. To scrutinize the work load of the individual faculty members/teachers and the Departments as per

University rules.

4. To maintain the records of the Time-Table framed and submit the same to the IQAC Committee.

3. ATTENDANCE COMMITTEE

Chairperson	-	**Ms. Varada Kalas**
Co-ordinators	-	**Ms. Melissa Rodrigues**
	-	**Ms. Pooja Vishwakarma**
	-	**Mr. Vishal Gawas**
	-	**Mr. Vishnu Chari**

DUTIES:

1) To ensure that daily attendance is recorded by the Lecturers in the prescribed Attendance sheets and that the same are submitted within 2 days of the completion of the last lecture/s for the month.
2. To inform the Principal the name/s of the defaulting Lecturer/s by 3rd of the following month.

3. To ensure timely compilation of attendance record by the dealing clerks.

5. To ensure periodic display of attendance on the Notice Boards.

6. To keep track of regular absentees and counsel them, if required, along with their parents.

7. To process genuine cases for condonation of attendance.

8. To maintain the records of the attendance compiled and submit the same to the IQAC Committee.

4. LITERARY ASSOCIATION (Abhyas Mandal)

Chairperson	-	**Ms. Asha Gahloth/ Ms. Sapna Pelapkar**
	-	**Ms. Vishankha V. Harmalkar/ Ms. Jyoti Bowalkar**
Members	**1)**	**Dr. Prakash Vazrikar**
	2)	**Mr. Naresh Naik**
	3)	**Ms. Sonia Sawant**
	4)	**Ms. Pooja B. Gaonkar**

DUTIES:

1. To arrange guest speakers at least once in a month preferably after the scheduled teaching hours.

2. To encourage students to write articles for wall papers and for the College Magazine.

3. To display important newspaper/magazine/journal cuttings (notable poems /articles, etc.) on notice board.

4. To arrange Personality Development Programmes for the students.

5. To celebrate Hindi / Marathi / Konkani & other Literary Days.

6. To hold Inter-Collegiate Literary competitions.

7. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

5. SCIENCE ASSOCIATION

Chairperson	**-**	**Dr. Jaison Joseph**
Members	**1)**	**Ms. Bharati Pathak**
	2)	**Dr. Rajeshri Mordekar**
	3)	**Dr. Sushanta Sapte**
	4)	**Dr. Aureen Gomes**
	5)	**Dr. Celia Baganza**
	6)	**Mr. Vishal Gawas**

DUTIES:

1. To arrange guests / students' meet at least once in a month.

2. To encourage students to write articles for wall papers and for the College Magazine.

3. To organise Science exhibitions.

4. To display cuttings/photographs copies of important scientific achievements reported in magazines /

journals on notice board.

5. To organise visits to appropriate Institutions.

6. To bring out bulletin of activities conducted, articles written by the students, etc.

7. To arrange personality development programme for science students.

8. To organise activities such as training camps, awareness campaigns etc. in co-ordination with other

committees.

9.To maintain records of the activities conducted and submit the same to the IQAC Committee.

6. COMMERCE ASSOCIATION

Chairperson	**-**	**Dr. S.V. Sukhtankar**
Members	**-**	**1) Dr. Radhamani Divakar**
		2) Ms. Yanita Palkar
		3) Mr. Devanand Velingkar
		4) Ms. Bhakti Kudnekar
		5) Mr. Paresh Lingadkar

DUTIES:

1. To arrange talks by experts, wall papers displays, Seminars, etc.

2. To organise student trips to Industrial Units.
3. To organise personality development programme/s for Commerce students.

4. To ascertain proper maintenance of College Committees' Accounts and suggest measures to improve

maintenance of College Accounts.

5. To look after Consumer Welfare Cell.

6. To file and maintain the records of the Commerce Association and submit the same

to the IQAC Committee.

7. NATIONAL DAYS/ NATIONAL FESTIVALS CELEBRATIONS COMMITTEE

Chairperson	**-**	**Dr. T.S. Dey**
Members		**1) Dr. Seema Salgaonkar**
		2) Ms. Bharati Pathak
		3) Ms. Sushma Desai
		4) Mr. Paresh Lingadkar
		5) Ms. Yanita Palkar
Peons		**Mr. Bablo Shilkar**
		Mr. Sunil Naik

DUTIES:

1.To make necessary arrangements for the flag hoisting ceremony to celebrate the National Days i.e

Independence Day, Goa Liberation Day and Republic day.

2. To celebrate National festivals.

3. National Days Celebrations records should be submitted to the IQAC Committee.

8. NATURE CLUB

Chairperson	**-**	**Dr. Christina De Souza**
Members		**1) Ms. Anita Raicar**
		2) Dr. Sharmila Desai
		3) Ms. Pricilla Bolivia Fernandes

DUTIES:

1. To enroll members for the club and to create awareness among the Students and the staff about the need for protection of natural habitat.
2. To invite speakers to talk on environmental protection.
3. To organise relevant programmes.
4. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

9. HEALTHY PRACTICES/ CAMPUS ECO-FRIENDLY CELL

Chairperson	**-**	**Dr. Pravina Kerkar**
Members	**-**	**Dr. Isabel Dennis**
Peon	**-**	**Mr. Bablo Shilkar**
	-	**Mr. Sunil Naik**
	-	**Mr. Sangam Velip**

DUTIES:

1. To facilitate healthy practices.
2. To organise relevant programmes to promote healthy practices.
3. To facilitate rain water harvesting, energy conservation, Solar lights, LED lights.
4. To promote and maintain green ambience.
5. To maintain the records of the activities conducted and submit the same to the IQAC Committee

10. LIBRARY SERVICES COMMITTEE

Chairperson	**-**	**Mr. Prashant Chodankar**
Members	**1)**	**Dr. Isabel Dennis**
	2)	**Mr. Prashant Phadte (Grade I Librarian Central Library)**
Member Secretary		**Mr. Anandan Mastan**

DUTIES:

1. To take stock of the existing, newly added and total number of books.
2. To introduce bar coding system.

3. To see that autolib software is used for automation.
4. To see that the library is computerised.
5. To arrange talks for students to motivate them to cultivate reading habits.
6. To organise book week, books display's on special occasions.
7. To provide digital library facilities with National and International online journals.
8. To see that Library building is enabled with Wi-fi facility.
9. To see that library issue/ return of books are maintained through software.
10. To facilitate the services of National Digital Library an initiative by HRD Ministry.
11. To acquire books for the book bank and distribute to the deserving students.
12. To ensure that a **Suggestion Box** is installed in the Library and the reader's grievances are attended to and measures suggested.
13. To maintain the sanctity of the Library.
14. To maintain a record of the services rendered/ activities conducted and submit the same to the IQAC Committee.

11. N.S.S. UNIT

College Co-ordinator - Mr. Paresh Lingadkar

Programme Officers

1) Ms. Bharati Pathak
2) Ms. Bhakti Kudnekar
3) Dr. Sushma Desai
4) Ms. Manisha Phadte
5) Dr. Shrikant Naik
6) Ms. Sapna T. Pandharmise
7) Mr. Vishal Advaikar
8) Ms. Roshna R. Gawas
9) Ms. Vijaya Nemikal
10) Ms. Ridhimina Shirodkar
11) Ms. Vidya R. Balekai

Advisors - Dr. T. S. Dey

- Mr. Prashant Chodankar

DUTIES:

1. To plan and execute N.S.S. Programmes for the year.

2. To conduct Special N.S.S. camp and to submit the audited statement of accounts at the end of the year.

3. To distribute the work for the NSS volunteers for maintenance of cleanliness in and around the College.

4. To take care of campus beautification and gardening.

5. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

12. SPORTS COUNCIL

Chairperson		**Dr. T.S. Dey**
Members	**1)**	**Mr. Prashant Chodankar**
	2)	**Ms. Marina Albuquerque**
	3)	**Dr. Pravina Kerkar**
	4)	**Dr. Isabel Dennis**
	5)	**Dr. Lopamudra Bhattacharyya**
	6)	**Mr. Vishnu Chari**

DUTIES:

1. To organise Intra-mural sports and athletic competitions.

2. To help in selecting College teams.

3. To organise tournaments for staff members.

4. To maintain the records of the activities conducted and submit the same to the

IQAC Committee.

13. STUDENTS' COUNCIL

Chairperson	**-**	**Ms. Anita Raicar**
Co- Convenors	**1)**	**Dr. Rajeshri Mordekar**
	2)	**Ms. Yanita Palkar**
Members	**1)**	**Mr. Paresh Lingadkar**
	2)	**Ms. Asha Gahloth**
	3)	**Dr. Sushma Desai**
	4)	**Dr. Madhavi Zilba Naik**

5) **Ms. Ridhima Shirodkar**

6) **Dr. Jaison Joseph**

7) **Dr. Shrikant Naik**

8) **Mr. Vishal Advaikar**

9) **Mr. Naresh Naik**

10) **Dr. Tara Shankar Dey**

DUTIES:

1. To hold elections for the Students' Council (CRs, UCRs, UFRs).

2. To raise funds and organise various Intra-mural competitions such as essay, quiz,

elocution, debate, patriotic singing, Youth Festival / Jubilations and Annual College Day.

3. To arrange to photograph the College functions and maintain photo albums.

4. To prepare College team/s for Inter-Collegiate/Institutional Cultural and Literary activities and to

arrange personality development programmes, etc.

5. To organise farewell function for the outgoing students and to arrange to have photographs of the TY

students with the staff members.

6. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

14. CAREER GUIDANCE/ PLACEMENT / ENTREPRENEUR DEVELOPMENT CELL

Chairperson - Dr. Jivexa Bhattacharjee

Members - 1) **Mr. Devanand Velingkar**

2) **Ms. Bharati Pathak**

3) **Ms. Ranjana Sawaikar**

4) **Ms. Pricilla Bolivia Fernandes**

5) **Dr. Daphne G. Faria**

DUTIES:

1. To organise career oriented workshops for the outgoing students.
2. To organise coaching classes for competitive exams by inviting experts.
3. To organise programmes to create awareness on the importance of higher education in India and abroad.

4. To invite industries and companies for Campus placements.

5. To provide details of campus placements.

6. To conduct awareness programmes on entrepreneurship skills for students.

7. To invite experienced academicians, leading professionals with extensive corporate experience to address the students and thereby facilitate practical learning.

8. To arrange industrial visits to get practical exposure and knowledge of the industrial environment.

9. To file and submit the records to the IQAC Committee.

15. SC / ST CELL

Chairperson	**-**	**Ms. Yanita Palkar**
Members	**1)**	**Ms. Bharati Pathak**
	2)	**Ms. Bhakti Kudnekar**
	3)	**Dr. Savita Khandolkar**
	4)	**Ms. Shilpa T. Shirodkar**

DUTIES :-

1. To conduct activities for the betterment of students from SC /ST community.

2. To create awareness of the schemes for the welfare of SC /ST community.

3. To maintain data base of Staff and Students belonging to SC /ST community.

4. To maintain the records of the activities conducted and submit the same to the IQAC Committee

16. MERIT SCHOLARSHIP COMMITTEE

Chairperson	**-**	**Dr. Sushanta Sapte**
Members	**1)**	**Ms.Yanita Palkar**
	2)	**Ms. Alisha Gaonkar**
	3)	**Ms. Srimati Yeshwant Naik**
	4)	**Ms. Sapna T. Pandharmise**
	5)	**Dr. Aureen Gomes**
	6)	**Ms. Pooja Vishwakarma**
	7)	**Ms. Kunda S. Parab, LDC**
	8)	**Mr. Manojkumar Patil, LDC**

DUTIES:

1. To make the students aware of the various schemes / assistance / scholarships available for students.

2. To scrutinize scholarship forms of the students and ensure to submit / process the same on time to the

respective Dept.

3. To maintain the records and submit the same to the IQAC Committee.

17. FIELD TRIPS/INDUSTRY VISITS TRANSPORT COMMITTEE

Chairperson	**-**	**Dr. S.V.Sukthankar**
Member		**Mr. Prashant Chodankar**

DUTIES:

1. To co-ordinate the Educational Trips and field visits conducted by different Departments / Associations.

2. To provide College Bus to students, teachers and the Departments after

proper assessment of the requisition and ensure optimum use of bus facility.

3. To maintain the records of the Study Visits/ Educational Trips conducted and submit the same

to the IQAC Committee.

18. FIRST AID, HEALTH WATCH, RED RIBBON, COUNSELLING CLUB

Chairperson	**-**	**Ms. Bharati Pathak**
Members	**1)**	**Dr. Christina De Souza**
	2)	**Dr. Seema Salgaonkar**
	3)	**Ms. Mira V. Parmekar**
Counselling		**Dr. Mahesh Pai**

DUTIES:

1. To see that there is a First Aid Room with all the basic facilities in case of

emergency.

2. To act as Nodal Officer for Vector Borne Diseases.
3. To organise programmes for students and Staff related to Health and First Aid.

4. To conduct activities under Red Ribbon Club.

5. To organise Community Welfare programmes. i.e. to involve their participation in Yoga

camps etc.

6. To celebrate International Yoga Day and to conduct awareness programmes regarding importance of Yoga.
7. To guide and help students to develop study habits, resolving personal and emotional difficulties & interpersonal relationships.
8. To organise activities to inculcate values, civic responsibilities and promote all round development of personality of students.
9. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

19. ALUMNI/PTA ASSOCIATION

Chairperson	-	**Mr. Prashant Chodankar**
Members	**1)**	**Dr. T. S. Dey**
	2)	**Dr. Seema Salgaonkar**
	3)	**Dr. Savita Khandolkar**
	4)	**Dr. Prajakta Parab**
	5)	**Ms. Roshna R. Gawas**

1. To invite the Alumni to visit the College to interact with the students to enhance the knowledge and skills of the students.
2. To encourage them to bring industries and companies for campus placements.
3. To give an opportunity to the Alumni who are entrepreneurs to motivate the students.
4. To suggest Add On / Certificate / Diploma courses to be conducted by the College with financial assistance from industries/commercial organisations and well placed Alumni.
5. To conduct Alumni meet every year.
6. To receive and attend to parents / guardians in the College.
7. To inform about the low attendance or poor Marks of the students, if any, to the concerned Parents.
8. To hold at least Two General Body Meetings (August & November) to discuss issues regarding Students.
9. To file and submit the records to the IQAC Committee.

20. CANTEEN COMMITTEE

Chairperson	**-**	**Dr. Sitaram V. Sukthankar**
Members	**1)**	**Ms. Bhakti Kudnekar**
	2)	**Mr. Naresh Naik**

DUTIES:

1. To see that the Canteen services to students / staff are good.

2. To fix the rates for the items served in the Canteen and to maintain cleanliness in the Canteen.

21. INTRA SEMESTER ASSESSMENT MONITORING COMMITTEE

Chairperson	**-**	**Mr. Devanand Velingkar**
Members	**1)**	**Dr. Rajeshri Mordekar**
	2)	**Dr. Sushanta Sapte**
	3)	**Dr. Madhavi Zilba Naik**
	4)	**Ms. Anthia Dias**
	5)	**Ms. Ridhima Shirodkar**
	6)	**Ms. Vidya R. Balekai**

DUTIES:

1. To co-ordinate the conduct of ISAs and prepare the consolidated Results.

2. To receive the final ISA marks by 10th September / March and to hand them over to Exam Committee

   by 15th September / March.

3. To ensure that the marks of ISAs are given to the students within 1 week and the ISA mark lists are
   submitted by the lecturers to the Examination Section by the due dates**.**

4. To make inventory of the required Stationery well in advance and put the requisition of the required items to the Stores Dept. at least 1 month in advance.
5. To guide the students regarding ISA related matters.

22. EXAMINATION COMMITTEE

Chairperson - **Dr. Pravina Kerkar**

Members **1) Mr. Devanand Velingkar**

2) Dr. Sushanta Sapte

3) Ms. Varada Kalas

4) Ms. Ranjana Sawaikar

5) Ms. Vasanti Marathe (Head Clerk) T.Y.-Examinations

DUTIES:-

1. To successfully conduct the Semester End Examinations and prepare the Results.
2. To co-ordinate with the ISA Committee for smooth conduct of ISA tests and receive the final ISA marks on or before 15th September / March.
3. To ensure that the mark lists are submitted by the lecturers to the Examination Section by due dates and the Statement of Marks are given to the Students / Parents within the stipulated time.
4. To make inventory of the required Stationery well in advance and put up the requisition for required items at least 2 months in advance.
5. To refer cases of malpractice in the examination to the Unfair Means Inquiry Committee / Examination Grievances Committee for necessary action.
6. To process the exam remuneration bills on time.
7. To prepare course/programme wise distribution of pass percentage and submit the same to the IQAC Committee.

23. UNFAIR MEANS INQUIRY COMMITTEE

Chairperson - **Dr. Lucas Miranda**

Members **1) Ms. Marina Albuquerque**

2) Dr. P.K.Rath

DUTIES:

1. To examine the cases of malpractices by students in the examinations, if any and recommend course of action to be taken against defaulting student/s.
2. To maintain records of the cases investigated and submit the same to the IQAC Committee.

24. DISCIPLINE & ANTI-RAGGING COMMITTEE

Chairperson - **Dr. Prakash Vazrikar**

Members **1) Ms. Gracy Fernandes**

2) Dr. Isabel Dennis

3) **Mr. Prashant Chodankar**

4) **Ms. Ranjana Sawaikar**

5) **Mr. Paresh Lingadkar**

DUTIES:

1. To ensure overall disciplined environment in the College.

2. To initiate timely action against erring students.

3. To sensitise students about the evils of ragging and its prevention in the College Campus by organizing

talks/ programmes etc.

4. To address complaints about ragging as per the Govt. and University procedures.

5. To maintain records of the cases investigated and submit the same to the IQAC Committee.

25. GRIEVANCE COMMITTEE

Chairperson - **Dr. P.K.Rath**

Dr. Christina De Souza

Members 1) **Dr. Lucas Miranda**

DUTIES:

1.To attend to the general grievances of the students, public (related to the College), Staff and suggest

redressal measures within the framework of College / University / Government rules.

2 To instruct the official/s concerned to attend to the grievances.

3. To refer / report the matters to the Principal.

4.To attend to Students' grievances related to Examination/s and recommend suitable redressal measures.

5.To maintain records of the Grievances redressed/ reported / referred and submit the

same to the IQAC Committee.

26. FACULTY ASSESSMENT / REMEDIAL/ MENTORING COMMITTEE

Chairperson - **Ms. Marina Albuquerque**

Arts - **Dr. Isabel Dennis**

- **Dr. Daphne Faria**
- **Ms. Sonia Sawant**
- **Ms. Vijaya Nemikal**

Science

- **Dr. Rajeshri Mordekar**
- **Dr. Siddhi Naik**
- **Ms. Savita Khandolkar**
- **Ms. Pooja Vishwakarma**
- **Ms. Melissa Rodrigues**

Commerce **Ms. Ranjana Sawaikar**

- **Ms. Vidisha Naik**
- **Ms. Alisha Gaonkar**
- **Ms. Srimati Yeshwant Naik**

DUTIES:

1. To facilitate online faculty assessment.
2. To obtain objective opinion from the students about the effectiveness of the faculty and the facilities in the College.
3. To promote mentoring and maintain the records regarding the same.
4. To see that remedial classes are conducted by teachers for weaker students and maintain records regarding the same.
5. To submit all the records to the IQAC Committee.

27. COMPUTER LITERACY/ CYBER CELL

Chairperson - **Ms. Ana B. Gracy Fernandes**

Members

1) **Ms. Sujata Gaonkar**
2) **Ms. Anita Raicar**
3) **Ms .Bharati Pathak**
4) **Dr. Srikant R. Naik**
5) **Mr. Vishal Gawas**

DUTIES:

1. To organize Computer/Internet access training to teachers/non-teaching /students and other programmes for teaching ugradation during non-instructional days.
2. To conduct activities and workshops for Students on Computer awareness, Cyber crime etc.
3. To submit all the records to the IQAC Committee.

28. MAGAZINE COMMITTEE

Chairperson	**-**	**Dr. Radhamani Divakar**
Members (English)	**-**	**Dr. Lopamudra Bhattacharyya**
		Dr. Svetlana Fernandes
		Dr. Celia Braganza
(Hindi)	**-**	**Ms. Asha Gahloth**
		Ms Sapana Pelapkar
		Ms. Vishakha V. Harmalkar
		Ms. Jyoti Y. Bowalkar
(Konkani)		**Mr. Naresh Naik**
(Marathi)	**-**	**Ms. Pooja B. Gaonkar**
		Ms. Sonia Sawant

DUTIES:

1. To raise resources for publication of the magazine.
2. To receive the articles / reports from the students/staff and edit the same.
3. To ensure that no reports/articles objectionable in nature are published.
4. To appoint students as sectional editors.
5. To arrange to have photographs of staff and students required for the magazine on College Day and on the send-off day.
6. To get the magazine printed by April end and distribute the same to students and staff.

29. RESEARCH CELL & EXTENSION SERVICES COMMITTEE

Chairperson	**-**	**Dr. Prakash Vazrikar**
Members		**Dr. Beena Vernekar**
		Dr. Isabel Dennis
		Dr. Mahesh Pai
		Dr. Swetlana Fernandes
		Dr. Daphne G. Faria
		Dr. Siddhi Naik
		Dr. Aureen Gomes

DUTIES:

1. To organize research activities for the staff and Students of the college.
2. To organize orientation lectures in research for the TY project work students.
3. To assist the Departments in organizing research Seminars.
4. To take up major / minor research projects for the College.
5. To raise funds for research activities of the College.
6. To suggest steps for effective use of College resources for extension services.
7. To conduct activities during the year in the sphere of extension activities and Institutional Social responsibility.
8. To promote Research Climate in the Institution.
9. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

30. STAFF WELFARE COMMITTEE

Chairperson	**-**	**Dr. Isabel Dennis**
Members		**Dr. T. S. Dey**
		Mr. Prashant Chodankar
		Ms. Asha Gahloth
		Dr. Lopamudra Bhattacharyya

DUTIES :-

1. To organise staff welfare activities such as Staff / Faculty Improvement Programmes,

Felicitations, Literary Competitions / Picnics, Hikes, etc.

2. To pursue the matter with the Directorate of Higher Education related to

Confirmation, Career Advancement, Pay Fixation etc. of the lecturers.

3.To maintain the records of the activities conducted and submit the same to the IQAC Committee

31. WOMEN CELL/ PREVENTION OF SEXUAL HARASSMENT

Chairperson	**Dr. Jivexa Bhattacharjee**
Members	**Dr. Pravina Kerkar**
	Dr. T.S. Dey
	Dr. Prakash Vazrikar
	Mr. Devanand Velingkar
	Asst. Prof. (Advocate)

Ms. Vasanti Marathe- Head Clerk

(NGO Representative)

Ladies Representative

DUTIES :-

1. To organize several programmes to enhance the confidence level of girl students for their empowerment in the society.

2. To celebrate International Women's Day.

3. To counsel and solve the personal and academic related problems of Women.

4. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

32. ACADEMIC AND ADMINISTRATIVE AUDIT COMMITTEE

Chairperson	**-**	**Dr. Christina De Souza**
		Ms. Bharati Pathak
Members		**Dr. Sharmila Desai**
		Ms. Manisha Phadte
		Ms. Anthia Dias
		Ms. Mira V. Parmekar
		Ms. Roshna Gawas

1. To see that Academic audit is conducted every Semester to evaluate the progress.
2. To ensure that the Syllabus is completed in time and the Question Papers are set accordingly.
3. To inspect the Library Services.

4. To inspect whether the Head Clerk files and maintains the records of the biometric and see whether it tallies with the Muster Roll and Movement Register.

5. To ensure that the Non-Teaching Staff abide by the arrival & departure timings.

6. To ensure immediate regularization of leave/s by the Teaching and Non-teaching Staff.

7. To inspect whether the Head -Clerk maintains records pertaining to timings, leaves, service-books, syllabus, enrollment, examination and other matters related to the Institution.

8. To ensure that all the Teaching and Non-Teaching Staff maintain a Log-Book.

9. To see whether annual financial audit has been done and records are maintained.

33. WEBSITE DEVELOPMENT, PUBLIC RELATIONS/ PRESS RELEASE COMMITTEE

Chairperson	**-**	**Dr. Jaison Joseph**
Website Incharge	**-**	**Ms. Melissa Rodrigues**
Members		**Ms. Pradyna Gaonkar**
		Mr. Vishal Advaikar
		Dr. Srikant Naik

Public Relations/Press Release Incharge - Mr. Prakash Vazrikar/Ms. Asha Gahloth

DUTIES :-

1. To develop and maintain the College Website.
2. To disseminate the efforts and the achievements of the College, Students and Staff to the outer world through Website updates, publicity through Media, News Papers, etc.
3. To maintain the records of the activities conducted and submit the same to the IQAC Committee.

34. PURCHASE AND GRANT UTILIZATION / INFRASTRUCTURE MAINTENANCE & DEVELOPMENT COMMITTEE

Chairperson	**Dr. Jaison Joseph**
Members	**HODs and PG Co-ordinators of all the Departments.**

DUTIES:

1. To scrutinise the indents put forth by the Depts./ Labs. /Committees/and various sections of the College from time to time.
2. To supervise the process of finding out the suppliers, inviting quotations, preparation of comparative statements, placing of orders and settlement of bills following relevant rules.
3. To fix the responsibility on erroneous payments, orders and issue warnings to improper suppliers.
4. To suggest measures for the safety, development and maintenance of Old College building infrastructure.
5. To ensure optimal use of the College resources, get defective gadgets repaired.
6. To suggest measures to dispose off outdated and unusable items.
7. To be in charge of the AV systems, LCD, Copier Machines, Laptops etc.
8. To ensure Computerisation /Automation of Library and Administration/Technology upgradation (overall)
9. To provide internet facility with Wi-Fi connectivity.
10. To provide details of infrastructure facilities to the IQAC Committee.
11. To maintain the records of the purchase and grant utilisation and submit the same to the IQAC Committee.

35. SEMINAR HALL SERVICES COMMITTEE

Chairperson	**-**	**Mr. Prashant Chodankar**
Members		**Mr. Sunil Naik**

36. PROJECT MONITORING COMMITTEE

Chairperson	**-**	**Ms. Sujata Gaonkar**
Members		**Dr. Radhamani Diwakar**
		Ms. Yanita Palkar
		Ms. Pooja Vishwakarma
		Ms. Vidisha Vishwesh Naik

37.SANSKRIT LANGUAGE COMMITTEE

Chairperson	**-**	**Ms. Varada Kalas**
Members		**Ms Sapna Pelapkar**
		Ms. Vishakha V. Harmalkar
		Ms. Jyoti Y. Bowalkar
		Ms. Pooja B. Gaonkar
		Ms. Sonia Sawant

38.RUSA COMMITTEE

Institutional Co-ordinator	**-**	**Dr. Pravina Kerkar**
Members		**Dr. Prakash Vazrikar**
		Ms. Varada Kalas
		Dr. Isabel Dennis
		Ms. Gracy Fernandes
		Ms. Melissa Rodrigues

39.ACADEMIC - STUDENTS EXCHANGE PROGRAMME COMMITTEE

Chairperson	**-**	**Dr. Prabir. K. Rath**
Members		**Dr. Pravina Kerkar**
		Dr. Radhamani Divakar

40.MOOCS COMMITTEE

Institutional Co-ordinator	**-**	**Ms. Sujata Gaonkar**
Members		**Dr. Isabel Dennis**
		Mr. Paresh Lingadkar

41.YOGA/MEDITATION/WELLNESS CENTRE

Co-ordinator for students	**-**	**Dr. Prakash Vazrikar**
Co-ordinator for PTA/Alumni/Community		**Mr. Prashant Chodankar**
Member		**Dr. Isabel Dennis (IQAC Co-ordinator)**

42. INSTITUTIONAL INDUSTRY COLLABORATION COMMITTEE

Co-ordinator	**-**	**Dr. Beena Vernekar**
Members		**Dr. Jaison Joseph**
		Mr. Devanand Velingkar
		Dr. Madhavi Naik
		Dr. Siddhi Naik
		Ms. Saviat Khandolkar

43. CONSUMER WELFARE CELL

Co-ordinator	**Ms. Yanita Palkar**
Members	**Ms. Ranjana Sawaikar**
	Ms. Bhakti Kudnekar

44. INSTITUTIONAL SOCIAL RESPONSIBILITY (VILLAGE ADOPTION PROGRAMME)/START UP's COMMITTEE

IQAC Co-ordinator	**-**	**Dr. Isabel Dennis**
NAAC Co-ordinator		**Mr. Prashant Chodankar**
NSS Programme Officer		**Mr. Paresh Lingadkar**

The above Co-ordinators are also incharge of start ups committee.

Members	**-**	**Ms Sapna Pelapkar**

Ms. Vishakha V. Harmalkar

Ms. Jyoti Y. Bowalkar

Ms. Pooja B. Gaonkar

Ms. Sonia Sawant

Ms. Sapna Pandharmise

Dr. Sharmila Desai

Ms. Roshna Gawas

Ms. Vijaya Nemikal

Ms. Daphne Faria

Mr. Vishnu Chari

Mr. Vishal Gawas

Ms. Pooja Vishwakarma

Ms. Shilpa T. Shirodkar

Ms. Mira V. Parmekar

Dr. Shrikant Naik

Mr. Sadanand Prakash Gaonkar

Mr. Satish Rane

Ms. Leena L. Gawas

Ms. Sapna Gaitonde

Ms. Suvina Palkar

Ms. Aishwarya Kumbharjuvenkar

45. SHORT TERM CERTIFICATE COURSES COMMITTEE

Chairperson **- Ms. Ranjana Sawaikar**

Members **HOD's and PG Co-ordinators of all the Departments**

Members **Mr. Vishal Advaikar**

Ms. Alisha Gaonkar

Dr. Shrikant Naik

Mr. Vishnu Chari

Ms. Bhakti Kudnekar

Faculty members may note the following :-

Intermittent Committees and Sub Committees shall be constituted to carry out periodic activities like the Annual Athletics Meet, Annual College Day, Jubilations, Seminars / Conferences etc. as and when required.

Any additional members may be included later i.e. after the appointment of Asst. Professors on Contract / Lecture Basis.

(Dr. Purnakala V. Samant)

PRINCIPAL

c.c. To – 1) All the faculty members, GCASCK

2) Copy for information to Administration and Accounts Section of this College.

Annexure-III-IQAC Committee List 2018-19

No:GCASCK/IQAC-NOTICE/2018-19/ 3rd July, 2018

ORDER

In terms of recommendations of the National Assessment and Accreditation Council (NAAC), the following Internal Quality Assurance Cell (IQAC) is hereby constituted by the College for the third cycle of NAAC.

Sr.No.	Name	
1	Dr.Purnakala V. Samant **Principal,GCASCK**	Chairperson
2.	Mr.Prasad Lolayekar **Director,DHE,Porvorim-Goa**	Member
3.	Dr.R.V.Gaonkar **Former Principal,Chowgule College**	Member
4.	Dr. Shekhar Naik **Assistant Director, DHE, Porvorim- Goa**	Member
5.	Mr.Vithal S.Sukhthankar **Chairperson I.T & Office Management Faculty,GIM,Sanquelim**	Member
6.	Dr.Christina De Souza, **Assoc.Prof. of Economics** **Vice Principal,GCASCK (Governance Leadership & Mangement**	Member
7.	Dr.Jivexa Bhattacharjee, **Assoc.Prof. of Chemistry,GCASCK** **(Curricular Aspects)**	Member
8.	Dr.Prakash Vazrikar **Assoc.Prof. of Konkani,GCASCK** **(Research,Innovations and Extension)**	Member
9.	Dr.Sitaram V.Sukthankar **Assoc.Prof. of Commerce,GCASCK** **(Governance,Leadership & Management)**	Member
10.	Mr.Prashant Chodankar **Assoc.Prof. of Physics,GCASCK** **(Infrasturucture & Learning Resources)**	Member
11.	Ms.Sujata Gaonkar **Assoc.Prof. of Comp.Sc** **Coordinator of Moocs**	Member
12.	Dr.Pravina Kerkar **Assoc.Prof. of Geography,GCASCK**	Member

	(Teaching, Learning & Evaluation)	
13.	Ms.Varda Kalas **Assoc.Prof. of Mathematics,GCASCK** **(Student Support & Progression)**	Member
14.	Mr.Anandan Mastan **College Librarian**	Member
15.	Dr.Lopamudra Bhattacharyya **Asst.Prof. of English,GCASCK**	Member
16.	Ms.Melissa Rodrigues **Asst.Prof. of Computer Science, GCASCK**	Member
17.	Ms.Vasanti N.Marathe **Head Clerk,GCASCK**	Member
18.	Mr.Shivraj Kapdi **Accountant,GCASCK**	Member
19.	Mr.Prashant R.Phadte **Gr.I Librarian** **Goa State Central Library,** **Panjim-Goa**	Member
20.	Mr.Swapnil Kamat **Alumni,GCASCK**	Member
21.	Mr.Siddharth Palang Marcela-Goa	Community Representative
22.	Mr.Kashinath Naik **Alumni,GCASCK**	Industry Representative
23.	Mr.Ashley Mendonca	Student Representative
24.	Ms.Richa Gaonkar	Ladies Representative (Student)
25.	Dr.Isabel Dennis **Assoc.Prof. of English,GCASCK** **(Institutional Values & Best Practices)**	Co-ordinator of IQAC

(Dr.Purnakala V. Samant)

Principal

To: - Dr. Isabel Dennis, Co-ordinator of IQAC

The IQAC File

All the Members

Minutes of the Meeting

The meeting of the members of the IQAC Cell of the College was held on 5th July, 2018 at 11:45 a.m. in the Placement Cell of the College. The Principal Dr. Purnakala Samant chaired the meeting.

Dr. Isabel Dennis briefed the members regarding the various activities conducted by the different departments of the College.

It was informed that a proposal for Yoga Centre in the College, has been given.

It was informed that a proposal for a Certificate course of two weeks by Tiatr Academy, has been given.

It was suggested that a proposal will be given to the Governor for a project on Swachh Bharat.

Arrangements for the adoption of Village Khandola to be done for which the Deputy Director of Tribal & Social Welfare has already been approached.

It was suggested the NSS students be trained for taking full care of the garden.

It was discussed that the proposal for the College ground has to be given.

It was discussed that the College must have Certificate courses.

A tentative Institutional Plan has been prepared & all the teachers are required to fill in the details in the given format & email the same for uploading in the College website.

It was informed that Dr. Prakash Vazrikar will be the in-charge of the College Research Cell.

It was discussed that the College website need to be updated.

It was discussed that Mentoring & Remedial teaching has to be done.

Ms. Melissa briefed the members regarding the learning management system 'MOODLE' which is already linked to the College website. It can be used by the students as an access to the learning material by faculty.

It was discussed that the Accounts of the College have to be computerized. The College Accountant and the Cashier were briefed regarding the same.

Ms. Ranjana Sawaikar was approached and she agreed to train the Cashier in 'Tally' which is required for maintaining the College Accounts.

Dr. Purnakala Samant
(Principal)
Govt. College of Arts, Science and Commerce,
Khandola.

5th July, 2018

Minutes of the Meeting

The informal meeting of the members of the IQAC Cell of the College was held on 30th July, 2018 at 9:00 a.m. in the Placement Cell of the College. The Director of Higher Education Mr. Prasad Lolayekar chaired the meeting.

Dr. Sitaram Sukhtankar discussed about the land required for the Sports Department of the College. The Director suggested the name of Mr. Rajesh Naik for the same.

Dr. Isabel Dennis discussed about the automation of the office and the requirement of internet / wifi in the College.

Dr. Isabel Dennis informed the members that the requirements for the Media Centre and Language Laboratory in the College, has already been given to GSIDC.

The meeting concluded abruptly due to the visit of the Expert Team to brief regarding the Smart Classrooms in the College.

Dr. Purnakala Samant
(Principal)
Govt. College of Arts,
Science and Commerce,
Khandola.

30th July, 2018

Minutes of the Meeting

Meeting of the IQAC members was held on 29th January, 2019 at 10.00 a.m. onwards in the Seminar Hall of the College.

The Principal welcomed Dr. Gaonkar and the members of the IQAC committee.

The Principal read the Agenda of the meeting.

Dr. Isabel Dennis thanked Dr. Gaonkar for his help and guidance he provided while preparing the AQAR 2017-18.

She also thanked the Principal Dr. Purnakala Samant, Dr. Jivexa Bhattacharjee, Ms. Sujata Gaonkar, Dr. Pravina Kerkar, Dr. Lopamudra Bhattacharyya, UG and PG Departments of Commerce and all the members of the IQAC committee for their contribution and support which they provided while preparing the AQAR 2017-18.

The AQAR 2017-18 which was recently uploaded was displayed for the members.

Post Accreditation Initiatives were discussed in detail.

Prof. Prashant Chodankar explained the SMS system which has been incorporated in the College.

IQAC Plan of Action 2018-19 was discussed in detail.

On 2nd October, 2018, during the PTA meeting Dr. Isabel Dennis informed the parents about an Agency which gives training for National Level Competitive Exams. They were keen of having a session and therefore Mr. Amit Narera was invited to highlight the importance of Competitive Exams. The PTA requested the IQAC Co-ordinator to have a similar session for all the students, which was successfully conducted. Twenty Five students expressed their desire to enrol themselves for the training programme. The IQAC Co-ordinator informed the members of the IQAC committee regarding the same and that the IQAC would go ahead to conduct this training programme.

Regarding Research Funding the Principal informed that the College has sent proposals to DST and DST has sent back the proposals with little recommendations and the funds for the same are expected soon.

Regarding the Industry Participation the Principal informed that the College is going to sign MOU in the month of May.

Regarding Village Adoption the Principal informed that the College is going to complete the survey by 15th February, 2019.

Prof. Prashant Chodankar and Dr. Sitaram Sukthankar informed about the Internships taken up by the students of the College.

Regarding FDP the Principal suggested that the corpus fund can be raised and the same can be diverted for conducting FDP.

The Librarian Mr. Anandan Mastan informed that the automation of the College Library is almost 90 per cent done.

Dr. Pravina Kerkar informed that the results of the students will be displayed in the form of PDF file.

It was informed that the Feedback Form was prepared by Dr. Isabel Dennis and approved by Dr. Gaonkar. All the details of the students like Aadhar Card number, E-mail Id, etc. were given to Ms. Melissa in the month of August, 2018. Dr. Isabel Dennis oriented each and every student regarding filling of the Feedback Form, which has to be done twice a year. Dr. Isabel Dennis has also given Ms. Melissa, the last date of the examination, so that the students are able to fill the Feedback Form before the results. It was informed that till to date it was not done.

It was informed that the Attendance of the students will be done online from this Semester.

Future Prospects: Initiatives that need to be taken under all the Criteria were discussed in detail.

It was informed that the proposals for Certificate/ Diploma course/ Seminars/ Conferences should be first given to the IQAC committee.

It was informed that the Custer Research Centre in Chemistry and Geography is under process.

The Principal informed that signing of MOU with Sophie College is executed.

Dr. Jivexa Bhattacharyya informed regarding the initiation and the work done under Placement Cell. She also informed that two students of the College were selected for Cipla Limited, Verna.

Dr. Shekhar Naik inquired about the expected rating of the AQAR of the year 2017-18 and also if all the data is in place.

Dr. Gaonkar explained in detail the following issues:

a) It was suggested that the Alumni contribution can be in any form like donations, time, activities, ideas etc.
b) E- Governance was discussed in detail.
c) It was decided that the Quarterly meeting of IQAC will be held in last week of March, June, September & December.
d) It was suggested that each teacher be given the responsibility of one criterion and the quarterly report be presented during the quarterly meeting.
e) It was suggested that the title of all the Certificate courses should come to the IQAC.
f) It was suggested that the Remedial teaching data should be given to IQAC.
g) The Principal informed that DHE is going to have a session for AAA next week and the format for the same will be given.
h) It was discussed that collaboration with foreign universities is practically not possible.
i) It was suggested that the record of activities conducted and planned after the signing of the MOU is very important.
j) It was suggested that for Research funding it is very important to have the Research Proposals ready.
k) It was suggested that the DHE is going to conduct FDP which will be outcome based. As all the Govt. Colleges are going to have Smart Classrooms for which the faculty members will be given training and will be evaluated as well.
l) It was suggested that the UGC's MOOCS courses have to be accepted by all.
m) It was suggested that the Academic Audit is going be done in the month of February or March.
n) Dr. Gaonkar suggested that the General Body Meeting has to be called to create the General Body of the College. He also informed regarding the duties of the General Body.
o) It was suggested that soon the College is going to have the Hostel facility.
p) It was suggested that incentives for Ph.D. in Govt. Colleges is not possible.
q) It was suggested that the training will be given regarding course outcome/ learning outcome as it helps the students to take decision during admission time.

Dr. Shekhar Naik, read the initiatives by DHE:

a) It was suggested that DHE intends to come up with own MOOCS.
b) It was suggested that the Smart Classrooms will be implemented soon.
c) It was suggested that a tender will be floated of MID which will help in the automation of admissions, examination etc.
d) It was suggested that the Academic Audit will be done by DHE.
e) It was suggested that the Green Audit will also be done by DHE.
f) It was suggested that to have a common question paper for all the Govt. Colleges is under process.

The students put forth their queries regarding fees, multipurpose hall, toilets etc. which were clarified by the Principal.

The Principal proposed the vote of thanks and called the meeting to a close.

Dr. Isabel Dennis
Co-ordinator, IQAC

Dr. Purnakala V.Samant
Principal
Govt.College of Arts,
Science and Comerce,
Khandola, Marcela- Goa.

Minutes of the Meeting

The meeting of the IQAC members of the College was held on 20th April, 2019 at 12:15 p.m. in the Principal's Cabin of the College.

The Principal read the Agenda of the meeting.

It was discussed and finalized that the quarterly meeting of the members of the IQAC Cell will be held on 30th April, 2019.

It was informed that presentation will be done by the respective IQAC member in-charge of the IQAC criteria.

Dr. Jivexa Bhattacharjee raised the queries regarding Criteria –I related to feedback.

Ms. Melissa Rodrigues was directed to submit the partially done online feedback data.

Mr. Prashant Chodankar informed that the feedback of the parents will be executed on the day of declaration of results.

Dr. Prakash Vazrikar informed that he has allotted the work to the concerned members.

Ms. Varada Kalas informed that the required data collection for her criteria is in progress and the allotted contract basis members are helping her for the same.

The Agenda for the IQAC quarterly meeting was finalized.

The Principal directed Dr. Lopamudra Bhattacharyya to work out with the pre-meeting requirements along with sending invitation letters to the committee members.

The Principal congratulated all the members for the NIRF College rank between 101-150 and thanked the members for attending the meeting.

(Dr. Isabel Dennis)
Co-ordinator, IQAC

(Dr. Purnakala V. Samant)
Principal
Govt. College of Arts, Science
and Commerce, Khandola,
Marcela –Goa.

Minutes of the Meeting

The meeting of the 2nd Quarterly General Body Meeting of IQAC of the College was held on 30th April, 2019 at 10:00 a.m. in the Seminar Hall of the College.

The Principal welcomed the members of the IQAC.

The minutes of the meeting were read and approved by the members.

The Principal congratulated all the stake holders for the NIRF ranking secured by the College.

The Principal thanked the Director, Mr. Prasad Lolyekar, Dr. Shekhar Naik for their constant support and guidance and also complimented Ms. Varada Kalas and Ms. Melissa Rodrigues for their efforts.

The Principal congratulated Dr. Prakash Vazrikar winning the award for the Best Writer for Konkani drama organized by Kala Academy.

The Principal informed that from the next academic year the College will be offering M.Sc. Microbiology. She complimented Dr. Dilecta D'Costa, Dr. Sushanta Sapte, Ms. Marina Albuquerque and all the faculty members of the Dept. of Microbiology for their efforts.

It was informed that from the next academic year IGNOU centre and N.C.C unit will be starting in the College.

The Principal discussed the criteria which helped in getting positive points for NIRF ranking. She also discussed the Criteria on which more work has to be done for higher ranking in future.

It was informed that the Cluster Research Centre in Chemistry in the College is sanctioned and the Cluster Research Centre in Geography is under process.

The Principal informed and complimented Dr. Christina De Souza for getting recognition as Ph.D. Guide for Economics.

The IQAC Co-ordinator, Dr. Isabel Dennis stressed on the accuracy of data. She insisted that all the information has to be supported by authentic data.

She informed that the IQAC of the College has started a training course for Competitive Exams for the students of the College. 17 students have enrolled themselves for the same.

She informed that the IQAC of the College arranged for providing training like flower making etc. to the physically challenged students of the College.

She suggested to have internal and external Academic Audit which has to be done systematically.

She also suggested that Healthy Practices has to be taken seriously like maintaining the College garden etc. Mr. Mr.Siddharth Palang suggested having extension services by calling the students of Raikar College of Agriculture to maintain the College garden.

She informed that Healthy Practices also includes Village Adoption Scheme which has to be done systematically and a lot of activities has to be done under it.

She informed that to promote the Healthy Practice of promoting public transport and minimizing the use of cars and bikes the RTO officer was called to give guidelines which have to be implemented.

She also suggested to start the Peer Teaching practice.

She informed that the IQAC has started remedial for slow learners and suggested to start some programs for good students as well.

She informed that the questionnaire for parent's feedback will be given to the parents during the next PTA meeting. At the same time she insisted that Students Feedback is also very essential. Also discussion regarding the demand of the parents for the implementation of the Uniform Dress code was held and agreed upon.

Dr. Christina De Souza started with the presentation.

Ms. Manisha Phadte presented on the Criteria- Governance, Leadership & Management.

Dr. Sushma Dessai presented on the Criteria Curricular Aspects

Dr. Dafne Faria presented on the Criteria Research Innovation and Extension

Ms Ridhima Shirodkar presented on the Criteria Teaching Learning & Evaluation

Ms. Varada Kalas presented on the Criteria Student Support & Progression

Ms. Sujata Gaonkar presented on the Criteria MOOCS, Institutional Values and Best Practices

It was suggested that Mr. Ramarao be called for training in the 1st week of June for MOOCS.

The Principal informed that the Institutional plan of almost all the Departments are ready and it will be completed by 4th May, 2019.

The Principal thanked all the members for attending the meeting and called the meeting to a close.

Dr. Purnakala V. Samant
Principal
Govt. College of Arts,Science and Commerce,
Khandola, Marcela- Goa.

Annexure-V- List of Workshops, Field Trips/ Industrial Visits, Seminars/ Conferences conducted during the academic year 2018-19

Government College of Arts,
Science and Commerce,
Khandola, Marcela- Goa

List of Workshops, Field trips/ Industrial Visits, Seminars/ Conferences conducted during the academic year 2018-2019

Workshops

1) Department of Hindi organised One-Day State Level Workshop for regarding S.Y.B.A. / T.Y. B.A. Hindi CBCS syllabus on 2nd July 2018. This workshop provided a platform for constructive discussion for the Hindi teaching fraternity.
2) The Department of Hindi organised a Five Days Workshop on 'Hindi Vartani Sudhar Aur Devnagri Tankan' for UG students from 11th and 17th August, 2018. Thirty-five students participated.
3) The Department of Konkani organised a Two –Days State Level Workshop on Academic Forum in collaboration with Parikrama Knowledge Terminus on 8th and 9th December, 2018.
4) The Department of Economics organised a State Level Workshop on 'Workshop Core Competencies' on 1st and 2nd February, 2019 in association with the Directorate of Higher Education, Government of Goa. 50 students participated.
5) The Department of Geography organised a State Level Geography Interphase Workshop on Generic Elective (GE) and Skill Enhancement Course (SEC) in collaboration with BOS Geography Goa University on 14th July, 2018.
6) The Department of Physics organised a One- Day State Level Workshop titled 'Skill Enhancement Course (SEC) in Choice Based Credit System (CBCS)' on 30th October 2018.
7) The Department of Commerce organised a Three-Days Workshop on' Enterpreneurial Skill Development and Marketing Strategies' for T.Y. B.Com. students and Community Women from 3rd to 6th May' 2019. 16 students, 10 community women and 2 faculty members attended the workshop.
8) The Department of Physical Education and Sports conducted a Physical Fitness Camp from 25th June to 9th July 2018.
9) The Department of Physical Education conducted a special Judo Training Camp from 4th July to 31st August 2018.
10) The PG Department of Commerce organised the following Workshops
    a) 'Personnel Effectiveness' for M.Com. Part –l students on 30th July, 2018
    b) 'How to crack that Interview' for M. Com. Part –ll students on 1st August 2018.
    c) 'Managerial Effectiveness' – getting ready for Corporal Life for M.Com. Part –l students on 8th August, 2018.
    d) 'Entrepreneurship was organised on 10th August, 2018 for M.Com. students.'
    e) 'Thinking Like a researcher – Understanding the Basics for M.Com. Part- ll students on 14th August, 2018
    f) 'Research Methodology' was organised by post graduate Department of Commerce on 19th November, 2018 for M. Com. Part – l students
    g) 'I can do it' for M.Com. Part- l students on 20th November, 2018
    h) 'How to write a Research Paper' for M.Com. Part – l students on 27th November, 2018
    i) 'The Art of Compering' for M.Com Part- l students on 29th November, 2018
    j) 'Communication and Presentation Skills' for M.Com. Part – l students on 6th February, 2019

Field Trips/ Industrial Visits

1) The Department of Hindi organised a field trip to Goa University, Kala Academy and Central Library on 4th July, 2018. 47 students participated and 3 teachers accompanied the students.
2) The department of Political Science on 31st August, 2018 organised a study visit cum field trip to St. Estevam Village Panchayat to get a first hand information about the role of Panchayat,

it's function, committees of Panchayat, importance of Gram Sabha, various schemes implemented, role of the Sarpanch etc.. 43 students participated accompanied by 3 teachers.

3) The Department of Political Science organised a study visit (GIPARD) Goa Institute of Public Administration and Rural Development Old Goa on 24th September, 2018. They were educated on the role of GIPARD in training and facilitating various Government officials from different fields of Administration from grass roots to Mamlatdars and Secretaries.
4) The Department of Chemistry organised a study tour from 23rd to 28th November, 2018 to Ahemdabad, Vadodara and Surat. 15 students of T.Y.BSc. Took part in the tour accompanied by 4 teachers. The visit covered industries like Amul Plant, Rain Water Harvesting Gujarat Alkali Chemicals Limited, Ranoli Vadodara etc.
5) The Departments of Chemistry and Economics organised a study visit to Nestle industry on 25th August, 2018. This visit helped the students to understand the chemical and Microbiological parameters of the raw materials and the finished products. 56 students visited the Nestle factory.
6) The Department of Microbiology organised a study tour for the students to Hyderabad from 27th December, 2018 to 1st January, 2019. They visited the centre for Cell and Molecular Biology, centre for DNA fingerprinting and diagnostics institute and hospital for genetic disease.
7) The Department of Commerce organised a field trip for students of S.Y.B.Com. (Retail to Caculo Mall, Vishal Megamart and Mall de Goa on 10th July, 2018 to understand the mall layout design and functioning. The PG Department of Commerce organised the following industry visits/ study tour
    a) M.Com. Part – l student visited Vedanta Amona – Pig Iron Plant Amona Kembla CokeLimited Amona and Vedanta mines Amona
    b) M.Com. Part – l students visited centre of Incubation and Business Acceleration (CIBA) on 5th March, 2019.
    c) M.Com. Part – l students visited NESTLE India Limited on 19th March, 2019.
    d) M.Com. Part – l students visited Goa Dairy on 19th March, 2019.
    e) 49 members including students and staff participated in the study tour during Christmas vacation from 20th December to 1st January, 2019. The students visited education institutions i.e. IIM Ahmedabad, research centre cottage industry, and place soft cultural and historical importance.
8) The PG Department of Chemistry organised a industrial visit to Venus Epoxy Ether on 21st July, 2018.

Seminars / Conferences

1) The Department of Hindi in association with Institute Menezes Braganza organised One Day National Level Conference on the topic 'Kedarnath Singh Ki Kaviten: Ek Mulyankan' on 27the September, 2018.
2) The Department of Konkani organised a Two-Days National Level Seminar, on the topic ' Konkanicho Aathvem Anusuchyet Aaspaavm' on 18th & 19th February, 2019 in collaboration with Sahitya Academy New Delhi and Directorate of Higher of Education, Porvorim.
3) The Department of Chemistry in collaboration with the Department of Physics organised a One Day Seminar NCAST-2019 on 'Advancements in Science & Technology on 9th February, 2019 as a part of celebration of International Year Of Periodic Table.
4) The Department of Commerce in collaboration with Directorate of Higher of Education, Porvorim, organised a One-Day National Seminar, on the topic ' Emerging Trends in Commerce & Management' on 8th December, 2018.
5) The Post graduate Department of Commerce organised a One Day National Seminar on ' Challenges of Entrepreneurship and its Coping Strategies' on 25th January, 2019.

Annexure I
Abbreviations:

CAS - Career Advancement 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

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For Communication with NAAC

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