Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE OF ARTS SCIENCE AND COMMERCE KHANDOLA-GOA**
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.	**08322288369**
Mobile no.	**9326142001**
Registered Email	**gcasck@rediffmail.com**
Alternate Email	**christinadesouza5@gmail.com**
Address	**Khandola, Marcela- Goa**
City/Town	**Ponda**
State/UT	**Goa**
Pincode	**403107**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Isabel Dennis**
Phone no/Alternate Phone no.	**08322288369**
Mobile no.	**9405412597**
Registered Email	**iqacgcasck@gmail.com**
Alternate Email	**isabeldennis123@gmail.com**

3. Website Address

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

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://www.khandolacollege.edu.in/web/wp-content/uploads/2019/12/Academic-Calendar-Annexure-I-2018-19.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	**A**	**3.01**	**2017**	**28-Mar-2017**	**27-Mar-2022**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**29-Oct-2009**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
No Data Entered/Not Applicable!!!		

		View File		

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
		No Data Entered/Not Applicable!!!		
		View File		

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**5**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**Yes**
If yes, mention the amount	**300000**
Year	**2014**

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 inpursuing State and National level Competitive examinations. • The focus of teachinglearning is always student centric. o Introduced 19 Smart classrooms and 1 Virtual classroom to enhance student learning experience. o Encouraged andpromoted field trips, study tours for the students. o Organised quizzes, debates, elocutions, poster competitions etc, within institution. o Students are motivated to actively participate in Inter Collegiate and State Level activities (Academic and non Academic programs). o Students are also encouraged to present papers and take part in student exchange programmes. o Departments are motivated to invite Resource Persons to interact with the faculty and students. o Conducted activities for differentlyabled • Encouraged the faculty to organise Seminars, Conferences and Workshops in their respective subjects.Conductedfaculty 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 outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	

14. Whether AQAR was placed before statutory body ?	**No**
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2018**
Date of Submission	**07-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**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 daytoday 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 egovernance initiatives the college uses the electronic clearing system(ECS) for payments and award of tenders trough the etendering 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 (B.Com.). 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

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Chemistry through the lens of software	Nil	06/08/2018	9	Yes	Presentation of scientific data as graphs
'Object oriented programming using C	Nil	04/07/2018	13	Employability and entrepreneurship.	Basic concepts of OOPs learnt better in C. (Software Development)
'Data Analysis using python'	Nil	09/02/2019	10	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.
Tally Accounting and GST	Nil	03/11/2018	17	To develop Accounting Skills	To enable students to record transaction details in software process online with GST
Robotics using IOT platform	Nil	06/08/2018	5	Hardware related job for embedded system	Knowledge of applications on IOT (Internet of things)
Elements of Photography	Nil	27/08/2018	5	Self-employment as a Professional Photographer in advertising agency etc.	Artistic creativity in editing and developing images
Awakening the Political	Nil	27/08/2018	5	Focus on preparing future	Emphasis on team work, commun

leader in you				leaders	ication skills, risk taking, oratory etc.
Nutrition and Wellness	Nil	06/08/2018	5	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
Hindi Vart aniSudharEva mDevnagari Tankan	Nil	11/08/2018	7	Focus on employment in print/ electronic media	To develop the skill of Devnagri typing
Data Analysis	Nil	08/08/2018	12	• 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
Media Anchoring	Nil	07/08/2018	5	Focus on employment in electronic media	Better com munication skills, to build self confidence
Certificate Course in Dramatics (Different Aspects of Tiatr)	Nil	21/08/2018	13	Focus on career in the field of entertainmen t- i.e. stage artiste, song composer etc.	Emphasis on acting, stage presence, lights, mime, facial expressions etc.
Nutrition and Food Science	Nil	05/11/2018	6	Career in Food and Hospitality Industry	To acquire the knowledge about the nutritional content and health benefits of food.
Foundation of	Nil	19/11/2018	5	Career Advancement	Problem Solving

Mathematics and Linear Algebra					Skills
Soft Skills	Nil	27/08/2018	9	Can work as a Soft Skills Trainer	To communicate effectively
SPSS for Date Analysis	Nil	26/07/2019	6	Can work as a Data Analyst	Develop skills to analyse raw data
Devnagri Typing	Nil	01/09/2018	8	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/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
View File		

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	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Arts	15/06/2018
BSc	Science	15/06/2018
BCom	Commerce	15/06/2018

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	533	19

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
No Data Entered/Not Applicable !!!		
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	Yes

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

Feedback Obtained

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	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				

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 fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1021	129	80	6	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	Numberof smart classrooms	E-resources and techniques used
86	86	36	30	19	Nill

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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
1154	93	1:12

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	35	Nill	2	31

2.4.2 – Honours and recognition 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
No Data Entered/Not Applicable !!!			
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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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-	Date of declaration of results of semester-

				end examination	end/ year- end examination
[View File]()					

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 weblink)

http://www.khandolacollege.edu.in/learning-outcomes-20182019/

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage

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 weblink)

No Data Entered/Not Applicable !!!

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 year
No Data Entered/Not Applicable !!!				

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
Advances in Science and Technology(NCAST 2019)	Chemistry	09/11/2019
Challenges for Human Resource Managers	Post Graduate Department of Commerce	23/07/2018
Corporate Social Responsibility	Post Graduate Department of Commerce	24/07/2018
International Financial Reporting Standards [IFRS]	Post Graduate Department of Commerce	25/08/2018
One Day Workshop on 'Managerial Effectiveness- Getting Ready for corporate life'	Post Graduate Department of Commerce	08/08/2018
A half day workshop on 'Entrepreneurship'	Post Graduate Department of Commerce	10/08/2018
One Day National Level Seminar on 'Emerging Trends in Commerce and Management'	Department of Commerce	08/12/2018
One Day National Level Seminar on 'Entrepreneurship and its Coping Strategies'	Post Graduate Department of Commerce	25/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
No Data Entered/Not Applicable !!!					
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
No Data Entered/Not Applicable !!!		

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Post Graduate Department of Commerce	6	5.5
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Marathi	2
Hindi	1
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
No Data Entered/Not Applicable !!!						
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				

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 participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

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	Number of students Benefited
No Data Entered/Not Applicable !!!			
View File			

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 participated in such activites	Number of students participated in such activites
No Data Entered/Not Applicable !!!				
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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
No Data Entered/Not Applicable !!!			
View File			

3.5.2 – Linkages with institutions/industries for 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	Duration To	Participant
No Data Entered/Not Applicable !!!					
View File					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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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
30324996	30324996

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

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 patially)	Version	Year of automation
NewGenLib	Fully	3.1.1	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
View File			

4.2.3 – 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 & 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
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	48	3	3	0	3	3	16	10	0
Added	4	0	1	0	0	0	1	2	0
Total	52	3	4	0	3	3	17	12	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

0 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)	http://nlist.inflibnet.ac.in
ii) e-journals: 600 e-books: 31,35,000 Videos: Sage Publication	http://knowlegde.sagepub.com
iii) GCASCKLIBRARYLearners TV	http://gcascklibrary.webs.com learnerstv.com
iv) Linked e-content to library website (NISCAIR, NSDL, etc.)	http://gcascklibrary.webs.com learnerstv.com

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 incurredon maintenance of physical facilites
6897289	6897289	40968964	40968964

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)

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 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
	No Data Entered/Not Applicable !!!		
	View File		

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 implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

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 for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
No Data Entered/Not Applicable !!!					
View File					

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	Number of grievances redressed	Avg. number of days for grievance redressal
No Data Entered/Not Applicable !!!		

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
No Data Entered/Not Applicable !!!					
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
View File					

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

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
View File	

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

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
View File		

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/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
View File						

5.3.2 – Activity of Student Council & representation of students on academic & 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 disciplinewhichdevelops 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.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

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.

5.4.2 – No. of enrolled Alumni:
173

5.4.3 – Alumni contribution during the year (in Rupees) :
0

5.4.4 – Meetings/activities organized by Alumni Association :
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 Anvekar and, 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. PradeepShetye, CEO VIPRA Premier InfotechPvt. 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. VinayGawas (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 meetingsand 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 Diary 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

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):

Strategy Type	Details
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 is conducted on the basis of merit list as per the number of allotted seats. The merit list is displayed on the website. Then subsequently names of the students from the waiting list are considered for admission after the withdrawal of admission by the students. Payment is done through online mode.
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 the students 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.
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 otherprograms. • 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 picnics are organised for Teaching and Non-Teaching Staff to build healthy inter-staff relations. • The non-teaching staff have been acquainted with the use of computers. 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. • Professional Counsellor and Class Mentors are appointed to address the academic and stress related problems of the students. • Vertical mobility of the students in terms of employment is sought to be addressed through Career Guidance and Placement Cell. Government of Goa Directorate of Higher Education Principal Vice Principal Staff Teaching Non- Teaching HOD Committee Co-ordinators IQAC Student Advisor Department Committees Dept./ Committees Chairperson of Students' Council Students Students Students Students' Council 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 NewGenLib 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.
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 in the PG students.
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.
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 industrial 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 also helps to improve the teaching learning methods.
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. ? IntroducedGeography course in the BSc. Programme for the benefit of slow learners.

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

E-governace area	Details
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
No Data Entered/Not Applicable !!!				
View File				

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	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
No Data Entered/Not Applicable !!!						
[View File](#)						

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	From Date	To date	Duration
No Data Entered/Not Applicable !!!				
[View File](#)				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
33	**37**	**20**	**Nill**

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
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	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.	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 a 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) A class having a student with disability is allotted a classroom on the ground floor. 12) Tutorials, remedial classes, mentoring and personal counselling helps to monitor the progress of slow learners. 13) Special skill based classes are conducted for differently-abled. 14) Library books are issued on a personal basis in the classroom for the differently-abled. Book bank facilities are provided to the economically backward students. 15) Counselling facilities by professional counsellors are made available for the students throughout the academic year. 16) 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. 17) Personality development workshops and Seminars are conducted on a regular basis which helps the students in grooming themselves for a bright future. 18) First Aid facilities are provided to the students. In case of medical emergencies they are referred to the nearby health centres for medical aid. 19)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. 20)Security is deployed at the gate round the clock to ensure that the students are safe. 21) Students are given Career Counselling and are helped in placement. 22) Students are motivated to participate in various Sports and Cultural activities within and outside the State. 23) 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 Gazetted Officers is 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 and 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 registers, cheque registers 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/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
[View File]()		

6.4.3 – Total corpus fund generated

942000

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**	**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**

		Examination Committee of the Institution for further improvement.		verify any discrepancies.
Administrative	Nill	Nill	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 2nd March, 2019 for the differently-abled students. • PTA organised a session titled 'Traffic Rules: Do's and Dont's 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. AmitNarera (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- anInitiative 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 and online feedback for Students. 14) Initiated feedback for the Parents and Alumni. 15) Tree plantation drive to grow more trees to create a green ambience.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	Yes
c)ISO certification	No
d)NBA or any other quality audit	Nill

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
View File					

CRITERION VII – 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	Period from	Period To	Number of Participants

programme				
			Female	Male
Organised a Skit on 'Beti Bachao Beti Padhao'	08/02/2019	08/02/2019	22	5
Organised a session on 'Gender Equity'	21/01/2019	21/01/2019	22	5
Rally to celebrate Womanhood	08/03/2019	08/03/2019	47	10

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

Percentage of power requirement of the University met by the renewable energy sources

• **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 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

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	2
Ramp/Rails	Yes	2
Rest Rooms	Yes	2
Any other similar facility	Yes	10

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus for UG and PG	30/04/2018	Students are bound and sensitised to follow the disciplinary rules mentioned in the prospectus. The Academic Calendar written in the prospectusis strictly adhered to. The College is and regularly ensures being free from tobacco and ragging and there a

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!			

View File

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

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

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.

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

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Introduction of SMS System Goal: To bridge the communication gap between faculty, students, parents and the Institution. To maintain a strong relationship with the faculty, staff, students and parents. The Practice: Introduction of SMS System is used to stay in contact with faculty and helps the students to get quality services. It is the fastest and a most effective communication tool. This is likely due to the fast and instant deliverability high response rate. Today each and every person carries their mobile phone all the time. It means you can reach them through SMS anytime. This best practice has helped to build a relationship with students, parents and teachers. Here are several ways our Institution has benefitted from SMS messaging service. a)Parent teacher meetings: Parents generally live a busy life and there is a possibility that they will forget about PTA meeting or important College dates. With the help of text messaging parents can receive timely gentle reminders. b) It has helped to send messages for weather and emergency alerts: SMS is crucial in an emergency. Text messaging in an emergency can save life. It has also helped in notifying parents, faculty and students immediately of cancellation or closure of College. c) Exam Reminders: It has proved to be blessing in disguise during examination to remind students about exam dates, location and time. It has also been a great way to inform students about last minute changes in exam time-table or location. d) Upcoming event reminders: Sending messages about upcoming events, new courses and extra-curricular activities and getting information on right time has helped students to prepare and do better. e) Urgent messages: In an emergency when College authority require urgent attention when a student gets sick, injured or meets with an accident- in this situation parents are likely to be far more receptive to an SMS than telephone call. An SMS includes all the facts and information about the incident. f)Staff contact: SMS has also helped this Institution to stay in contact with faculty and staff. It has helped to let them know about important upcoming dates and events. It has also helped to maintain strong relationship with staff which helps students to get quality services. Evidence of Success: Parents are kept abreast about the important events that are taking place in the College. This best practice is paperless and instant. The Success of this best practice was the testimony when parents attended the PTA meeting in large numbers for the very first time. Parents are also relieved when information pertaining to

commencement of exams and declaration of results are given regularly since their wards are reluctant to communicate regarding the same. It has also helped to maintain a strong relationship with staff which helps students to get quality services. It has been a boon to attract and retain students and parents. It has helped to get all the parties informed at right time and has ultimately made the educational environment more efficient and productive. Creating a green ambience Goal: Our Institution believes in creating a green ambience which cares for the environment: cares to protect, preserve and conserve. The IQAC has taken the initiative to make the Campus environment friendly. The Practice: The Govt. College Khandola is nestled in the lap of nature. The students and faculty of the College are environmentally conscious and has always taken the initiative of protecting and promoting a healthy environment. 1. Tree plantation drive has been undertaken by the Healthy Practice and Eco-friendly Club of this Institution. The Committee members have worked tirelessly in converting the rocky and barren area into a lush green area by laying lawns, planting hedges and other ornamental plants. The main objective was to create a green ambience around the College Campus. 2. Fruit bearing plants and medicinal plants are also planted: Manuring, watering, weeding and Maintenance of the garden is done at regular intervals. Evidence of Success: The green ambience has given a new face lift to the Institution. The multi-coloured hedges has transformed the exteriors of the Institution and has made it more appealing. The efforts have been very much appreciated by guests who visited the Institution, Alumni, PTA members, faculty, staff and students. Yoga and Meditation for Students the Local Community Goal: Real happiness comes when a person achieves the actual goal of Yoga, which is optimum physical, mental and spiritual well-being. By practicing Yoga and sound Meditation one can become happy and fulfilled in the core of one's being. The goal of Meditation is to go beyond the mind and experience our essential nature- which is described as peace, happiness and bliss. The main objective of introducing Yoga and Meditation was to make our students healthy individuals and thereby promote a healthy society. The Practice: Yoga and Meditation is not a religion, it's a way of living that aims towards a healthy mind in a healthy body. Yoga and Meditation has not only worked on the body but also trained the minds of our students and the local community by increasing focus and co-ordination of body parts. Here are several ways our students and the local community have been benefitted from Yoga and Meditation. a) This best practice has improved the power of concentration and has enabled the students to focus on their studies. b) It has also helped them to be disciplined and active. c) It has enabled self-awareness and improved their self-esteem and confidence. d) The Breathing and Meditation has helped to calm the nervous system, thereby decreasing anger and hostility. Reduction in hostility means reduction in blood pressure. This has enabled a stress free and healthier approach towards life. Evidence of Success: 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. It has helped them to improve balance and gain control over their bodies. Regular practice of Yoga has enhanced their abilities to balance the poses in the class and focus well outside the class. 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 Identifying, screening and categorising in different genre like performing art and creative writing for human resource. Induction and orientation of the participants into specific genre. Providing hands on training to the participants of specific genre. Documentation and creation of repository for present and future research.

Encourage and motivate the human resource of the Institution to take active part within and outside the institution. Evidence of the success Students are recipients of awards in the fields of performing art, music and literature at the local/state and national level. Teachers received state level awards in literature and performing art. Students who are excellent in this field were absorbed by Government of Goa like Department of Art and Culture and Department of Education. Students participated in social and cultural activities in performing in professional theatre groups (Tiatr) Promoting Swachh Bharat Abhiyan in the neighbouring villages Goal: As the heart of India lies in the villages, this Institution is nestled and surrounded by villages to whom it is committed to dedicate its energies to transform and make it plastic free. The Practice: It is said that example is better than precept. This Institution has been instrumental to bring about Swachh Bharat Abhiyan through the N.S.S. Unit which has lent a helping hand to reach out to these villages and to work for their transformation. The Swachh Bharat 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 observing the Shramadaan Week. This initiative has helped the surrounding villages through the several activities conducted by the N.S.S. a) The plastic collection drive conducted on 14th August, 2018 in and around Marcel Market succeeded in collecting 20kgs of plastic bottles, bags etc. b) The cleanliness drive at St. Estevam Fort ended up by collecting a lot of plastic. c) The Shramadaan Week was devoted to conduct plastic collection drives at St. Estevam, Devki Krishna Ground, Devlai Khandola and Betki Primary Health Centre. d) The cleanliness drive was followed by distribution of 30,000 cloth bags in Marcel Market on 2nd October, 2018. Evidence of Success: Swachh Bharat Initiative is a continuous process. This mission inspired by patriotism has enabled the N.S.S. volunteers to collect 13,400 empty plastic milk bags, 5,200 paper bags and 226 kgs of e-waste. This Institution has vowed to continue with this initiative which is an on-going process to inculcate the values of cleanliness not only among the students but also in the villages.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://www.khandolacollege.edu.in/best-practices/

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The College in its three decades of existencehas played a pivotal role in providing educational opportunities from undergraduate upto the doctoral studies in the surrounding rural areas. Theinstitution 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. This 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 101 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 Ph.D., 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.

Provide the weblink of the institution
http://www.khandolacollege.edu.in/institutional-distinctiveness/

8.Future Plans of Actions for Next Academic Year

? 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. • Extension of MA Geography Part II • 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 under CBCS system • 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 theutilisation 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, industries 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. • Acquisition of additional200 benches to students • 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. • Provision of more canteen tables to accommodate more students in canteen. • 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 theCampus 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 alumnicontribution 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