



Yearly Status Report - 2016-2017

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. Jivexa Bhattacharjee
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	08322287718
Mobile no.	9422440970
Registered Email	gcasck@rediffmail.com
Alternate Email	jivexa@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			state																
Name of the IQAC co-ordinator/Director			Mrs Sujata Gaonkar																
Phone no/Alternate Phone no.			08322287718																
Mobile no.			9404142444																
Registered Email			sujatagaonkar@gmail.com																
Alternate Email			jivexa@gmail.com																
3. Website Address																			
Web-link of the AQAR: (Previous Academic Year)			http://www.khandolacollege.edu.in/web/wp-content/uploads/2019/09/AQAR-15-161.pdf																
4. Whether Academic Calendar prepared during the year			Yes																
if yes,whether it is uploaded in the institutional website: Weblink :			https://www.khandolacollege.edu.in/web/wp-content/uploads/2021/09/AcademicCalendar2016-17.jpg																
5. Accreditation Details																			
<table border="1"> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accreditation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> <tr> <td>1</td> <td>B+</td> <td>3.01</td> <td>2005</td> <td>21-Sep-2005</td> <td>21-Sep-2010</td> </tr> </table>						Cycle	Grade	CGPA	Year of Accreditation	Validity		Period From	Period To	1	B+	3.01	2005	21-Sep-2005	21-Sep-2010
Cycle	Grade	CGPA	Year of Accreditation	Validity															
				Period From	Period To														
1	B+	3.01	2005	21-Sep-2005	21-Sep-2010														
6. Date of Establishment of IQAC			29-Oct-2009																
7. Internal Quality Assurance System																			
<table border="1"> <tr> <th colspan="3">Quality initiatives by IQAC during the year for promoting quality culture</th> </tr> <tr> <th>Item /Title of the quality initiative by</th> <th>Date & Duration</th> <th>Number of participants/ beneficiaries</th> </tr> </table>						Quality initiatives by IQAC during the year for promoting quality culture			Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries								
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IQAC		
Science Association, Workshop on Holistic Health & Lifestyle Disease, Guests Dr Ravindra Agarwal & Ms Depashree Hadfadkar	28-Jan-2017 01	65
Depart of Economics,	23-Jan-2017 01	96
Science Association,	10-Dec-2016 01	60
Inauguration of Abhyas Mandal- A Literary Forum for Development of Konkani, Marathi, Hindi Languages, Guest Speaker, Mr. Bhushan Bhawe.	19-Aug-2016 01	38
Talk on 'Ran Bhul'- Guest Speaker Sumedha Kamat	25-Aug-2016 01	21
Department of Micribiology,	08-Aug-2016 01	28
Department of Marathi: Guest lecture by Vinayak Bapat	18-Jul-2016 01	23
Department of Commerce, Talk on Introduction and Overview of GST Provision.	07-Dec-2016 01	112
Guest Lecture by Dr N.N Sawnt,	26-Jul-2016 01	40
Campaign on Issues of Girl Child, In Association with Women's Studies Cell	22-Jul-2016 01	54
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/Departmen t/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Physics	Central Govt	UGC-DAE-CSR, INDORE	2016 1095	200000
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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 :	1
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?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
<ul style="list-style-type: none"> • IQAC emphasizes on Quality enhancement and Quality sustainance. • Focus was laid on holistic academic excellence by producing good results. • To achieve academic excellence various measures were planned, like having feedback mechanism, maintenance of attendance records of the students, conducting timely ISAs (internal assessment system) encouraging home assignments, presentations by students, increasing use of internet, timely declaration of results etc. • IQAC acted as a facilitator for research promotion and extension. • IQAC was also active in preparation of SSR for the upcoming NAAC.

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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
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Plan of Action	Achivements/Outcomes
Organize field and study visits	The concern associations performed their jobs to the institutions satisfaction
Smooth functioning of feedback Mechanism, Alumni Association, Parent Teacher Association etc.	The committees worked hard towards achieving the set goals. To conduct training sessions Industry practices .To conduct personality development trainings,interview answering skills and confidence building programs. Interacting with unemployed exstudentsto find probability of employment with reference of professionals. To conduct socialwelfare activities such as blood donation,health awareness programs.
Promote research culture and capacity building	The teachers as well as students were encouraged to undertake research in various fields.
Celebration of national festivals	The Independence Day, Goa Liberation Day and Republic Day were celebrated

	with zeal and patriotism towards the country. International Youth Day and International Womens Day were also observed in the college.
Community service through NSS	NSS Unit for the new academic year was inaugurated, and conducted various activities throughout the year. Programmes like personality development, talks on topics like Importance of snakes and first aid at the time of snake bite, self motivation were organized.
Smooth conduct of exams	ISAs as well as well semester end exams were conducted smoothly and results were declared in time.
Extracurricular activities	In the month of December, the students' programme 'Jubilations' was organized by Students Council where the students got an opportunity to display their talents. Department of Microbiology organized micro talent week. Our students got laurels in Sports won medals in various competitions like Judo, TANG SOODO, Taekwondo, weight lifting etc.
Organize community Sensitization programmes	Microbiology organised a field trip. Department of Commerce organized industrial visits, while Political Science, department organized a visit to the Marcela Panchayat.
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14. Whether AQAR was placed before statutory body ?	Yes				
<table> <tr> <th>Name of Statutory Body</th><th>Meeting Date</th></tr> <tr> <td>NAAC</td><td>17-Mar-2017</td></tr> </table>		Name of Statutory Body	Meeting Date	NAAC	17-Mar-2017
Name of Statutory Body	Meeting Date				
NAAC	17-Mar-2017				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	Yes				
Date of Visit	17-Mar-2017				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2017				
Date of Submission	17-Mar-2017				

17. Does the Institution have Management Information System ?	No
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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

The institution has the mechanism for well-planned curriculum delivery and documentation. The college is affiliated to Goa University and functions under the Directives of Higher Education, Govt. of Goa . The primary aim of the college is to tap the intrinsic potential of the students from the rural vicinage and metamorphose them into individuals, capable of inculcating values in the society, through academics and research. College follows semester pattern for B.A., B.Sc. and B.Com. programmes as approved by Goa university. The curriculum for each subject is approved by the respective Board of Studies and passed at the Academic Council of Goa University. The institution ensures effective delivery of the curriculum through its well-planned academic programmes and processes. As per the university requirements the college provides a minimum of 90 – 92 working days each semester. The college offers General degree at the Third Year level for B.A degree in English, Hindi, Marathi, Konkani, Economics, Geography, Psychology and Political Science. Psychology has a practical component from Semester I to IV, while Geography has a Practical component from Semester I to Semester VI. Six Units for B.Sc. course is offered in subjects like Microbiology, Chemistry and Computer Science, while Mathematics and Physics are offered from Semester I to IV. Commerce specialization consists of Costing, Accounting and Business Management for the Third Year. The tentative academic plan is always printed in the college Prospectus, as per the schedule provided by the Goa University. The college timetable committee prepares a timetable for the theory and practical, and it is displayed on students and teachers notice board before the commencement of each semester. On receipt of the curriculum, the respective Heads of the Departments of the college hold meetings with the faculty to select and distribute papers according to the specialized field of study, expertise and interest of the faculty. Each faculty prepares teaching plans for the courses to be taught. At the beginning of each semester, a copy of the syllabus is given to the students in each paper. All subjects with the theory component are assigned four lectures per week; while subjects with practical components are assigned three/ four lectures per week. 26 classrooms are equipped with over-head projectors and teachers teach via power point presentations. In addition to the lecture method, the pedagogy consists of discussions, debates, seminars and field trips. The topics are intimated to the students to enable them to read and be prepared for effective interaction. To introduce group learning and critical thinking, the final year students offer a project/dissertation. The college ensures that the laboratories of all the departments are well equipped and maintained up to date. A requisite number of chemicals, tests and other equipment has been purchased for smooth conduct of practicals. Faculty members have served as Chairpersons or members of the Board of Studies (BoS) and are involved in curricular modification and enhancement of the syllabus restructuring under CBCS system.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene	Skill Development
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urship					
Training program in Analysis of Water and Waster water sample for some of the physical, organic, inorganic and Microbio logcal parametre	Nil	14/02/2017	15	chemical and microbial parameters like C.O.D , B.O.D , chlorides, sulphates, metal ions and bacteria E.coli, coliforms etc	chemical and microbial parameters like C.O.D , B.O.D , chlorides, sulphates, metal ions and bacteria E.coli, coliforms etc

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 !!!		
No file uploaded.		

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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	16	Nil

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 !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Hindi, Konkani, English, Marathi, Economics, Political Science psychology	41
BCom	Accounting , marketing	10
BSc	Chemisty, Physics, Microbiology, Computer Science, Mathematics	40
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
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

Feedback is an important aspect of an institution as it helps in enhancing the functioning of an institution. Feedback is taken from different stake holders such as students, teachers, alumni and parents. At the end of the semester students in various classes are requested to fill the hardcopy of the feedback. Feedback is taken for every paper taught in the institution for that particular semester. The principal then analyzes the feedback received, and necessary action is initiated to improve the overall the overall teaching learning process. The student's feedback system helps to get their opinion about the usefulness of the course, its objectives, its design, structure, contents and learning outcomes. Improvement on the same can be made by informing the BOS of the concerned subject so as to make the course more interesting for the students and it will also help in seeking employability. Once the feedback is received by the principal, it is tabulated and to overcome the lacunae the concerned subject teacher is orally communicated for improvement of the process of teaching learning and evaluation. Such feedbacks help in strengthening the bond between the students and the teachers for better delivery of the learning process. Students feedback covers all aspects of the functioning of the College - Teaching-Learning, Office functioning, Extra-Curricular activities, Library, Infrastructure, Canteen, etc. Thus, student's feedback is more comprehensive and is analyzed to understand the need and scope for improvement in the colleges overall functioning. Parent's feedback helps College authorities understand society's perception about the college. Based on the feedback of the stakeholders, corrective measures are taken by the College Principal which focuses on the reasons for stakeholders to send their wards to Government College Khandola. This system also helps in understanding the levels of satisfaction of the stakeholders with reference to teaching, evaluation, co-curricular, and extra-curricular activities conducted by College for the overall development of the students. The college collects feedback from teachers in respect of the courses taught during the semester. This feedback helps the college get various opinions from the teachers, such as the course and its implementation to what extent the course has incorporated new changes in the syllabus. It enables the system to understand whether the course objectives are clearly stated and the content reflects industry academia collaborations for the purpose of employability. Feedback collected from alumni throws light on various aspects like admission procedure of the college, views about the fee structure of the college, environment for learning, infrastructure and laboratory facilities available, project guidance and other research-related activities, training and placement, library, canteen facilities, hostel facilities, alumni association network, professional courses and their suitability and learning experience in terms of their reference to the real-life application. After receiving feedback from alumni, good suggestions are taken into consideration, and college principal takes necessary actions to strengthen the alumni association. Overall the feedback system helps in making the institutions accountable for all their decisions. It not only helps in enhancing the teaching learning process but also overall expansion of

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
BCom	Commerce	132	147	130
BSc	Chemistry, Computer Science, Physics, Microbiology, Mathematics	80	79	79
BA	English, Hindi, Marathi, Konkani, Political Science, Geography, Economics, Psychology	132	152	130
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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
2016	755	Nil	67	Nil	67

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
67	67	36	26	Nil	2
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

Mentoring is a bridge that helps bring closer the students and the teachers of an institution. The institution is there because of its students and thus respecting the students is the most important aspect. Establishing a good rapport with students helps teachers reach out to them in times of need. The students in the institution are in their adolescence phase and thus go through challenging stages. They may experience relationships which are hard to deal with and this may then affect academic performance. Owing to this fact, teachers must be able to recognize the issues faced by children and the student should feel comfortable in approaching a teacher. Mentoring is an initiative to achieve this goal. IQAC committee of the college initiated the formal student

mentoring activity in the college during the academic year 2016 – 17. The IQAC coordinator chalked out a plan and provided guidelines to the faculty regarding the mentoring process. The mentoring of students was undertaken not only by the full time permanent faculty but also by contractual and lecture basis teachers of the institution. During this academic year IQAC chairperson distributed all the students' among all the teachers in the institution. The list of names of the mentees was given to the each faculty member (the mentor). The ratio of mentor to the mentee is 1: 11. The mentor met the mentees at least once in a week. The mentor kept records of the meeting with the mentees as well as the records of the discussion that took place between the mentor and the mentees. Mentoring of students is based on the following objectives: • To promote the academic, moral, social and cultural development and the psychological wellbeing of the mentees • To spend quality time with the mentees • To identify and address the problems faced by the students and first generation learners. • To help the mentee face and deal with their problems • To decrease the student drop-out rates • To build confidence among students and prepare students for the competitive world Responsibilities of the mentor were to contact the parents/guardians of the mentees as and when required. Inform them about the performance of the mentees. Building up the confidence of the mentee to face competition, public events and other social interactions, was another feature of the mentor-mentee relationship. Encouraging the mentee to participate in extension related, co-and extracurricular and cultural activities and also providing necessary help and support as and when required. Mentors had to nurturing the hobbies of the mentees. The mentor also provided constructive feedback during essential times. Active listening is an important requirement of mentoring and this was the crux of the mentoring facility offered. Therefore, the mentor plays a very important role of listening actively to the mentees. Mentoring in this institution is very well carried out. Mentoring has facilitated a healthy relationship between the mentor and the mentee. Many of the students have benefitted from this mentoring system followed in the college.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
755	67	1:11

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
3	3	Nil	3	19

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
2017	Sunetra Calangutkar	Assistant Professor	Vasant Kavya Sadhna Akhil Bhartiya Sanman given to the remarkable anthology of Poetry Collection to PARJANYA

[View File](#)

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- end examination	Date of declaration of results of semester-end/ year- end examination
BA	00	VI	19/05/2017	29/05/2017

BSc	00	VI	19/04/2017	29/05/2017
BCom	00	VI	21/04/2017	29/05/2017
BA	00	V	24/11/2016	22/12/2016
BSc	00	V	21/10/2016	22/12/2016
BCom	00	V	26/10/2016	22/12/2016
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

For purpose of continuous evaluation, examination system is divided into 2 parts: Intra Semester Assessment (ISA) and Semester End Examination (SEE). ISA's carry 15/20 marks and the SEE is of 60/80 marks. ISA is a compulsory component of internal evaluation. Every semester has 2 ISA's which are held before the SEE. The ISA's are in written or any other mode except written. For the written mode, tests are held, while for the following ISA, Assignment Role Plays, PPT, Making models, Wall Papers, Report Writing, Field trips are widely encouraged. The time table is displayed for smooth conduct of ISA. The first ISA commences approximately after 45 days of the commencement of the college after summer break, the result of the first ISA is announced in the class within 15 days as per the notice circulated by the ISA committee. Absentees of written ISA are given an opportunity for repeat ISA. Non-Eligibility list is displayed well in advance before the commencement of SEE. The second ISA then takes place approximately 30 days after the first ISA and the results along with the average of ISA 1 and 2 are declared in the class to each student and their signatures are obtained on the respective ISA mark sheets. The average of both ISA marks is calculated which then adds up to the SEE marks for respective student. Students who fail to answer any one or both ISA's, are not allowed to appear for the SEE. Non Eligibility list of ISA absentees is displayed on the notice board well in advance before the commencement of the SEE. Prior to commencement of the SEE, which is scheduled as per the University time table, the time table is displayed on the examination notice board for the benefit of the students. All the announcements related to the SEE examination, are displayed on the notice board and are also announced in each class. The time table is framed depending on number of students per paper. Per day, regular student will answer only 1 paper. Teachers are requested to submit the evaluated answer books back to the examination cell, depending on the dates of the paper and as per the University CAP Norms of 30 papers per day. The examination cell tries to declare the result at the earliest, within 15 days from the last date of the last paper according to the time table for semesters I to IV, in order to protect the academic interest of the students and the college. Within 10 days of the declaration of the results, verification is held to satisfy the student if any query arises. If a student is not satisfied with the verification, the student can apply to the grievance cell and through the grievance cell, paper is further sent for re-evaluation. For semester V and VI, the University time table is followed, which is of approximately 35 to 40 days. Results are declared by the University. University students can apply for re-evaluation, after the university results are declared.

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

The Tentative Academic Calendar is always printed in the prospectus for student understanding and to help in the smooth conduct of examination and other related matters. This calendar is based on the university calendar where the summer, winter and other breaks are clearly specified. Based on the university Calendar the academic calendar for the institution is prepared. The institution adheres to the schedule given in the Academic Calendar for the purpose of

smooth functioning. The dates are for every important academic activity like conduct of ISA I II, display of eligibility list based on ISA attendance, dates for semester end examination, provisional declaration of results, validation of admission for ensuing semester, filling of forms for repeat and supplementary exams, dates for TY project practicals of all the semesters and admissions for the new academic year. The tentative calendar for the academic year 2016-17 consists of the following: Reopening of the college and principals welcome address, Library orientation for fresh students, University enrolment, Scheduled activities like workshops, seminars etc, Intra Semester Assessment Test, Intra Semester Assessment (Test) for absentees of I on genuine ground, Second Intra Semester Assessment (other than test mode), Display of Eligibility List based on ISA, Display of Non Eligibility List for Semester End Examination based on attendance, Semester End Examination (I, III, V Repeat VI), Provisional Declaration of results of SEE (I III) by the college, First Intra Semester Assessment Test Filling of forms of repeat Ist semester End Examination (II and IV), Filling up of forms repeat SEE with late fees, Filling of forms for I/III supplementary examination, Filling of forms of I/III supplementary examination with late fees, ISA test for absentees of 1st ISA on genuine grounds, Intra Semester Assessment (other than test mode), Project Viva - Voce Examination, Display of Non Eligibility List based on ISA, Practical / Oral Examination, Display of Non Eligibility List for SEE based on attendance, Semester End Examination (II,IV VI, Repeat V), Provisional Declaration of results of SEE (II IV) by the college, Filling up of forms of II and IV Repeat Examination (within 10 days after declaration of results), admission for the next academic year and all the breaks as stipulated by the university, all the non-academic activities like induction for NSS, sports council and student council. The institution adheres to the academic calendar for the smooth conduct of all the college related activities. It ensures better teaching learning process. This calendar also helps the stakeholders to understand the important dates for examination, payment of fees ad eligibility list which they require to keep a track of for their respective wards. The academic calendar helps to maintain the deadlines for the students as well the teachers so that the syllabus, projects, practicals can be managed in the given time frame. It also ensures that students complete their journals, projects in time for successful submission. They also get enough time for the purpose of the revision of the completed syllabus.

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)

<https://www.khandolacollege.edu.in/courses/>

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
00	BA	Arts	41	37	90.24
00	BSc	Science	65	41	63.08
00	BCom	Commerce	39	36	92.31

[View File](#)

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)

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
Major Projects	730	UGC-DAE-CSR, INDORE	200000	200000
View File				

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
NIL	NIL	

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
Best Script award for the state level drama Competition	Dr. Prakash Vazrikar	Kala Academy, Government of Goa	16/01/2017	Teacher
View File				

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
NIL	NIL	NIL	NIL	NIL	Nil
View File					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Physics	1
Commerce	1

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)
International	Economics	1	0
National	Political Science	2	0

International	Physics	1	0
International	Commerce	4	4
International	Microbiology	2	5
View File			

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
Political Science	3
Economics	1
Microbiology	1
View File	

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
Gender and self-employment: An Alternative or Double Dep rivation	Seema Salgaonkar	Women's Link	2017	2	Department of Political Science, Govt. College, Khandola.	Nil
Small Size of the State and Stride in Education	Seema Salgaonkar	University News	2016	2	Department of Political Science, Govt. College, Khandola.	Nil
Presence of a widely disseminated Listeria monocytogenes serotype 4b clone in India	Dilecta DCosta	Emerging microbes infections	2016	5	Department of Microbiology, Govt. College, Khandola	14
Synthesis, Structural and Morphological Property of BaSnO ₃ Nanopowder	Jaison Joseph	IOP Conference Series: Materials Science and Engineering 195(2017)	2017	1	Department of Physics, Government College, Khandola, Goa	21

Prepared by Solid State Ceramic Method		012007				
Childrens Preference s towards branded and unbranded food products in the state of Goa	Radhamani Divakar	Internat ional Journal of Multifacet ed and Mul tilingual Studies	2016	Nill	Dept. of Commerce, Govt. College, Khandola	Nill
Childrens Interest in T.V. Ad vertisemen ts: Area, Age and Gender Analysis	Radhamani Divakar	Internat ional Journal of Business and Admini stration Research Review	2016	Nill	Dept. of Commerce, Govt. College, Khandola	Nill
Parents attitude towards ad vertising, T.V viewing and consum ption of advertised products: An empirical study in Goa	Radhamani Divakar	Internat ional Journal in Management and Social Science	2016	Nill	Dept. of Commerce, Govt. College, Khandola	Nill
Food Pre ferences of Children in Goa	Radhamani Divakar	Global Journal For Research Analysis	2016	Nill	Dept. of Commerce, Govt. College, Khandola	Nill
Mangrove Ecosystems : An Adopted Habitat for Pathogenic Salmonella spp.	Dilecta DCosta	Water En vironment Research	2016	5	Dept. of Microbiolo gy, Govt. College, Khandola	3
Impact Assessment	Seema Salgaonkar	Dynamics of Public	2017	2	Department	Nill

of LadliLaxmi Scheme in Goa		Administra tion			of Political Science, Govt. College, Khandola.	
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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
Childrens Interest in T.V Adv ertisement s and their T.V Viewing Behaviour	Radhamani Divakar	Indian Journal of Marketing	2016	1	7	Govt. College, Khandola
Presence of a widely dis seminated Listeria m onocytogen es serotype 4b clone in India	Dilecta DCosta	Emerging microbes infections	2016	3	14	Govt. College, Khandola
Mangrove Ecosystems : An Adopted Habitat for Pathogenic Salmonella spp.	Dilecta DCosta	Water En vironment Research	2016	3	3	Govt. College, Khandola
Synthesis, Structural and Morpho logical Property of BaSnO3 Nanopowder Prepared by Solid State Ceramic Method	Jaison Joseph	IOP Conference Series: Materials Science and Engine ering 195(2017) 012007	2017	11	21	Govt. College, Khandola

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	2	3	Nil
Presented papers	2	4	4	Nil
Resource persons	Nil	Nil	1	Nil
View File				

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
Visit to Snehamandir old age home	NSS	9	91
Tree Plantation Programme	NSS	9	15
Visit to Lokvishwas Prathisthan	NSS	3	34
Community work at St. Xaviers Academy	NSS	9	38
Visit to Franciscan hospitaller sisters	NSS	2	63
Blood Donation Camp	NSS	9	83
Workshop on personality development through theatre arts	NSS	9	100
Hike at Shirside	NSS	2	60
Lecture on first aid	NSS	4	80
Lecture on Preliminary Healthcare	NSS	5	90
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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
participated in	2nd place	Goa University	10

street play competition			
Participated at Republic day parade	Participated	Republic day parade new Delhi	1
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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 activities	Number of students participated in such activities
Swachh Bharat	NSS	Rally on Swachh Bharat	9	200
Swachh Bharat	NSS	Collecting of Plastic bottles	2	40
Swachh Bharat	NSS	Empty milk packet collection Drive	9	100
Swachh Bharat	NSS	Campus cleaning Swachh Bharat Abhiyan	9	150
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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 !!!			
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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 !!!					
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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
14969848	14969848

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Laboratories	Newly Added
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Existing
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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	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	9635	1274138	363	174892	9998	1449030
Reference Books	11613	2305233	187	141312	11800	2446545
e-Books	Nill	Nill	3000000	5725	3000000	5725
Journals	16	45115	3	9725	19	54840
e-Journals	Nill	Nill	6000	5900	6000	5900
Digital Database	Nill	Nill	Nill	Nill	Nill	Nill
CD & Video	410	Nill	15	Nill	425	Nill
Library Automation	Nill	Nill	Nill	Nill	Nill	Nill
Weeding (hard & soft)	Nill	Nill	Nill	Nill	Nill	Nill
Others(s pecify)	783	Nill	21	Nill	804	Nill

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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	2	2	1	0	2	16	10	0
Added	8	0	0	0	2	3	2	0	1
Total	56	2	2	1	2	5	18	10	1

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

10 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
NIL	NIL

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5006852	5006852	9165000	9165000

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)

Maintenance is carried out by the institution on regular basis depending on the need and necessity. For maintenance of laboratories like microbiology and Chemistry chemicals and other consumables are purchased not only before the new academic year begins but also as per the requirements of the laboratories. Chemicals are either purchased through government funds or through college PLA account. To upgrade labs new instruments are constantly purchased by asking quotations and following all the process laid by Directorate of Higher Education and Govt of Goa. College spent around 1,12.956 to upgrade physics and Chemistry Laboratory. Regular maintenance is carried of college Bus and car which is used for students who go for field visit and for sports. Library is upgraded by purchasing new books which are of academic use. All the Heads of the Depart have to submit their book purchase requisitions to the College Librarian and he does the needful. For the academic Year 2016-17 college spent 3, 84, 043/- for the purachse of the books. The college also has annual

membership of NLIST. New photocopier was purchased in Examination to smoothen the tedious process of examination. Eight new computers were purchased by the college for office, examination and computer science department along with printers. All the photocopiers in the institution are maintained through AMC. Repairs and maintenance of Air conditioners in seminar hall, examination, computer labs in undertaken on regular basis. Where electrical fixture is required, the work is carried out on timely basis. The house keeping staff of the institution maintains the cleanliness of the college premises, while the security guards maintain the discipline of the college. Greening of the campus is undertaken by NSS volunteers and the teachers to upkeep the premises. The NSS volunteers also take up maintenance of the campus on regular basis. College has a full-fledged canteen facility managed by a canteen contractor which provides subsidized food to students. All the drinking water facilities are maintained on regular basis. To make provision for continuous water supply new pipeline was laid and the sumps tanks are cleaned on yearly basis. Students are encouraged to participate in sports. Special Taekwondo training was imparted for the students. College bus is always available for students to attend and participate in various sports activities organized by colleges in the State and by Goa University. At the all the meritorious students participating in sports are felicitated on national days or at the college annual day. the college has a male and a female counselor who attend to the problems of the students.

<https://www.khandolacollege.edu.in/web/wp-content/uploads/2021/09/4.4.2.pdf>

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
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Post Matric Scholarship, Gagan Bharari Shiksha Yojana by State Govt., Merit Based Award at SSC and HSSC by State Govt.	245	1716072
b) International	0	Nil	0
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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 !!!			
No file uploaded.			

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	Number of benefited students by	Number of students who have passed in	Number of students placed
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		competitive examination	career counseling activities	the comp. exam	
No Data Entered/Not Applicable !!!					
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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
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Vergo	15	Nill	Nill	Nill	Nill
No file uploaded.					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2016	12	BA/BCOM/BSC	Arts, Commerce, Science	Goa University	MA/MCOM/MSC/MCA
2017	18	BA/BCOM/BSC	Arts, Commerce, Science	Goa University	MA/MCOM/MSC/MCA
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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 !!!	
No file uploaded.	

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

Activity	Level	Number of Participants
Poster Painting competition	Institutional	32
Essay writing competition	Institutional	6
Swatch bharat mission	Institutional	600
Kalangan	state	40
inspire 2016	state	60

tokhnay	state	50
south goa district youth festival	state	25
yuva mahotsav 2017	state	60
one act play competition	state	10
All goa inter college poster painting competition	state	3
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ International	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Activity of students Council: The installation ceremony of students council for academic year 2016-2017 was held on 25th august 2016 by Mr. Narayan Navti Deputy Election Commissioner of goa. General secretary: Mrunal Kurdikar (SYBA), Cultural Secretary: Pooja Bawchi (SYBA), Sports Secretary: Latif Khan (SYBcom), Ladies Representative: Nerina Fernandes (SYBsc). Working Committee Consists of Chair Person: Mr. Devanand Velingkar and Members: Dr. Sushanta Sapte, Mr. Naresh Naik, Mr. Aresh Naik, Mr. Jeffery Viegas and Ms. Heena Gaude. Advisory Committee consists of Principal: Dr. Jivexa Bhattacharjee and Members Ms. Varada Kalas, Ms. Anna G Fernandes and Mrs. Radhamani Divkar.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

200

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

0

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 began with the initiative of Goa Government to cater to the needs of rural students. The institution is governed by the Directorate of Higher Education- Government of Goa. The college administration functions in a decentralised pattern. The Director of Higher Education is the Head of the Department followed by the Principal who executes as Head of the Institution and who is a Mentor of decentralised and participative management system. For the purpose of effective establishment work, the Principal is assisted by the Head Clerk, UDC, LDC and Peons. The accounts section of the College is headed by the Principal, Accountant, Cashier and UDC, LDC and a peon. The security and the housekeeping staff are common for administration and academics section. To assist administration, the Senior Teachers of the College take up a number of administrative responsibilities like typing documents related to academic activities, maintaining attendance, admissions and examination duties which is a part of administration. This enhances the learning capability of the teaching staff. The Senior Teachers or Admission/Examination In-Charge also assist the cashier in collection of fees, during the peak hours. For smooth functioning of the institution and to impart quality education to the students, various committees comprising of teachers and non-teaching staff are formed to cater to the needs of the institution and students. The Director and other officials of Higher Education constantly monitor the college activities through visits and the report system. The Associate Professors in the department are entrusted with the responsibility of looking after their respective departments and ensuring that each department functions smoothly. The tenure as in-charge of the department is on a rotation basis hence every 3 years an Associate Professor is given the charge of running the Department. The in-charge individual is responsible for quality teaching and other co-curricular activities of the respective departments. The salary bills of the Contract and Lecture Basis staff are duly attested by the teacher in charge of the department. They are also responsible for keeping tab of the money spent when conducting activities and getting bills cleared from the Accounts section. The Departmental in charge prepares activity plans for the year by sharing responsibilities with the departmental teachers for academic, sports and co-curricular activities. For all round development of the students, the college initiates various co-curricular and sports activities, where students are motivated to participate in the same. The Principal authorizes teachers in charge and the junior teachers to shoulder the responsibility of various events, co-curricular activities hence teachers gain a sense of accountability, management and gain academic and administrative experience. Students of the institution are members of the Student's Council and shoulder responsibilities of getting various activities organised on behalf of the Principal. Students can freely approach Principal and Teachers freely and give their suggestions if any. The stake holders of the institution include alumni, parents, students and the local community. Suggestions given by alumni and students are considered and if need be actions for the betterment is taken.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

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
Curriculum Development	Faculty members are on the Board of Studies of Goa University, in subjects like Geography, Chemistry, Commerce, Psychology, Microbiology, Hindi, Konkani etc. and make contributions to changes in syllabi for the

undergraduate courses. Goa University initiated CBCS curriculum and many teachers were a part of developing the syllabus for the CBCS system of semester I to VI. Teachers carry out confidential work at University and are external examiners for Project Viva-Voce and practicals in various colleges in Goa. Internal college results of semesters I to IV are declared in time to protect the academic interest of students

Teaching and Learning

Teaching and Learning is an integral part of our academic pursuit. Students and teachers are motivated to actively participate in various academic activities like, conferences, workshops, symposiums, research and publication. To acquire hands-on experience, students' visit industries. Field trips and study tours are organised such that students gain experiential learning. Students are given regular counselling sessions, and since the college caters to rural students, a female counsellor was also appointed so that rapport could be established. Counselling was also made available for the general public. The college also has e-resources facilities (INFLIBNET), advanced learning is facilitated using ICT resources.

Examination and Evaluation

College has a robust Examination Committee who takes responsibility of conducting the examination, evaluation, result preparation and announcement of the result as per the guidelines of the Goa University. Every semester has 2 ISA's carrying 15/20 marks and the time table is displayed for smooth conduct of ISA. ISA is in written form other modes. ISA marks are declared on time. Absentees of written ISA are given an opportunity for repeat ISA. Non-Eligibility list is displayed well in advance before the commencement of SEE. Semester End Examination (SEE) 60/80 marks as per examination schedule of Goa University.

Research and Development

Research and Publication is encouraged and promoted by the institution. Teachers and students organise and participate in seminars, workshops, symposiums, conferences, quiz competitions and various others research related activities. Faculty is encouraged to register and pursue

higher degrees of qualification. Teachers participate at state, national and international level seminars and have presented papers. Directorate of Higher Education grants study leave to teachers who are pursuing their Ph.D. Teachers are motivated to publish papers in recognised journals. Students are motivated to present papers at various symposiums to harness the research culture. Sessions on research methodology were organised to enhance research skills

Library, ICT and Physical Infrastructure / Instrumentation

Library of the institution is constantly updated with new arrivals of books, periodicals and journals. Book Bank facility is made available for needy students. The library has 21,803 books in various disciplines, subscription to 27 journals, 20 magazines, 8 newspapers and the Govt. Gazette. The College has membership with N-List from INFLIBNET (UGC). Staff and students can access 6000 e-journals and more than 30 lakh e-books. They can also access NSDC by CSIR NISC/CIR's digital e-resource by using college library website. For the safety and security of the library, CCTV cameras are in place. Automation of Library is in progress.

Human Resource Management

The human resource staff consists of teachers, administrative staff and students. The three pillars work in synergy to meet the goals of the institution. To upgrade teaching skills Faculty Development Programs are organised, while administrative staff are trained for on-job related skills like computer literacy. Teachers also undertake a lot of administrative responsibilities to bridge the gap for smooth functioning. The HR team of the institution are reinforced through felicitation and appreciation for all their achievements in the fields of sports, academics and cultural activities. The students are groomed with organizational skills through their active involvement in college activities.

Industry Interaction / Collaboration

College has collaborated with GIPARD (Goa Institute of Public Administration and Rural Development) to train anganwadi workers on malnutrition, anaemia, alcoholism from Ponda and Bicholim Talukas. Basic Training on

Computers 'Libra Office'- accounting software, for officials from Dept. Of Agriculture to learn basic computer skills, in association with GIPARD. Students of departments like Physics, Microbiology, Economics, Commerce, Computer Science and Chemistry have visited industries like Diebold Ltd. Tivim-Bardez, Nestle-USgaon, CIBA, and industries at Kundai Verna Industrial estate, to orient students for job skills. Bachelor of Optometry (GMC Course) began in 2013 the practical in the college is conducted in the college since then.

Admission of Students

Admission to the various courses is done through a transparent mechanism complying with the eligibility guideline laid down by Goa University and Govt. of Goa . The college admission commences after the declaration of HSSC result. Publicity for the same is done via word of mouth, hoardings, banners in the prime locations. This includes selection of candidates on first cum first serve basis for the first attempt candidates securing a minimum of 40 in the relevant stream, with a relaxation of 5 for SC/ST/OBC candidates. The reservation of seats is as per the norms of the Goa Government.

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

E-governance area	Details
Administration	All Govt. payments including salaries are made through ECS. Students pay fees through ECS mode.
Finance and Accounts	For all the purchases the concerned departmental person asks for the approval from the Principal. This application is placed before purchase committee for approval. Financial sanction approval is obtained from DHE. The store keeper then does the necessary formalities of asking for quotations. Depending on the sanction amount advertisements in National newspapers as well as e-wizard and e-tendering is floated. Comparative statement is prepared and the lowest bid is considered. The file is then moved to DHE again for final approval. Once the approval is granted by DHE purchases are made and payments are made through ECS mode.

Student Admission and Support	Admission to all courses is done through offline mode. The students apply for scholarships depending upon their income and caste. Fee waivers are given for SC and ST students during the admission process. Students are motivated to apply for various scholarships like Gagan Bharari, Post Metric, Bursary etc. Needy students who cannot avail the said scholarships can apply for Student Aid Fund. Free bus services are available for students to go for field trips and other co-curricular activities. Subsidised canteen facilities are available for students, where authentic Goan food is provided. Wheelchair services, specially equipped wash room and ramp is provided for physically challenged students. All classes are shifted to ground floor, if the student is unable to climb stairs in case of injury or disability. Photocopy services are provided at concessional rates.
Examination	All fees pertaining to examination is paid via ECS. Results are generated on an examination software and displayed 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
2016	Ms. Heena Gaude	Inter-Colle Eventc ECONOMICA	VVMs Shree Damodar College on 15th Sept. 2016	1250
2016	Mrs. Marina Albuquerque	26th International Conference- Trends in Biology Education and Research	Asian Association for Biology at International Centre by 20th to 23rd September 2016	3000
2016	Ms. Anna B Gracy Fernandes	All India Celebration on Women in Computing	ACM	150
2016	Ms. Ranjana Sawaikar	2 Day National Conference on Gender,	Shree Mallikarjun College from 23rd and 24th	500

		Environment and Sustainable Development	September 2016	
2016	Ms. Sujata Gaonkar	All India Celebration on Women in Computing	Association for Computing Machinery	150
2016	Jeffrey Viegasey	National Workshop on Novel Experimental Techniques in Chemistry	Govt. College Sanquelim, 27th August 2016	400
2016	DR. Isabel Diniz	1 Day National Seminar on Writing Centre: An INstrument to improve Writing Skills	Parvatiba Chowguley College, 12th August 2016	1500
2016	Dr. Sushanta Sapte	26th International Conference-Trends in Biology Education and Research	Asian Association for Biology at International Centre by 20th to 23rd September 2016	3000
2016	Dr. Christina De Souza	2 Day National Conference on Gender, Environment and Sustainable Development	Shree Mallikarjun College from 23rd and 24th September 2016	500
2016	Ms. Sujata Gaonkar, Ms. Ana B Gracy Fernandes	Fundamental Concepts and Principles for Creating World Class Software Produce	Parvatibai Chowgule College on 12 July 2016	300
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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)
2016	Sabbatical leave	Nil	03/07/2017	02/07/2018	1	Nil

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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
Faculty Orientation Course by Goa University	3	21/06/2016	18/07/2016	28
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
34	67	18	26

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
6	2	246

6.4 – Financial Management and Resource Mobilization

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

External Audit: The External Audit was carried out by Chartered Accountant, Mr. S.P. Bhat, Ponda, at the request of the college Principal, Mr. S.P. Bhat had compiled the accounts available from the records of the previous 6 years. The records were compiled in Tally ERP9 Software and on the basis of the information available from Copies of Receipts and Payment account for the year 2010-11 to 2015-16. The tuition fees, laboratory fess and caution fees were deposited in the Government treasury State bank of India, Ponda. The college has made expenses for conduct of examination, administration and academic purposes. The College had maintained proper records of financial transaction.

Internal Audit: College spends money for identity card, registration fees for students taking part in events, honorarium for guest speakers, repairs, maintenance, purchase of office consumables, and celebration of National days. The college also pays daily wages along with purchase of newspapers, periodicals and other journals which add to academic excellence. The Accountant, Cashier deals with the direct billing and cash receipts, and generation of the receipts. The accountant follows all statutes and guidelines in order to have a smooth functioning department. The transactions done for various events are settled and verified by the accountant and then are passed. Quotations are called for through newspapers for purchase of equipments, tests etc. and the lowest bidder is given the order after a comparative analysis is made.

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
State Bank of India- Marcel VPK cr Co-op, H.O- Mardol Lokmanya Multi Co-	186000	Students Counsil and other clubs related activities

Op Cr Marcel canara Bank-
Marcel Lavoo Mamledar-MLA
Ponda Pandurang
Madkaikar- MLA Cumbarjua
Siddesh Shripad
Naik(Social Worker) Anand
Vagurmekar (Priol BJP)
Audoot Sawant (Colle

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6.4.3 – Total corpus fund generated

No Data Entered/Not Applicable !!!

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	Affiliation Committee appointed by the Goa University	Yes	Heads of the Departments
Administrative	Yes	Directorate of Higher Education	Yes	Head of the Institution/Director

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

1. Annual General Body meetings with the Parents and the teachers was held. 2. Election of the P.T.I. C. (Parents Teachers Interaction Committee) working committee. 3. Discussions are held on the academic progress of the students, attendance of the student and the other activities of the College. 4. Open Day: Teacher Parent interaction on the of the day of semester end results is also organized.

6.5.3 – Development programmes for support staff (at least three)

1) Staff meetings are held every month to take the review of the ongoing and future activities of the college. 2) Orientation lectures/ Talks on various related issues are organised.

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

1. Some new courses in all the faculties may be started in order to have more options to the students as per their choice and provide opportunities of post graduate education. 2. Teachers be encouraged to attend National and International Conferences and they may be provided additional opportunities for research and completion of their Ph.D programs. 3. Short term value education courses and computer literacy courses can facilitate revenue generation.

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	No

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
2016	Inaugural of Abhyas Mandal- A Literary Forum for Development of Konkani, Marathi, Hindi Languages	19/08/2016	19/08/2016	19/08/2016	38
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 programme	Period from	Period To	Number of Participants	
			Female	Male
Nutrition and Holistic Health	10/12/2016	10/12/2016	16	12
Workshop on Holistic Health & Lifestyle Disease	27/01/2017	28/01/2017	22	7

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
15

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Ramp/Rails	Yes	Nill
Rest Rooms	Yes	Nill

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
2016	Nill	1	23/01/2017	1	Financial Inclusion	Making Students aware of	23

No file uploaded.

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

Title	Date of publication	Follow up(max 100 words)
College Prospectus 2016	30/04/2016	The students are bound and sensitised to follow the disciplinary rules mentioned in the prospectus as per the guidelines provided by the Goa University as well college.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Soft Skills	23/02/2017	23/02/2017	27
No file uploaded.			

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

1. Energy conservation • Solar energy is used to illuminate the street lights in the campus, corridors and washrooms in the Arts and Commerce building. • Use of LED and CFL bulbs are used in classrooms and laboratories to conserve energy. • Sensitization to conserve energy are made by the faculty members to sensitize the students to switch off the fans, lights and other electrical equipment in the departments, laboratories and college premises after use. The students are regularly sensitized to use water and electricity judiciously and only when required. Guidelines are drawn and maintained in the laboratory and library to shut the power off when not in use. • All insulation used in the building is CFC and HCFC free. All AC equipment is CFC free. The firesuppression systems and fire extinguishers is halon free. 2. Use of renewable energy • Solar power generating system: To ensure use of renewable energy, 25 solar panels are installed in the premises. The solar power generating system illuminates street lights in the campus and corridor lights in the Arts and Commerce building. 3. Water harvesting • Rainwater harvesting tank of 80,000 litres is provided on site to collect the storm water drainbuilt by the Goa State Infrastructure Development Corporation. Provisions are made for rain water harvesting in the campus. • Conservation of water by departments is carried out to conserve and save water. The Department of Chemistry has an electrical motor which is used to circulate water during preparation of distilled water, which saves lot of time water consumption and electricity. In the Department of Microbiology sterilization and decontamination of glassware in undertaken in big batches instead of individually. 4. Efforts for carbon neutrality • Green Building theArts and Commerce building is a green building as per the criteria laid down by the Green Rating for Integrated Habitat and Assessment (GRIHA). • Carpooling is emphasized and undertaken by the staff, no paper burning instead the Paper shredding machine procurement is in the office by one of the members of IQAC representing the community, to reduce carbon footprints. • Natural lighting classrooms are built to capture natural lighting and thus reduce the use of artificial lighting. • Dust Free Classrooms: The classrooms have been fitted with green boards. There are also white board installed in the classrooms. This ensures a dust free teaching -learning environment. 5. Plantation • NSS/Alumni Association undertakes tree plantation drives. Plantation awareness drives are carried out by Nature Club. Plantation

around the new building is in process.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

I. Title of the Best Practice Extension of services to community (for water analysis, microbial flora of fruits and vegetables from local market for use in fermentation, study of N₂ fixers in order to increase yield of *Phaseolus vulgaris* - kidney beans) 1. Goal Aims and objectives • To give the students hands on experience in analyzing environmental samples. • To determine portability of water in the surrounding villages. • Waste management by using bacterial fungal cultures. • Use of bacterial symbionts in local crops to improve yield. 2. Context • The students need to be familiarized with how to use the techniques that they have learnt in the syllabus for analyzing samples from the surrounding environment. • The data obtained can prove to be useful to the local population. 3. Implementation of the Best Practice The Microbiology department every year takes up projects for the T.Y.B.Sc. students which would be beneficial to the local population. The analysis of well water samples from the surrounding villages of St. Estevam, Cumbharjua and Marcel was carried out.

In case of wells in which pathogens were encountered, the results were communicated to the residents who consume the water and they were advised to periodically use KMnO₄ to purify the well water. The rotten fruit and vegetables discarded at the weekly local market were collected and used for citric acid production by using a fungal inoculant. Thus getting rid of the waste and producing a useful metabolite during the process. The N₂ fixing bacteria *Rhizobium* was isolated from kidney beans as well as *Gliricidia* roots and their potential as biofertilizer agents was tested for the *Phaseolus vulgaris* crop which is cultivated in the surrounding villages. The bacterial flora of the Mandovi River was studied from source to mouth thus obtaining an overall picture of pollution during pre monsoon to postmonsoon seasons. 4. Evidence of success • Students learn to plan and carry out independent work. • Learn to document, analyze and interpret data. • They again experience on interacting with local population, authorities different government departments. • The local population also benefits from the results of the projects. 5. Problems encountered • Obtaining samples from various places. •

Some laboratory equipment like PCR machine etc. is not available in the laboratory. II. Title of the Best Practice Academia – Industry Interface The Institution emboldens Academics with Industry through various industry related initiatives. 1. Goal Aims and Objectives • To expose students to the world of work. • To make them understand the work culture in industry. • To create an awareness of the opportunities available and make the maximum use of such opportunities. 2. Context It is our prime duty to prepare the students for the world of work. The academics provide them with theoretical knowledge. They need to be aware of what is expected of them and knowledge of how to get there.

Exposing students to the industrial environment will make them realize the expectations of industry, the work culture and work ethics. Students can then prepare themselves accordingly. This will enable them to be employable once they graduate. 3. Implementation of the Best Practice Academia – Industry Interface is promoted by the Institution through various initiatives. • Practical insights and exposure to the industrial world through study visits, field trips, educational tours, industrial visits, and project work is adopted by the various Departments. • Workshops are conducted to train students to get accustomed to the world of work and the work culture expected in industry. • Lectures, talks, discussions with experts from industry are held from time to time which provides the students with the much needed exposure to the industrial life. • Students do Industry based projects. By going to the industry to collect data they get firsthand experience of the industrial culture. 4. Evidence of Success • Students realize the need to groom themselves

for a brighter future. • Students are prepared to face the basic requirements of industry. • Students become independent, confident and decisive. • They learn to adjust and also are exposed to various work cultures. • A passion for learning something new about industry is created amongst the students. 5. Problems encountered and resources required • Motivating students to realize the importance to get acquainted with industry and expectations from industry. • Obtaining the required permissions from industry for visits and fieldtrips. 6. Notes The Best Practice described above, by the Institution prepares the students for a better future. They will get an overview of the prospects in industry and are prepared to face the challenges. Our students being mainly from rural areas and first generation learners need to understand the world of work. The work culture and work ethics expected of an employer/employee in an industry. The academia-industry interface is one such practice that will make them realize the different facets of a whole new world outside the campus.

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

<https://www.khandolacollege.edu.in/web/wp-content/uploads/2021/09/7.2.1.pdf>

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 institution caters to first generation educators from the surrounding rural areas belonging to economically weaker sections of the society. Being a grant in Aid College fees are as per the rules of the university hence students from all over the state tend to seek admission. Geographically the college is located midways between North and South Goa districts. The College is headed by Women, where academic head and an administrative head are women. Majority of the teaching staff is highly qualified, experienced holding Ph.D. Majority of the academic staff is highly involved in research. Teaching learning strengthened through timely appointment of vacant position on timely basis. Large numbers of students are motivated for higher education for various programmes. Slower learners are well cared through remedial teaching while advanced learners are motivated to participate in seminars, conferences, workshops and symposium. The artistic talents of the students are nurtured through various initiatives such as participation in theatre art, performing art, Music and poetry. Value education is imparted through various NSS programmes organized for students like celebration of National, Birth and Death National Leaders, Blood Donation Camps, NSS special camp etc. The sense of belongingness to the institution and society is well inculcated amongst the students through various personality and self development programmes.

Provide the weblink of the institution

<https://www.khandolacollege.edu.in/web/wp-content/uploads/2021/09/Institutional-Distinctiveness172-1.pdf>

8.Future Plans of Actions for Next Academic Year

1 Curriculum Aspects: To Start PG Mcom Part I and PG MSc Part I. Research Centre in Konkani and Political Science Motivating teachers to frame syllabus and undertake skill based, value added and certificate courses. Encouraging Teachers to undertake field based projects 2. Teaching Learning and Evaluation: Filling the vacant positions Implementation of CBCS Framing Academic Calendar Tentative Examination Schedules Plan for purchase of Books, Journals etc Purchase of Laboratory Equipments, instruments, glassware etc Encouraging faculties for paper setting and evaluation of theory, practical and project reports. 3. Research Innovation and Extension: Obtaining Funds for Resource mobilization Promote faculty for organising and participating in seminars, symposiums, workshops and

conferences. Motivating teachers for publication in books and Journals of their Research work Motivate students for extension and outreach programmes. To execute collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC). 4. Infrastructure and Learning Resources Planning of annual budget allocation for infrastructure maintenance, Physical and Academic facilities Subscription for E resources for Library Services Procurement of Internet and wi-fi facilities in the campus. 5. Students Support and Progression Creating Awareness and timely guidance to apply for various schemes of scholarships under central and state Government. Motivate Students to participate in sports and cultural activities Encourage Students for Competitive examination and higher studies 6. Governance, Leadership and Management Granting financial support for staff to attend seminars, symposiums, workshops and conferences. Motivating faculty in professional development programmes for teaching and administrative staff. Approval for creation of the vacant posts of teaching and administrative staff. 7. Institutional Values and Best Practices Programmes on Gender Equity awareness Best Practices Green Campus and Extension activities to society