YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution　　　　　GOVERNMENT COLLEGE OF ARTS, SCIENCE AND COMMERCE, KHANDOLA

- Name of the Head of the institution　　Prof Purnakala Samant

- Designation　　Principal

- Does the institution function from its own campus?　　Yes

- Phone no./Alternate phone no.　　9822385035

- Mobile No:　　9326142001

- Registered e-mail　　gcasck@rediffmail.com

- Alternate e-mail　　samantpurnakala@gmail.com

- Address　　Khandola

- City/Town　　Marcela

- State/UT　　Goa

- Pin Code　　403107

2.Institutional status

- Affiliated / Constitution Colleges　　Affiliated College

- Type of Institution　　Co-education

- Location　　Rural

- Financial Status   **Grants-in aid**

- Name of the Affiliating University   **Goa University**

- Name of the IQAC Coordinator   **Dr. Pravina Kerkar**

- Phone No.   **9822385035**

- Alternate phone No.   **7499825615**

- Mobile   **9822385035**

- IQAC e-mail address   **iqacgcasck@gmail.com**

- Alternate e-mail address   **pravina567@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://www.khandolacollege.edu.in/web/wp-content/uploads/2023/02/aqar2021.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://www.khandolacollege.edu.in/academic-planner-2021-2022/

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**B**	**2005**	**21/09/2005**	**20/09/2010**
Cycle 2	**A**	**3.01**	**2017**	**28/03/2017**	**27/03/2022**

6.Date of Establishment of IQAC   **05/09/2009**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	**---**	**---**	**---**	**NIL**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   `03`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File]

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

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

`Research Coffee series where every week faculty presents research papers`

`Promotion of student centric activities where art and culture is promoted`

`Lecture series by various departments of the college`

`Up gradation of Laboratories for B.Voc, Geography & Commerce`

`Improvement of campus wide Internet facilities with WiFi connectivity`

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

Plan of Action	Achievements/Outcomes
Starting new Courses	Political Honours,Psychology Honours
Reduce depeendence on public power grid	Installation of Solar Panels
Water Conservation & Power Saving	Insatllation of sensor based bulbs & taps
Extension activities	Blood Donation & Breast cancer awareness
Upgrdation of Infrastructure	Reapirs of Washrooms & Laboratories
Purchase of Computers	Installation of Computers in Geaography & Commerce Laboratories

13.Whether the AQAR was placed before statutory body?   No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Part A	
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• Alternate e-mail	samantpurnakala@gmail.com
• Address	Khandola
• City/Town	Marcela
• State/UT	Goa
• Pin Code	403107
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• Alternate e-mail address	**pravina567@gmail.com**
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4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.khandolacollege.edu.in/academic-planner-2021-2022/

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Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	16/01/2023

15.Multidisciplinary / interdisciplinary

 Since the start of CBCS college has been offering 04 credits Generic elective courses which are multidisciplinary and interdisciplinary in nature. The Bsc students will offer courses of Arts and Commerce while the ARts and Commerce students will offer courses which are interdisciplinary in nature. This is in tune with NEP 2020.

Our TYBSC Geography students carry out Lab experiments in Chemistry laboratory.

Various multidisciplnary lectures are organised under the banner of Vighyan Dhara for students of Arts and Commerce.

The Projects undertaken by students atUG and PG level are of interdisciplinary level.

16.Academic bank of credits (ABC):

As a part of NEP initiative college has taken a step forward to start digilockers for ABC. Students are been instructed to open the digilockers for ABC. This would facilitate students to utilise their balance credit if they pursue higher studies.

17.Skill development:

College has undertaken Tally accounting, Fundamentals of Professional DSLR Photography and Fermentation courses as a part of skill development. Students visited Don Bosco college of Enginneering for Start up innovations. The Department of Hindi, Marathi and Konkani have been undertaking typing courses for students.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

As a part of Indian Knowledge system and Extension programme, Konkani being state language it is widely used in acdemics. wherever students are having difficulty in understanding english care is taken to carry out explanation in konkani. Promotion of Konkani cross all the programmes is undertaken through Generic elective. Students are encouraged to speak in Konkani, Hindi and Marathi on all the important national days. Intercollegiate Poetry writing competition - 'Chritra Kavya, was underetaken. Lecture series like 'Lekhak tumchya Bhetek' ' Vachu Ananade' ' Pravas Eka Lekhikecha' was undertaken by Marathi and Konkani departments to promote Indian Knowledge System.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The college has initiated training of faculty in OBE. The faculty memebrs have created the matrix for their respective courses. A workshop was held for the faculty members by Prof.. Niyan Marchon from the Directorate of higher education to guide the faculty in

greating the outcome matrix and evaulate the performance for each course undertaken by the faculty. This would help in improving the tecahing learning potentail and to adopt teaching-learning techniques.

The programme outcomes and course outcomes were finalised and adopted for all the courses and programmes ofered by the college.

20.Distance education/online education:

The college has started an IGNOU wing to promote Distance education for students who are unable to complete their degrees and also as a part of extension for the locals. Several programmes and courses, relevant to the times are offered through the distance education programme. Sessions are held on week ends in the college premises especially for courses that have practical components.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**519**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1636**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**301**

File Description	Documents
Data Template	[View File](#)

2.3	**483**
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	**142**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**142**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**30**
Total number of Classrooms and Seminar halls	
4.2	**RS 10034007/-**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**194**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

College receives curriculum approved by respective Board of

Studies and Academic Council of Goa University. The college ensures minimum 90 working days in each semester. Courses taught in the UG and PG programmes are of four credits, each credit comprising of fifteen hours of teaching and learning. All Courses in B.Sc., M.sc., M.A. Geography, B. A. Psychology, Geography B.Voc., have practical component. The college time table committee ensures that four lecture hours are allotted to each course per week and that each course of four credits gets sixty hours of teaching and learning. Heads of all Departments of the college hold meetings with the faculty to select and allocate courses according to the specific field of study and specelization of the faculty. Each faculty prepares teaching plans for the courses to be taught. Various certificate courses with 30 hours (2 Credits) are conducted. Final year students are offered a project/dissertation of four credits. The syllabus is reinforced through practical exercises in various Labs of their particular subject. M.Sc. and M.Com. students do internships in the industry to receive practical exposure. Academic audit is conducted every year.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our college is affiliated to Goa University and thus follows the Academic Calendar issued by the University at the beginning of the academic year. The institute formulates the schedule for teaching, internal-external exams, semester break and vacations. The timetable committee prepares the timetable as per the guidelines of University for the number of credit hours for each subject and the Academic calendar prior to the start of the semester. Within the framework, the college also prepares its own calendar of events and activities before the commencement of the Academic session and the same is communicated to all. The dates of internal examination are also mentioned in the academic calendar. Efforts are made by every teacher to check and submit answer sheets within seven days after the commencement of each examination. Criteria for assessment include mid-term exam performance, assignments, presentations and class room performance and is shared with students. All project work, internship, fieldwork and presentation

components of the syllabus and assessment are framed taking into consideration the academic calendar. College calendar also includes different events where students enthusiastically participate and excel, i.e., "Sports Day", Jubiliations (Programme for students inter class competitions), Workshops, Seminars, Conferences, Industrial Visits, guest lectures and Annual Day function.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

35

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

12

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	[View File](#)

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

846

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

846

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college offers several courses that integrate issues related to gender and environment. A core course on Psychology of Gender

and Identity is introduced to help students understand the biological, social, and cognitive influences on gender, gender stereotyping, and gender issues.A Generic elective paper on Demography and Population studies is offered by the economics department that concentrates on gender issue.There is a mandatory paper titled 'Environmental Studies'for the students in their first year of graduation.The Department of Chemistry offers Green Chemistry as an elective course for First year students.

The Department of Geography also offers courses on environment and sustainability through elective courses on Fundamentals of Disaster Mitigation, Environmental Geography and Geography of Resource Utilization in Goa.

A Communicative English and Spoken English course is offered by the Department of English to provide students to equip themselves in building a better social interactions and capacity building.

The Microbiology department offers environmental microbiology as a core paper in Semester III. This course enables students to understand the interaction of microbes with the environment and how they can be used to combat the problem of waste management and pollution.

The Political Science department offers Introduction to Human Rights, Women's Movement and Empowerment, Understanding Gender and Power Politics as GE Courses. These courses are focused on the relationship between gender and politics, and gender empowerment.

The Gender cell also has conducted webinars on Gender sensitization and its various issues during pandemic.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

9

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	[View File](#)

1.3.3 - Number of students undertaking project work/field work/ internships

399

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.khandolacollege.edu.in/feedback202122/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

586

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

787

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college conducts induction/orientation programmes with the students and parents who are admitted in the college during the first week of the academic year. As the academic year progressed, the teachers were able to identify those students who may have any learning difficulties through constant feedback.

Further, remedial classes were conducted on a weekly basis in respective subjects wherein the teachers guide the students with difficulties on need basis if there were students who required special attention on their difficulties; faculty was available to provide additional assistance.

The college has the mentoring programme undertaken by full time teachers, where each mentor is asssigned a small group of students and the mentor constantly attends to the needs of the mentees assigned to them.

To encourage advanced learners, the students have been encouraged to participate in online competitions, webinars, virtual conferences, guest lectures and awareness programmes wherein students have been awarded certificates and programmes.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1636	**142**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college caters to a variety of courses throgh which we provide an effective platform for students to nurture their problem solving skills and ensure participative learning. To promote experiential learning Add on courses, certificate courses are conducted. To promote participative learning students were encouraged to participate in competitions, workshops, seminars, projects and value additiona skill based courses were offered.

Students are motivated to participate in inter college as well as national level competitions. The institute places a lot focus on the student centric methods of enhancing lifelong learning skills of students. The faculty members make special efforts in promoting interactive learning by adopting student centric methods.

Project topics of the final year undergraduate students were based on current pandemic situation besides the online quizzes were also held from time to time by the departments.

The post graduate students are encouraged to participate in international conferences, inter-collegiate events. during Covid 19 Emergency, Young Bioentrepreneurs, Covid19 : Facts and Myths and Mucormycosis: The Black Fungus traumatising Covid19 patients.

File Description	Documents
Upload any additional information	**No File Uploaded**
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute encourages the use of ICT to enhance the process of teaching-learning in addition to the traditional classroom education. Every calssroom is equipped with some ICT equipment to provide e-learning atmosphere.

In addition, the faculty members are using the IT enabled learning tools such as PPT, video clippings, Audio system, online sources to expose the students for advanced knowledge. Classrooms are furnished with smart boards. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of presentations, group discussions assignments, debates, tests, viva and practical's.

The institute premises are Wi-fi enabled and access of internet is provided on individual laptop and mobile devices of the teachers.

All teaching faculty were involved in the development of e-content for DISHTAVO, an initiative of Directorate of Higher Education, Govt. of Goa so to make e-content available in all subjects across Goa through DISHTAVO portal.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.khandolacollege.edu.in/physical-facilities-4-1-1/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

142

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

142

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	*View File*
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

39

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	*View File*

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

551

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	*View File*

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assesmnet consist of only Intra-Semester Assessment(ISA) as prescribed by Goa University.The time-schedule and question paper pattern of internal assessments is decided by the college.

ISA is conducted in the following modes:

· Written test

· Power point presentations

· Group discussions

· Poster presentations

· Viva-voce

· Video presentations

Third ISA is conducted for UG courses for students representing sports, NCC, NSS or medical grounds. Improvement ISA's are additionally conducted for PG courses.

Marks have been shown to the students on timely basis after the conduct of the ISA.

The evaluation process is made known to students through college website, notice boards, students WhatsApp groups and counselling to students.

The college notifies evaluation process and related documentation on the notice board as well as on institute website. This includes distribution of marks and schedule of internal Assessment and other assessment related to Semester End assessment and Repeat End Assessment.

Staff meetings are conducted periodically to review the evaluation process.

The grievances of students if any are solved from time to time by the exam committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

1. The notice is displayed on the college website, whatsapp groups and notice boards after the exams.

2. Student grievances are reported through anapplication shall be submitted by the student, along with the requisite fees, within ten days of the notice displayed.

3. All the TY exams were also conducted internally due to the pandemic and grievances have been handled by the college.

4. After receiving the application, the grievances of the student is scrutinised by the exam committee. The student is intimated on a particular date to solve his/her grievances in the presence of the exam committee.

5. The papers are shown physically to the student in the presence of the principal, exam committee and evaluator.

6. If the grievance has been satisfactorily approved, the papers are duly signed by the exam committee and principal in the presence of the student.

7. In case of altercations in the reported marks, the changes are made and new mark sheet is reflected of the student.

8. The new marksheet is issued to the student within 15 days on return of the old marksheet.

The exams and results declaration was done as per theGoa University notifications.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In adherence to the CBCS (choice based credit system), an orientation programme is conducted for FY students on the first week of the academic year by the principal and IQAD in the online mode. The HODs along with the teaching faculty of respective courses create awareness among the students on POs and COs at the beginning of the new semester of the academic year 2020-21. The CO's is clearly specified and present on all the courses of the various programmes. The PO and CO is available on the college prospectus and college website for students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Different modes of ISA are conducted by the teachers on their respective courses in the form of written test, quizzes, power point presentations, case studies etc. in order to evaluate if the students have been able to attain the course outcomes. In addition to enhance the learning experience of the student, field trips (in the month of February 2021), webinars, and virtual conferences were conducted. Students have gone for internship programmes such as blood testing in pathology lab of Asilo Hospital, Mapusa.

Semester End examinations are conducted to assess if the students have acquired the knowledge at the end of the course.

Practical exams are conducted forcontinuous assessment to analyze student's practical knowledge and implementation.

PG students have completed dissertations related to different software used in analysis of data and literature survey for

research purpose.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

399

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.khandolacollege.edu.in/sss/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	<u>View File</u>
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

25

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](View%20File)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](View%20File)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Gender Equity and & Women Development cell of Government college Khandola organized a DIY-Art Competition On "TRASH-SURE", Wealth Out of Waste to celebrate International Women's Day.

• Department of career guidance and placement of Government college Khandola conducted placement drive for passed out students and unemployed youth in college campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	No File Uploaded

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	No File Uploaded
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is set up by the Goa Government and is managed by the Directorate of Higher Education, Goverment of Goa. It functions in its own campus located at Khandola. The institution has all the basic infrastructure such as Administrative offcies, staffrooms, classroom, laboratories, seminarrooms, library, sports rooms, canteen etc. The governmnet has been magnanimous in augmenting the infrastructure to keep up with the needs of the times.

The following additional infrastructural facilities were made available:

Computer Laboratory for B. Voc programme

The college has setup a new computer laboratory to support the bvoc programme that has been launched from the academic year 2020-2021 having fifteen computer systems with latest configuration along with aprinter and white board. The laboratory has a WiFi facility as well as an uninteruppted power backup system and air conditioners.

Research Centre Laboratory in Chemistry

The college has a well equipped research centre in Chemistry and is usedby the research scholars.

Upgradation of Microbiology Laboratory

The microbiology departmment has setup a new laboratory for the research cluster in mirobiology. This laboratory is equipped withthe latest specialized equipment.The other laboratories have also been upgraded to meet the needs of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college believes in holistic development of the students and thus a lot emphasis is laid in setting infrastructure to support cultural, sports and related infrastructure. The existing multipurpose hall is renovated and upgraded to facilitate student activities. With air conditioning and better seating arrangement, it will boost the conduct of cultural activities.

The college has been doing exceptionally well in sports. The college has been upgrading the sports facilities in the sports room. Playground facillities have been made available to the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

30

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

30

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library has a good collection of books in all disciplines offered in the college. There is a constant updation of the library book store with newer books / /editions added to the library collection as and when required.

There is a WiFi connectivity and a LAN. Reprographic facilities usch as photocopier are aviable for use by tghe library users.

The college library is partially automated using the NewGenLib software. This software has all functional modules of Library management completely implemented. It has the following modules.

1. **Technical Processing (or cataloging)**
2. **Circulation**
3. **Acquisitions**
4. **Serials Management**
5. **MIS Reports**
6. **Web Online Public Access Catalog**
7. **Administration**

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the **A. Any 4 or more of the above** **following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-**

books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	No File Uploaded

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

215

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a good setup of IT infrastructure in the form of Computer LAN, WiFi network, computer systems, reprographic facilities such as photocopier, scanning systems, cyclostyling

machines, etc.

The college IT infrastructure is regularly maintained. The college has a 100Mbps leased Internet connection from BSNL Goa.The Internet connectivity is distributed through teh variuos rooms through LAN. Access is avialble aslo through the various wireless access points installed throughout the campus. Every claasrrom that has a smartboard is provided internet connectivity through WiFi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

194

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5770238

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File]()

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College is situated on an area of 12625 sq. mts. with a) Arts and Commerce Block b) Science Block c) Recreational Block that are usedfor conducting classes and other college activities in the campus. . TheDirectorate of Higher Education , Govt. of Goa takes on the responsibilityto create adequate infrastructural facilities.The college has been augmentinginfrastructural resources regularly . The Principal, Faculty , Students andcollege administration attempts to understand thefacilities and needs of the students and the other stake holders which are then placedbefore the Directorate of Higher Education . Postgraduate Programmes have been introduced in various subjects.The Institution being aGovernment College is allocated budget under plan and non -plan heads.Infrastructure, Maintenance and Development Committee suggests measures for thesafety, development and maintenance of old College infrastructure and measures to dispose off outdated and unused items. E-waste and solidwaste generated is discarded through proper procedures as mandated by thegovernment authorities. Financial provision is made by Government of Goa formaintenance of infrastructure and other facilities in the campus. Maintenanceof laboratory instruments in Chemistry and Microbiology Departments is annuallycarried out.Cleanliness of the Campus isentrusted and outsourced to agency GHRDC (Goa Human Resource DevelopmentCorporation). There is dedicated staff in the campus to ensure janitorservices . Periodical monitoring and servicing ofequipments is carried out as and when required..TheCollege has provision for placement, up-gradation, deployment and maintenanceof physical, academic and support facilities. Purchase and maintenance is donefrom relevant budget head.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

106

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	<u>View File</u>

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	<u>View File</u>
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

109

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	<u>View File</u>

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at unive rsity/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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

●

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association was registered in the year 2019 (24th Sep.

2019). Reg. No. 213/GOA/2019. The Alumni Association Of Government College of Arts, Science Commerce, Khandola is registered in the year 2019 (24th Sep. 2019) bearing the Reg. No. 213/GOA/2019. The Alumni Association of this College has been registered at the South Goa, under Society Reg. Act 1860.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)   E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

OUR VISION

Centre for Excellence

OUR MISSION

"To dedicate our energy to be responsive to the needs of an ever changing society by promoting excellence in academics and art."

GOALS AND OBJECTIVES

To promote higher standards of education in an environment conducive to the needs of undergraduate and postgraduate students.

1. To introduce new UG/PG courses and certificate courses facultywise.
2. To organise webinars, seminars, workshops on academic, curricular and co-curricular aspects.
3. To enhance industry-academia interface, experts talks, sign MOUs with other institutions for academic exchange

ativities.
4. To conductinternship programmes and placements for students in reputed organisations.
5. To eastablish infraustructure required for online teaching learning process specially during COVID 19 pandemic.
6. To promote artistic skills & social values among students through NSS, NCC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution is a government college under the Directorate of Higher Education, Government of Goa and functions in a decentralized system headed by an efficient Principal, Vice Principals(Administration, Academic and Post graduate Departments

Academic Activities:

- The Principal functions as the Head and Mentor of decentralized governance system and looks after the administration of the college.
- The Director of Higher Education, Government of Goa is a member of the Internal Quality Assurance Cell, and takes keen interest in the affairs of the college.
- Apart from monitoring the college activities from his office,he visits or deputes a representative to the College at regular intervals for regular follow up of action plan of activities for the year.
- Directorate of Higher Education has appointed three Vice-Principals for three sections namely, academics, administrative and Post -Graduateto assist the Principa.
- The departmental heads are shouldered withthe responsibilitiesof the Department..
- The Heads of the departments conduct monthly meeting with their departmental team members.
- The qualified laboratory staff deputed in the Science Departments.
- The Departments thus function smoothly and efficiently in a decentralised manner without undue interference from the top

level management.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students:

- Online Admission through Directorate of Higher Education'S IAIMS portal and fee payment through online gateway.

Industry Interaction/Collaboration:The institute developed linkages with the Industry through Internship, Industry experts as guest speakers, sponsorship for academic seminars, CSR activities, Campus recruitment, Cash prizes for meritorious Science student by Syngenta Ltd.

Human Resource Management: DHE appointed 11 new faculties in various subjects on regular basis.

Workload Incentives: As per academic policy of govt, remission of 2 lectures per week to all HODs.

Faculty Assessment process: Assessment of teaching faculties is carried out through ACRs and feedback forms from students.

Administrative Training programmes: Training programmes are periodically conducted and their yearly review is undertaken to improve administrative skills.

Curriculum Development: Course curricum is developed by Goa University through board of studies.

Teaching Learning: The year 2020-21 being a Pandemic period the college adopted online teaching learning through hybrid mode MOODLE, google meets, microsoft teams, and Zoom platforms.

Examination ans Evaluation: Continuous assessment was carried out through ISA's in various forms written, oral, PPT, posters etc. SEE were conducted in online mode as prescibed by Goa University.

Research and Development:Established Cluster Research Centre in Microbiology. Started research coffee series.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

a) Policies:

Admission Policy, Students Council Policy, Discipline & Students Conduct Policy, Sports Policy, Feedback Policy, Examination Policy, Library Policy, Green Initiatives and Sustainability Policy, Sexual harrasment & Grievance policy, IT Policyare all in place for the institution.

b) Administrative Setup:

Office functions under de-centralised set-up, in coordination with Principal, Vice Principals and Administrative staff.

c) Appointment:The appointing authority for teaching and non teaching staff is done by the Directorate of Higher Education.

d) Service Rules:

The service rules followed by the institution are as stipulated by Govt. of Goa and duly.

e) Procedures:

- **Administrative & Academic: All administrative procedures followed are as per in sink with State government and Directorate of Higher Education (DHE), and academic procedures of Goa University.**
- **Promotions: Timely promotions and career advancements are granted to teaching and non-teaching by DHE.**
- **Purchases: The deapartment of the college proposes for the requirements. The propsal is anaylsed and aproved by the**

purchase committee of the college.The files are submitted to DHE for required aprovals.

- Infrastructural maintenance: Day to day maintenance is carried by the college, where as major infraustructural maintenance is carried out by GSIDC and PWD for which the due aproval is obtained from DHE.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	No File Uploaded

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teaching and non teaching staff of the college is provided with welfare schemes as per the regulations, which are as follows:

• Leaves (Child Care, Maternity, Paternity, Study Leave, Sabatticals)

• Loans as per the government along with the lower interest rates

• Farewell functions for retiring staff

- **Settlement of gratuity funds at time of retirement**

- **Other allowances**

- **Certificates to teaching and non-teaching staff to recognise their academic excellence**

File Description	Documents
Paste link for additional information	https://www.khandolacollege.edu.in/web/wp-content/uploads/2023/02/6.3.1.pdf
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

02

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

43

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	<u>View File</u>
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute follows a stringent system of appraisal of both the teaching and non-teaching staff. The teaching staff has to fill an annual performance appraisal report (APAR) where they report all their academic achievements along with the programs initiated by

them. This is a highly confidential report which then goes to the Principal of the institute who is the Reporting authority. After the comments of the Principal, the form is then forwarded to the Controlling officer (Director, directorate of Higher Education).

A similar system is followed for the non-teaching staff where yearly they fill an appraisal form, which is forwarded to the Director, Directorate of Higher Education via the Head Clerk of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

1. Internal Audit: The institutions internal audit is carried out...

2. External Audit:

- By State Government: External Audit is carried out by DHE.
- By Central Government: External Audit is also carried by Controller and Auditor General of India.
-

The College has a comprehensive mechanism for both internal and external audit. A] Mechanism for Internal Audit: ? All the salary and non salary bills are prepared and checked by the Accounts Section and then sent to the Directorate of Accounts for preauditing and passing the same. ? All the full time/regular teaching staff, including Principal, Librarian and Director of Physical Education are Grade A Gazetted Officers. The Accounts of the College controlled money are audited and certified by a qualified auditor duly appointed for the purpose. Laboratory ? Monthly statement of expenditure with all the details is prepared and sent to the Government.. 172 ? Income tax is deducted at source as per IT law. ? The College fee receipts are credited to the Government treasury.

B] Mechanism for External Audit: ? External Audit Committee visits the College periodically. Auditing is done by the Directorate of Accounts. ? Internal funds of the College are audited by a registered Chartered Accountant.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

1. College Budget including Salaries: The college recieves funds for academic and salarypurposes through state government grants. The budgetting for the same is done in the month of October-November for the new academic year, and is submitted to Directorate of Higher Education for final aproval. The sanction for the same is obtained from finance department of the state government. The institution procures all its requirements through the budget provided. Salaries are dispersed through various heads of accounts depending on plan and non-plan.

2. Laboratory Sharing: The fully equipped laboratotories of the institution are shared for conducting pracicals externally.

3. Library Resource sharing: The books, periodicals, project reports, N-List resources are shared extensively by UG- PG

students.

4. Centre for Conduct of Competitive Exams: The institution serves as a centre for conduct of various exams such asjob qualifying written test by state govt..

5. Centre for GIPARD's Training programmes: In compliance with MOU with GIPARD for resource sharing.

6. COVID-Vaccination Centre: The premises of the instituion were utilised for COVID- Vaccination drive for the citizens from Marcela and nearby area.

7. Blood donation camp by NGO's:The NGOs support in the form of premises and NSS volunteers to conduct blood donation camp.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Director of the IQAC cell works in close coordination with the head of the institution, teaching and the non-teaching staff to make sure the college maintains and improves it's quality. The students are at the heart of this process, and thus the IQAC director ensures that programs, workshops, lecture series are organised such that the students and the community at large gets benefitted.

The teachers of various departments are required to formulate a permission letter if they choose to float any activity. Seeing the feasibility of this activity the IQAD director decides if the activity will add value to the student's progress. Accordingly, the activity is implemented, such that the holistic development of students becomes the end goal of the process.

The director of the IQAD also makes sure that regular programs in the form of lectures etc. are organised for the teaching and non-teaching staff so that they stay updated to the ever changing demands of the environment. Faculty are encouraged to participate

in Faculty Development Programs and the same are organised within the college, to ensure all round growth.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institute ensures that the teaching learning process happens in an up to date fashion and the methodologies used are in sync with the current times.

The institute also has a full fledged mentoring system where mentors are the teachers (regular and contract) who have been designated maximum 15 mentees(students) under them. the mentors meet the mentees on a regular basis and offer guidance and support when needed.

The institute also has a strong remedial system, where tecahers from all departments take regular remedial sessions for the students who may be slow learners or have been absent due to sickeness. This helps such students catch up with missed portion and achieve their potentials.

The institute also has academic audits on a yearly basis, where experts in the filed act as auditors and go through departmental files to see if the departments are upto date in imparticng knowldge to the students, both experential and practical as well.

File Description	Documents
Paste link for additional information	https://www.khandolacollege.edu.in/web/wp-content/uploads/2022/03/NIRF-2022-1.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC);   C. Any 2 of the above

Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

File Description	Documents
Paste web link of Annual reports of Institution	https://www.khandolacollege.edu.in/web/wp-content/uploads/2022/03/NIRF-2022-1.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Many programes related to promotion of gender equity were organised. Seminars/Webinars were conducted to highlight the imortance of i) Gender equity in all spheres of our lives ii) Awarness of menstrual health and hygine iii) Gender Equality for a sustainable tomorrow.

Poster Competition on "Women in science" was organized by Gender equity and Women development cell. NSS Unit celebrated Intenational Girl Child Day, Staff welfare committee organised a talk on International women's day.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

E-Waste Management- E-Waste is disposed as per the rules, regulations and procedure laid down by the Government of Goa. Initiatives are taken to dispose off the old computers present in the Computer Laboratories with the help of the Department of IT, Government of Goa.

The college segregates waste and implements composting. It is an aerobic method of decomposing organic solid wastes. It can therefore be used to recycle organic material. The process involves decomposition of organic material into a humus- like material known as compost, which is a good fertiliser for plants. Compost returns valuable nutrients to the soil to help maintain soil quality and fertility.

File Description Doc

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   **C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **A. Any 4 or All of the above**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   **C. Any 2 of the above**

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better

education, economic upliftment of the needy, and set communal harmony.University has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The University celebrates cultural and regional festivals like Youth Festival, Constitution Day, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differentlyabled peopleand have taken efforts to make them feel included in every part of the activity of the college.The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution takes all possible initiatives in organizing various events and programmes for moulding the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, study tours to make them understand the importance of protecting the cultural heritage of the country. Every year Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. Human Rights Day is celebrated by organising a rally for students.The college has also conducted a Voter awareness

programme for all the students and were sensitized about their constitutional powers of voting.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	**No File Uploaded**
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout. The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian

constitution and spreading the message that India is the largest democratic country in the world.Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. Gandhi Jayanti is celebrated on 2nd October to understand ideology of Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence.International Yoga day is celebrated on 21st June every year to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment. Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-I

1. Practice: Installation of Sensor based water taps, pumps and lighting systems

2. Objectives: The college has installed some sensor based water taps, pump and lighting systems which detetct motion and accordingly operate and switch off.

3. The context: To enhance sustainability, the college uses water taps that detect motion and accordingly operate and switch off, similarly there are tube lights that detect motion and accordingly switch on/off. 4. The Practice:Installation of sensor based water taps and lighting systems.

Best Practice-II

Title of the Practice: Installation of Solar panels

Objectives: We are committed to greener and sustainable sources of energy.

The Context: Through this initiative,the college has expanded and enhanced the amount of electricity generated through the solar panels. The electricity generated is connected to the college power grid thereby reducing the dependence on external sources.

The Practice: The power bills have to be reduced by utilising the electricity generated through the solar panels.

File Description	Documents
Best practices in the Institutional web site	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government College of Arts, Science and Commerce, Khandola, Marcela, Goa has played a pivotal role in providing educational opportunities to the rural areas surrounding it. The College has completed 31 years of its existence by promoting excellence in the field of education.

Today the College is able to position itself as a reputed educational entity in fields ranging from academics, 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.

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.This Institution is known in the State of Goa for having 34 faculty members with Ph.D. and 02 more have registered to add another feather to our cap.

As many of the students are first generation learners, the college has to involve the parents in their growth, progress and achievement by conducting parent teachers meet.The college has also started 'Students Mentoring System' wherein each student is

under the mentorship of a faculty member. Thus the students are
personally counseled and academically helped during their journey
in this institute.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

College receives curriculum approved by respective Board of Studies and Academic Council of Goa University. The college ensures minimum 90 working days in each semester. Courses taught in the UG and PG programmes are of four credits, each credit comprising of fifteen hours of teaching and learning. All Courses in B.Sc., M.sc., M.A. Geography, B. A. Psychology, Geography B.Voc., have practical component. The college time table committee ensures that four lecture hours are allotted to each course per week and that each course of four credits gets sixty hours of teaching and learning. Heads of all Departments of the college hold meetings with the faculty to select and allocate courses according to the specific field of study and specelization of the faculty. Each faculty prepares teaching plans for the courses to be taught. Various certificate courses with 30 hours (2 Credits) are conducted. Final year students are offered a project/dissertation of four credits. The syllabus is reinforced through practical exercises in various Labs of their particular subject. M.Sc. and M.Com. students do internships in the industry to receive practical exposure. Academic audit is conducted every year.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Our college is affiliated to Goa University and thus follows the Academic Calendar issued by the University at the beginning of the academic year. The institute formulates the schedule for teaching, internal-external exams, semester break and vacations. The timetable committee prepares the timetable as per the guidelines of University for the number of credit hours for each subject and the Academic calendar prior to the start

of the semester. Within the framework, the college also prepares its own calendar of events and activities before the commencement of the Academic session and the same is communicated to all. The dates of internal examination are also mentioned in the academic calendar. Efforts are made by every teacher to check and submit answer sheets within seven days after the commencement of each examination. Criteria for assessment include mid-term exam performance, assignments, presentations and class room performance and is shared with students. All project work, internship, fieldwork and presentation components of the syllabus and assessment are framed taking into consideration the academic calendar. College calendar also includes different events where students enthusiastically participate and excel, i.e., "Sports Day", Jubiliations (Programme for students inter class competitions), Workshops, Seminars, Conferences, Industrial Visits, guest lectures and Annual Day function.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

A. All of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	No File Uploaded
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

35

File Description	Documents
Any additional information	**No File Uploaded**
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

12

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**No File Uploaded**
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

846

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

846

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	[View File](#)

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college offers several courses that integrate issues related to gender and environment. A core course on Psychology of Gender and Identity is introduced to help students understand the biological, social, and cognitive influences on gender, gender stereotyping, and gender issues.A Generic elective paper on Demography and Population studies is offered by the economics department that concentrates on gender issue.There is a mandatory paper titled 'Environmental Studies'for the students in their first year of graduation.The Department of Chemistry offers Green Chemistry as an elective course for First year students.

The Department of Geography also offers courses on environment and sustainability through elective courses on Fundamentals of Disaster Mitigation, Environmental Geography and Geography of Resource Utilization in Goa.

A Communicative English and Spoken English course is offered by the Department of English to provide students to equip themselves in building a better social interactions and capacity building.

The Microbiology department offers environmental microbiology as a core paper in Semester III. This course enables students to understand the interaction of microbes with the environment and how they can be used to combat the problem of waste management and pollution.

The Political Science department offers Introduction to Human Rights, Women's Movement and Empowerment, Understanding Gender and Power Politics as GE Courses. These courses are focused on the relationship between gender and politics, and gender empowerment.

The Gender cell also has conducted webinars on Gender sensitization and its various issues during pandemic.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	**No File Uploaded**

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

9

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

399

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	[View File](#)

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	https://www.khandolacollege.edu.in/feedback202122/

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

586

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

787

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The college conducts induction/orientation programmes with the students and parents who are admitted in the college during the first week of the academic year. As the academic year progressed, the teachers were able to identify those students who may have any learning difficulties through constant feedback.

Further, remedial classes were conducted on a weekly basis in respective subjects wherein the teachers guide the students with difficulties on need basis if there were students who required special attention on their difficulties; faculty was available to provide additional assistance.

The college has the mentoring programme undertaken by full time teachers, where each mentor is asssigned a small group of students and the mentor constantly attends to the needs of the mentees assigned to them.

To encourage advanced learners, the students have been encouraged to participate in online competitions, webinars,

**virtual conferences, guest lectures and awareness programmes
wherein students have been awarded certificates and programmes.**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	*View File*

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1636	**142**

File Description	Documents
Any additional information	*View File*

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**The college caters to a variety of courses throgh which we
provide an effective platform for students to nurture their
problem solving skills and ensure participative learning. To
promote experiential learning Add on courses, certificate
courses are conducted. To promote participative learning
students were encouraged to participate in competitions,
workshops, seminars, projects and value additiona skill based
courses were offered.**

**Students are motivated to participate in inter college as well
as national level competitions. The institute places a lot
focus on the student centric methods of enhancing lifelong
learning skills of students. The faculty members make special
efforts in promoting interactive learning by adopting student
centric methods.**

**Project topics of the final year undergraduate students were
based on current pandemic situation besides the online quizzes
were also held from time to time by the departments.**

**The post graduate students are encouraged to participate in
international conferences, inter-collegiate events. during**

Covid 19 Emergency, Young Bioentrepreneurs, Covid19 : Facts and Myths and Mucormycosis: The Black Fungus traumatising Covid19 patients.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The institute encourages the use of ICT to enhance the process of teaching-learning in addition to the traditional classroom education. Every calssroom is equipped with some ICT equipment to provide e-learning atmosphere.

In addition, the faculty members are using the IT enabled learning tools such as PPT, video clippings, Audio system, online sources to expose the students for advanced knowledge. Classrooms are furnished with smart boards. Most of the faculty use interactive methods for teaching. The major emphasis is on classroom interaction in terms of presentations, group discussions assignments, debates, tests, viva and practical's.

The institute premises are Wi-fi enabled and access of internet is provided on individual laptop and mobile devices of the teachers.

All teaching faculty were involved in the development of e-content for DISHTAVO, an initiative of Directorate of Higher Education, Govt. of Goa so to make e-content available in all subjects across Goa through DISHTAVO portal.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://www.khandolacollege.edu.in/physical-facilities-4-1-1/

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

142

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

142

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

39

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

551

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The internal assesmnet consist of only Intra-Semester Assessment(ISA) as prescribed by Goa University.The time-schedule and question paper pattern of internal assessments is decided by the college.

ISA is conducted in the following modes:

· Written test

· Power point presentations

· Group discussions

· Poster presentations

· Viva-voce

· Video presentations

Third ISA is conducted for UG courses for students representing sports, NCC, NSS or medical grounds. Improvement ISA's are additionally conducted for PG courses.

Marks have been shown to the students on timely basis after the conduct of the ISA.

The evaluation process is made known to students through college website, notice boards, students WhatsApp groups and

counselling to students.

The college notifies evaluation process and related documentation on the notice board as well as on institute website. This includes distribution of marks and schedule of internal Assessment and other assessment related to Semester End assessment and Repeat End Assessment.

Staff meetings are conducted periodically to review the evaluation process.

The grievances of students if any are solved from time to time by the exam committee.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time-bound and efficient

1. The notice is displayed on the college website, whatsapp groups and notice boards after the exams.

2. Student grievances are reported through anapplication shall be submitted by the student, along with the requisite fees, within ten days of the notice displayed.

3. All the TY exams were also conducted internally due to the pandemic and grievances have been handled by the college.

4. After receiving the application, the grievances of the student is scrutinised by the exam committee. The student is intimated on a particular date to solve his/her grievances in the presence of the exam committee.

5. The papers are shown physically to the student in the presence of the principal, exam committee and evaluator.

6. If the grievance has been satisfactorily approved, the papers are duly signed by the exam committee and principal in the presence of the student.

7. In case of altercations in the reported marks, the changes

are made and new mark sheet is reflected of the student.

8. The new marksheet is issued to the student within 15 days on return of the old marksheet.

The exams and results declaration was done as per theGoa University notifications.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

In adherence to the CBCS (choice based credit system), an orientation programme is conducted for FY students on the first week of the academic year by the principal and IQAD in the online mode. The HODs along with the teaching faculty of respective courses create awareness among the students on POs and COs at the beginning of the new semester of the academic year 2020-21. The CO's is clearly specified and present on all the courses of the various programmes. The PO and CO is available on the college prospectus and college website for students and teachers.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Different modes of ISA are conducted by the teachers on their respective courses in the form of written test, quizzes, power point presentations, case studies etc. in order to evaluate if the students have been able to attain the course outcomes. In addition to enhance the learning experience of the student,

field trips (in the month of February 2021), webinars, and virtual conferences were conducted. Students have gone for internship programmes such as blood testing in pathology lab of Asilo Hospital, Mapusa.

Semester End examinations are conducted to assess if the students have acquired the knowledge at the end of the course.

Practical exams are conducted forcontinuous assessment to analyze student's practical knowledge and implementation.

PG students have completed dissertations related to different software used in analysis of data and literature survey for research purpose.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

399

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.khandolacollege.edu.in/sss/

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

3

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	**No File Uploaded**

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

25

File Description	Documents
Any additional information	**No File Uploaded**
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

5

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Gender Equity and & Women Development cell of Government college Khandola organized a DIY-Art Competition On "TRASH-SURE", Wealth Out of Waste to celebrate International Women's Day.

• Department of career guidance and placement of Government college Khandola conducted placement drive for passed out students and unemployed youth in college campus.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	No File Uploaded
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

3

File Description	Documents
Reports of the event organized	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	**No File Uploaded**

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

3

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The institution is set up by the Goa Government and is managed by the Directorate of Higher Education, Goverment of Goa. It functions in its own campus located at Khandola. The institution has all the basic infrastructure such as Administrative offcies, staffrooms, classroom, laboratories, seminarrooms, library, sports rooms, canteen etc. The governmnet has been magnanimous in augmenting the infrastructure to keep up with the needs of the times.

The following additional infrastructural facilities were made available:

Computer Laboratory for B. Voc programme

The college has setup a new computer laboratory to support the bvoc programme that has been launched from the academic year 2020-2021 having fifteen computer systems with latest configuration along with aprinter and white board. The laboratory has a WiFi facility as well as an uninteruppted power backup system and air conditioners.

Research Centre Laboratory in Chemistry

The college has a well equipped research centre in Chemistry

and is usedby the research scholars.

Upgradation of Microbiology Laboratory

The microbiology departmment has setup a new laboratory for the research cluster in mirobiology. This laboratory is equipped withthe latest specialized equipment.The other laboratories have also been upgraded to meet the needs of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college believes in holistic development of the students and thus a lot emphasis is laid in setting infrastructure to support cultural, sports and related infrastructure. The existing multipurpose hall is renovated and upgraded to facilitate student activities. With air conditioning and better seating arrangement, it will boost the conduct of cultural activities.

The college has been doing exceptionally well in sports. The college has been upgrading the sports facilities in the sports room. Playground facillities have been made available to the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

30

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

30

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

The college library has a good collection of books in all disciplines offered in the college. There is a constant updation of the library book store with newer books / /editions added to the library collection as and when required.

There is a WiFi connectivity and a LAN. Reprographic facilities usch as photocopier are avialable for use by tghe library users.

The college library is partially automated using the NewGenLib software. This software has all functional modules of Library management completely implemented. It has the following

```
modules.

    1.  Technical Processing (or cataloging)
    2.  Circulation
    3.  Acquisitions
    4.  Serials Management
    5.  MIS Reports
    6.  Web Online Public Access Catalog
    7.  Administration
```

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

File Description	Documents
Any additional information	View File
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

215

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The institution has a good setup of IT infrastructure in the form of Computer LAN, WiFi network, computer systems, reprographic facilities such as photocopier, scanning systems, cyclostyling machines, etc.

The college IT infrastructure is regularly maintained. The college has a 100Mbps leased Internet connection from BSNL Goa.The Internet connectivity is distributed through teh variuos rooms through LAN. Access is avialble aslo through the various wireless access points installed throughout the campus. Every claasrrom that has a smartboard is provided internet connectivity through WiFi.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

194

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	**No File Uploaded**

4.3.3 - Bandwidth of internet connection in the Institution | **A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	**No File Uploaded**

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

5770238

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	**No File Uploaded**
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The College is situated on an area of 12625 sq. mts. with a) Arts and Commerce Block b) Science Block c) Recreational Block that are usedfor conducting classes and other college

activities in the campus. . TheDirectorate of Higher Education , Govt. of Goa takes on the responsibilityto create adequate infrastructural facilities.The college has been augmentinginfrastructural resources regularly . The Principal, Faculty , Students andcollege administration attempts to understand thefacilities and needs of the students and the other stake holders which are then placedbefore the Directorate of Higher Education . Postgraduate Programmes have been introduced in various subjects.The Institution being aGovernment College is allocated budget under plan and non -plan heads.Infrastructure, Maintenance and Development Committee suggests measures for thesafety, development and maintenance of old College infrastructure and measures to dispose off outdated and unused items. E-waste and solidwaste generated is discarded through proper procedures as mandated by thegovernment authorities. Financial provision is made by Government of Goa formaintenance of infrastructure and other facilities in the campus. Maintenanceof laboratory instruments in Chemistry and Microbiology Departments is annuallycarried out.Cleanliness of the Campus isentrusted and outsourced to agency GHRDC (Goa Human Resource DevelopmentCorporation). There is dedicated staff in the campus to ensure janitorservices . Periodical monitoring and servicing ofequipments is carried out as and when required..TheCollege has provision for placement, up-gradation, deployment and maintenanceof physical, academic and support facilities. Purchase and maintenance is donefrom relevant budget head.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

106

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	<u>View File</u>

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

6

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

109

File Description	Documents
Upload supporting data for student/alumni	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

2

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	[View File](#)

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

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

•

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.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

20

File Description	Documents
Report of the event	**No File Uploaded**
Upload any additional information	<u>View File</u>
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	<u>View File</u>

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The alumni association was registered in the year 2019 (24th Sep. 2019). Reg. No. 213/GOA/2019. The Alumni Association Of Government College of Arts, Science Commerce, Khandola is registered in the year 2019 (24th Sep. 2019) bearing the Reg. No. 213/GOA/2019. The Alumni Association of this College has been registered at the South Goa, under Society Reg. Act 1860.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

OUR VISION

Centre for Excellence

OUR MISSION

"To dedicate our energy to be responsive to the needs of an ever changing society by promoting excellence in academics and art."

GOALS AND OBJECTIVES

To promote higher standards of education in an environment conducive to the needs of undergraduate and postgraduate students.

1. To introduce new UG/PG courses and certificate courses facultywise.
2. To organise webinars, seminars, workshops on academic, curricular and co-curricular aspects.
3. To enhance industry-academia interface, experts talks, sign MOUs with other institutions for academic exchange ativities.
4. To conductinternship programmes and placements for students in reputed organisations.
5. To eastablish infraustructure required for online teaching learning process specially during COVID 19 pandemic.
6. To promote artistic skills & social values among students through NSS, NCC.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The institution is a government college under the Directorate of Higher Education, Government of Goa and functions in a decentralized system headed by an efficient Principal, Vice Principals(Administration, Academic and Post graduate Departments

Academic Activities:

- **The Principal functions as the Head and Mentor of decentralized governance system and looks after the administration of the college.**
- **The Director of Higher Education, Government of Goa is a member of the Internal Quality Assurance Cell, and takes keen interest in the affairs of the college.**
- **Apart from monitoring the college activities from his office,he visits or deputes a representative to the College at regular intervals for regular follow up of action plan of activities for the year.**
- **Directorate of Higher Education has appointed three Vice-Principals for three sections namely, academics, administrative and Post -Graduateto assist the Principa.**
- **The departmental heads are shouldered withthe responsibilitiesof the Department..**
- **The Heads of the departments conduct monthly meeting with their departmental team members.**
- **The qualified laboratory staff deputed in the Science Departments.**
- **The Departments thus function smoothly and efficiently in a decentralised manner without undue interference from the top level management.**

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Admission of Students:

- Online Admission through Directorate of Higher Education'S IAIMS portal and fee payment through online gateway.

Industry Interaction/Collaboration:The institute developed linkages with the Industry through Internship, Industry experts as guest speakers, sponsorship for academic seminars, CSR activities, Campus recruitment, Cash prizes for meritorious Science student by Syngenta Ltd.

Human Resource Management: DHE appointed 11 new faculties in various subjects on regular basis.

Workload Incentives: As per academic policy of govt, remission of 2 lectures per week to all HODs.

Faculty Assessment process: Assessment of teaching faculties is carried out through ACRs and feedback forms from students.

Administrative Training programmes: Training programmes are periodically conducted and their yearly review is undertaken to improve administrative skills.

Curriculum Development: Course curricum is developed by Goa University through board of studies.

Teaching Learning: The year 2020-21 being a Pandemic period the college adopted online teaching learning through hybrid mode MOODLE, google meets, microsoft teams, and Zoom platforms.

Examination ans Evaluation: Continuous assessment was carried out through ISA's in various forms written, oral, PPT, posters etc. SEE were conducted in online mode as prescibed by Goa

University.

Research and Development:Established Cluster Research Centre in Microbiology. Started research coffee series.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

a) Policies:

Admission Policy, Students Council Policy, Discipline & Students Conduct Policy, Sports Policy, Feedback Policy, Examination Policy, Library Policy, Green Initiatives and Sustainability Policy, Sexual harrasment & Grievance policy, IT Policyare all in place for the institution.

b) Administrative Setup:

Office functions under de-centralised set-up, in coordination with Principal, Vice Principals and Administrative staff.

c) Appointment:The appointing authority for teaching and non teaching staff is done by the Directorate of Higher Education.

d) Service Rules:

The service rules followed by the institution are as stipulated by Govt. of Goa and duly.

e) Procedures:

- Administrative & Academic: All administrative procedures followed are as per in sink with State government and Directorate of Higher Education (DHE), and academic procedures of Goa University.
- Promotions: Timely promotions and career advancements are granted to teaching and non-teaching by DHE.

- **Purchases: The deapartment of the college proposes for the requirements. The propsal is anaylsed and aproved by the purchase committee of the college.The files are submitted to DHE for required aprovals.**
- **Infrastructural maintenance: Day to day maintenance is carried by the college, where as major infraustructural maintenance is carried out by GSIDC and PWD for which the due aproval is obtained from DHE.**

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	**No File Uploaded**

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

The teaching and non teaching staff of the college is provided with welfare schemes as per the regulations, which are as follows:

· Leaves (Child Care, Maternity, Paternity, Study Leave, Sabatticals)

• **Loans as per the government along with the lower interest rates**

• **Farewell functions for retiring staff**

• **Settlement of gratuity funds at time of retirement**

• **Other allowances**

• **Certificates to teaching and non-teaching staff to recognise their academic excellence**

File Description	Documents
Paste link for additional information	https://www.khandolacollege.edu.in/web/wp-content/uploads/2023/02/6.3.1.pdf
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

02

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

07

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

43

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The institute follows a stringent system of appraisal of both the teaching and non-teaching staff. The teaching staff has to fill an annual performance appraisal report (APAR) where they

report all their academic achievements along with the programs initiated by them. This is a highly confidential report which then goes to the Principal of the institute who is the Reporting authority. After the comments of the Principal, the form is then forwarded to the Controlling officer (Director, directorate of Higher Education).

A similar system is followed for the non-teaching staff where yearly they fill an appraisal form, which is forwarded to the Director, Directorate of Higher Education via the Head Clerk of the institute.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

1. Internal Audit: The institutions internal audit is carried out...

2. External Audit:

- By State Government: External Audit is carried out by DHE.
- By Central Government: External Audit is also carried by Controller and Auditor General of India.
-

The College has a comprehensive mechanism for both internal and external audit. A] Mechanism for Internal Audit: ? All the salary and non salary bills are prepared and checked by the Accounts Section and then sent to the Directorate of Accounts for preauditing and passing the same. ? All the full time/regular teaching staff, including Principal, Librarian and Director of Physical Education are Grade A Gazetted Officers. The Accounts of the College controlled money are audited and certified by a qualified auditor duly appointed for the purpose. Laboratory ? Monthly statement of expenditure with all the details is prepared and sent to the Government.. 172 ?

Income tax is deducted at source as per IT law. ? The College fee receipts are credited to the Government treasury.

B] Mechanism for External Audit: ? External Audit Committee visits the College periodically. Auditing is done by the Directorate of Accounts. ? Internal funds of the College are audited by a registered Chartered Accountant.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	No File Uploaded

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

1. College Budget including Salaries: The college recieves funds for academic and salarypurposes through state government grants. The budgetting for the same is done in the month of October-November for the new academic year, and is submitted to Directorate of Higher Education for final aproval. The sanction for the same is obtained from finance department of the state government. The institution procures all its requirements through the budget provided. Salaries are dispersed through various heads of accounts depending on plan and non-plan.

2. Laboratory Sharing: The fully equipped laboratotories of the

institution are shared for conducting pracicals externally.

3. Library Resource sharing: The books, periodicals, project reports, N-List resources are shared extensively by UG- PG students.

4. Centre for Conduct of Competitive Exams: The institution serves as a centre for conduct of various exams such asjob qualifying written test by state govt..

5. Centre for GIPARD's Training programmes: In compliance with MOU with GIPARD for resource sharing.

6. COVID-Vaccination Centre: The premises of the instituion were utilised for COVID- Vaccination drive for the citizens from Marcela and nearby area.

7. Blood donation camp by NGO's:The NGOs support in the form of premises and NSS volunteers to conduct blood donation camp.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

The Director of the IQAC cell works in close coordination with the head of the institution, teaching and the non-teaching staff to make sure the college maintains and improves it's quality. The students are at the heart of this process, and thus the IQAC director ensures that programs, workshops, lecture series are organised such that the students and the community at large gets benefitted.

The teachers of various departments are required to formulate a permission letter if they choose to float any activity. Seeing the feasibility of this activity the IQAD director decides if the activity will add value to the student's progress. Accordingly, the activity is implemented, such that the holistic development of students becomes the end goal of the process.

The director of the IQAD also makes sure that regular programs in the form of lectures etc. are organised for the teaching and non-teaching staff so that they stay updated to the ever changing demands of the environment. Faculty are encouraged to participate in Faculty Development Programs and the same are organised within the college, to ensure all round growth.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institute ensures that the teaching learning process happens in an up to date fashion and the methodologies used are in sync with the current times.

The institute also has a full fledged mentoring system where mentors are the teachers (regular and contract) who have been designated maximum 15 mentees(students) under them. the mentors meet the mentees on a regular basis and offer guidance and support when needed.

The institute also has a strong remedial system, where tecahers from all departments take regular remedial sessions for the students who may be slow learners or have been absent due to sickeness. This helps such students catch up with missed portion and achieve their potentials.

The institute also has academic audits on a yearly basis, where experts in the filed act as auditors and go through departmental files to see if the departments are upto date in imparticng knowldge to the students, both experential and practical as well.

File Description	Documents
Paste link for additional information	https://www.khandolacollege.edu.in/web/wp-content/uploads/2022/03/NIRF-2022-1.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.khandolacollege.edu.in/web/wp-content/uploads/2022/03/NIRF-2022-1.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	No File Uploaded

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

Many programes related to promotion of gender equity were organised. Seminars/Webinars were conducted to highlight the imortance of i) Gender equity in all spheres of our lives ii) Awarness of menstrual health and hygine iii) Gender Equality for a sustainable tomorrow.

Poster Competition on "Women in science" was organized by

Gender equity and Women development cell. NSS Unit celebrated Intenational Girl Child Day, Staff welfare committee organised a talk on International women's day.

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**B. Any 3 of the above**

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

E-Waste Management- E-Waste is disposed as per the rules, regulations and procedure laid down by the Government of Goa. Initiatives are taken to dispose off the old computers present in the Computer Laboratories with the help of the Department of IT, Government of Goa.

The college segregates waste and implements composting. It is an aerobic method of decomposing organic solid wastes. It can therefore be used to recycle organic material. The process involves decomposition of organic material into a humus- like material known as compost, which is a good fertiliser for plants. Compost returns valuable nutrients to the soil to help maintain soil quality and fertility.

File Description Doc

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3. Pedestrian Friendly pathways 4. Ban on use of Plastic 5. landscaping with trees and plants	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	<u>View File</u>
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The institute is proactively taking efforts in providing an inclusive environment. The initiatives are to promote better education, economic upliftment of the needy, and set communal harmony.University has always been at the forefront of sensitizing students to the cultural, regional, linguistic, communal, and socio-economic diversities of the state and the nation. The University celebrates cultural and regional festivals like Youth Festival, Constitution Day, etc. to teach tolerance and harmony to the students. The Gender Equality Policy focuses on equal access, opportunities, and rights for women and men. Policy for the Differently abled ensures that every single member of the department is aware of the care to be shown to the differentlyabled peopleand have taken efforts to make them feel included in every part of the activity of the college.The institution believes in equality of all cultures and traditions as is evident from the fact that students belonging to different caste, religion, regions are studying without any discrimination. Though the institution has diverse socio-cultural background and different linguistic, we do not have any intolerance towards cultural, regional, linguistic, communal socio economic and other diversities.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

Our institution takes all possible initiatives in organizing various events and programmes for moulding the students and staff to become responsible citizens of the country by sensitizing them to the constitution of the country. As responsible citizens of the country the students are motivated to take part in various activities of the college. The college encourages the students to take part in blood donation camps, study tours to make them understand the importance of protecting the cultural heritage of the country. Every year

Republic day is Celebrated on 26th Jan by organizing activities highlighting the importance of Indian Constitution. Similarly constitution day also would be celebrated on 26th Nov every year. Independence day is also celebrated every year to highlight struggle of freedom and importance of Indian constitution. Human Rights Day is celebrated by organising a rally for students.The college has also conducted a Voter awareness programme for all the students and were sensitized about their constitutional powers of voting.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	C. Any 2 of the above

File Description	Documents
Code of ethics policy document	No File Uploaded
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Our institution celebrates these events with great enthusiasm to commemorate the ideology of nationalism and to pay tribute to our great National Leaders. The Faculty, Staff and Students of the institution all come together under one umbrella to celebrate these occasions and spread the message of Unity, Peace, Love and Happiness throughout. The institution celebrates Republic day on 26th January every year, commemorating the adoption of Indian constitution and spreading the message that India is the largest democratic country in the world.Independence Day is celebrated every year on 15th of August, parades and flag hoisting is organized and is celebrated to mark freedom of India from British rule. Gandhi Jayanti is celebrated on 2nd October to understand ideology of Mahatma Gandhi wherein pledge is taken by students and staff. In today's times we inspire students of our institution to follow the Gandhian ideologies of truth and nonviolence.International Yoga day is celebrated on 21st June every year to make everyone aware on how Yoga embodies unity of mind and body; thought and action; restraint and fulfilment. Voters Day is celebrated on 25th January wherein the students are given awareness on their duties and rights as a loyal citizen.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	[View File](#)
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Best Practice-I

1. Practice: Installation of Sensor based water taps, pumps and lighting systems

2. Objectives: The college has installed some sensor based water taps, pump and lighting systems which detetct motion and accordingly operate and switch off.

3. The context: To enhance sustainability, the college uses water taps that detect motion and accordingly operate and switch off, similarly there are tube lights that detect motion and accordingly switch on/off. 4. The Practice:Installation of sensor based water taps and lighting systems.

Best Practice-II

Title of the Practice: Installation of Solar panels

Objectives: We are committed to greener and sustainable sources of energy.

The Context: Through this initiative,the college has expanded and enhanced the amount of electricity generated through the solar panels. The electricity generated is connected to the college power grid thereby reducing the dependence on external sources.

The Practice: The power bills have to be reduced by utilising the electricity generated through the solar panels.

File Description	Documents
Best practices in the Institutional web site	No File Uploaded
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Government College of Arts, Science and Commerce, Khandola, Marcela, Goa has played a pivotal role in providing educational opportunities to the rural areas surrounding it. The College has completed 31 years of its existence by promoting excellence in the field of education.

Today the College is able to position itself as a reputed educational entity in fields ranging from academics, 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.

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.This Institution is known in the State of Goa for having 34 faculty members with Ph.D. and 02 more have registered to add another feather to our cap.

As many of the students are first generation learners, the college has to involve the parents in their growth, progress and achievement by conducting parent teachers meet.The college has also started 'Students Mentoring System' wherein each student is under the mentorship of a faculty member. Thus the students are personally counseled and academically helped during their journey in this institute.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

- To promote e-content creation for effective teaching-learning.
- To encourage faculty to pursue Ph.d programmes andengage in multi-disciplinary project proposals through DST, DBT etc.

- Encourage faculties to write research proposals to private industry and organisations to obtain CSR funding.
- To persuade faculties and students to write research papers in reputed journals of UGC CARE list and SCOPUS.
- Conduct various seminars, workshops, FDP's, webinars, training programmes, conferences etc for the benefit of students and staff.

- To motivate students to avail of various schemes of Government and Non-Government agencies during COVID-19 pandemic.
- To encourage alumni to participate in contributing in academic and financial aid.
- To promote students in representation and engagement in various academic, co-curricular and extracurricular activities.

- To automate the various administrative processes of the office, admission and examination process.
- To motivate staff to participate in orientation programmes, refresher courses and faculty development programmes.
- To provide training programmes, awareness programmes and welfare for teaching and non-teaching staff.
- To fill the vacancies of the various teaching and non-teaching posts.

- To conduct more programmes on gender equity.
- To continue and enhance various green initiatives practices of the college. To provide initiatives in promoting an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal, socio-economic etc.