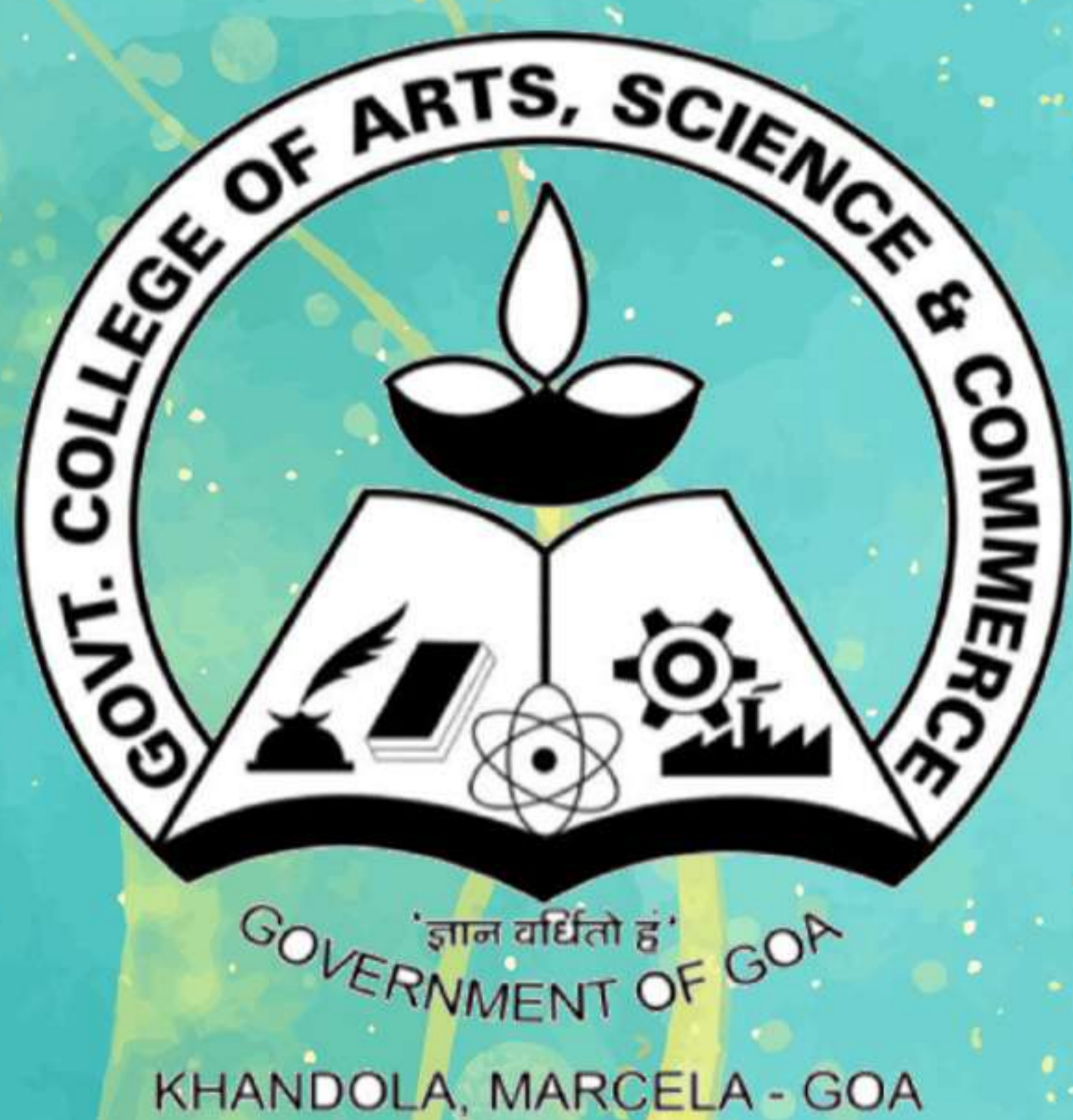


GOVERNMENT COLLEGE OF ARTS,
SCIENCE AND COMMERCE, KHANDOLA
– MARCELA – GOA. 403 107
(Estd: 1989)



Prospectus
2024-25

GOVERNMENT COLLEGE OF ARTS, SCIENCE AND COMMERCE,
KHANDOLA – MARCELA – GOA. 403 107 (Estd: 1989)

PROSPECTUS 2024-25



KHANDOLA, MARCELA - GOA

(Affiliated to Goa University)

UGC- NAAC Accredited 'A' Grade

(Valid till 27/03/2022)

NIRF Rank Band 101 to 150 for 2018-19, 2019-20, 2020-21

Email: gcasck@rediffmail.com

Website: www.khandolacollege.edu.in

Ph: 9326142001

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DEPARTMENT OF HINDI

DEPARTMENT OF KONKANI

DEPARTMENT OF MARATHI

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FACULTY OF ENVIRONMENTAL STUDIES

DEPARTMENT OF POLITICAL SCIENCE

DEPARTMENT OF ECONOMICS

FACULTY OF SCIENCE

DEPARTMENT OF CHEMISTRY (UG/PG)

DEPARTMENT OF MICROBIOLOGY (UG/PG)

DEPARTMENT OF MATHEMATICS

DEPARTMENT OF COMPUTER SCIENCE

DEPARTMENT OF B.VOC. (Software Technologies)

DEPARTMENT OF PHYSICS

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B.A - PROGRAMME STRUCTURE FOR SEMESTER V & VI

BACHELOR OF COMMERCE (B. COM.)

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BACHELOR OF SCIENCE (B.SC.)

B. Sc. - PROGRAMME STRUCTURE FOR V & VI

BACHELOR OF VOCATIONAL (B.VOC.)

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER I & II.

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER III & IV.

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER V & VI.

POST GRADUATE PROGRAMMES

M.SC. MICROBIOLOGY

M.SC. CHEMISTRY

M.A. GEOGRAPHY

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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.”

OUR VALUES

- Excellence
- Integrity & Accountability
- Belongingness
- Justice & Fairness
- Innovativeness
- Enterprising

OUR STRENGTHS

The college takes pride in its:

- Well-trained, research-oriented, experienced, dedicated and energetic faculty
- Supportive non-teaching, library and laboratory staff
- Excellent and well-maintained infrastructure on campus.
- ICT-enabled modern teaching and learning environment supported by a well-equipped library, smart classrooms and laboratories, including special laboratories for commerce, economics and languages.
- Impressive and excellent result at university examinations
- Simple and transparent online admission procedure
- Publications indexed in SCOPUS, Web of Science (WoS) and Science Citation Index (SCI) journals.

- Centers for postgraduate courses in chemistry, commerce, geography and microbiology.
- Increasing students' strength, high enrollment ratio of SC/ST/OBC with high female students' ratio.
- Students' teachers rapport with emphasis on mentoring and counselling.
- Excellent extra-curricular activities, sports culture, well-organised extension, community service programs and outreach activities by students' and faculty.
- Rooted cultural values and moral responsibility reflected in our successful alumni.
- Very good interface with industries, research and educational institutes.
- Functional IQAD, PTA and Alumni association.

GOALS AND OBJECTIVES

- To promote higher standards of education in an environment conducive to the needs of undergraduate and postgraduate students.
- To provide education that will enable students to be responsive to the needs of an ever changing society, employability and sustainability.
- To promote the advancement of scholarly and artistic activities for students' and faculty.
- To foster a culture that supports and reinforces ethical and pro-social values.
- To create an atmosphere in which students' and faculty find support and encouragement in achieving life goals.

PRINCIPAL'S WELCOME MESSAGE



DR. PURNAKALA SAMANT (M.Sc. Ph. D, P.D.F.
University of Porto, Portugal) - Offg. Principal.

Government College of Arts, Science and Commerce, Khandola has achieved tremendous success and has left its academic footprints on the national forum.

This year, the First and Second Year students have a vast array of courses to choose from. These courses have been offered by our Institution as per Goa University and UGC Guidelines for the National Education Policy 2020. NEP 2020 seeks to transform Higher Education by providing flexibility to students in terms of choice of subjects to study and academic pathways. Students will be able to choose from a variety of majors, minors, multidisciplinary, ability enhancement, skill enhancement and value added courses. This will remove the rigid boundaries between disciplines and create new possibilities for students to choose and learn the subjects of their choice

The creative combination of disciplines is further enhanced by multiple entry and exit points. The undergraduate degree will now be of either a three- or four-year duration, with multiple entry and exit options within this period, with appropriate certifications.

This institution promotes growth of studies in Pure Sciences, Languages, Humanities and Commerce along with Sports, Curricular and Co-curricular activities. Our institution aims at boosting the scientific temperament and professional ethics which will mould students to grow up to their potential and lead a successful life. IGNOU and Certificate/ Diploma courses in Sanskrit language hosted by this institution will further provide opportunity for distance learning recipient and aspirant community. NSS and NCC Unit will enrich the young minds which will encourage them to demonstrate disciplined and responsible behaviour in the society.

I wish all the Students, Parents, Alumni, Stakeholders and all the well-wishers a healthy and happy life. This beautiful family of Khandolites is anxiously awaiting to welcome you to a beautiful and memorable academic year 2024-25.

"Knowledge will bring you the opportunity to make a difference."

— Claire Fagin

ABOUT THE COLLEGE

Since its inception in 1989, our college has been instrumental in producing a plethora of intellectual individuals who have contributed significantly to the college, society, and the state at large. The primary aim of the college is to tap the intrinsic potential of the students from the rural vicinage and metamorphose them into individuals, capable of inculcating values in the society, be it sports, art, culture, music, academics and research. Over the past few years our college also has garnered a status symbol in Performing Arts thus leaving an indelible mark for future generations.

Our Institution has been accredited with 'A' Grade by National Assessment and Accreditation Council (NAAC) and has been ranked between 101 to 150 by National Institutional Ranking Framework (NIRF) for the ranking 2018-19, 2019-20 & 2020-21.

During 2023-24, the college could extend scholarship benefits to numerous students including beneficiaries of SC/ST/OBC including scholarship for minorities and disability awarded by various external agencies, Government of Goa and Government of India.

The B.Voc. in Software Technology course was started from 2020-21 for XIIth vocational stream students. The degree in B.Voc. will be obtained at the end of 6 semesters but the exit with a professional certificate is allowed at every semester.

The College also offers CBCS (Choice based Credit System) programmes for T.Y.B.A, B.Sc and B.Com with General and Honours degree.

The college offers following courses for Bachelor of Science (B.Sc) programme:

- Honours in Chemistry
- Honours in Computer Science
- Honours in Microbiology
- Honours in Mathematics
- Honours in Geography
- Honours in Electronics
- B.Voc in Software Technologies

Bachelor of Commerce (B.Com) programme:

- Honours in Advanced Accounting
- Honours in Cost and Management Accounting
- Honours in Business Management

Bachelor of Arts (B.A) programmes have both Honours and General Courses:

- Honours in English

- Honours in Economics
- Honours in Geography
- Honours in Hindi
- Honours in Psychology
- Honours in Political Science

The B.A General programme is offered in **English / Psychology, Geography /Konkani, Economics / Political Science, and Hindi / Marathi**

The college follows the Curriculum and Credit Framework for Undergraduate Programmes (CCFUP) under the National Education Policy (NEP) 2020 issued by Goa University for First and Second Year students.

The college has embarked on a journey of higher learning and research which is evident through the commencement of four new postgraduate courses in Chemistry, Commerce, Geography and Microbiology and a Cluster Research Centre in Chemistry, Geography and Microbiology.

Faculty is involved in continuous research activities to keep pace with recent advances in science and technology, commerce and industry, social sciences and humanities. They have presented papers at National and International conferences, symposia and published papers in reputed and peer-reviewed journals, in Scopus and Web of Science Indexed journals.

For the year 2023-24, undergraduate and the post graduate departments of the college organised conferences with funding from Directorate of Higher Education, Government of Goa, Vedanta and others.

Our Institution is a recognized Centre for IGNOU (Indira Gandhi National Open University) and the classes for various courses are regularly conducted. Our college has a well established Diploma/certificate course in Sanskrit language.

The college has 5 NSS units of 100 volunteers each who are engaged in socially beneficial projects which gives them hands-on training in various fields. NSS has given opportunities to students to attend National integration camp and various other activities.

The college has also initiated the NCC unit of army wing. Students are encouraged to keep themselves fit through various sports activities organised at interclass, intercollegiate, State and National Level. Individual artistic talents and creativity are nurtured and allowed to blossom under the aegis of the Student's council. Our students have represented the college at the National and International sports events.

Environmental awareness as well as nature's bountiful treasures is meaningfully dealt with in the activities of the Nature Club and Environmental Protection Committee. We advocate preservation of nature through an environmental awareness programme. Students have undertaken various projects through Swachh Bharat Student Internship (SBSI).

In addition to the regular course curriculum, the college also provides a wide spectrum of educational opportunities for skill development, entrepreneurship, employability and overall personality development of the students. For this purpose, various departments of this institution organise a number of activities like intercollegiate quizzes, poster making competitions etc. Furthermore, to maintain Industrial Institute Interface, College conducts various Industrial study tours.

ACADEMIC TERMS

I / III / V Semester: 21/06/2024

II / IV / VI Semester: 04/12/2024

COLLEGE TIMINGS FOR STUDENTS: 8:30 a.m. onwards

OFFICE TIMINGS: 9:15 a.m. to 4:30 p.m. (Monday to Saturday)

FACILITIES IN THE COLLEGE

SMART AND VIRTUAL CLASSROOM:

The college has around 30 classrooms of which 22 are Smart classrooms. (Funded under RUSA) and the remaining are ICT enabled.

LIBRARY:

College library has a rich collection of over 26,618 Books on various subjects and disciplines. The library subscribes to 17 Journals (National and International), 25 Magazines, 12 Newspapers, Project Reports and the Government Gazette. The collection includes encyclopaedias of high repute, dictionaries, directories, year books, rare titles and 450 CDs. The college has membership of N-List from INFLIBNET (UGC). Total collection on N-List includes 60,000 journals and 30,00,000 books as well as e-books journals of National Science Digital library. Staff and the Students can access E-journals and E-books. The library has a separate PG-Section for students and teachers.

Library is well connected with Wi-Fi and has a well automated library system using NewGenlib.

The library uses software developed by Verus Solutions. This software provides all kinds of features required to automate the in house activities as well as library services.

GCASCK LIBRARY Link: <https://gcascklibrary.webs.com/>.

Prizes / Medals with Citation Awarded to Meritorious Students in various fields. A cash prize of Rs. 250/- each to the “Best Reader Girl” and “Best Reader Boy” of the year instituted by College Librarian, Mr. M.N. Anandan + inspiration book gift.

LIBRARY RULES:

1. Borrowing facility of library books is open to the students, teaching and non teaching staff of the college. The entitlement of borrowers is as follows. Delayed returns attract a late fee of Rs. 0.50 paise per day per book.

Plan	Entitlement	Lending Period
First Year Students	2 Books	7 Days
Second Year Students	2 Books	7 Days
Third Year Students	3 Books	7 Days
P.G. Students	4 Books	7 Days
Ph.D. Students	5 Books	30 Days
Teaching Staff	10 Books	Per Semester
Non-teaching staff	5 Books	15 Days

2. Students are not allowed to enter the library without their Identity card.
3. Books can be checked out from the library on production of library smart card issued to students, from 9:15 a.m. to 4:45 p.m. on all working days.
4. Duplicate library smart card will be issued on the payment of Rs. 50/-
5. Readers are requested to deposit their bags/belongings at the property counter. Cash and important valuables should never be kept in those shelves.
6. Eating and use of MOBILE PHONES in the library is strictly PROHIBITED.
7. While entering the Library, every reader/user should enter their name and other details in the Entry Register maintained at the counter.
8. Absolute silence should be maintained in the library.
9. Students having theory or practical lectures should not be seen in the library during their lecture time.
10. Students found disfiguring the books and tearing pages from the Books/Magazines/Questions Papers or found in possession of torn pages will be penalised by a cancellation of their membership of the library and by imposing a fine to cover a double the cost of the Books/Magazine/Questions Papers.
11. The librarian may recall any books at any time if required.

12. If the book is lost, a replacement copy will be the first option or the cost of the book with a fine will be levied.
13. Reference books will not be issued out of the library.
14. Students and staff are advised to make use of the Library, as much as possible, but in a dignified manner.

LIBRARY FACILITIES

1. Book bank
2. Xerox facility
3. Reading Hall
4. Online Public Access Catalogue (OPAC)
5. Internet free access for Students and Staff
6. Research Centre

LIBRARY TIMINGS: Monday to Saturday 8:45 a.m. - 5:00 p.m.

CIRCULATION TIMINGS: Monday to Saturday 9:10 a.m. - 4:45 p.m.

CANTEEN:

The college has a well-equipped in-house Canteen. It provides a variety of snacks, refreshments and lunch to Students and Staff at reasonable rates with a sitting capacity of 90 students.

LABORATORIES:

The college has a well equipped Computer Science laboratory, Microbiology, Chemistry (UG-PG), Physics, Geography (including GIS lab) Psychology, Mathematics, Languages, Commerce & Economics (funded by RUSA) for undergraduate courses. Computer Science laboratory also provides Internet facility for students and staff.

Spacious laboratories are provided for post graduate departments of Commerce, Chemistry, Microbiology and Geography. The college also has Institute-Industry collaboration for post graduate departments of Chemistry, Microbiology, Geography and Commerce.

AUDITORIUM /CONFERENCE HALL/ MULTIPURPOSE HALL:

The college has a full-fledged and attractive air conditioned auditorium with a virtual smart board, Air-conditioned Mini Conference Hall and a Multipurpose Hall. These facilities are used for conducting seminars, workshops, meetings, small functions and cultural activities for staff and students.

FIRST AID:

The college provides first aid facility to all needy students and staff during the college hours. Medical references are made for any emergency cases of the students to the nearby health centres and dispensaries.

COUNSELLING SERVICE:

A professional counsellor provides counselling services to the students of the College. This service is also extended to General Public.

BUS SERVICE:

Free bus service is provided to pick-up and drop students from Marcela Bus stand to college and back. The college bus is also used for conducting field trips, workshops, seminars in other colleges and other activities of the students. Only 1 activity per day is allowed. As per the norms, public places like water bodies will be restricted.

PHOTOCOPIER (XEROX) FACILITY:

A photocopier is available in the library for the benefit of students at discounted rates.

SECURITY & SANITATION:

A 24 hr security service is provided by the college through Security guards and CCTV cameras. Sanitation and cleanliness of the college is outsourced to Goa Human Resource Development Corporation (GHRDC) Agency.

FACILITIES FOR STUDENTS WITH DISABILITIES:

- A classrooms on the ground floor
- Special toilet facilities
- Ramp and railings in the buildings

GIRLS HOSTEL FACILITY:

RUSA aid has been used to construct a girls hostel of international standard. The construction will be completed this year.

LIST OF TEACHING STAFF

Offg. Principal: Dr. Purnakala Samant (M.Sc. Ph. D, P.D.F. University of Porto, Portugal)

Department of Political Science

1. Dr. Seema Salgaonkar (M.A., NET, Ph.D.), Professor and HoD
2. Mr. Nilesh Naik (M.A., NET, B.Ed.), Assistant Professor
3. Dr. Nawoo Varak (M.A., NET, Ph.D.), Assistant Professor
4. Mr. Akbar Gaded (M.A. NET, SET, B.Ed.), Assistant Professor
5. Ms. Utkarsha Shetkar (M.A., SET), Assistant Professor

Department of Economics

1. Dr. Christina De Souza (MA., Ph.D. B.Ed.) Associate Professor and HoD
2. Dr. Sharmila Dessai (MA., B.Ed., SET, Ph.D.), Assistant Professor
3. Ms. Manisha Phadte (MA., B.Ed., SET, NET), Assistant Professor
4. Mr. Aditya Amonkar (M.A., NET) Assistant Professor
5. Dr. Nikshep Budihal (M.A., Ph.D.) Assistant Professor (CB)
6. Mr. Prajyot Gaonkar (M.A., SET), Assistant Professor (CB)

Department of Psychology

1. Mr. Oscar de Noronha, (M.A.) Incharge HoD
2. Ms. Ridhima Shirodkar (MA, SET, NET) Assistant Professor
3. Ms. Asawari Nayak (MA, MSW, NET, GATE) Assistant Professor
4. Ms. Durva Prabhu (MA, SET) Assistant Professor (CB)
5. Mrs. Manjiri Bakhale (MA, NET, GATE) Assistant Professor (CB)
6. Ms. Anjali Kumar Pandit (M.Sc.), Assistant Professor (LB)
7. Ms. Smita Sawant (M.A., NET), Assistant Professor (LB)
8. Dr. Siya K. Shetye (M.A., Ph.D.), Assistant Professor (LB)

Department of Geography (UG))

1. Mr. Vishal Advaiakar, (MA, NET), Assistant Professor
2. Ms. Merel D'Silva (M.Sc., NET), Assistant Professor and Incharge HoD
3. Ms. Vijaya Nemikal (MA. B.Ed., NET), Assistant Professor and Incharge HoD

4. Ms. Tanvi Deshpande (M.Sc. NET, SET) Assistant Professor
5. Mr. Amey Sawaiker (MA, NET, SET), Assistant Professor
6. Mr. Shubham Uday Shenui Gude, (M.Sc., SET, GATE) Assistant Professor (CB)
7. Ms. Roshna Gawas, (MA, MPS, NET, SET), Assistant Professor (CB)
8. Ms. Candida Dais (MA, B.Ed., SET), Assistant Professor (CB)
9. Ms. Siddhi Gaonkar (MA, M.Sc. GIS) Assistant Professor (CB)
10. Ms. Anika Gaonkar (M.A., SET), Assistant Professor (CB)
11. Ms. Sunayana Haldankar (M.A., SET), Assistant Professor (CB)
12. Ms. Surabhi Ramesh Prabhu (M.A.), Assistant Professor (CB)
13. Ms. Madhavi Gauns (M.A.), Assistant Professor (LB)
14. Dr. Analiza D'souza (M.Sc., Ph.D.), Assistant Professor (LB)

Department of Geography (PG)

1. Dr. Prabirkumar Rath (M.A., CPS, M.Phil., Ph.D.) Professor and HoD
2. Ms. Sumata Naik, (M.A., PGDGIS, SET), Assistant Professor (CB)
3. Mr. Santosh Ghadi (M.A., NET, SET), Assistant Professor (CB)
4. Ms. Neetu Naik (M.A., NET-JRF, M.Phil., MPS), Assistant Professor (CB)

Department of Environmental Studies

1. Ms. Mithila Bhat (M.Sc., NET), Assistant Professor

Department of Hindi

1. Dr. Asha Gehloth (M.A., Ph.D.), Vice Principal, Associate Professor and HoD
2. Dr. Sapana Pelapkar (M.A., B.Ed., NET, Ph.D.), Assistant Professor
3. Ms. Deepali Sutar (M.A., NET), Assistant Professor (CB)
4. Ms. Sachi Naik (M.A. NET, SET) Assistant Professor (CB)
5. Ms. Priyanka Pednekar (M.A., SET, B.Ed) Assistant Professor (LB)
6. Ms. Manish Malik (M.A., NET), Assistant Professor (LB)

Department of Konkani

1. Dr. Prakash Vazrikar (M.A, Ph.D.), Professor and HoD
2. Dr. Reshma Kholkar (M.A, B.Ed., NET, Ph.D.), Assistant Professor
3. Ms. Kiran Palkar (MA. NET-JRF), Assistant Professor (CB)
4. Ms. Meghashri Gaonkar (MA, NET) Assistant Professor (LB)

Department of Marathi

1. Dr. Sunetra Calangutkar (MA, M.Phil., Ph.D.) Assistant Professor and HoD
2. Ms. Dumati Kumbhar (MA, SET), Assistant Professor (CB)
3. Ms. Sonal Halarnkar (M.A, SET), Assistant Professor (CB)
4. Ms. Durga Jambhale (MA, SET), Assistant Professor (LB)

Department of English

1. Mr. Oscar de Noronha (M.A.) Associate Professor and HoD
2. Dr. Lopamudra Banerjee (M.A., M.Phil., Ph.D.), Assistant Professor
3. Ms. Delilah Antao (M.A., NET, SET) Assistant Professor
4. Ms. Sneha Shet (M.A., NET), Assistant Professor
5. Ms. Mavis Rodrigues (M.A., NET), Assistant Professor (CB)
6. Mr. Aakash Garde (M.A.), Assistant Professor (CB)
7. Ms. Fabiola Rocha (M.A.), Assistant Professor (LB)
8. Ms. Swati Jalgekar (M.A.) Assistant Professor (LB)

Department of Chemistry (UG and PG)

1. Dr. Purnakala Samant (M.Sc., Ph.D., P.D.F. University of Porto, Portugal), Professor and Principal
2. Dr. Beena Vernekar (M.Sc., SET, Ph.D.), Associate Professor and M.Sc. Coordinator
3. Dr. Jyoti Sawant (M.Sc., Ph.D., SET), Associate Professor and HoD
4. Dr. Rajashri Mordekar (M.Sc., Ph.D., SET), Assistant Professor
5. Dr. Ashish Naik (M.Sc., Ph.D.), Assistant Professor
6. Dr. Siddhi Dayanand Naik (M.Sc., Ph.D.) Assistant Professor
7. Dr. Shambhu Parab (M.Sc., Ph.D.) Assistant Professor
8. Dr. Pratibha Bakre (M.Sc., PhD), Assistant Professor
9. Ms. Arti Naik (M.Sc., NET) Assistant Professor

10. Dr. Richa Sardesai (M.Sc., NET, Ph.D.), Assistant Professor
11. Dr. Sarvesh Harmalkar (M.Sc., NET, PhD), Assistant Professor
12. Dr. Satu Gawas (M.Sc., SET, PhD), Assistant Professor
13. Dr. Prajakta Parab (M.Sc., Ph.D.), Assistant Professor (CB)
14. Dr. Pooja Bhargao (M.Sc., Ph.D.), Assistant Professor (CB)
15. Dr. Apurva Narvekar (M.Sc., NET, Ph.D.) Assistant Professor (CB)
16. Ms. Shubhada Gawandi (M.Sc., SET), Assistant Professor (CB)
17. Ms. Aishwarya Nazare (M.Sc., SET, GATE), Assistant Professor (CB)
18. Ms. Firdos Sakli (M.Sc.), Assistant Professor (CB)

Department of Microbiology (UG and PG)

1. Dr. Dilecta D'Costa (M.Sc., Ph.D.), Associate Professor, Vice Principal, IQAC Director, M.Sc. Coordinator and HoD
2. Ms. Marina Fatima Albuquerque (M.Sc., NET), Associate Professor (Study Leave)
3. Dr. Sushanta Sapte (M.Sc., SET, PhD), Assistant Professor
4. Dr. Sushma Dessai (M.Sc., SET, Ph.D.), Assistant Professor
5. Dr. Sapna Gaitonde (M.Sc., Ph.D.), Assistant Professor
6. Ms. Anita Parsekar (M.Sc., SET), Assistant Professor
7. Dr. Michelle Fernandes (M.Sc., Ph.D.), Assistant Professor (CB)
8. Ms. Shilpa Shirodkar (M.Sc., SET), Assistant Professor (CB)
9. Ms. Johanna Gonsalves (M.Sc., NET, SET), Assistant Professor (CB)
10. Ms. Rajani Prabhu (M.Sc. SET), Assistant Professor (CB)
11. Dr. Sulochana Shet (M.Sc., NET, Ph.D.), Assistant Professor (CB)
12. Ms. Rakshita Kaskar, Assistant Professor (LB)
13. Ms. Maxwell Trindade, Assistant Professor (LB)
14. Ms. Charles Po, Assistant Professor (LB)

Department of Mathematics

1. Ms. Varada Kalas (B.Ed., M.Sc., M.Phil.), Associate Professor and HoD
2. Ms. Namrata Naik (M.Sc., SET, GATE), Assistant Professor
3. Mr. Kaushik Marathe (M.Sc., NET, SET, GATE), Assistant Professor

4. Mr. Vassant Chari (M.Sc., SET), Assistant Professor
5. Mr. Vishnu Chari (M.Sc.), Assistant Professor
6. Ms. Piyali Sawant Desai (M.Sc., NET, SET) Assistant Professor
7. Ms. Swizel Fernandes (M.Sc.) Assistant Professor

Department of Vocational (Software Technologies)

1. Anna B. Gracy Fernandes (B.E., M.Tech), Associate Professor and Coordinator
2. Ms. Pooja Dalvi (M.E., SET, GATE), Assistant Professor
3. Ms. Prachi Panjekar (M.E., SET), Assistant Professor
4. Ms. Angeeta Naik (M.E.), Assistant Professor (CB)
5. Ms. Arishma Rane (M.Tech.), Assistant Professor (CB)
6. Ms. Prajakta Tanksali (M.E.), Assistant Professor (CB)
7. Ms. Samruddhi Naik (M.E.), Assistant Professor (CB)
8. Mr. Adesh Naik, Visiting Faculty
9. Ms. Pamela Dais, Visiting Faculty
10. Mr. Pradip Shetye, Visiting Faculty

Department of Computer Science

1. Ms. Sujata Gaonkar (MCA), Associate Professor and HoD
2. Mrs. Anita Raicar (M.Sc.), Associate Professor
3. Ms. Anna B. Gracy Fernandes (B.E., M.Tech), Associate Professor
4. Mr. Milton Pires (MCA, MBA, NET, SET), Assistant Professor
5. Ms. Likita Shetty (B.E., M.Tech., NET), Assistant Professor (CB)
6. Ms. Samruddhi Naik, Assistant Professor (CB)
7. Ms. Surekha Patil (M.Sc., NET, SET), Assistant Professor (CB)

Department of Electronics

1. Mr. Prashant Chodankar (M.Sc.), Associate Professor and HoD
2. Ms. Shabana Chopdar (M.Sc., NET, SET), Assistant Professor (CB)
3. Mr. Mayur Gaonkar (M.Sc., SET), Assistant Professor (CB)
4. Ms. Swapna Narvekar (M.Sc.), Assistant Professor (CB)

Department of Physics

1. Dr. Jaison Joseph (M.Sc., Ph.D.), Associate Professor and HoD

2. Mr. Prashant Chodankar (M.Sc.), Associate Professor
3. Mr. Sohan R.Pai Kudav (M.Sc.), Assistant Professor (LB)
4. Ms. Vaishnavi T.Shet Narvekar (M.Sc., Assistant Professor (LB)

Department of Commerce (PG)

1. Dr. Sitaram Sukhthankar (M.Com., MBA, Ph.D., SET), Associate Professor and Vice Principal
2. Ms. Sparsha Mandreker, (M.Com., NET, SET), Assistant Professor
3. Mr. Satish Rane (M.Com., NET), Assistant Professor (CB)
4. Ms. Namrata Bhandari (M.Com., SET), Assistant Professor (CB)
5. Mrs. Niveda Gawas (M.Com., SET), Assistant Professor (CB)

Department of Commerce (UG)

1. Dr. Radhamani Divakar (M.Com., Ph.D.), Associate Professor
2. Ms. Yanita Palkar (M.Com., NET), Assistant Professor and HoD
3. Mr. Devanand Velingkar (B.Ed., M.Com., MBA, NET), Assistant Professor
4. Ms. Ranjana Sawaikar (M.Com., SET), Assistant Professor
5. Mr. Mahesh Kerkar (M.Com., NET), Assistant Professor
6. Ms. Manisha Manerikar (M.Com., NET, SET), Assistant Professor
7. Ms. Ishwari Kalangutkar (M.Com., NET, SET), Assistant Professor (CB)
8. Ms. Samiksha Naik (M.Com. SET), Assistant Professor (CB)
9. Ms. Vidisha Naik, M.Com., SET, M.Phil.), Assistant Professor (CB)
10. Ms. Meghna Dessai (M.Com.), Assistant Professor (LB)
11. Ms. Umesh Gaonkar (M. Com), Assistant Professor (LB)
12. Ms. Neha Ali (M.Com.), Assistant Professor (LB)
13. Ms. Pratiksha Ghadi (M.Com.), Assistant Professor (LB)
14. Mr. Arjun Ghadi (M.Com.), Assistant Professor (LB)

Department of Physical Education

1. Mr. Rupal Chari, Director of Physical Education and Sports (B.A. M.P.Ed) (CB)
2. Chetan Gaonkar, Instructor of Physical Education
3. Mr. Gautam Gaude

Department of Library and Information Science

1. Ms. Yuga Adarkar, (M.L.I.Sc. SET), College Librarian (CB)
2. Ms. Savita Mashelkar (M.L.I.Sc.) Librarian Grade-III

1. Mr. Swapnil Sinari (M.A., Clinical Psychology)
2. Ms. Shazia Shaikh (M.A., Child Psychology)

Counsellor**LIST OF ADMINISTRATIVE STAFF**

Sr. No.	Name of Staff	Designation
1	Shri. Uday Narvekar	Head Clerk
2	Shri. Atmaram Gaonkar	Accountant
3	Shri. Mario Gonsalves	Comp. Programmer
4	Smt. Angela Nunes	U.D.C. & Cashier
5	Shri. Manojkumar Patil	U.D.C.
6	Shri. Vinod Naik	U.D.C. (working arrangement)
7	Smt. Shilpa Divkar	U.D.C.
8	Ms. Diliksha Gaonkar	Lab. Assistant (UG/PG Chemistry) (Working arrangement with DHE)

9	Shri. Gaurav Loleinkar	Lab. Assistant (Physics)
10	Smt. Resha Naik	Lab. Assistant (Computer Sc. & Geography Dept.)
11	Ms. Shradha Kadekar	Lab. Assistant (UG/PG Chemistry)
12	Shri. Suraj Jalmi	Lab. Assistant (UG/PG Microbiology)
13	Shri. Rupesh S. Melekar	Lab. Assistant (UG/PG Chemistry)
14	Shri. Gaurav Bhosle	Lab. Assistant (UG/PG Chemistry & Microbiology on working arrangement)
15	Shri. Shivanand Phadte	Driver (LMV) (Retired)
16	Smt. Anuja Volvoikar	Lab. Attendant (Microbiology)
17	Shri. Sudhir Gaonkar	Lab. Attendant (Chemistry)
18	Shri. Sunil Naik	Multi Tasking Staff
19	Shri. Pramod Mirashi	Multi Tasking Staff
20	Shri. Sangam Velip	Multi Tasking Staff
21	Smt. Kishori Volvoikar	Multi Tasking Staff
22	Smt. Kirti S. Desai	LDC (Examination PG - CB)
23	Shri. Omkar Gad	LDC (Examination -CB)
24	Ms. Joshita Mascarenhas	Attendant (Examination -CB)
25	Mr. Navanath Gawas	Driver HMV (Transferred to Govt. College Quepem)

ADMISSION PROCEDURE

The First Year admissions for all Undergraduate (UG) programs 2024- 25, both aided and self-financed, offered in colleges under the administrative purview of the Department of Higher Education (DHE) Goa will commence from 27 May 2024.

Key Details of the Admission Process:

1. Application Process: The entire application process will be conducted online through the SAMARTH portal.

- Open the URL (<https://goadmission.samarth.ac.in/>)
- Complete Registration process (which creates 'Username' and 'Password' for you).
- Your 'User Name' and 'Password' is informed through SMS and email.
- Re-login to the system using your 'User Name' and 'Password.'
- Fill Profile Details, upload your photo, signature & other relevant documents.
- Read the instruction and declaration carefully by clicking the 'Declaration' box.
- Preview your Profile and Submit.
- Make payment of Fee through the Credit/Debit card/Net Banking.
- Payment confirmation message is sent to you through SMS and email.
- Press Next button to see the form preview.
- After the final submission of the online application form, you may download the filled in application form and keep a printout for your record.

To apply for a programme:

- Login to your account using registered email id and password.
- Complete your profile details and uploads.
- Preview your information and Submit the profile.
- Once your profile details are successfully submitted, Click "Select Programmes" and proceed for applying to the programmes of your choice.
- Pay the Programme Fee.
- Once the Fee Payment is paid, your application for the programme is successful.

The admission will be as per the availability of seats and as per the merit list prepared under the guidelines of DHE. **Selection will be as per the reservation quota of the government.** The reservation of seats to SC /ST/ OBC/ PH candidates will be as per the norms of Government of Goa.

The same timeline will be followed for PGDT programme.

Selected candidates will need to visit college for counselling along with our college form and original documents and Xerox copies as specified. Once it is approved by the admission committee, the student will then be directed to pay the course fee.

ADMISSION ELIGIBILITY GUIDELINES

OA-38 Ordinance Governing the Undergraduate (UG) Programmes of Bachelor of Arts / Bachelor of Commerce / Bachelor of Science / Bachelor of Computer Applications / Bachelor of Business Administration / Bachelor of Social Work / Bachelor of Performing Arts (4 years Honours) and other such Programmes of study conducted by the on-campus Schools of Goa University and its Affiliated Colleges based on UGC Curriculum and Credit Framework for Undergraduate Programmes (CCFUP). (Effective from Academic Year 2023-2024).

SEMESTER I / II / III / IV - B. A. / B. SC. / B. COM / B.VOC

OA-38.5 ELIGIBILITY FOR ADMISSION

The eligibility for admission to the Four Year UG Degree Programme shall be as follows:

(i) The Higher Secondary School Certificate (Std. XII) examination conducted by the Goa Board / equivalent body, after successful completion of Grade 12 or equivalent stage of education corresponding to Level-4.

(ii) A student not covered under any of the above categories but desirous of seeking admission to the said Programme may apply to the University /College. However, the Vice Chancellor along with Dean of the concerned School/Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility in such cases.

(iii) A student admitted for Semester-I /III/V/VII shall be deemed eligible for admission to Semester-II/IV/VI/VIII, of each respective year provided;

a) S/he has no backlogs of previous Semesters to be eligible for admission to Semester V.

b) S/he has no backlogs of Semester V and VI to be eligible for admission to Semester VII.

(iv) A student migrating from another recognized University and desirous of direct admission to UG Programme shall be eligible for admission based on the earned Credits in the subjects for which admission is sought. This is subject to the provisions of the Academic Bank of Credits (ABC) Ordinance of Goa University. The Vice-Chancellor along with Dean of the concerned School/Faculty and Chairperson(s) of Board(s) of Studies of concerned subjects shall decide the eligibility

2.3 (i) Eligibility for admission to Semester-V (in the third year) B. A./ B. Com./B. Sc./ B. A. General&Honours (CBCS) Programme:

(A) A candidate who has been declared passed in Semester-I to Semester-IV examinations shall be eligible for admission to Semester-V.

(B) A candidate admitted for Semester-V shall be deemed eligible for admission to Semester-VI.

(C) A candidate migrating from any other recognized University may be considered for admission to Semester-V of the B. A. / B.Com. /B. Sc. Course provided:

(a) He/She has passed the Second Year B. A. / B. Com. /B. Sc. (General & Honours) Examination in all subjects from that University, and

(b) He/She had offered at the Second Year the required courses and credits under the scheme of this University. A candidate fulfilling these conditions shall be eligible for admission to Semester-V only.

(ii) Eligibility for admission to Semester-VI (in the third year) B.A./ B.Com./B.Sc./ B. A. General & Honours (CBCS) Programme:

(A) A candidate already admitted for Semester-V shall be deemed eligible for admission to Semester-VI. Direct admission to Semester-VI shall not be permitted.

2.4 Class strength:

Number of students in a class/division shall not ordinarily exceed sixty

RESERVATION UNDER VARIOUS CATEGORIES

As per the revised guidelines of the UGC, reservation of seats in case of Scheduled Caste (SC) and Scheduled Tribe (ST) candidates for admission to various programmes of study in the University shall be on the basis of the reservation policy of the State Government.

Candidates applying for admission under reserve categories shall be required to submit a valid certificate to that effect issued by the Officer of the rank of the Deputy Collector or any other authorised Officer as notified by the Government of Goa.

2% of seats in each of the postgraduate programmes of study, subject to a **minimum of one seat**, shall be reserved for candidates belonging to **SC Category of Goa State**.

12% of seats in each of the postgraduate programmes of study, subject to a **minimum of one seat**, shall be reserved for candidates belonging to **ST Category of Goa State**. Candidates applying for admission under these categories shall be required to submit a certificate to that effect issued by the officer of the rank of the Deputy Collector or above.

27% of total seats, subject to a **minimum of two seats**, for admission to various programmes of study, shall be reserved for candidates belonging to other backward classes (**OBC**) of the **State of Goa** as per the directives of the State Government. Candidates applying under this category shall be required to submit a certificate issued to that effect by the officer of the rank of the Mamlatdar or above.

5% of total seats, subject to minimum one seat for admission to various programmes of study shall be reserved for **differently abled** candidates (as per State Government directives).

10% of seats, subject to a **maximum of two seats and a minimum of one seat** in each programme of study, except the MCA & MBA programmes of study, shall be made available for candidates of **other Universities**.

1% of total seats shall be reserved for Children of Ex- servicemen.

Seats falling vacant under any of the above reserved categories shall be filled from the general category candidates with the approval of the Vice Chancellor.

15% of seats, over and above the allotted number of seats, shall be reserved as supernumerary seats for the overseas candidates, who are eligible for admission and are recommended by Govt. of India under scholarship from Govt. of India or

under exchange programme (ICCR Programme). These seats shall be filled in accordance with the UGC guidelines. Out of the 15% supernumerary seats, one seat in each program will be reserved for Kashmiri Migrants (KM) as per directives of the UGC.

Percentage of seats mentioned above is subject to change depending upon the directives of the State Government.

As per office memorandum, F.No. 81-1/2019 (CU) dated 18th January 2019, regarding the implementation of reservation for Economically Weaker Sections (EWSs) reservation in admission to educational institution subject to maximum of 10% of the total seats provided who are not covered under the existing scheme of reservation for Scheduled Castes, Scheduled Tribes and the Socially and Educationally Backward Classes.

FEE STRUCTURE

Fee Structure for FY/SY/TY - B.A/B.Sc/B.Com/B.Voc. Semester I & II, III & IV, V & VI - TBA

Fee Structure for P.G.D. in Translation - TBA

PROCEDURE FOR REFUND OF FEES

(Circular no. GU/130/Acad-PG/Refund-of-fees/327 dated 20/11/2019)

The standing committee of the Academic council in its meeting held on 02/05/2017 has approved the following rules relating to the refund of tuition fees and other fees vide circular No GU/36/Acad-PG/Refund of Fees/ 2017/ 1322/446 dated 17/05/2017 .

- a) If a Student chooses to withdraw from the programme of study in which he/ she is enrolled, the following five tier system shall be followed for the refund of fees remitted by him/her.

Sr. No	Point of Time when the notice of withdrawal of admission is served to the College/ University	% of refund of Aggregate fees*
1.	15 days or more before the formally notified last date of admission	100%

2.	Less than 15 days before the formally notified last date of admission	90%
3.	15 days or less after the formally notified last date of admission	80%
4.	More than 15 days but less than 30 after the formally notified last date of admission	50%
5.	More than 30 days after formally notified last date of admission	00%

**Inclusive of tuition fees and non tuition fees but exclusive of Caution Deposit and Security Deposit*

- b) Caution Deposit and Security Deposit shall be refunded in full.
- c) In case of (1) in the table above, 5% of the fees paid by the student subject to a maximum of Rs. 5000/- shall be deducted as processing charges from the refundable amount.
- d) Fees shall be refunded to an eligible student, within 90 days from the date of receiving a written application from him/her in this regard.
- e) The fees of the students who have already been admitted to a programme of the university and have paid the fees and are subsequently admitted to another programme shall have to pay the fees for the final admission and claim the refund of the fees paid earlier, in which case no administrative charges shall be deducted from fees paid earlier by the student.
However, if the fees payable for both the programmes are same, the fees paid earlier shall be transferred to the final programme where admission is sought.
- f) All other cases of the refund of the fees will be decided on a case to case basis on its merit.

FEES FOR ISSUE OF DOCUMENTS FROM COLLEGE

- 1) Duplicate identity card will be issued only after the submission of an affidavit for the loss and on payment of Rs.250/-.
- 2) Duplicate marksheet will be issued on payment of Rs. 265/-
- 3) Transference/leaving certificate will be issued on payment of Rs. 100/-
- 4) Certified photocopies of lost documents will be issued with a payment of Rs. 50/- per page only with written request to the Principal.

- 5) Search fee for every year delayed for issuing Duplicate Documents and Other documents not collected in time by the candidate Rs.115/- per document per delayed year not exceeding Rs.1155/- per year.
- 6) Migration certificate Goa University will be forwarded only on payment of fees of Rs.500/- by D.D favouring 'The Registrar', Goa University.
- 7) Issue for Transcript for General Education programme Rs.240/-.
- 8) Attestation/ Authentication of Academic Records per programme Rs.580/-.
- 9) Attestation/ Authentication/WES and any other certificate Rs.370/-

FIRST YEAR COURSE STRUCTURE FOR THE ACADEMIC YEAR 2024-25 (SEM I)

OA-38 Ordinance Governing the Undergraduate (UG) Programmes of Bachelor of Arts / Bachelor of Commerce / Bachelor of Science / Bachelor of Computer Applications / Bachelor of Business Administration / Bachelor of Social Work / Bachelor of Performing Arts (4 years Honours) and other such Programmes of study conducted by the on-campus Schools of Goa University and its Affiliated Colleges based on UGC Curriculum and Credit Framework for Undergraduate Programmes (CCFUP). (Effective from Academic Year 2023-2024).

OA-38.7 COURSES AND COURSE STRUCTURE

(ii) A Programme shall comprise of the following categories of courses:

(a) Disciplinary/Interdisciplinary Major (Core)

A Major course will provide a student the opportunity to pursue in-depth study of a particular subject or discipline. Credits earned by a student from the two Major Courses of the Broad Discipline/Discipline in Semester I and II shall be counted towards total Major Credits.

(b) Disciplinary/Interdisciplinary Minors Students may opt for Minor courses from Disciplinary/Interdisciplinary areas including skill- based courses relating to a chosen Vocational Education and Training. Students, who successfully complete the requisite number of courses (as specified in the OA-38 12.2 & 12.3) in a Disciplinary or an Interdisciplinary area of study other than the chosen Major, shall qualify for a Minor in that discipline or in the chosen Interdisciplinary area of study. To qualify for a Minor, a student shall have to earn a minimum of 12 Credits in the chosen Minor. A student shall declare at the end of Semester II the subjects s/he wishes to opt for under Minor.

(c) Vocational Education and Training (VET)

VET shall form an integral part of the UG Programme to impart skills along with theory and practical. A minimum of 12 Credits will be allotted to the Minor stream relating to VET which can be related to the Major or Minor Discipline or choice of the student. A student shall have to declare subject/courses under VET at the end of Semester II. In case of Programmes such as BBA, BCA internship could be offered in lieu of VET.

(d) Multidisciplinary Courses (MC)

UG students shall be required to undergo Three Introductory-level courses relating to any Broad Discipline that they have not undergone at the HSSC level as given below:

Natural and Physical Sciences, Mathematics, Statistics and Computer Applications, Library, Information and Media Sciences, Commerce and Management, Humanities and Social Sciences.

(e) Value-Added Courses (VAC)

The following are the VAC common to all UG students:

Understanding India, Environmental Science/Education, Digital and Technological Solutions, Health & Wellness, Yoga Education, Sports, Fitness, courses related to National Service Scheme (NSS), National Cadet Corps (NCC) and such other courses. However, a two Credit Environmental Science Course shall be mandatory under VAC.

(f) Ability Enhancement Courses (AEC)

Students shall achieve competency in a Modern Indian Language (MIL) and in the English Language with special emphasis on communication, reading and writing skills. Foreign National/ Person of Indian Origin/Non-Resident Indian/Foreign Board students may opt for additional English Language Courses or any other Foreign Language Courses in lieu of MIL.

(g) Skills Enhancement Courses (SEC)

SECs shall focus on practical skills, hands-on training, soft skills and such other courses to enhance the employability of students.

(h) Summer Internship / Apprenticeship (I)

Students shall be provided with opportunities for Internships in the summer term. Students shall undergo Internships in a Firm, Industry, Organizations, Laboratory with Faculty and Researchers (in their own or other HEIs), Health and allied areas, Local Governments (such as Panchayats and

Municipalities), Parliament or elected representatives, media, artists, crafts persons, NGOs and other such organizations to improve their employability.

(i) Community Engagement and Service (CES)

Through CES students shall be exposed to socio-economic issues in society to enable them to generate solutions to real life problems. CES shall be offered either as a part of the summer term activity or part of Major or Minor Course depending upon the Major Discipline.

(j) Project/ Field-Based Learning (P)

The Project work shall be compulsory and shall be offered in lieu of a Major Course. Field-based learning may be a part of summer term activity.

(l) Extra-curricular Activities (EA)

Sports, Adult Education/Literacy initiatives, mentoring school students and other similar activities. National Service Scheme (NSS) and/or National Cadet Corps (NCC) courses that are not opted by a student asVAC may be permitted under EA

FIRST YEAR COURSES FOR THE ACADEMIC YEAR 2024-25 (SEM I)

Sem I List of Majors		
BROAD DISCIPLINE	DISCIPLINE	COURSE CODE AND TITLE
Physical and Natural Sciences	Chemistry	CHC-100 Fundamentals of Chemistry
	Geography	GOS-100: Foundations in Physical Geography GOS-100: Practicals in Physical Geography
	Microbiology	MIC-100 Basics of Microbiology
	Electronics	ELE-100: Electronic devices and circuits
Mathematics, Statistics and Computer Application	Computer Science	CSC-100 (Introduction to Computational Thinking and Programming)
	Mathematics	MAT-100 Foundational Mathematics
	Computer Application	CSA-100 Problem Solving and Programming
Commerce and Management	Commerce	COM-100 Financial Accounting
	Commerce	COM-101 Elements of Cost
Humanities and Social Sciences	Economics	ECO 101 Introduction to Economics
	English	ENG-100 (Introduction to English Literature)

	Geography	GOG-100: Foundations in Geography (Theory) GOG -100: Digital Cartography (Practical)
	Hindi	HIN 100 हिंदी कहानी साहित्य: परिचयात्मक अध्ययन (Hindi Story Literature : Introductory Study)
	Konkani	KON 100 - An Introduction to Konkani Short Story
	Marathi	MAR 100 - मराठी कथेच्या प्रांगणात
	Political Science	POL - 100: Introduction to Political Theory
	Psychology	PSY - 100: Essentials of Psychology

Sem I List of Minors		
BROAD DISCIPLINE	DISCIPLINE	COURSE CODE AND TITLE
Physical and Natural Sciences	Chemistry	ICD -111 (General Industrial Chemistry)
	Geography	GOS-111 Natural Hazards and Disaster Risk Reduction
	Microbiology	MIC-111 Microbial Ecology and Environment
	Physics	PHY-111 Everyday Physics
	Electronics	ELE-111: Analog Fundamentals- EDA
Mathematics, Statistics and Computer Application	Computer Science	CSC-111 Computer Software Fundamentals
	Mathematics	MAT-111 Elementary Mathematics
	Computer Application	MAT-112 Elementary Statistics
Commerce and Management	Commerce	COM-111 (Principles and Practice of Management)
	Commerce	COM-112 (Fundamentals of Banking)

Humanities and Social Sciences	Economics	ECO 111_Political Economy1
	English	ENG 111 (Science Fiction in English)
	Geography	GOG-111 Geography of Sustainable Development
	Hindi	HIN 111 हिंदी नाट्य साहित्य: परिचयात्मक अध्ययन (Hindi Drama Literature :Introductory Study)
	Konkani	KON-111 कोंकणी विनोदी निबंध Humorous Essays in Konkani
	Marathi	MAR-111 गोमंतकीय लोकसंस्कृती आणि लोकपरंपरा (Goan Folk Culture and Folk Traditions
	Political Science	POL - 111: Basic Concepts in Political Science
	Psychology	PSY - 111: Child Psychology

Sem I List of Multidisciplinary Courses			
BROAD DISCIPLINE	DISCIPLINE	COURSE CODE AND TITLE	OFFERED FOR STUDENTS OF
Physical and Natural Sciences	Chemistry	MC-1 CHC-131 Introduction to Chemistry	Humanities and Social Sciences
	Microbiology	MIC-131 Introduction to Microbial World	Commerce and Management
	Physics	MC-1 PHY-131 History of Physics	Humanities and Social Sciences
	Electronics	ELE-131: Introduction to Electricity	Humanities and Social Sciences
Mathematics , Statistics and Computer Application	Computer Science	MC-1 CSC 131 Emerging Trends in Computers	Humanities and Social Sciences
	Mathematics	MC-1 MAT-131 Mathematical Techniques in Competitive Exams	Commerce and Management

Commerce and Management	Commerce	COM-132 Fundamentals of Stock Market	Humanities and Social Sciences
	Commerce	COM-133 -Marketing for Beginners	Humanities and Social Sciences
	Commerce	COM-135 Microeconomics	Physical and Natural Sciences & Mathematics, Statistics and Computer Application
	Commerce	COM-134 Geography of Natural and Commercial Resources of Goa	Physical and Natural Sciences
Humanities and Social Sciences	Economics	ECO 131_MC_Sustainable development	Physical and Natural Sciences
	Geography	MC-101 GOG-131: Astronomical Geography	Mathematics, Statistics and Computer Application
	Political Science	POL-131 Contemporary Issues in India	Physical and Natural Sciences
	Psychology	PSY - 131: Psychology of Adjustment	Commerce and Management

UNDERGRADUATE PROGRAMMES AS PER NEP

Three Year Bachelor of Arts Programs.

I. Single Major (Honours + Minor)

1. Marathi + (Minor: Hindi)
2. Konkani + (Minor: Geography)
3. English + (Minor: Economics)
4. Economics + (Minor: Political Science)
5. Geography + (Minor: Konkani)
6. Psychology + (Minor: English)
7. Political Science + (Minor: Marathi)

II. Double Major A & B (Honours+Minor)

1. Hindi (60%) - Marathi (40%) + (Minor: Konkani)
2. English (60%) -Psychology (40%) + (Minor: Marathi)
3. Political Science (60%) -Economics (40%) + (Minor: English)

Three Year Bachelor of Science Programs.

I. Single Major (Honours + Minor)

1. Computer Science+ (Minor: Mathematics)
2. Chemistry (Minor: Microbiology)
3. Microbiology + (Minor: Chemistry)

II. Double Major A & B (Honours + Minor)

1. Electronics (60%) - Chemistry (40%) + (Minor: Computer Science)
2. Geography (60%) -Microbiology (40%) + (Minor: Chemistry)
3. Mathematics (60%) -Computer Science (40%) + (Minor: Microbiology)

Three Year Bachelor of Commerce Programs: TBA

COURSE STRUCTURE FOR CHOICE BASED CREDIT SYSTEM (SEM V-VI)

Ordinance OC-66 relating to the three year Choice Based Credit System Programmes of Bachelor of Arts, Bachelor of Commerce, Bachelor of Science and Bachelor of Science (General & Honours) Degrees (under section 24(1) of Goa University Act, 1984) (effective from the academic year 2017 - 18).

SEMESTER III / IV / V / VI - B.A / B.SC / B.COM / B.VOC

OC-66.1 GENERAL

Choice Based Credit System (CBCS) provides choice for students to select from the prescribed courses. Under the CBCS, the requirement for awarding a Degree is prescribed in terms of the number of Credits to be completed by the students.

1.1 OBJECTIVES

- (a) To bring the undergraduate curriculum on par with the model curriculum recommended by the University Grants Commission.
- (b) To impart quality education on par with international standards.
- (c) To offer new, relevant and need-based Courses.
- (d) To inculcate in students, responsibility and self-discipline in the learning process.
- (e) To enable students to acquire specific skills in keeping with their area of study.
- (f) To make the evaluation system continuous and more objective.
- (g) To provide a choice to the students in choosing their courses.

1.2 DEGREE TO BE AWARDED

Bachelor of Arts/ Bachelor of Commerce/ Bachelor of Science General/ Honours.

1.3 DURATION OF COURSE

The afore-mentioned Degree Courses shall each have duration of three academic years. Every academic year shall consist of two semesters.

OC-66.3 PROGRAMME STRUCTURE:

1. The Programme shall be based on a system of time-integrated Units called Credits, under the CBCS.
2. The Programme shall comprise Courses such as Core, Elective and Ability Enhancement Courses.
3. A Credit shall consist of 15 clock hours of theory of 1 hour duration each or 15 practical classes of 2 hours duration each, per semester or its equivalent; field work and such other as recommended by the Board of Studies (BoS) shall be considered under practical category for calculating credits and workload.
4. One Credit shall carry a maximum of 25 marks.

5. A student shall be eligible for the award of Bachelor's Degree on successful completion of minimum of 132 Credits, to be completed over a minimum of six Semesters.

A student shall be eligible for the award of Bachelor's Degree (Honours) on successful completion of minimum of 148 Credits, to be completed over a minimum of six Semesters.

OC-66.4 COURSE STRUCTURE

1. Each Course can carry different weightage in terms of number of Credits. Each Course should define learning objectives and outcome. A course may be designed so as to comprise any or combination of lectures/ tutorials/ laboratory work/ field work/ outreach activities/ project work/ vocational training/ viva/ seminars/ term papers/ assignments/ presentations/ self-study/ such other.

2. Core Course

A Core Course (CC) shall be of 4 or 6 Credits and may consist of only theory component, or theory and practical components, in which case the theory component shall be of 3 Credits and the practical component shall be 1 Credit for 4 credit courses and the theory component shall be of 4 Credits and the practical component shall be 2 Credits for 6 credit courses, or as prescribed by BoS and approved by the Academic Council.

3. Elective Course

An Elective Course can be chosen from a pool of Courses, which may be specific/ specialized/ advanced/ supportive to the discipline or subject, or which provides an extended scope, or which enables an exposure to some other discipline/ subject/ domain or which nurtures the candidate's proficiency/ skill. An Elective Course may be Discipline Specific Elective Course or Generic Elective Course.

3.1 (Notified on 29th May, 2017) Discipline Specific Elective (DSE) Course

Discipline Specific Elective (DSE) Courses shall be offered in the main discipline/ subject. Each DSE shall be of 4 Credits and may consist of only Theory component, or Theory and Practical component, in which case the theory component shall be of 3 Credits and the practical component shall be 1 Credit or as prescribed by BoS and approved by the Academic Council. Any number of DSE's as approved by BoS and AC, can be offered depending upon the specialization available in the college.

3.2 (Notified on 29th May, 2017) Project

A compulsory Project work of 4 Credits shall be offered in lieu of a DSE Course in Semester VI and shall be designed to acquire special/ advanced knowledge; it shall be specialised course involving application of knowledge in solving / analyzing /exploring a real life situation / difficult problem. Students shall undertake such a project under the guidance of a teacher/ faculty member. The topic for the Project Work shall be given in Semester V. Students shall be required to carry out work for the Project

during Semesters V & VI. The assessment of the Project will be carried at the end of Semester VI.

3.3 Generic Elective Course

A Generic Elective (GE) course shall be of 4 Credits, and may be chosen from an unrelated discipline/subject, with an intention to seek exposure. A Core Course offered in a discipline/subject may be treated as GE Course for another discipline/subject, and may consist of only Theory component, or Theory and Practical component, in which case the Theory component shall be of 3 credits and the Practical component shall be of 1 Credit, or as prescribed by BoS and approved by the Academic Council.

4. Ability Enhancement Courses (AEC)

The Ability Enhancement (AEC) Courses may be of two kinds: Ability Enhancement Compulsory Courses (AECC) and Skill Enhancement Courses (SEC).

4.1 AEC Courses are based upon the content that leads to Knowledge enhancement. Environmental Studies as AEC Course is mandatory for all disciplines. Each Course shall have only Theory component of four credits or two separate Courses of 2 credits each.

4.2 SE Courses are value-based and/or skill-based and are aimed at providing hands-on-training, competencies, skills. These courses may be chosen from a pool of courses designed to provide value-based and/or skill-based knowledge. Each course will be of four credits.

5. The Course Structure for the Three Year Degree Programme in B.A./B.Com/B.Sc General & Honours shall be as specified below:

BACHELOR OF ARTS (B. A.)

PROGRAMME OUTCOMES (POs)

At the end of the Bachelor of Arts programme, the students will be able to:

PO1: Theoretical knowledge: Apply knowledge from social sciences and humanities in understanding complexities of human life.

PO2: Critical thinking, creativity and problem solving: Harness essential skills to scrutinise and create unique, systemic solutions to individual and social problems.

PO3: Research aptitude: Design and execute research on state-or-the-art, relevant topics.

PO4: Culture and language: Facilitate the preservation, development and promotion of folk, classical and local art and literature.

PO5: Professional skills: Demonstrate knowledge required for gainful employment and life-long learning in advanced areas.

PO6: Community outreach: Synergise efforts to contribute effectively to address social, cultural, mental-health, legal, financial and political issues.

B.A - PROGRAMME STRUCTURE FOR SEMESTER V & VI

OC. 66.5.1 (Notified on 29th May, 2017) Programme Structure for Bachelor of Arts (B.A General)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V	Any two subjects: DSC 1E DSC 2E DSC 3E			Any two as in core DSE 1A DSE 2A DSE 3A	
VI	Any combination taken in Sem. V DSC 1F DSC 2F DSC 3F			Any two as in V sem. combination DSE 1B\$ DSE 2B\$ DSE 3B\$	

DSC – Discipline Specific Core (1- subject 1; 2- subject 2; 3 – subject 3)

DSE - Discipline Specific Elective (1- subject 1; 2 - subject 2; 3 – subject 3)

Alphabets A, B, C, D, E & F refer to courses of subjects 1, 2 & 3 in various semesters

\$DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

Credits for B. A. Programme (General)

Semester	Subjects	Credits	Total
V (Any two subject combinations)	DSC 1E	4 x 1	4
	DSC 2E	4 x 1	4
	DSC 3E	4 x 1	4
	DSE 1A	4 x 1	4
	DSE 2A	4 x 1	4
	DSE 3A	4 x 1	4
	Total		16
VI (subject combinations as in	DSC 1F	4 x 1	4
	DSC 2F	4 x 1	4
	DSC 3F	4 x 1	4

Sem. V)	DSE 1B \$	4 x 1	4
	DSE 2B \$	4 x 1	4
	DSE 3B \$	4 x 1	4
	Total		16
	Total Credits (V & VI)		32
TOTAL	(Semester I to VI)		132

\$DSP - In lieu of one of the DSEs, a Compulsory Discipline Specific Project (DSP) shall be taken up.

OC.66.5.4 (I) (Notified on 29th May, 2017) Programme Structure for Bachelor of Arts (Honours)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V**	DSC 5 DSC 6 DSC 7			DSE 1 DSE 2 DSE 3	
VI**	DSC 8 DSC 9 DSC 10			DSE 4 DSE 5 DSE 6\$	

**A student who desires to acquire Honours degree shall offer DSCs and DSEs in a single subject of his/her choice in Semesters V and VI.

The core courses shall be common for B.A. and B.A. (Hons.) programmes.

DSC - Discipline Specific Core; DSE - Discipline Specific Elective

\$DSP - In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

Credits for B. A. Programme (Honours)

Semester	Subjects	Credits	Total
V**	DSC 5	4 x 1	4
	DSC 6	4 x 1	4
	DSC 7	4 x 1	4
	DSE 1	4 x 1	4
	DSE 2	4 x 1	4
	DSE 3	4 x 1	4
	Total		24
VI**	DSC 8	4 x 1	4
	DSC 9	4 x 1	4
	DSC 10	4 x 1	4

	DSE 4	4 x 1	4
	DSE 5	4 x 1	4
	DSE 6 \$	4 x 1	4
	Total		24
	Total Credits (V & VI)		48
TOTAL	(Semester I to VI)		148

**A student who desires to acquire Honours degree shall offer DSCs and DSEs in a single subject of his/her choice in Semesters V and VI.

The core courses shall be common for B.A. and B.A. (Hons.) programmes.

DSC- Discipline Specific Core; DSE-Discipline Specific Elective;

GE – Generic Elective; SEC – Skill Enhancement Course

\$ DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

B.A PROGRAMME - SUBJECTS OFFERED FOR SEMESTER V & VI.

Note:

- For B.A., Honours programme is offered in **Economics, Geography, Hindi, Political Science, Psychology, English, Konkani and Marathi**. A candidate has to offer **three (03) DSC and three (03) DSE** for any one subject mentioned.
- For B.A General programme candidate has to offer **one (01) and one (01) DSE paper** each for any two subjects offered for Semester I to IV. The following combinations are available:
 - o English / Psychology
 - o Geography / Konkani
 - o Economics / Political Science
 - o Hindi / Marathi
- Each paper is of (04) Credits.
- Project will be in lieu of any one DSE both for General and Honours programme.

Subjects offered for B.A. Honours programme Semester V

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
ENGLISH	DSC: American Literature	DSE: Literary Criticism
	DSC: Modern European Drama	DSE: Modern Indian Writing in English Translation
	DSC: British Literature: Early 20th Century	DSE: Science Fiction and Detective Fiction
ECONOMICS	DSC: Indian Economy I	DSE: Growth & Development I
	DSC: Public Finance I	DSE: Research Methodology I
	DSC: International Economics I	DSE: Environmental Economics I
GEOGRAPHY	DSC: Physical Geography	DSE: Fundamentals of Geomorphology

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
	DSC: Regional Planning & Development	DSE: Physical Geography of India
	DSC: Quantitative Techniques in Geography I	DSE: Climate Change Vulnerability & Adaptations DSP: Project
HINDI	DSC: Aadhunik Hindi Kavya ka Itihaas	DSE: Rachnatmak Lekhan
	DSC: Bhartiya Kavyasahastra	DSE: Asmitamoolak Vimarsh
	DSC: Hindi Bhasha ka Itihaas	DSE: Sahitya aur Hindi Cinema DSP: Project
KONKANI	DSC: Konkani Bhas Ani Sahityacho Itihas (10 vya te 19 vya Shenkddeameren)	DSE: Prashasakiy Vevharantli Konkani
	DSC: Bharatiya Kavyashastr	DSE: Bhasvidnyanachi Vallakh
	DSC: Venchik Konkani Kadambarecho Abhyas	DSE: Bakibab Borkar Hanchea Konkani Kavitancho Abhyas
MARATHI	DSC: History of Marathi Literature – Part -I	DSE: Cultural Study of Goan Marathi Literature
	DSC: Marathi Grammar	DSE: Marathi Literature Post 1960 period
	DSC: Theory of Literature	DSE: Writing Skill of Media
POLITICAL SCIENCE	DSC: Indian Political Thinkers (Kautilya to Vivekananda)	DSE: International Relations
	DSC: Government and Politics of Goa (U.T. phase 1961 to 1987)	DSE: Comparative Government
	DSC: Western Political Thinkers (Plato to Locke)	DSE: Public Administration
PSYCHOLOGY	DSC: Understanding Psychological Disorders	DSE: Statistics for Psychology
	DSC: Psychological Testing	DSE: Health Psychology
	DSC: Positive Psychology	DSE: Educational Psychology

- Note: For each combination of DSE minimum 15 students are required.

Subjects offered for B.A Honours programme Semester VI

Course/Subject	Core Titles for Semester VI (DSC)	Elective Titles for Semester VI (DSE)
ENGLISH	DSC: Postcolonial Literatures	DSE: Partition Literature

Course/Subject	Core Titles for Semester VI (DSC)	Elective Titles for Semester VI (DSE)
	DSC: Women's Writing	DSE: Literary Theory
	DSC: Partition Literature	DSP: Project
ECONOMICS	DSC: Indian Economy II	DSE: Growth & Development II
	DSC: Public Finance II	DSE: Environmental Economics II
	DSC: International Trade and Finance II	DSP: Project
GEOGRAPHY	DSC: Climatology and Oceanography	DSE: Regional Development of India
	DSC: Regional Planning in India	DSE: Geography of Urban Settlement
	DSC: Quantitative Techniques in Geography II	DSP: Project
HINDI	DSC: Swatantryottar Hindi Gadya	DSE: Bhartiya Sahitya
	DSC: Pashchatya Kavyasahastra	DSE: Rachanakar ka Vishesh Adhyayan
	DSC: Hindi Vyakaran	DSP: Project
KONKANI	DSC: Adhunik Konkani Sahityacho itihas (20 vo shenkddo tem 2015 meren)	DSE: Lok Vevharantli Konkani Bhas
	DSC: Samiksha : Sid'dhant Ani Upayojan	DSE: Konkani Bhashecho Vyakarannik Abhyas
	DSC: Venchik Konkani Vyaktichitrannam	DSP: Project
MARATHI	DSC: History of Marathi Literature - Part -II	DSE: Goan Freedom Struggle and Marathi Literature
	DSC: Linguistics	DSE: Goan Freedom Struggle and Marathi Literature
	DSC: Literary Criticism	DSE: Project
POLITICAL SCIENCE	DSC: Indian Political Thinkers (Gandhi to Lohia)	DSE: India's Foreign Policy
	DSC: Government and Politics in Goa (Post Statehood)	DSE: Indian Administration
	DSC: Western Political Thinkers (Rousseau to Marx)	DSE: Comparative Politics DSP: Project

Course/Subject	Core Titles for Semester VI (DSC)	Elective Titles for Semester VI (DSE)
PSYCHOLOGY	DSC: Human Resource Management	DSE: Community Psychology
	DSC: Psychological Research	DSE: Treatment of Psychological Disorders
	DSC: Counselling Psychology	DSP: Project

Subjects offered for B. A General Programme Semester V

Course/ Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
ENGLISH	DSC: American Literature	DSE: Modern Indian Writing in English Translation
		DSP: Project
HINDI	DSC: Aadhunik Hindi Kavya ka Itihaas	DSE: Rachnatmak Lekhan
		DSP: Project
MARATHI	DSC: History of Marathi Literature Part I	DSE: Writing Skill for Media
		DSP: Project
KONKANI	DSC: Konkani Bhaas Aani Sahitycholtihaas (10 th to 19 th Century)	DSE: Prashasakiy Vevharantli Konkani
		DSP: Project
ECONOMICS	DSC: Indian Economy	DSE: Growth & Development I
		DSP: Project
GEOGRAPHY	DSC: Physical Geography	DSE: Physical Geography of India
		DSP: Project
POLITICAL SCIENCE	DSC: Western Political Thinkers (Plato to Locke)	DSE: Public Administration
		DSP: Project
PSYCHOLOGY	DSC: Understanding Psychological Disorders	DSE: Statistics for Psychology
		DSP: Project

- Note: For DSC combination minimum 05 students are required per combination. For each combination of DSE minimum 15 students are required.

Subjects Offered for B. A General Programme Semester VI

Course/Subject	Core Titles for Semester VI (DSC)	Elective Titles for Semester VI (DSE)
ENGLISH	DSC: Postcolonial Literatures	DSE: World Literatures
		DSP: Project

Course/Subject	Core Titles for Semester VI (DSC)	Elective Titles for Semester VI (DSE)
HINDI	DSC: Swatantryottar Hindi Gadya	DSE: Bhartiya Sahitya
		DSP: Project
MARATHI	DSC: History of Marathi Literature II	DSE: Eka Lekhak ka Abhyas: A Study of Modern Marathi Author
		DSP: Project
KONKANI	DSC: Adhunik Konkani Sahitycho Itihaas (20 th Century to 2015)	DSE: Lok Vevharantli Konkani Bhas
		DSP: Project
ECONOMICS	DSC: Indian Economy II	DSE: Growth & Development II
		DSP: Project
GEOGRAPHY	DSC: Climatology and Oceanography	DSE: Regional Development of India
		DSP: Project
POLITICAL SCIENCE	DSC: Western Political Thinker (Rousseau to Marx)	DSE: Indian Administration
		DSP: Project
PSYCHOLOGY	DSC: Human Resource Management	DSE: Treatment of Psychological Disorders
		DSP: Project

- Note: For DSC combination minimum 05 students are required per combination. For each combination of DSE minimum 15 students are required.

BACHELOR OF COMMERCE (B. COM.)

PROGRAMME OUTCOMES (POs)

At the end of the Programme, students will be able to:

PO1: Theoretical knowledge: Apply the knowledge from Commerce and Social sciences in day-to-day life.

PO2: Critical thinking and Problem analysis: Acquire specific skills in various areas of study for innovative thinking and problem solving.

PO3: Professional skills and Competency: Provide foundation to pursue professional careers and take up managerial level positions.

PO4: Resource management: Use subject related knowledge for optimum utilization of resources.

PO5: Research: Create and apply appropriate techniques to be used for research.

PO6: Commerce and Society: Synergize efforts to impart various skills for self-employment and economic sustainability.

B. COM. - PROGRAMME STRUCTURE FOR SEMESTER V & VI.

OC.66. 5.2 Programme Structure for Bachelor of Commerce (General)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V	CC 15 Commerce CC 16 Economics			DSE 1 Commerce DSE 2 Commerce	
VI	CC 17 Commerce CC 18 Economics			DSE 3 Commerce DSE 4 Commerce\$	

CC – Discipline Specific Core; DSE - Discipline Specific Elective

\$DSP – In lieu of one of DSE, a compulsory Discipline Specific Project (DSP) has to be taken up.

Credits for B. Com (General).

Semester	Subjects	Credit	Total
V	CC 15 Commerce	4x1	4
	CC 16 Economics	4x1	4

	DSE 1 Commerce	4x1	4
	DSE 2 Commerce	4x1	4
	Total		16
VI	CC 17 Commerce	4x1	4
	CC 18 Economics	4x1	4
	DSE 3 Commerce	4x1	4
	DSE 4 Commerce\$	4x1	4
	Total		16
	Total Credits		32
TOTAL	Semester I to VI		132

\$DSP - In lieu of one of the DSE, a compulsory Discipline Specific Project (DSP) has to be taken up

OC. 66. 5.5 Programme Structure for Bachelor of Commerce (Honours)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V	CC15 Commerce CC16 Economics			DSE 1: Commerce DSE 2: Commerce DSE 3: Commerce DSE 4: Commerce	
VI	CC17 Commerce CC18 Economics			DSE 5: Commerce DSE 6: Commerce DSE 7: Commerce DSE 8: Commerce\$	

Credits for B. Com. (Honours)

Semester	Subjects	Credits	Total
V	CC 15 Commerce	4x1	4
	CC 16 Economics	4x1	4
	DSE 1 Commerce	4x1	4
	DSE 2 Commerce	4x1	4
	DSE 3 Commerce	4x1	4
	DSE 4 Commerce	4x1	4
	Total		24
	CC 17 Commerce	4x1	4

VI	CC 18 Economics	4x1	4
	DSE 5 Commerce	4x1	4
	DSE 6 Commerce	4x1	4
	DSE 7 Commerce	4x1	4
	DSE 8 Commerce	4x1	4
	Total		24
	Total		48
TOTAL	Semester I to VI		148

B.Com PROGRAMME (Honours) SUBJECTS OFFERED FOR SEMESTER V & VI

NOTE: CC will remain common for Semester V & VI. DSE's are optional electives continued for semester V & VI. Each paper is of (04) credits.

A. Core Course (CC): These are compulsory subjects offered for Semester V & VI

Sr.No	Subjects	Title of Paper for Semester - V	Subjects	Title of Paper for Semester - VI
1	CC- 15	Industrial Management	CC - 17	Human Resource Management
2	CC -16	Indian Monetary & Financial System	CC - 18	International Economics

B. Discipline Specific Elective (DSE): Students shall choose four DSE papers from ANY ONE group for Semester V & VI
Project shall be Compulsory.

Subjects	Title of Paper for Semester - V	Subjects	Title of Paper for Semester - VI
	ACCOUNTING		ACCOUNTING
DSE1	Income Tax, Service Tax and GST	DSE 5	Advanced Company Accounts
DSE 2	Auditing-I	DSE 6	Accounting - I
DSE 3	Government Accounting	DSE 7	Accounting - II
DSE 4	Financial Reporting	DSP	Project
	COST ACCOUNTING		COST ACCOUNTING
DSE 1	Cost Accounting I	DSE 5	Advanced Cost Accounting - I
DSE 2	Cost Accounting II	DSE 6	Cost and Management Audit
DSE 3	Techniques of Costing	DSE 7	Advanced Cost Accounting - II
DSE 4	Management Accounting	DSP	Project
	BUSINESS MANAGEMENT		BUSINESS MANAGEMENT
DSE 1	International Marketing Management	DSE 5	Financial Management - II
DSE 2	Retail Management Strategies	DSE 6	Strategic Management
DSE 3	Advertisement Management	DSE 7	Supply Chain & Logistic Management
DSE 4	Services Marketing II	DSP	Project

BACHELOR OF SCIENCE (B.SC.)

PROGRAMME OUTCOMES (POs)

After successful completion of the programme of “Bachelor of Science”, the students will be able to

PO1: Knowledge and demonstration: Understand and apply the basic concepts in different programmes in day to day life.

PO2: Investigation of complex problems: Design scientific experiments to address the challenges of the society and develop sustainable solutions.

PO3: Skill development: Acquire skills to handle scientific instruments / software.

PO4: Modern technologies: Understand shortfalls in current scientific methodologies and develop modern technologies in various fields.

PO5: Project management and teamwork: Learn to work on projects in teams to develop interpersonal skills which would be needed for their future.

PO6: Higher education: Develop knowledge of general education to pursue higher education in various disciplines of Science for wide employment opportunities.

PO7: Environment and society: Understand and **demonstrate** the need of sustainable development for the benefits of environment and society.

B. Sc. - PROGRAMME STRUCTURE FOR V & VI

OC.66.5.3. Programme Structure for Bachelor of Science (General)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V			SEC 3 SEC 4	DSE 1A DSE 2A DSE 3A	
VI			SEC 5	DSE 1B\$ DSE 2B\$ DSE 3B\$	

DSC – Discipline Specific Core (1- subject 1; 2- subject 2; 3 -subject 3); DSE - Discipline Specific Elective (1- subject 1; 2 - subject 2; 3- subject 3) ; Alphabets A, B, C, & D refer to courses of subjects 1, 2 & 3 in various semesters; SEC – Skill Enhancement Course
\$DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

Credits for B. Sc. Programme (General)

Semester	Subjects	Credits	Total
V	DSE 1A	4 X 1	4
	DSE 2A	4 X 1	4
	DSE 3A	4 X 1	4
	SEC 3	4 X 1	4
	SEC 4	4 X 1	4
	Total		20
VI	DSE 1B\$	4 X 1	4
	DSE 2B\$	4 X 1	4
	DSE 3B\$	4 X 1	4
	SEC 2	4 X 1	4
	Total		16
	Total Credits (V & VI)		36
Total	Semester I to VI		132

\$DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

OC.66.5.3. Programme Structure for Bachelor of Science (Honours)

Semester	Core Course (CC)	Ability Enhancement Compulsory Course (AECC)	Skill Enhancement Course (SEC)	Elective: Discipline Specific (DSE)	Elective: Generic (GE)
V	DSC 5 DSC 6 DSC 7			DSE 1 DSE 2	
VI	DSC 8 DSC 9 DSC 10			DSE 3 DSE 4\$	

The core courses shall be common for B.Sc. (Hons.) and B.Sc. programmes. DSC – Discipline Specific Core (1- subject 1; 2- subject 2; 3 -subject 3)

DSE - Discipline Specific Elective (1- subject 1; 2 - subject 2; 3- subject 3)

Alphabets A, B, C, & D refer to courses of subjects 1 , 2 & 3 in various semesters

SEC – Skill Enhancement Course

\$DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

Credits for B. Sc. Programme (Honours)

Semester	Subjects	Credits	Total
	DSC 5	6X1	6
	DSC 6	6X1	6

V	DSC 7	6X1	6
	DSE 1	4X1	4
	DSE 2	4X1	4
	Total		26
VI	DSC 8	6X1	6
	DSC 9	6X1	6
	DSC 10	6X1	6
	DSE 3	4X1	4
	DSE 4\$	4X1	4
	Total		26
	Total V & VI		52
Total	Semester I to VI		148

\$DSP – In lieu of one of the DSEs, a compulsory Discipline Specific Project (DSP) shall be taken up.

B.Sc. PROGRAMME - SUBJECTS OFFERED FOR SEMESTER V & VI.

NOTE: DSC will remain common for Semester V & VI. DSEs are optional electives continued for semester V & VI. Each paper is of (06) credits.

Subjects offered for B.Sc. Honours programme Semester V

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
MICROBIOLOGY	DSC: Medical Microbiology	DSE: Applied Microbiology
	DSC: Industrial Microbiology	DSE: Microbial Physiology
	DSC: Microbial Genetics	DSP: Project
COMPUTER SCIENCE	DSC: Computer Networks	DSE: Human Computer Interaction
	DSC: Object Oriented Programming	DSE: Data Mining
	DSC: Software Engineering	DSP: Project
MATHEMATICS	DSC: Algebra	DSE: Foundation of Mathematics
	DSC: Analysis II	DSE: Combinatorix
	DSC: Calculus of 2 & 3 Variables	DSP: Project
CHEMISTRY	DSC: Physical Chemistry	DSE: Basic Topics in Analytical Chemistry
	DSC: Inorganic Chemistry	DSE: Properties and Processes of Molecular Chemistry
	DSC: Organic Chemistry	DSE: Green methods and safety aspects in chemistry

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
GEOGRAPHY	DSC: Geotectonics and Geomorphology	DSE: Advanced Geography of India
	DSC: Environmental Geography	DSE: Geography of Natural Hazards and Disasters
	DSC: Fundamentals of Remote Sensing	DSP: Project
ELECTRONICS	DSC: Operating system	DSE: Photonics
	DSC: Power Electronics	DSE: Programming with MATLAB
	DSC: Transducers and Instrumentation	DSP: Project

Subjects offered for B.Sc. Honours programme Semester VI

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
MICROBIOLOGY	DSC: Immunology	DSE: Cell Biology
	DSC: Agricultural Microbiology	DSE: Haematology & Clinical Biochemistry
	DSC: Genetic Engineering	DSP: Project
COMPUTER SCIENCE	DSC: Mobile Application Development	DSE: Multimedia Techniques
	DSC: Full Stack Web Development	DSP: Project
	DSC: IOT (Internet of Things)	
MATHEMATICS	DSC: Differential Equations II	DSE: Number Theory
	DSC: Matrix Space	DSP: Project
	DSC: Complex Analysis	
CHEMISTRY	DSC: Physical Chemistry	DSE: Selected Instrumentation in Chemistry
	DSC: Inorganic Chemistry	DSP: Project
	DSC: Organic Chemistry	
GEOGRAPHY	DSC: Fundamentals of Atmospheric Science and Ocean Studies	DSE: Geography of Economic Activities and Regional Development
	DSC: Soil and Biogeography	DSP: Project
	DSC: Geographical Information System and Global Navigation.	

Course/Subject	Core Titles for Semester V (DSC)	Elective Titles for Semester V (DSE)
ELECTRONICS	DSC: Computer Networks and Administration	DSE: Programming with Python
	DSC: Biomedical and Pharmaceutical Instrumentation	DSP: Project
	DSC: Embedded Systems	

BACHELOR OF VOCATIONAL (B.VOC.)

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER I & II.

Admission and Examination procedure will be followed as per the Goa University Circular No. 2/590/2019-Legal (Vol.XVI)/551 dated: 31st May 2019. Syllabus and Course Structure implemented, is as per the UGC Guidelines for B.Voc. Programme and approved by Goa University.

B.VOC. Programme SEMESTER I - Certificate in Software Technologies					
NSQL Level/ Semester	Course code	Course title	Course Credits		Marks
GENERAL EDUCATION					
Level 4/ Semester I	STG101	FUNDAMENTALS OF COMPUTERS AND PROGRAMMING	Theory	3	75
	STG102	WEB DESIGNING CONCEPTS	Theory	3	75
	STG103	QUANTITATIVE TECHNIQUES	Theory	2	50
	STG104	ENVIRONMENTAL STUDIES - I	Theory	2	50
	STP101	SOFTWARE LABORATORY -I	Practical	2	50
Skill Development Qualification Pack					
	STS 101	Junior Software Developer (SSC/Q2702)	Theory	7	600
			Practical & OJT	11	
Total				30	900

After successfully completing the courses of Semester- I, the students are expected to acquire the skills to be employable as **Junior Software Developer**.

B.VOC. Programme SEMESTER II - Diploma in Software Technologies					
NSQL Level/ Semester	Course code	Course title	Course Credits		Marks
GENERAL EDUCATION					
Level 4/ Semester I	STG201	OOPS WITH JAVA	Theory	3	75
	STG202	GRAPHICS DESIGNING	Theory	3	75
	STG203	E-COMMERCE	Theory	2	50

	STG204	ENVIRONMENTAL STUDIES - I	Theory	2	50
	STP201	SOFTWARE LABORATORY -II	Practical	2	50
Skill Development Qualification Pack					
	STS 101	Web Developer (SSC/QOS03)	Theory	7	700
			Practical & OJT	11	
Total				30	1000

After successfully completing the courses of Semester- I, the students are expected to acquire the skills to be employable as **Web Developer**.

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER III & IV.

Admission and Examination procedure will be followed as per the Goa University Circular No. 2/590/2019-Legal (Vol.XVI)/551 dated: 31st May 2019. Syllabus and Course Structure implemented, is as per the UGC Guidelines for B.Voc. Programme and approved by Goa University.

B.VOC. Programme SEMESTER III						
NSQL Level/ Semester	Course code	Course title	Course Credits	Hours	Marks	
Level 6/ Semester III	STG301	DATA STRUCTURES	Theory	3	45	75
	STG302	AUDIO AND VISUAL MEDIA	Theory	3	45	75
	STG303	REASONING TECHNIQUES	Theory	4	60	100
	STP301	SOFTWARE LABORATORY -III	Practical	2	60	50
Skill Development Qualification Pack						
	STS 301	Associate - Desktop Publishing (SSC/Q2702)	Theory	7	435	300
			Practical	5		
			Project/OJT/Internship	6		
Total				30	645	600

B.VOC. Programme SEMESTER IV						
NSQL Level/ Semester	Course code	Course title	Course Credits	Hours	Marks	
Level 6/ Semester IV	STG401	Python Programming	Theory	3	45	75
	STG402	Software Engineering & Testing	Theory	3	45	75
	STG403	Creative Thinking	Theory	4	60	100

	STP401	Software Laboratory - IV	Practical	2	60	50
Skill Development Qualification Pack						
	STS 401	Associate - Desktop Publishing (SSC/Q2702)	Theory	6	450	400
			Practical	6		
			Project/OJT/Internship	6		
Total				30	660	700

B. VOC. - PROGRAMME STRUCTURE FOR SEMESTER V & VI.

Admission and Examination procedure will be followed as per the Goa University Circular No. 2/590/2019-Legal (Vol.XVI)/551 dated: 31st May 2019. Syllabus and Course Structure implemented, is as per the UGC Guidelines for B.Voc. Programme and approved by Goa University.

B.VOC. Programme SEMESTER V						
NSQL Level /Semester	Course code	Course title	Course Credits	Hours	Marks	
Level 7/ Semester V	STG501	Mobile Application Development	Theory	3	45	75
	STG502	Human Computer Interaction	Theory	3	45	75
	STG503	Advanced Quantitative Techniques	Theory	4	60	100
	STP501	Software Laboratories	Practical	2	60	50
Skill Development Qualification Pack						
	STS501	Software Developer (SSC/Q0501)	Theory	7	435	300
			Practical	5		
			Project/ OJT/ Internship	6		
Total				30	645	600

B.VOC. Programme SEMESTER VI						
NSQL Level/ Semester	Course code	Course title	Course credit	Hours	Marks	
Level 7/ Semester VI	STG601	RDBMS	Theory	3	45	75
	STG602	Computer Networks	Theory	3	45	75

	STG603	Entrepreneurship Development	Theory	4	60	100
	STG601	Software Laboratory VI	Practical	2	60	50
Skill Development Qualification Pack						
	STS601	Software Developer- (SSC/Q0501)	Theory	6	450	400
			Practical	6		
			Project/ OJT/ Internship	6		
Total				30	660	700

POST GRADUATE PROGRAMMES

M.SC. MICROBIOLOGY

CODE	CORE COURSES	CREDIT(S)		Contact Hours
		Theory	Practical	
Semester I				
MIC-500	Microbial Biochemistry [T]	3	-	45
MIC-501	Microbial Biochemistry [P]	-	1	30
MIC-502	Microbial Genetics [T]	3	-	45
MIC-503	Microbial Genetics [P]	-	1	30
MIC-504	Techniques and Instrumentation in Microbiology [T]	3	-	45
MIC-505	Techniques and Instrumentation in Microbiology [P]	-	1	30
MIC-506	Biostatistics [T]	3	-	45
MIC-507	Biostatistics [P]	-	1	30

CODE	CORE COURSES	CREDIT(S)		Contact Hours
		Theory	Practical	
Semester II				
MIC-508	Microbial Taxonomy and Systematics [T]	3	-	45
MIC-509	Microbial Taxonomy and Systematics [P]	-	1	30
MIC-510	Industrial Microbiology [T]	3	-	45
MIC-511	Industrial Microbiology [P]	-	1	30
MIC-512	Molecular Biology [T]	3	-	45
MIC-513	Molecular Biology [P]	-	1	30
MIC-514	Archaea – Ecology, Physiology, Biochemistry, and	3	-	45

MIC-515	Genetics [T] Archaea – Ecology, Physiology, Biochemistry, and	-	1	30
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COURSE CONTENT OF M.Sc. MICROBIOLOGY AS PER 80 CREDITS

Discipline Specific Elective Courses (DSE)

CODE	COURSE	CREDIT(S)		CONTACT HOURS
		Theory	Practical	
	Semester I			
MIC-521	Environmental Microbiology and Bioremediation [T]	3	-	45
MIC-522	Environmental Microbiology and Bioremediation [P]	-	1	30
MIC-523	Immunology [T]	3	-	45
MIC-524	Immunology [P]	-	1	30
	Semester II			
MIC-525	Agriculture Microbiology [T]	3	-	45
MIC-526	Agriculture Microbiology [P]	-	1	30
MIC-527	Mycology [T]	3	-	45
MIC-528	Mycology [P]	-	1	30

Research Specific Elective courses (RSE)

CODE	COURSE	CREDIT(S)		CONTACT HOURS
		Theory	Practical	
	Semester III			
MIC-600	Research Methodology and Advanced Biostatistics	4	-	60
MIC-601	Microbial Technology [T]	3	-	45
MIC-602	Microbial Technology [P]	-	1	30
MIC-603	Extremophilic Microorganisms [T]	3	-	30
MIC-604	Extremophilic Microorganisms [P]	-	1	45
MIC-605	Aquatic Virology [T]	2	-	30
MIC-606	Introduction to Bioinformatics [T]	2	-	30
	Semester IV			
MIC-607	Marine Microbial Interactions [T]	3	-	45

MIC-608	Marine Microbial Interactions [P]	-	1	30
MIC-609	Medical Virology [T]	3	-	45
MIC-610	Medical Virology [P]	-	1	30

General Elective Courses (GE) Semester III

CODE	COURSE	CREDIT(S)		CONTACT HOURS
		Theory	Practical	
Semester III				
MIC-621	Microbial Bioprospecting [T]	4	-	60
MIC-622	Pharmaceutical Microbiology [T]	4	-	60
MIC-623	Genetic Engineering [T]	3	-	45
MIC-624	Genetic Engineering [P]	-	1	30
MIC-625	Food Microbiology [T]	3	-	45
MIC-626	Food Microbiology [P]	-	1	30
MIC-627	Medical Microbiology and Epidemiology [T]	3	-	45
MIC-628	Medical Microbiology and Epidemiology [P]	-	1	30
MIC-629	Marine Microbiology [T]	3	-	45
MIC-630	Marine Microbiology [P]	-	1	30
MIC-631	Entrepreneurship in Microbiology	4	-	60
MIC-632	Field Trip to industries/institutions in Goa	-	1	30
MIC-633	Field Trip to industries/institutions across India	-	1	30

Semester IV		CREDIT(S)		CONTACT HOURS
CODE	COURSE	Theory	Practical	
MIC-651	Discipline Specific Dissertation	-	16	-
MIC-652	Discipline Specific Internship in Industry / Institution	-	2	60

M.SC. CHEMISTRY

M.Sc. Inorganic Chemistry Part-I syllabus for AY 2024-25 (SEM I and SEM II)

SEM I INORGANIC CHEMISTRY

Sr. No.	Subject Code	Paper Title	Credits
1	CHI-500	Fundamentals of Inorganic Chemistry	4
2	CHO-500	Fundamentals of Organic Chemistry	4
3	CHP-500	General Physical Chemistry	4
4	CHA-500	Techniques in Analytical Chemistry-I	4
5	CHO-521	Practical Course in Organic Chemistry-I	2
6	CHA-521	Practical Course in Analytical Chemistry-I	2

SEM II INORGANIC CHEMISTRY			
Sr. No.	Subject Code	Paper Title	Credits
1	CHI-501	Chemistry of Coordination & Organometallic Compounds	4
2	CHI-502	Chemistry of Materials	4
3	CHI-503	Concepts in Molecular Symmetry and Spectroscopy	4
4	CHI-504	Concepts in Inorganic Chemistry	4
5	CHI-521	Practical Course in Inorganic Chemistry-I	2
6	CHP-521	Practical Course in Physical Chemistry-I	2

M.Sc. Inorganic Chemistry Part-II syllabus for AY 2024-25 (SEM III and SEM IV)

SEM III INORGANIC CHEMISTRY			
Sr. No.	Subject Code	Paper Title	Credits
1	CHI-600	Practical Course in Inorganic Chemistry-III	4
2	CHC-600	Research Methodology and Instrumental techniques-I	4
3	CHI-602	Principles and Applications in catalysis	4
4	CHI-621	Bioinorganic Chemistry	4
5	CHI-622	Chemistry of p-block elements & their compounds	4
6	CHI-623	Environmental Chemistry	4
7	CHP-622	Nanoscience: Concepts and Applications	4

SEM IV INORGANIC CHEMISTRY			
Sr. No.	Subject Code	Paper Title	Credits
1	CHC-651	Discipline-Specific Dissertation	16
2	CHC-601	Research Methodology and Instrumental techniques-II	4

M.A. GEOGRAPHY

M. A. Syllabus based on Choice Based Credit System as per the NEP 2020

ANNEXURE-I

Discipline Specific Core Courses

Course Number and Name	Lecture hours per week	Credits	Page
Semester I			
GYTC-401: Theory: Advanced Geomorphology	3	3	3-5
GYPC 401: Practical: Practicals in Geomorphology	2	1	6-7
GYTC-402: Theory: Advanced Climatology	3	3	8-9
GYPC-402: Practical: Practicals in Climatology	2	1	10-11
GYTC-403: Theory: Fundamentals of Remote Sensing	3	3	12-13
GYPC-403: Practical: Practicals in Remote Sensing	2	1	14-15
GYTC-404: Theory: Environmental Geography	4	4	16-17
Semester II			
GYTC-405: Theory: Population Geography	3	3	18-19
GYPC-405: Practical: Practicals in Population Geography	2	1	20-21
GYTC-406: Theory: Economic Geography	3	3	22-23
GYPC-406: Practical: Practicals in Economic Geography	2	1	24-25
GYTC-407: Theory: Fundamentals of Geographic Information System	3	3	26-27
GYPC-407: Practical: Practicals in Geographic Information System	2	1	28-29
GYTC-408: Theory: Geographical Thought and Development of Geography	4	4	30-31

Discipline Specific Optional Courses

Course Number and Name	Lecture hours per week	Credits	
Semester I			
GYTE-401 : Disaster Mitigation and Management	4	4	32-34
GYTE-402: Advance Oceanography and Soil Geography	4	4	35-37
GYTE-403: Socio-Cultural and Urban Geography	4	4	38-40
Semester II			
GYTE-404: Political Geography	4	4	41-42

**List of P. G. courses for Semester III and Semester IV revised and approved by the BOS in
Geography in the meeting held on 21 October 2022**

COURSES FOR SEMESTER III

Course Code and Name	Credits	Page Nos
Semester III Research Specific Elective Courses		
GYTR-501: Principles and Research in Fluvial Geomorphology	4	3
GYTR-502: Digital Image Processing in Geographical Research	4	5
GYTR-503: Research Tools in Field Study and Survey	4	7
GYTR-504: Principles and Research in Regional Planning in India	4	9
GYTR-505: Principles and Research in Watershed Management	4	11
GYTR-506: Research Methodology in Geography	4	13
Semester III Generic Elective Courses		
GYTG-501: Teaching Methodology and Competencies in Geography	4	16
GYTG-502: Bio-geography	4	18
GYTG-503: Geography of Health and Wellbeing	4	20
GYTG-504: Spatial Analysis and Modeling in Geography	4	22
GYTG-505: Geographical Data-Base Management System and Programming	4	24
GYTG-506: Economic Geography of Globalization	4	26
GYTG-507: Geography of International Relations	4	28
GYTG-508: Geopolitics of South Asia	4	30
COURSES FOR SEMESTER IV		
Semester IV: Research Specific Elective Courses		
GYTR-507: Principles and Practices of Cartographic Techniques and Computer Applications in Geographical Research	4	33
GYTR-508: Quantitative and Statistical Techniques in Geographical Research	4	34

GYTR-509: Principles and Practices of Settlement Geography	4	37
GYTR-510: Research Techniques in Tropical Geomorphology	4	39
GYTR-511: Principles and Research in Coastal Geomorphology	4	42
GYTR-512: Themes and Research in Industrial and Agricultural Geography	4	43
GYTD: Discipline Specific Dissertation	16	

POST GRADUATE DIPLOMA IN TRANSLATION (PGDT) - (1 YEAR)

Full Time/ Regular Course: Consists of 2 Semesters

Objectives of the Course:

- Train the students in official & literary translation
- Availability of skillful translators
- Enhance multi-lingual skills
- Practical training sessions on machine translation
- Self-reliance in translation

Semester I		Semester II	
Course Code	Paper Title	Course Code	Paper Title
HNCPGD 1	अनुवाद : सिद्धांत और प्रविधि - भाग 1 TRANSLATION : THEORY & METHODOLOGY - I	HNCPGD 5	अनुवाद : सिद्धांत और प्रविधि - भाग 2 TRANSLATION : THEORY & METHODOLOGY- II
HNCPGD 2	अनुवाद : समस्याएं एवं समाधान TRANSLATION : PROBLEMS & SOLUTIONS	HNCPGD 6	अनुवाद : कार्यालयीन एवं मीडियागत TRANSLATION : OFFICE & MEDIA
HNCPGD 3	अनुवाद : अनुप्रयुक्त और व्यावहारिक - भाग 1 TRANSLATION : APPLIED & PRACTICAL - I	HNCPGD 7	अनुवाद : अनुप्रयुक्त और व्यावहारिक - भाग 2 TRANSLATION : APPLIED & PRACTICAL - II
HNCPGD 4	अनुवाद : क्षेत्रीय कार्य TRANSLATION : FIELD WORK	HNCPGD 8	अनुवाद परियोजना TRANSLATION : PROJECT WORK

Semester I & II

Course Code	Paper Title
HNEPGD 1	दूरदर्शन, फिल्म और अनुवाद DOORDARSHAN, CINEMA & TRANSLATION
HNEPGD 2	अनुवाद : राजभाषा और प्रादेशिक भाषा TRANSLATION : OFFICIAL AND REGIONAL LANGUAGE
HNEPGD 3	अनुवाद : पुनरीक्षण और मूल्यांकन TRANSLATION : VETTING & EVALUATION

COLLEGE RULES AND REGULATIONS

1) GENERAL RULES OF CONDUCT AND DISCIPLINE:

- i. All the students are responsible to the Principal, Vice Principal and staff members of the college for their general conduct both inside and outside the college.
- ii. Students conduct in the classes as well as on the campus should be such that it will not cause any disturbance to fellow students, staff members and the normal functioning of the college. If found guilty of misconduct, then he/she may be expelled or directed to leave the college immediately.
- iii. Every student should clearly display his/her valid identity card which he/she should instantly produce when asked for by the college officials.
- iv. Use or display of mobile/cell phones and/or any other music instruments/gadgets in the class rooms and college premises is strictly prohibited and forbidden during instructional and examination days.
- v. Every student is expected to be in the class-room well in time.
- vi. Students during their free time should visit the college library and should not disturb the other classes that are in progress.
- vii. Students are not allowed to attend lectures other than their own class-lecture except with the due permission from the teacher concerned.
- viii. Every student is expected to deal with the college property with due care and should help in keeping the premises neat and clean, considering the college as a continuation of his/her home. Any damage done to the college property is a breach of discipline and will be dealt with severely. Students suspected or found guilty are liable for paying the recovery and/or expulsion. Disfiguring of college property is punishable and students found guilty or suspected of this type of act will be expelled from the college with immediate effect.
- ix. No student is allowed to smoke and spit within the building. If found guilty, will be punishable under the Government's Prohibition of Smoking and Spitting Act.
- x. Possession and consumption of Drugs or intoxicants within the college campus is prohibited. No student is allowed to take liquor or any drugs. Even outside the college campus, he/she is expected to keep up to a very high moral and social behaviour so as to uphold the name of the college.
- xi. No student shall collect any money as contribution for picnics, trip, get-together, charity, meeting or any other activity without the permission of the Principal. No Society or Association or Union shall be formed in the College and no person shall be invited to address any meeting without the Principal's prior and proper permission.
- xii. Complete silence should be maintained in the library and premises around, and in the corridors when classes are going on.
- xiii. **Any student found guilty of ragging another student will be expelled from the college or punished as per the rulings of Central and State Government. Students should read the UGC Regulations on curbing the menace of Ragging in Higher Educational Institutions, 2009 printed in this prospectus and are required to give**

a declaration along with a declaration by the parent/guardian in the annexure provided regarding Anti-ragging.

- xiv. **One should not indulge in any act of sexual harassment. Any act of sexual harassment should be brought to the notice of the Principal, Vice-Principal or the Committee for Prevention of Harassment of Women at Work Place of the college for taking due action in this regard.**
- xv. If for any reason, the continuance of a student in the college is detrimental to the best interests of the college, then the Principal can ask such a student to leave the college without assigning further reasons. In extreme cases, the student may be dismissed and/or rusticated from the college.
- xvi. The Principal's and/or the Committee of teacher's decision in all matters of the college shall be final and binding on all.
- xvii. Students are requested to be neatly and appropriately dressed. Male students are expected/requested to come with a decent haircut. **Students of First Year and Second Year shall also have to wear uniforms as per the directive of the Directorate of Higher Education w.e.f from June 2024.**
- xviii. Students are requested to keep the washroom, toilets clean. Flush regularly after use. Assets of the washrooms should not be damaged. No sanitary pads should be flushed down the drain; instead sanitary pads can be incinerated using the incinerator.

2) CONDUCT BY STUDENTS IN THE COLLEGE CANTEEN:

Use of the canteen should be only during the non-instructional hours and intervals. Students are not allowed to enter restricted areas reserved for teaching and non-teaching staff.

3) PARENTS RESPONSIBILITIES:

- i. The parent/guardian should confirm that their ward has completed the admission procedure by paying the appropriate fees to be a bonafide student of this college.
- ii. They should sometimes visit the teachers, in response to the SMS sent by the college.
- iii. They should attend Parent Teachers Interaction (PTA) meetings on the scheduled date and time.
- iv. They are requested to accompany their ward to collect the results of their ward and attend the Annual College Day.
- v. They should meet teaching faculty to know the overall progress of the ward.
- vi. Parent/Guardian should ensure that their ward is decently, comfortably and appropriately dresses to suit the class room teaching and learning.
- vii. They should inform the teachers concerned or the Principal/ Vice Principal immediately if their ward is absent to the classes for long duration due to sickness or any other reason.
- viii. They should feel free and are requested to meet the Principal/Vice Principal, teachers in case of any difficulty related to the college curriculum from 2.00 p.m. to 4.00.p.m.
- ix. They should encourage the child to be actively participate in academic, co-curricular and extra-curricular activities organized by the College and the University.

- x. They are also requested to keep an eye on the overall conduct and behavior of their ward outside the College premises.

GOA UNIVERSITY DISCIPLINE AND CONDUCT RULES 2019 FOR COLLEGE STUDENTS

1. SHORT TITLE AND COMMENCEMENT

- (a) These Rules shall be called “The College Students’ Discipline and Conduct Rules 2019” hereafter referred to as the “Rules”.
- (b) These Rules shall come into force with effect from the date of their notification.

2. APPLICATION RULES

- (a) These Rules shall apply to all students of the affiliated College whether admitted prior to the commencement of these Rules or after the commencement of these Rules.
- (b) Any breach of discipline and conduct committed by a student inside or outside the College Campus shall fall under the purview of these Rules.
- (c) Without prejudice to the generality of the power to enforce discipline under Section 22 (q) of the Goa University Act, 1984 and Statue 26 there under, the acts mentioned in Rules 4 shall amount to acts of misconduct or indiscipline or both.
- (d) These rules are not meant to deny the democratic rights of the students to dissent/ air their grievances/ protest in a peaceful and lawful manner.
- (e) Peaceful and lawfully conducted sit-ins/ dharanas at a designated place with prior intimation to the College Principal will not invite any punishment under these rules.

3. DEFINITIONS

For the purpose of application of these Rules-

- (a) ‘College’ means any teaching Department established and maintained by the College offering Degree/ Diploma/ Certificate/ Integrated courses, PG and Research Centre and also includes Schools, Centers, Library, Hostels, Play grounds, Canteens, Shopping Centers, Gymkhana, College Guest House, Administrative Offices, Staff quarters and entire College campus.
- (b) ‘Student’ means any person admitted to a College as given in
 - (a) Above for receiving instructions either full-time or part-time and whose name is on the rolls of the College. The word student with reference to the context if required shall mean students also.
 - (c) ‘Teacher’ means and includes Dean, Director, and Professor, Associate Professor, and Assistant Professor, Contractual / Guest / Visiting Faculty, Warden of Hostel, Librarian, Director of Physical Education, Instructor of Physical Education, Coaches and Administrative staff.
 - (d) ‘Disciplinary Authority’ means an authority competent to impose penalty on a student under these Rules for any act of indiscipline or misconduct.
 - (e) ‘Inquiry Authority’ means a Committee appointed by the Principal or an Inquiry Officer appointed by the Principal to inquire into the charges of act/s of indiscipline or misconduct by a student or a group of students.

- (f) 'Chief Proctor' means a senior teacher appointed by the Principal under the provisions of these Rules.
- (g) 'Assistant Proctor' means a teacher appointed by the Principal under the provisions of these Rules.

4. ACTS OF MISCONDUCT AND INDISCIPLINE:

- (a) Acts of misconduct and indiscipline Category-I:**
- i) Causing disturbance within the College premises, Laboratory or Reading Room, Library, Common Room, Playground or Hostel, Canteen, Gymnasium and such other places in the College Campus.
 - ii) Any act leading to diverting the attention of the students from the Lectures or of the teacher from Teaching.
 - iii) Insubordination and/ or disrespect to the teacher within or outside the College premises.
 - iv) Habitual inattention to class work and assignments.
 - v) Disturbing a class from outside by loitering aimlessly in the corridors, making noise.
 - vi) Picking up quarrel with the teaching or non-teaching staff or with other students.
 - vii) Using abusive language and abuses in the College premises or 'Sports-grounds'
 - viii) Smoking within the College campus.
 - ix) Playing any kind of musical instrument inside the class or outside during class hours.
 - x) Hunger strikes, dharnas, group bargaining and any other form of protest by blocking entrance or exit of any of the academic and/ or administrative complexes or disrupting the movements of any member of the College.
 - xi) Furnishing false Certificate or false information in any manner to the College.
 - xii) Teasing or disrespectful behaviour or any misbehaviour with a boy / girl student, staff member/ visitor.
 - xiii) Causing or colluding in the unauthorized entry of any person/ guest into the College Campus or in the unauthorized occupation of any portion of the College premises, including residential quarters/ hostels or residence by any person.
 - xiv) Unauthorised occupation of the hostel rooms or unauthorised acquisition and use of College furniture in one's hostel room or elsewhere.
 - xv) Damaging or defacing, in any form any property of the College or the property of the College community.
 - xvi) Not disclosing one's identity when asked to do so by a faculty member or employee or security staff of the College who is authorized to ask for such identity.
 - xvii) Improper behaviour while on tour or excursion.
 - xviii) Coercing the medical staff to render medical assistance to persons not entitled for the same or any other disorderly behaviour in the Health Centre on College campus.
 - xix) Blockade or forceful prevention of any normal movement of traffic, violation of security or safety rules notified by the College.
 - xx) Littering of any kind of waste including plastic waste in the College buildings, grounds/ roads/ premises.
 - xxi) Disturbing other students/ teachers using a mobile phone inside the class or outside during class hours.
 - xxii) Driving and parking the vehicles on College campus in violation of guidelines to that effect.

- xxiii) Distributing any material related to political parties / movements.
- xxiv) Any other act which may be considered by the Principal or any other competent authority to be a minor act of violation of discipline and conduct.

(b) Acts of misconduct and indiscipline Category-II

- i) Repetition of acts given under Category-I of indiscipline in spite of repeated warnings and penalties imposed.
- ii) Attending the College dressed in a manner contrary to social norms prevailing from time to time or violation of dress code if any.
- iii) Indecent Exposure in a proactive manner or behaving in a manner tending to rouse baser passions among the members of the same or opposites.
- iv) Disfiguring the walls, floors, furniture etc. of the College.
- v) Forcibly entering/ reaching places which have restricted entry or unauthorized handling of equipment or performing acts which would be a threat to one's life.
- vi) Instigating others to commit acts of indiscipline.
- vii) Engaging in any attempt at wrongful confinement of any member of the faculty, staff, student or anyone camping inside the College Campus.
- viii) Any Intimidate of or insulting or abusive behaviour towards a student, staff or faculty or any other person.
- ix) Wanton destruction of College properties.
- x) Consuming or possessing narcotic drugs or other intoxicants or alcohol anywhere in the College premises.
- xi) Indulging in criminal acts of any kind under the law of land including gambling and possession of arms / weapons.
- xii) Arousing communal, caste or regional feelings or creating disharmony among students.
- xiii) Demonstration of disloyalty to the country, its constitution and its flag.
- xiv) Ragging of any kind tending to cause physical and mental torture to other students or forcing others to submit to indignity and nuisance.
- xv) All acts of violence and all forms of coercion such as gheraos, sit-ins or any variation of the same which disrupt the normal academic and administrative functioning of the College and or any act which incites or leads to violence.
- xvi) Gheraos, laying siege or staging demonstrations around the residence of any member of the College or any other form of coercion, intimidation or disturbance of right to privacy of the residents of the campus.
- xvii) Sexual harassment of any kind which shall also include unwelcome sexual proposition/ advancements, sexually graphic comment sofa body unwelcome touching, patting, pinching or leering of parts of the body or persistent offensive or unwelcome sexual jokes and or comments as per Sexual Harassment of Women at
- xviii) Committing forgery, tampering with the Identity Card or College records, impersonation, misusing College property (movable or immovable), documents and records, tearing of pages of, defacing, burning or in any way destroying the books, journals, magazines and any material of library or unauthorized photocopying or possession of library books, journals, magazines or any other material.
- xix) Any act of moral turpitude.
- xx) Use of abusive, defamatory, derogatory or intimidator language against any member of the College Community.

- xxi) Any other act or acts which the Principal considers as major acts of misconduct and indiscipline.
- xxii) Publishing or posting derogative comments against any student / teaching staff / administrative staff of the college or any other person on the social media.

5. PUNISHMENT

The component authority may impose any one or suitable combination of the following punishments on any student found guilty of any of the acts of indiscipline or misconduct mentioned under Category-I or Category-II as the case may be, in Rule 4.

Category-I

- 1) Admonition / Reprimand.
- 2) Sending the student out of his class and not letting him into his class up to maximum of two consecutive periods.
- 3) Marking the student absent on repeating the misconduct at Sr. No.2.
- 4) Fine up to Rupees Twenty Thousand depending upon gravity of the issue.
- 5) Recovery of any kind, such as scholarship / fellowship, any dues, cost of damages, etc.
- 6) Withdrawal of any or all facilities available to a student as per, various Goa University Act and College Rules (such as Scholarship/ Fellowship, Hostel etc.) permanently or for a time period up to Four semesters.
- 7) Stoppage of any or all academic processes.
- 8) Rustication up to two semesters and / or Declaring any hostels, premises, building or the entire College Campus out of bounds to any students.

Category-II

- 1) Cancellation of admission or withdrawal of degree or denial of registration for a specified period.
- 2) Rustication up to ten semesters and / or declaring any part or the entire College Campus out of bounds.
- 3) Fine up to Rupees Fifty Thousand depending upon gravity of the issue.
- 4) Expulsion.

6. AUTHORITIES EMPOWERED TO IMPOSE PUNISHMENT AND APPELLATE AUTHORITIES:

FOR ACTS OF INDISCIPLINE AND MISCONDUCT UNDER CATEGORY-I		
Penalties	Authority empowered to impose them	Appellate authority
i) Admonition / Reprimand	Head of the Department	No Appeal

ii) Sending the student out of his class / laboratory and not letting him into his class / laboratory up to a maximum of two consecutive periods / hours in a day.	Concerned Teacher/s	No Appeal
iii) Marking the student/s absent for repeating the type of misconduct involved in (ii) above, more than once.	Concerned Teacher/s	Head of the Department
iv) Fine up to Rupees Twenty Thousand depending upon the gravity of issue	Principal	Vice-Chancellor
v) Recovery of any such kind, such as Scholarship/ Fellowship and dues, cost of damages, etc.	Principal	Vice-Chancellor
vi) Withdrawal of any facilities available to a student as per various College Rules (such as Scholarship / Fellowship, Hostel etc.) permanently or for a time period up to two semesters.	Principal	Vice-Chancellor
vii) Stoppage of any or all academic processes	Principal	Vice-Chancellor
viii) Rustication up to two semesters and / or Declaring any hostels, premises, building or the entire College Campus out of bounds to any students.	Principal	Vice-Chancellor

FOR ACTS OF INDISCIPLINE AND MISCONDUCT UNDER CATEGORY-I

Penalties	Authority empowered to impose them	Appellate authority
Cancellation of admission or withdrawal of degree or denial of registration for a specified period	Principal	Vice-Chancellor
Rustication up to four semesters and / or declaring any part or the entire College Campus out of bounds.	Principal	Vice-Chancellor
Fines up to Rupees Fifty Thousand depending upon gravity of the issue.	Principal on recommended action of the Inquiry Committee and after considering the report of the inquiry Authority.	Vice-Chancellor

7. PROCTORIAL BOARD (PB)

- a. There shall be a Proctorial board for the College consisting of a Chief Proctor and two Proctors. The Proctors shall be appointed by the Principal as follows.
 - i) One Associate Professor.
 - ii) One Assistant Professor.

The tenure of the Proctors shall be for a period of three years. One of the Proctors shall be a woman. All the matters concerning indiscipline and misconduct by student/s shall be dealt by the Proctorial Board.

b. CHIEF PROCTOR

- (1) The Chief Proctor shall be appointed from amongst the employees of the College preferably of the rank of Associate Professor, by the Principal on the recommendation of the Vice-Chancellor. The Chief Proctor shall exercise such powers and performs such duties as may be assigned to him by these Rules or by the Principal. The tenure of the Chief Proctor shall be for a period of three years.
- (2) When the office of Chief Proctor is vacant or when the Chief Proctor is, by reason of illness or absence for any other cause, unable to perform the duties of his office, the duties of the office shall be performed by one of the Proctors as the Principal may appoint for the purpose.
- (3) The Chief Proctor shall be the competent authority to impose fine / penalty as per the provisions of the clause 6 of these to the student/s on the recommendation of the Proctorial Board.

c. POWERS OF THE PROCTORIAL BOARD AND PROCEDURES

- (1) The Proctorial Board shall be the Inquiry Authority for all the cases of misconduct / indiscipline by the student/s and shall make suitable recommendations to the Principal as per the provisions of these Rules. This shall, however, exclude the cases to be handled by thick.
- (2) The Proctorial Board (PB) is authorized to take up the cases suo moto. However, complainants shall be required to report any of the matters mentioned above within three days of the occurrence of the incident to the Chief Proctor. The student(s) charged shall be notified within four working days of the charge against him/her. It shall be the responsibility of the student(s) thus charged to submit in writing his/her defense within two working days to the PB. If the PB does not receive a defense within two working days, it will take an ex parte decision on the charge. The PB shall, however, have powers to relax the time-frames mentioned above based on the merit of the case in question.
- (3) Under normal circumstances the PB shall issue a show cause notice within four working days of receiving a complaint calling for explanation within two working days. If the explanation is not received within two working days or in the further time as may be granted, the PB may, by powers vested in it, record hearing from the other side and/ or itself conduct an enquiry or may entrust the process of enquiry including framing of charges and conducting the actual inquiry to any other official of the

College. However, if the situation so demands, the PB may convene an emergency meeting and call those concerned to depose before it immediately.

- (4) Evidence to the PB shall normally be presented orally. The student charged may be required to provide written / material evidence, if the PB so demands.
- (5) It shall be the responsibility of the student charged and the complainant to arrange for their respective witnesses to give oral evidence or to submit any written statements / material evidence in their defence. A Witness giving oral evidence may be cross-examined by the PB. A witness not available for cross-examination may submit evidence in writing. The PB shall not consider evidence from persons who are not prepared to have their names revealed to the PB. The names of persons appearing as evidence / witness shall be kept confidential.
- (6) The PB shall have the power to determine the order of proceedings and to exclude any material which appears irrelevant or repetitive or even seek classification on oral/ written submissions/ material evidence.
- (7) The student charged will be invited to be present with a representative [optionally and who shall be another bonafide student only] whenever oral evidence is being heard. Representation through legal counsel/ lawyer shall not be allowed in any case to any of the parties. Non-attendance of the student charged or his/ her representative shall not bar the PB from proceeding ahead. The PB may at its discretion adjourn its proceedings in order to enable the student charged or the representative to be present.
- (8) The PB may adjourn a hearing in order to require a witness to attend for cross-examination. Where a witness who, in the opinion of the PB, is a vital witness, fails to attend, the PB may, at its discretion, postpone its deliberations or even continue with its proceedings. The PB may also adjourn/ proceed with a case where it is of the opinion that its proceedings are being impeded by any circumstances beyond its control.
- (9) The PB shall meet to consider an adjourned case, as soon as it is feasible, and not later than 15 days after the adjournment, although the case may not be determined at the resumed meeting. Where it is not reasonably practicable for the same members to attend the PB meeting reconvened to hear an adjourned case, it may co-opt one or two additional members to form the quorum.
- (10) The PB is authorised to invite members where it deems necessary. However, the members so invited shall not have voting rights.

d. GENERAL

- (1) No punishment shall ordinarily be imposed on a student unless the PB has followed normal procedures including due opportunity to the student(s) charged with offence.
- (2) The PB shall draw up:
 - i. The substance of the imputation of major acts of discipline into definite and distinct articles of charge.
 - ii. A statement of imputation of acts indiscipline in support of each article of charge, which-
 - a) A statement of all relevant facts including admission or co made by student (to be signed by the concerned student/s)

- b) A list of documents by which and list of witnesses by whom the articles of charge are proposed to be sustained. (To be signed by the concerned witness).
- (3) The Inquiry Authority shall prepare the report of inquiry which shall contain: -
 - a) The articles of charge and the statement of imputation of acts of major indiscipline.
 - b) The defence of the student if any in respect of each article of charge.
 - c) An assessment of the evidence in respect of each article of charge, separately in respect of each student.
 - d) The finding on each article of charge and the reasons thereof.
- (4) In case the Principal or any Competent Authority is of the opinion that on the basis of the available material evidence on record, a prima facie case exists against a student s/he may order suspension of the student including withdrawal of any or all facilities available to a bonafide student pending inquiry.
- (5) Notwithstanding any punishment mentioned above, the Principal may, keeping in view the gravity / nature of misconduct/act of indiscipline has been committed, award a punishment in excess of or less than or other than what has been mentioned thereon for reasons to be recorded.
- (6) The Office of the Chief Proctor shall immediately report its decision to Principal for necessary action. It shall also report annually to the Principal and any such body that the Principal deems fit, on all cases arbitrated by it during the preceding academic year.

8. PLACING THE REPORTS OF INQUIRY BEFORE THE MANAGING COMMITTEE

- (i) The Principal on the receipt of the record of inquiry from the Inquiry Authority shall cause the records to be placed before the Managing Committee at its next meeting or at a special meeting, if necessary.
- (ii) The Managing Committee after due consideration of the report and record of inquiry with the recommendation of the Principal shall pass such order as may be considered just and necessary.
- (iii) The Principal shall then communicate the orders of the Managing Committee to the student if the decision is to rusticate the student.
- (iv) If the student rusticated will be allowed to appear for the College Examination with a condition that the results will be with-held until the completion of the inquiry and the decision of the Managing Committee thereon, the Principal shall inform the Controller of Examinations that the result of the student shall not be announced.

9. APPEAL

- (i) Student/s shall be allowed to appeal against the fine/ penalty imposed by the competent authority subject to provisions of the Rule 6. However, such an appeal shall be preferred by the concerned student/s within ten working days after the receipt of order of the competent authority.
- (ii) There shall be no appeal against the order of the Vice Chancellor where student/s is/are subjected to expulsion from the College or is subjected to monetary fine by the Vice Chancellor. The decision of the Vice Chancellor shall be final.

10. ACT/ACTS OF INDISCIPLINE MISCONDUCT OUTSIDE THE COLLEGE CAMPUS:

- (i) The College shall not ordinarily take cognizance of act/acts of indiscipline committed by a student outside the College campus.
- (ii) If a student is arrested or detained by orders of a magistrate on a charge of criminal act involving moral turpitude committed outside the campus, the Principal after verifying the fact of such arrest and detention shall place him / her under suspension until s/he is released on bail or otherwise.
- (iii) If a student is sentenced to imprisonment for an offence indulging moral turpitude, the Principal shall place him/her under suspension.
- (iv) The Principal shall place the matter before the Managing Committee which shall rusticate him/her from the College.
- (v) If on appeal, the conviction is set aside, his/her rustication shall post fact cease.
- (vi) Cases of allegation/acts of sexual harassment will come under purview of the Internal Complaints Committee (ICC).

11. INTERPRETATION

In case of a dispute with regards to the interpretation of any of the Rules mentioned above, the decision of the Principal shall be final.

ATTENDANCE RULES

(As per GU ordinance O.A. -17)

(Effective from 30th November, 2007) Ordinance OA-17 relating to Minimum attendance for eligibility to appear for Examinations conducted by Goa University.

OA-17.1 (Effective from 12th February, 2019) Objectives

To ensure regular attendance during every form of interactive instruction pertaining to the teaching of all the Undergraduate and Post Graduate Programmes offered by Goa University.

OA-17.2 General

(i) Attendance criteria under this Ordinance shall be brought to the notice of all the enrolled students by the concerned Institution/Department at the beginning of the academic year and the same shall be enforced strictly.

OA-17.3 Attendance and eligibility to appear for Examinations

(i) (Effective from 12th February, 2019) The attendance shall be taken by the teacher for each lecture/ tutorial/ practical or any other component of teaching separately. He/She shall maintain such a paper-/course-wise Attendance Register.

(ii) (Effective from 12th February, 2019) Attendance shall be taken on a day to day basis for all the students and shall be cumulative of all the months of the Semester / Term /Year (in case of annual examination), as the case may be, for deciding the eligibility to appear for the respective examination. The statement of the cumulative attendance shall be prepared paper/course-wise and the same shall be displayed on the Notice Board on a monthly basis. Where students have online access to attendance records, a Notice directing students to check their records may be displayed on the Notice Board on a monthly basis. A copy of this statement shall be sent to the University as and when requested by the University authorities.

(iii) (Effective from 12th February, 2019) Deleted

(iv) (Effective from 12th February, 2019) A student registered in a Semester / Term / Year, for any Programme (Degree or Diploma), shall ordinarily be required to have a minimum cumulative attendance of 75% of the total lectures and practicals engaged during that Semester / Term / Year and a minimum of 50% attendance of the total lectures and practicals engaged in any individual paper / course. In case of late admission on genuine grounds (to be decided by the Principal/Dean/Head of Department), attendance shall be considered from the date of admission to the programme. In case the faculty is unable to engage the actual numbers of lectures/practicals prescribed for a particular paper/course due to any reason, all the students shall be given full attendance to that number of classes that could not be engaged by the faculty. (For example, if a faculty could engage only 55 lectures out of prescribed 60 lectures, each student shall be given attendance of additional 5 lectures in that paper/course and the same shall be counted for counting 75% attendance requirement). Under CBCS, a student whose attendance is less than 75% shall have the option of dropping a paper(s)/ Course(s) in order to meet the minimum 75% attendance requirement. Institutions may conduct remedial classes to those students whose attendance is below 75% to meet the requirement under this provision. However, such remedial classes cannot be conducted after the commencement of the Semester End Examinations for the respective Semester.

(v) (Effective from 12th February, 2019) A student, not fulfilling the minimum attendance requirements mentioned above, shall not be eligible to appear for that Semester / Term / Annual Examination. Such student shall have to seek readmission to the Course/Programme during the subsequent Academic Year /Term / Semester by paying the requisite fees. Such a student shall not be treated as a fresh applicant for admission if the re-admission is in the same Institution. Readmission to professional colleges for the First Year of the programme shall be as per the admission rules of the program. These students need not answer the eligibility test.

(vi) For a student registered for subject / subjects having practical component, attendance for both theory and practical component shall be treated separately for the requisite attendance mentioned above.

(vii) (Effective from 12th February, 2019) In case a student desires to seek admission during the course of the Academic year to a different institution for the same programme, her/his attendance shall be transferred.

(viii) (Effective from 12th February, 2019) A student representing the Institution / University / State / Country in extracurricular activities such as NCC / NSS / Sports / Cultural events, on obtaining prior approval of the Principal / Dean / Head of Department, shall be marked "Present" for the lectures/practicals missed, provided such absence is supported by documentary evidence issued by the appropriate authority such as Commanding Officer of NCC, Director of Sports and Youth Affairs, Director / Asst. Director of Sports in Government / University or an authorized official of these and other similar bodies.

(ix) (Effective from 12th February, 2019) Absence on medical grounds for more than four continuous working days is required to be supported with a Medical Certificate which should be submitted within seven days after rejoining the class.

Absence beyond 25% may be condoned on medical grounds.

Students participating in sports at the Inter-collegiate Championship level may be given upto 15% relaxation in attendance.

Further, a student who participates in two or more Inter-collegiate Championships may be given an additional 10% relaxation in attendance.

A student representing the University at Inter University Championships or the State at National level Championships or higher levels, may be given relaxation upto 50% in

attendance. However, the maximum relaxation permissible to a student on all accounts shall not be more than 50%.

(x) (Effective from 12th February, 2019) Any case not covered under the above clauses but recommended by the Principal / Dean / Head of the Department to be condoned, shall be referred to a Committee consisting of (i) Vice-Chancellor (Chairperson), (ii) Registrar and (iii) Principal of the Institutions/Dean of the College / Head of the Department concerned, as members.

(xi) (Effective from 12th February, 2019) For Programmes that are governed by the regulations of Central governing/regulatory bodies, the norms prescribed by the respective bodies as amended from time to time shall apply

(xii) (Effective from 12th February, 2019) A student, who has any grievance about the attendance record, may bring the same to the notice of the Principal/ Dean / Head of the Department, in writing, within three days from the date of display of the attendance on the Notice Board / Notice regarding checking of attendance online. The Principal/ Dean / Head of the Department, on receipt of such a complaint, shall verify the accuracy of the attendance records and allow the aggrieved student to inspect the records, if necessary, and shall dispose of the complaint preferably within a period of seven days

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009

D.O.NO.F.1-15/2009(ARC)PT-III DECEMBER, 2018.

It is compulsory for each student and every parent to submit an online undertaking every academic year at www.antiragging.in & www.amanmovement.ore

In Exercise of the powers conferred by Clause (g) of Sub-section (1) of section 26 of the University Grants Commission hereby makes the following Regulations, namely-

1. Title, commencement and applicability :-

- 1.1 These regulations shall be called the "UGC regulations on curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force with immediate effect.
- 1.3 They shall apply to all the universities established or incorporated by or under a Central act, a Provincial Act or a State Act, to all institutions deemed to be university under section 3 of the UGC act, 1956, to all other higher educational institutions, including the departments, constituent units and all the premises (academic, residential, sports, canteen, etc) of such universities, deemed universities and other higher educational institutions, whether located within the campus or outside, and to all means of transportation of students whether public or private.

2. Objective

To root out ragging in all its forms from universities, colleges and other educational institutions in the country by prohibiting it by law, preventing its occurrence by following the provisions of these Regulations and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force.

Clause 3: What constituents Ragging – ragging constitutes one or more of any of the following acts”

UGC has notified the 3rd Amendment in UGC Regulations on 29th June, 2016 to expand the definition of ragging by including the following:-

3 (i) Any act of physical or mental abuse (including bullying and exclusion) targeted at another student (fresher or otherwise) on the ground of colour, race, religion, caste, ethnicity, gender (including transgender), sexual orientation, appearance, nationality, regional origins, linguistic identity, place of birth, place of residence or economic background.

- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
- b. Including in rowdy or in disciplined activities by any student or students which cause or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student.
- c. Asking any student to do any act which such student will not in ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student.
- d. Any act by a senior student that prevents, disrupts or disturb the regular academic activity of any other student or a fresher.
- e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
- g. Any act of physical abuse including all various of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gesture, causing bodily harm or any other danger to health or person.
- h. Any act or abuse by spoken words, emails, post, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
- i. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Clause 7: Action to be taken by the Head of the Institution:- on receipt of the recommendation of the Anti-Ragging Squad or on receipt of any information on concerning any reported incident of ragging, the Head of Institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following namely:

- i. Abetment to ragging;

- ii. Criminal conspiracy to rag;
- iii. Unlawful assembly and rioting while ragging;
- iv. Public nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement;
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal trespass;
- xiii. Offences against property;
- xiv. Criminal intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s).
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s).
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating university, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

Clause 9: Administrative action in the event of ragging:-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

a) The anti-ragging committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature of gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.

b) The anti-ragging committee may, depending on the nature and gravity of the guilt established by the anti-ragging squad award to those found guilty, one or more of the following punishments, namely;

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/ withdrawing scholarships/fellowship and other benefits.
- iii. Debarring from appearing in any test/examination or other evaluation process.
- iv. Withholding results.
- v. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival etc.

- vi. Suspension/expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for period ranging from one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.

c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,

- i. In case of an order of an institution, affiliated to or constituent part of a university to the vice chancellor of the university.
- ii. In case of an order of a university, to its vice chancellor.
- iii. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the institution as the case may be.

**UGC (PREVENTION, PROHIBITION AND REDRESSAL OF SEXUAL
HARASSMENT OF WOMEN EMPLOYEES AND STUDENTS IN HIGHER
EDUCATIONAL INSTITUTIONS) REGULATIONS, 2015**

Kindly refer to the following link:

https://www.ugc.ac.in/pdfnews/7203627_UGC_regulations-harassment.pdf

FINANCIAL ASSISTANCE/SCHOLARSHIP/PRIZES/MEDALS

Financial assistance will be available to eligible and deserving students under various schemes like:

Central and State Government Scholarships

- 1) E.B.C Scholarship
- 2) Freedom Fighters Scholarship
- 3) Post-Matric Scholarship for Disabled
- 4) Post-Matric Scholarship to SC / O.B.C students
- 5) Post-Matric Scholarship to ST
- 6) Post-Matric Minority Scheme
- 7) Central Sector Scheme
- 8) Gagan Bharari Shiksha Yogna for Students belonging to Dhangar Community
- 9) Bursary Scheme
- 10) Scholarship Benefit under "Scheme for Promotion of Science Education".
- 11) Hindi Scholarship for Non-Hindi Speaking Students.
- 12) Students Aid Fund (Inhouse Scholarship)
- 13) Dayanand Bandodkar for Orphans- Full Fee Waiver (refer to circular no 3/2/2018 - 19/Bud/DhE/ Plan/Scheme/93 dated 05/04/2018)
- 14) Full Fee Waiver SC/ST
- 15) Merit Based SSC / HSSC for ST Students
- 16) Students belonging to SC/ST/OBC shall be provided with 50% concessions in the payment of exam fees Circular No. 2/622/19-Legal(Vol.XVIII)/3069 dated 8t January 2020.

Scholarships from Sr. No 3 to 8 are Fee Waiver scholarships based on Merit and income ceiling.

Fee waiver for Orphan students

Other scholarships as announced by the Directorate of Higher Education, Directorate of Social Welfare and College. Information on these will be displayed on the college notice board from time to time.

Documents required for benefit of various scholarship schemes

- 1) Passport size photographs
- 2) Attested copies of certificate of educational qualification
- 3) Proof of permanent residence/ copy of ration card
- 4) Birth certificate
- 5) Income certificate issued by competent authority
- 6) Schedule tribe certificate issued by competent authority
- 7) Fees payment receipts
- 8) Photo copy of pass book from the nationalized bank account.

PRIZE LIST

Prizes / Awards / Medals with Citation Awarded to Meritorious Students in Various Fields

College Annual Day Awards / Prizes

ACADEMIC AWARDS: T.Y.B.A.

Mrs. Varsha Satoskar Meritorious scholarship” for securing first in T.Y.B.A. Goa University Examination. (annual interest earned on the fixed deposit)

Pai Meritorious scholarship” of cash Rs.1000/- and Interest on F.D. Rs. ___/- for securing highest marks in Psychology in T.Y. B.A. (V& VI) Goa University Examination, instituted by Dr. (Mrs.) Kishori S. Pai

Meritorious scholarship of Rs.1001/- for securing highest marks in Environmental Economics (Sem V & VI) at T.Y.B.A. Goa University Examination instituted by Dr. Sharmila Desai, Asst. Prof. in Economics of the college

Smt. Ramani & Pandharinath Kerkar memorial Meritorious scholarship” of Rs 2000/- for securing highest marks in Geomorphology in T.Y.B.A at Goa University Examination, instituted by Dr. Pravina Kerkar, Associate Professor in Geography of the college.

Late ”Shri. Mahadev Vithoba Gawas Meritorious scholarship” of Rs. 1000/- for securing highest marks in Hindi Major (General) at T.Y.B.A. Goa University Examination, instituted by Dr. Asha Gahloth, Associate Prof. of Hindi of the college.

Late ”Shri. Mahadev Vithoba Gawas Meritorious scholarship” of Rs. 3000/- for securing highest marks in PGDT Hindi at Goa University Examination, instituted by Dr. Asha Gahloth, Associate Prof. of Hindi of the college.

Late Madhavi Sardessai Memorial Meritorious scholarship of Rs 2000/ and a book for securing highest marks in Konkani, instituted by Ms. Asawari Raju Nayak, Asst. Professor, Dept. of Psychology

Shri. Pu. Shi. Narvenkar memorial Meritorious scholarship of Rs 2000 /- for securing highest marks in Marathi instituted by Dr. Sunetra Calangutkar, Asst. Professor in Marathi.

Late Mrs. Guiomar Rodrigues Meritorious scholarship of Rs.2000/- for securing the highest marks in English Major (General) in the T.Y.B.A. (Sem V and VI) Goa University Examination.

Meritorious scholarship of Rs. 1000/- for securing highest marks in Public Finance (Sem V and VI) at the T.Y.B.A. Goa University Examination instituted by Mrs. Manisha Phadte, Assistant Professor in Economics of the college

Smt. Anjali Bhat and Late Dr. Anant Ram Bhat Meritorious scholarship of Rs.500/- for securing highest marks in Quantitative Techniques in Geography at the T.Y.B.A. (Sem V and VI) Goa University Examination instituted by Ms. Tanvi Deshpande, Asst. Prof. in Geography of the College.

Late Shri. Madhukar Vishnu Kulkarni Meritorious scholarship of Rs.2500/- for securing highest marks in Political Science (Honors) in T.Y.B.A. Goa University Examination instituted by Prof. (Dr.) Seema P. Salgaonkar, Professor in Political Science of the college.

Professor Alito Sequeira Meritorious scholarship in Politics and Society of Rs.2000/- for securing the highest marks in Government and Politics at the T.Y.B.A. Goa University Examination instituted by Dr. Nawoo Varak, Assistant Professor in Political Science of the college

Meritorious scholarship of Rs.2000/- for securing highest marks in Political Science (Honors) in T.Y.B.A. Goa University Examination instituted by Mr. Nilesh Naik, Assistant Professor in Political Science of the college

“Smt. Ramani & Pandharinath Kerkar memorial Meritorious scholarship” of Rs 1000/- for securing highest marks in MA Geography Part-II Examination, instituted by Dr. Pravina Kerkar, Associate Professor in Geography of the College.

ACADEMIC AWARDS: T.Y.B.Sc.

A Meritorious scholarship of Rs.4000/- for being first in Computer Science at T.Y.B.Sc. (Honours) Goa University Examination, instituted by Mrs. Anita S. Raicar, Associate Prof. of Computer Science of the college.

A Meritorious scholarship of Rs.3000/- for being second in Computer Science at T.Y.B.Sc.(Honours) Goa University Examination, instituted by Mrs. Anita S. Raicar, Associate Prof. of Computer Science of the college.

A Meritorious scholarship of Rs.2000/- for securing highest marks in Computer Science practical paper at T.Y.B.Sc. Goa University Examination, instituted by Mrs. Anna Gracy Fernandes, Associate Prof. of Computer Science of the college.

A Meritorious scholarship of Rs. 2500/- for scoring highest marks in core papers for Maths (Honours) Semester V at Goa University Examination, instituted by Mrs. Varada Kalas, Associate Prof. of Mathematics of this College.

A Meritorious scholarship of Rs. 2500/- for scoring highest marks in core papers for Maths (Honours) Semester VI at Goa University Examination, instituted by Mrs. Varada Kalas, Associate Prof. of Mathematics of this College.

Dr. Vithal Sukhthankar memorial Meritorious scholarship of Rs. 1000/- for securing First Class First (Overall) in the college at T.Y. Bsc. Goa University Examination

A Meritorious scholarship of Rs.1500/- for securing highest marks in Microbiology (Six units) at T.Y.B.Sc. Goa University Examination, instituted by Dr. Dilecta D’ Costa, Associate Prof. of Microbiology.

A Meritorious scholarship of Rs.1000/- for securing highest marks in Microbiology (Overall) in T.Y.B.Sc. at Goa University Examination, instituted by Shri: Samir Gawas, Ex-student of this college.

Meritorious scholarship of Rs.3000/- for securing highest marks in Microbiology practical (Six units) in T.Y.B.Sc. at Goa University Examination, instituted by Mrs. Marina Albuquerque, Associate Prof. in Microbiology

“Smt. Seema & Divakar Kalekar memorial Meritorious scholarship” of Rs 2000/- for securing highest marks in Genetic Engineering in T.Y.B.Sc – Microbiology at Goa University Examination instituted by Dr. Sushanta Sapte, Assistant Prof in Microbiology.

Late “Varada Shetye Pai Meritorious scholarship” of Rs. ___/- for scoring highest marks in Microbiology in T.Y.B.Sc. at Goa University Examination, instituted by her father Shri. Shetye (annual interest earned on fixed deposit of Rs. 10,000/-)

Smt. Laxmi & Kanta Vernekar memorial Meritorious scholarship of Rs.2500/- for securing highest marks in Chemistry at T.Y.B.Sc. Goa University Examination, instituted by Dr. Beena Vernekar, Associate Prof.in Chemistry of the college.

“Syngenta Annual Scholarship” for scoring highest marks in Chemistry at Goa University Examination, instituted by Syngenta Pvt. Ltd – Corlim Goa. (annual interest earned on fixed deposit of Rs. 10,000/-)

“Smt. Radhabai G. Padiyar memorial Meritorious scholarship” of Rs.2000/- for securing highest marks in Physical Chemistry at T.Y.B.Sc. Goa University Examination, instituted by Dr. Rajashri Mordekar, Assistant Prof. in Chemistry.

“Late Pirojbai Kerkar memorial Meritorious scholarship” of Rs. 2000/- for securing highest marks at T.Y.B.Sc. Goa University Examination, instituted by Dr. Pravina Kerkar, Associate Prof. of the college.

“Prabhakar & Mohini Deshpande memorial Meritorious scholarship” of Rs. 500/- for scoring highest marks in Geography of Economic Activities and Regional Development at TY BSc Goa University Examination, instituted by Ms. Tanvi Deshpande, Assistant Prof. of the college

“Late Vasant Vishnu Sawant memorial Meritorious scholarship” for securing highest marks GUART examination in the subject of chemistry in the college, instituted by Dr. Jyoti Sawant Associate Professor of the college

ACADEMIC AWARDS: T.Y.B.Com.

Meritorious scholarship of Rs. 1000/- for standing first in T.Y.B.Com (Overall in Sem V & VI) Goa University Examination instituted by Mr. Devanand K. Velingkar, Assistant Prof. in Commerce of the college.

Late Ms. Deepashri Palkar Meritorious scholarship of Rs. 1000/- to a Girl student for standing first in T.Y.B.Com (overall in Sem V & VI) at Goa University Examination instituted by Ms: Yanita C Palkar, Assistant Prof. in Commerce of the college.

Mr. Venkatesh D. Satoskar Meritorious scholarship” for standing first in T.Y.B.Com.(Overall in Sem V & VI) at Goa University Examination. (annual interest earned on fixed deposit)

Meritorious scholarship of Rs. 210/- sponsored by Smt. Maria De Fernandes in loving memory of her son, Late Artemio Fernandes, Ex-Lecturer of this college for the Student securing highest marks in (FAAT) Financial Accounting, Auditing & Taxation at T.Y.B.Com. Goa University Examination. (The annual interest accrued on the fixed deposit)

Late Shri. Madhavan Divakaran Meritorious scholarship of Rs. 1000/- for securing overall highest marks in Business Management (Overall in Sem V & VI) at Goa University Examination instituted by Dr. Radhamani Divakar, Associate Prof. in Commerce of the college.

Late Shri. Madhavan Divakaran Meritorious scholarship of Rs. 1000/- for securing highest marks in Service marketing in Sem V & Strategic Management in Sem VI at Goa University Examination instituted by Dr. Radhamani Divakar, Associate Prof. in Commerce of the college.

Late Dr.B.A Sawaikar Meritorious scholarship of Rs. 1000/- for securing highest marks in Cost Accounting (overall in Sem V & VI) at Goa University Examination instituted by Ms: Ranjana D. Sawaikar, Assistant Prof. in Commerce of the college.

Meritorious scholarship of Rs. 1000/- for securing Highest marks in IM & HRM at T.Y.B.Com (Overall in Sem V & VI) Goa University Examination instituted by Mr. Devanand K. Velingkar, Assistant Prof. in Commerce of the college.

Meritorious scholarship of Rs. 1000/- for securing Highest marks in (FAAT) Financial Accounting, Auditing & Taxation at T.Y.B.Com. Goa University Examination. (Overall in Sem V & VI) Goa University Examination instituted by Ms. Manisha Manerikar, Assistant Prof. in Commerce of the college.

Meritorious scholarship of Rs. 1000/-for securing highest marks in Cost Accounting (overall in Sem V & VI) at Goa University Examination instituted by Ms. Manisha Manerikar, Assistant Prof. in Commerce of the college.

ACADEMIC AWARDS: T.Y.B.VOC

Meritorious scholarship of Rs.3000/- for being first in BVOC(Software Technologies) with General Component & Skill Component at T.Y.BVOC(ST) Goa University Examination, instituted by Mrs. Ana Gracy Fernandes, Associate Prof. of Computer Science & BVOC(ST) coordinator of the college.

Meritorious scholarship of Rs.2000/- for being second in BVOC(Software Technologies) with General Component & Skill Component at T.Y.BVOC(ST) Goa University Examination, instituted by Mrs. Ana Gracy Fernandes, Associate Prof. of Computer Science & BVOC(ST) coordinator of the college.

ACADEMIC AWARDS: M.Com.

For securing Distinction and ranking first in M.Com part I exam held during 2022-23.

For securing Distinction and ranking first in M.Com part II exam held during 2022-23.

ACADEMIC AWARDS: M.Sc. Chemistry

A Meritorious scholarship of Rs.2000/- for securing highest marks in Msc. Chemistry Part I in the college, Sponsored by Department of Chemistry of this college.

A Meritorious scholarship of Rs.3000/- for securing highest marks in Msc. Chemistry Part I and II in the college, Sponsored by Department of Chemistry of this college

ACADEMIC AWARDS: M.A. MICROBIOLOGY

“Late Shri Suhas Vinayak Gaitonde memorial Meritorious scholarship” of Rs. 1000/ for being MSc part 1 topper (Microbiology) for 2022-23, Goa University Examination, Instituted by Dr. Sapna Suhas Gaitonde, Asst. Prof of Microbiology.

A Meritorious scholarship of Rs.2500/- for securing highest marks in M.Sc Microbiology Part 1 and Part 2. Goa University Examination, instituted by Dr. Dilecta D’ Costa, Associate Prof. of Microbiology.

“Smt. Vimal Patil Memorial Meritorious scholarship” of Rs.1000/- for securing highest marks in “Extremophilic Microorganisms” instrumented by Dr. Sushama Dessai, Asst. Professor in Microbiology.

“Prof. Irene Furtado Memorial Meritorious scholarship” of Rs.1000/- for securing highest marks in “Archaea” instrumented by Dr. Sushma Dessai, Asst. Professor in Microbiology.

ACADEMIC AWARDS: M.A. Geography

Smt. Ramani & Pandharinath Kerkar Memorial award of Rs1000/- for securing highest marks in M.A. Geography Part – II Examination, instituted by Dr. Pravina Kerkar, Associate Professor in Geography of the college.

Internal Examinations Academic Merit Awards

Bachelor of Arts

Topper in Semester – I B. A. Examination

Topper in Semester – II B. A. Examination

Topper in Semester – III B. A. Examination

Topper in Semester – IV B. A. Examination

Bachelor of Science

Topper in Semester – I B. Sc. Examination

Topper in Semester – II B. Sc. Examination

Topper in Semester – III B. Sc. Examination

Topper in Semester – IV B. Sc. Examination

Bachelor of Vocation

Topper in Semester – I B. Voc. Examination

Topper in Semester – II B. Voc. Examination

Topper in Semester – III B. Voc. Examination

Topper in Semester – IV B. Voc. Examination

Bachelor of Commerce

Topper in Semester – I B. Com. Examination

Topper in Semester – II B. Com. Examination

Topper in Semester – III B. Com. Examination

Topper in Semester – IV B. Com. Examination

Co-Curricular Activities Awards

Meritorious Scholarship of Rs.300/- & Inspirational book to the “Best Reader” of the year 2022-23 instituted by Ms. Yuga Adarkar our college Librarian

SCHEME OF EXAMINATION

OA-38.14 SCHEME OF EXAMINATION (B.A. / B. COM./ B.SC.) (NEP)

The Scheme of Examination shall be as follows:

(i) Evaluation shall be based on continuous assessment, in which Intra-Semester Assessment (ISA) and Semester End Assessment (SEA) will contribute to the final grade. ISA will consist of class tests, mid-Semester examination(s), homework assignments, and such other modes of evaluation, as determined by the faculty in charge of the courses of study. Progress towards achievement of learning outcomes will be assessed using the following: time-constrained

examinations; closed-book and open book tests; problem-based assignments; practical assignment, laboratory reports; observation of practical skills; individual project reports (case-study reports); team project reports; oral presentations, including seminar presentation; viva voce; computerized adaptive assessment, surprise test, modular certifications, and any other modes of assessment.

(ii) The evaluation for the Courses shall comprise of ISA and the SEA.

(a) One Credit shall carry 25 marks.

(b) The ISA shall carry 20% of maximum marks allotted for the Course, and SEA shall carry 80% marks. A Course of Four Credits for total of 100 marks, having only Theory, shall have ISA for 20 marks and SEA for 80 marks.

(c) There shall be no ISA for the One Credit Practical Component of Four Credit Courses. A Four Credit Course (100 marks) comprising Theory (Three Credits) and Practical (One Credit) shall have ISAs only for the Theory Component (15 Marks), and SEA Theory Component (60 marks). The One Credit Practical Component has only SEA (25 marks).

(d) There shall be no ISA for a One Credit Practical Course.

(e) In case of Two-Four Credit Practical Courses, the ISA shall have 20% weightage and SEA 80%. (f) Courses of any other number of Credits shall have a proportionate marking system

(iii) Intra-Semester Assessment (ISA) There shall be three ISAs in a given Semester for the theory Component of each Course of 2 Credits and above, of which a minimum of 50% shall be evidence based. The two best scores shall be considered for the final ISA marks for papers of 2 Credits and above. For a course of one Credit the best score out of two ISAs shall be considered. ISAs may be through a written test or any other alternative mode of evaluation, including assignments, presentations, oral or online test, MCQs, open book test, and any other mode of assessment.

(a) There shall not be any averaging of ISA marks.

(b) Generally, the ISA for a given Course shall be conducted by the teacher/s teaching that Course.

(c) The ISA schedule shall be notified at the beginning of the Semester.

(d) ISA marks shall be communicated to students within two weeks of the ISA.

(e) Ordinarily, ISA-I shall be completed by the end of the Fifth week after the commencement of the Semester and ISA-II by the end of the Tenth week of the Semester.

(f) Students who fail to appear for an ISA due to a genuine reason shall be given another opportunity to complete the ISA.

(g) There shall be a Committee appointed to monitor the conduct of ISAs.

(h) To be eligible to appear for the Semester End Assessment (SEA), a student shall be required to appear for a minimum of two ISAs in each Course

(iv) Semester End Assessment (SEA) (a) SEAs shall be conducted at the conclusion of every Semester, and shall cover the entire syllabus prescribed for the respective Course. (b) A student shall be considered to have successfully fulfilled the requirements of a Semester to be eligible to appear for the SEA provided the student has appeared for two ISAs in a Course, and fulfils the minimum attendance requirements as per the relevant rules of the University. A student failing to fulfil these conditions shall have to repeat the course. (c) The detailed procedure for the conduct of SEA and subsequent assessment shall be as notified by the University. (d) The pattern of question paper(s) to be set for the SEA in a given course and the scheme of marking shall be decided by the respective BoS. For this purpose, the BoS shall frame specimen question paper(s) in the various courses concerned for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the respective BoS. (e) **To pass a Course a student shall have to obtain a minimum of 40% in ISA and SEA together. There is no separate passing for ISA and SEA.** (f) The duration of SEA theory paper carrying up to 40 marks shall be 1 hour, and papers of above 40 and up to 80 marks shall be of 2 hours duration. (g) Supplementary exams shall be held at the end of the academic year immediately after SEA.

OC-66.5 SCHEME OF EXAMINATION (B.A. / B.COM./ B.SC.) (CHOICE BASED CREDIT SYSTEM- CBCS)

1. (a) The evaluation for the Courses, shall comprise Intra-Semester Assessment (ISA) and the Semester End Examination (SEE).

(b) The ISA tests shall carry 20% of maximum marks allotted for the Course, and SEE shall carry 80% marks. There shall not be an ISA for the Practical component of the Course.

(c) A Course of 4 Credits for total of 100 marks, having only Theory, shall have ISA for 20 marks and SEE for 80 marks.

(d) A Course of 4 Credits for total of 100 marks having Theory and Practical components shall have ISA's only for Theory component for total of 15 marks, and SEE Theory component for 60 marks and Practical component for 25 marks. A Course of 6 Credits for total of 150 marks having Theory and Practical components shall have ISA's only for Theory component for total of 20 marks, and SEE Theory component for 80 marks and Practical component for 50 marks.

(e) Courses of any other number of Credits shall have proportionate marking system.

2.(a) The ISA for the theory component of a Course shall be conducted twice in a given Semester, once through a written test, and the other by using alternate modes of evaluation including assignment/ presentation/ orals/ such other. There shall not be any averaging of ISA marks.

(b) Generally, the ISA for a given Course shall be conducted by the teacher/s teaching that Course.

(c) The schedule for the ISAs shall be notified to all at the beginning of the Semester.

(d) The marks of ISA shall be communicated to the students within two weeks.

(e) ISA I shall preferably be completed by the end of July for odd Semesters and end of January for even Semesters. Students who fail to appear for the test due to a genuine reason shall be given another opportunity by the end of August/ February respectively, on a date pre-determined by the College. ISA II will be completed as decided by the teacher but before the end of the semester.

(f) Every College shall appoint a three member Committee to monitor the ISA in the College. There would be no remission in workload or remuneration for carrying out this work.

(g) A student who does not appear for two ISAs of a Course shall not be eligible to answer SEE of that Course.

3.(a) The SEE shall be conducted at the conclusion of a given Semester, and shall cover the entire syllabus prescribed for the respective Course.

(b) A candidate shall be considered to have successfully fulfilled the requirements of a Semester to be eligible to appear for the SEE provided he/she has appeared for two ISAs of the Course, and fulfils the minimum attendance requirements as per the relevant rules of the University. A candidate failing to fulfil these conditions shall have to repeat the Semester.

(c) A tentative schedule of SEE examination of Semesters I – IV, evaluation, declaration of results shall be prepared by the respective College(s), preferably at the beginning of each academic year and shall be notified to their students with a copy to the University. Setting of the question papers, evaluation of answer-scripts and declaration of results shall be done by respective Colleges.

(d) Assessment of answer-scripts of SEE of Semesters I - IV shall be organised by the Colleges. The assessment of the SEE answer scripts at the Semesters I - IV shall be done by the teachers of respective Colleges. If two or more Colleges desire to have the same question paper in any of the subjects, a common paper may be set by the teachers from the concerned colleges. For this purpose, a Committee of senior teachers may be constituted by the Principals of concerned Colleges.

(e) The pattern of question paper(s) to be set for the SEE in a given Subject and the scheme of marking shall be decided by the BoS in that subject. For this purpose, the BoS shall frame specimen question paper(s) in the concerned Subject for each Semester for the information of the students. Similarly, for practical examinations, the number of laboratory exercises, marks distribution for each exercise and other relevant details shall be decided by the BoS in that subject.

(f) The Schedule of the Examination and the setting of question paper(s) for SEE for Semester- V and Semester-VI shall be done centrally by the University.

(i) A Board of Paper-Setters and Examiners for the SEE of Semester V and VI shall be appointed by the University.

(ii) The Paper-Setters shall finalise the question paper(s); there shall be no objective type of questions at SEE; however short answer questions may be set.

(iii) The paper setters shall also prepare a key for answers to all question/sub-questions and the scheme of marking of the paper set at the examination. In case of descriptive type of answers, only important points to be expected may be highlighted in the key.

(iv) The Chairperson shall personally hand over the sealed set of question papers and answer keys to the Controller of Examinations in the prescribed manner.

(v) Photocopies of this key and the marking scheme for each of the paper of the concerned Semester V and VI shall be given to the examiners assessing the papers.

(g) The duration of SEE theory paper carrying 40 marks shall be of 1 hour duration, and those above 40 marks shall be of 2 hours duration.

4.(a)(i) Examination(s) in Laboratory exercises shall be conducted for Courses having practical component. Marks shall be allotted for journal/lab record book, field work, experiment assigned to the candidate and oral, and shall be broadly as follows: Experiment 60%, Journal 20%, Orals 20%. The final break-up of marks shall be as recommended by the Board of Studies in the respective subject, approved by the Academic Council and notified by the University to all the Colleges.

(ii) For assessing the candidate's performance in the assigned experiment, the examiner shall take into account the planning, the procedure and the technique followed by the candidate along with the readings/observations, the results and the presentation.

(iii) Candidates shall be required to submit the journal/record book while entering the laboratory to appear for the practical examination. Examiner(s) shall take into account the regularity of the candidate in attending the Laboratory Course, completeness of the exercises, presentation and style of writing the journal. For subjects having field work component, the candidate shall be required to submit the report of such field excursion(s) along with the journal(s) for assessment. The examiner(s) shall consider the report along with journal(s) while allotting the marks.

(iv) In oral examination, the examiner(s) shall assess the knowledge of the candidate in the Course as well as the experiment(s) performed by the candidate.

(b) Record of the breakup of marks thus obtained by the candidate for Semesters I to IV, shall be maintained by the respective College in a sealed envelope for a minimum period of 4 years.

(c) A candidate may be permitted, strictly on medical or other genuine grounds, to appear for practical examination out of turn, irrespective of the timetable and the batch allotted to him/her, in the examination programme for Semester-V and Semester-VI issued by the University. This out of turn appearance may be in the same college in a different batch or in a different College. Such permission may be granted by the University if so recommended by the Principal of the College. The candidate shall be required to remit the requisite fee for his/her being examined out of turn.

5.(a)(i) The project shall be compulsory for all students in lieu of a DSE. Discipline Specific Project (DSP) shall be assigned during the V semester and assessed and credits assigned in the VI semester. The project shall be group project with a maximum of 5 students per group. A teacher shall not be ordinarily assigned more than 2 projects. The project workload will be 2 hours per week for a group of 5 students and for a group of 3 or less students the workload will be 1 hour per week.

(ii) Project work and the Report shall be based on field work/library work /laboratory work/ on-the-job training or similar work assigned by the teacher.

(b) The assessment of the Project Course shall be done equally by Internal Examiner (Project Supervisor for 50 marks) and External Examiner (for 50 marks) as per the guidelines defined in the Project Manual.

6.(a)(i) Revaluation of answer books of the candidates at Semesters V and VI shall be permitted as per the existing provisions of OA-5.15 for revaluation/ verification. **(ii)** However, revaluation at Semesters I to IV examinations shall not be permitted. Personal verification of marks shall be granted to the candidate in the presence of Principal/ Vice-Principal and the concerned Examiner, provided he/she has applied for the same along with payment of prescribed fees, within one week of the declaration of result.

(b) The following shall be the procedure for the verification of marks:

(i) On a notified day and time, which should be not later than 10 days after the receipt of application from the candidate, the candidate shall be shown the answer book in the chamber of the Principal/ Vice-Principal in the presence of the Examiner concerned.

(ii) If the candidate is not satisfied with the result on personal verification of answer book, he may apply to the College Grievance Committee within a week.

(iii) The College Grievance Committee shall take appropriate action as per the relevant Ordinance and inform the candidate of the decision taken accordingly.

7. A supplementary examination shall be conducted, preferably after 15 days from the declaration of results of Semester II and IV examinations. Students who have a backlog of any or all the papers (theory / practical) of Semesters I, II, III and IV are eligible to appear for this examination.

8.(a)(i) Improvement of performance/ total score shall be permitted to a candidate who has passed the B.A./B.Com/B.Sc./ degree examination, in which case he/she shall be required to appear again only in the SEE component of the papers of Semester V and /or Semester VI examinations, excluding the Project Course. For this purpose, the marks scored at the first appearance in the Project Course, as also in ISA component of the other papers, shall be carried forward for tabulation of the result under "improvement of performance".

(ii) A candidate shall not be permitted to reappear for improvement of performance at Semesters- I, II, III and IV.

(iii) This facility to reappear under improvement shall be available during the immediately subsequent regular Semester-V and Semester-VI examinations, but within double the duration period.

(iv) The performance of a candidate, who appears under this provision and fails to improve, shall be ignored.

(b)(i) The candidate availing of this provision shall be considered to have passed Semesters V and/or VI “under improvement” and this fact shall be recorded on his/her statements of marks and other relevant documents.

(ii) The candidate shall be required to surrender the original statement of marks and other relevant documents at the time of receiving the fresh statement of marks in the event of improvement of performance/ total score.

(iii) A candidate can appear only once under this clause

9 Award of Grades

A Grade Certificate shall be issued to all the registered students after every Semester based on the grades earned. The Grade Certificate will display the Course details (code, title, number of credits, grade secured). Marks awarded in each Course shall be represented in the form of Grades in the grade sheet issued at the end of each semester.

Letter Grade shall be the index of the performance of students in a said Course, denoted by letters O, A+, A, B+, B, C, P and F, and calculated based on Grade Point and marks obtained for each Course, as shown in the table below.

Letter Grade	GradePoint	Marks %
O (Outstanding)	10	85 - 100
A+(Excellent)	9	75 - <85
A (VeryGood)	8	65 - <75
B+(Good)	7	55 - <65
B (Above Average)	6	50 - <55
C (Average)	5	45 - <50
P (Pass)	4	40 - <45
F (Fail)	0	0 - <40
Ab (Absent)	0	---

10 A student shall be required to score a minimum of ‘P’ grade in ISA, SEE and practical components taken together to pass in a Course in Semesters I to VI.

OC-66.6 Grade Point Average (GPA)

The grade sheet in every semester shall reflect Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA). The Final result shall be declared as Final Grade Point Average (FGPA), earned at the end of the Programme, which shall be a measure of overall cumulative performance of a student over Semesters I- VI.

The SGPA/CGPA/FGPA shall be converted to a Letter Grade, as shown in the table below:

CGPA	Grades
10.0	O(Outstanding)
9.0 - <10	A+ (Excellent)
8.0 - <9.0	A (VeryGood)
7.0 - <8.0	B+ (Good)
6.0 - <7.0	B (Above Average)
5.0 - <6.0	C (Average)
4.0 - <5.0	P (Pass)
Less than required credits or CGPA<4.0	F (Fail)

OC-66.7 College Examination Committee, College Unfair Means Inquiry Committee and College Grievance Committee.

OC-66.7.1 The following committee shall be constituted by the Principal of the college for the terms mentioned against each of them and shall work subject to control and supervision of the Principal.

(a) College Examination Committee - 3 years

(b) College Unfair Means Inquiry Committee (CUMIC) - 3 years

(c) College Grievance Committee - 3 years

(A) The College Examination Committee shall consist of :

(i) A senior teacher who shall be the Chairperson

(ii) Two or four regular teachers (In addition to the Chairperson).

(a) There shall be no remission in work-load but adequate remuneration shall be paid to the members.

(b) This Committee shall be generally in charge of all matters pertaining to B.A., B.Com., and B.Sc. Examinations in the College.

(c) The Committee shall prepare the examination time-table, arrange to get the question paper sets printed and answer books assessed.

(d) The Committee shall arrange to get the results prepared, settled, announced and individual statement of marks prepared and issued to the candidates.

(B) The CUMIC shall be constituted with the following members

(i) Vice-Principal or a senior teacher as Chairman.

(ii) Two member of the College Examination Committee.

(2) The Committee shall inquire into the cases of unfair means and malpractices reported in a manner prescribed by OC-66.7.2 and shall recommend to the Principal a course of action as prescribed in OA-5.14.

(C) The College Grievance Committee shall be constituted as under :-

(i) Vice-Principal/Senior member of teaching staff as Chairman, provided that he is not the Chairman of CUMIC.

(ii) Two regular teachers, preferably not members of CUMIC and the College Examination Committee.

(iii) In case the Grievance concerns any member of the committee, the Principal shall reconstitute the Committee for the concerned grievance, excluding the concerned member.

(a) This committee shall investigate into written complaints from the students, referred to Committee by the Principal, in the conduct of examinations and recommend a course of action to the Principal as prescribed in OC-66.7.3 and OA- 5.14.

OC-66.7.2 Inquiry into cases of unfair means

The following procedure shall be followed for inquiring into the cases of candidates alleged to have used unfair means at the F. Y. and/or S. Y. B.A./B.Com./ B.Sc., examinations.

1 The candidates be served with a show cause notice and made aware of the charges/allegations reported against him/her so as to enable him/her to prepare his defence at the time of this appearance before the CUMIC and inform him/her thereby of the proposed action to be taken in his/her case, directing him/her to reply to the show cause notice as to why the action proposed should not be taken against him/her.

(a) The reply received by the Committee from the candidate when he/she appears before it be considered by the Committee and the final recommendation in the matter be taken and reported to the Principal for approval.

(b) The punishment finally awarded can be equal to, or less than, what is mentioned in the show cause notice, but not more than what is mentioned therein.

(c) The CUMIC is a recommendatory body. The Principal has to exercise his/her power under Statute SB-13(iv) of the University and issue final order.

(d) The broad category of malpractice and the quantum of punishment for each category thereof shall be as given in Ordinance on malpractices i.e. OA-5.14.19. Besides these guidelines, each case may be examined in detail and punishment awarded on the merit of each case.

OC-66.7.3 Investigation of Grievance by the College Grievance Committee

1 The Committee shall consider the written complaint by a student on the conduct of examination provided that

- (i) the complaint is submitted within 15 days after the declaration of results;
- (ii) the complaint is accompanied with a fee of Rs.200/- (refundable if the complaint is found genuine); and

2 The matter is referred to the Committee by the Principal.

The Committee shall invite a reply to the allegations, if any, made by the student from the concerned party.

3 After considering the reply of the concerned party, the Committee shall recommend a course of action in writing to the Principal.

4 The Principal may inform the student the findings of the Committee and shall take appropriate action including reassessment of the said answer book. However, if the marks are reduced after revaluation of the said answer book the original marks shall be retained and the student to be communicated that there is no change in his/her result.

5 A minimum fine of Rs.200/- which shall not exceed Rs.500/-, shall be imposed on the student complainant, if the said allegation(s) is (are) found to be a deliberate attempt at casting aspersions on the teacher(s) concerned. If the allegations are found to be genuine and the same is recorded giving reasons, the action shall be taken as provided under OA-5.2.6.

SCHEME FOR AWARD OF ENTITLEMENT MARKS AND GRACE MARKS

OA-26 Award of entitlement marks at the University Examinations under the Choice Based Credit System (CBCS) for B.A./B.A. (Hons.)/B.Sc./B.Sc. (Hons.)/B.Com./B.Com. (Hons.) Programmes. (w.e.f. 30th May, 2018)

OA-26.1 Scheme for Award of Entitlement Marks:

Candidates who have participated in NCC /NSS /Sports /Cultural events shall be entitled to entitlement marks as per the following scheme. However, they are not eligible for general grace marks.

(I) Candidates who have been enrolled as members of the NCC and are certified by the Principals of their Colleges/ Heads of Institutions as having satisfactorily completed a minimum of 75% of the total number of parades during a Semester.

OR

(II) Candidates who have participated in the NSS programme and are certified by the Principals of their Colleges/Heads of Institutions as having satisfactorily completed at least 60 hours of social service comprising the time spent in one or more types of projects during a Semester.

OR

(III) Candidates who have to their credit participation in cultural events during the Semester as specified below:

A. Cultural Events – At the University Level

a) All students who are members of the Winning and Runners-up teams at the Inter-Collegiate level where competitions for team Championships are conducted by the University.

b) In the case of individual events at the Inter-Collegiate meets conducted by the University students winning first three places, in the order of merit.

B. Cultural Events – At the Inter-University / Inter- State (representing the University, Zone or State / National (representing the University, Zone or State)/International (representing the University or State or Nation) Level.

(IV) All the above categories of students shall be entitled to 10 marks under any one or both of the conditions (a) and (b) mentioned below, for the examination pertaining to the respective Semester.

a) A candidate who fails to pass in one or more heads of passing for a course shall be awarded entitlement marks to the extent of 5 % of the maximum marks allotted to the head of passing, subject to a maximum of 5 marks in each course.

b) The entitlement marks whether allotted or not, fully or partially, under any of the heads of passing shall be shown along with the grand total with appropriate '#' sign. The benefit of gracing mentioned above shall be given at the respective Semester examinations.

The entitlement marks under this Ordinance shall not be counted for the purpose of placement in the order of merit or award of scholarships, prizes and medals or of other awards. However, such marks can be utilized for award of higher grades.

c) Level of participation in cultural events within the State of Goa:

1. Entitlement marks may be awarded to the First three prize winners in team as well as individual events organized by the State Government/ Central Government organizations.

2. To be considered for the award of entitlement marks, at least 10 Institutions should have participated in the event.

3. The Principals of those colleges whose students have secured 1st, 2nd and 3rd prizes should verify and forward the names of the students to the University for the award of entitlement marks.

4. The organizing agencies should also forward the names of the students and a list of the participating colleges to the University.

V) Candidates who are eligible as per University eligibility rules and have to their credit participation in Sports events during the academic year/Semester as specified below:

A. Eligibility

The Candidate (Sportsperson) should be a bona fide student of Goa University or its affiliated college. She/he shall participate in the sports events approved by the Sports Council of Goa University, National Sports Federations having recognition of the Ministry of Youth Affairs and Sports / Indian Olympic Association / Association of Indian Universities after obtaining prior approval of the respective Principal / Dean / Head of Department. She/he shall be eligible for the Sports Merit Marks only after the completion of her/his performance in the event and the marks so allotted shall be counted for her/his appearance at the respective Semester Examination only. In the event of her/his performance in more than one category/sport, only the highest marks allotted in any one category/ sport will be considered.

For the purpose of allotment of marks, sports events shall be divided into the following categories:

Category A: Students representing India in the following International events: Olympic Games, World Championships, World Cups, Davis Cup, Thomas Cup, Uber Cup, Para Olympic Games, Winter Olympics Games, Champions Trophy, Commonwealth Games, Commonwealth Championships, World University Games, World University Championships, Asian Games (Indoor/Outdoor Games), Asian Cups, Asian Championships, Asian Winter Games, Asian Para Olympics, Wimbledon Championship, US, French & Australia Open Tennis Championships, All England Badminton Tournament, Youth Olympic Games.

Category B: Students representing India in the following International events/Championships recognized by National Sports Federation which are duly approved by the Ministry of Youth Affairs and Sports/ Indian Olympic Association/Association of Indian Universities.

One Day International Cricket Matches, Cricket Test Matches, Commonwealth Youth Games, International Athletic Permit Meet, Asian Youth Games, Asian Martial Art Games, SAF Games, Any Other International Game/Sport recognised by Indian Olympic Association.

Category C: Students representing Goa State for National events organised by the recognised National Federation which are duly approved by the Indian Olympic Association /Association of Indian Universities.

i) National Games

ii) National Championships (only one in each recognised discipline to be determined by respective National Federation)

iii) Federation Cups organised by National Sports Federations recognised by the Government of India and Indian Olympic Association.

iv) National Sports Festivals for Women.

Category D (1): Students representing Goa University in the All India Inter-University Championships, approved by Association of Indian Universities.

Category D (2): Students representing Goa University in Zonal Inter-University Championships, approved by Association of Indian Universities.

Category E1: Students representing the College in the Inter-Collegiate Tournaments as approved by the Sports Council and organised by Goa University.

Category E2: Students eligible as per eligibility rules of Goa University and participating in State Championship recognized by Sports Authority of Goa in disciplines that are not in the list of annual Intercollegiate Championships organized by Goa University.

A student shall have to attend a minimum of ten practice sessions consisting of two hours each, organized by the College/University in the form of inter class/intra mural competition/coaching in order to be eligible for participation /selection at inter college championships.

B. Allotment of Sports Merit Marks to Categories: Students participating in sports shall be eligible for entitlement marks as per the table given below:

Category	Participation	Winner/ Gold Medal	Runners-up/ Silver Medal	Semi-finalists/ Bronze Medal
A	28	28+24 = 52	28+22 = 50	28+20 = 48
B	26	26+22 = 48	26+20 = 46	26+18 = 44
C	16	16+20 = 36	16+16 = 32	16+14 = 30
D1	20	20+16 = 36	20+12 = 32	20+10 = 30
D2	16	16+12 = 28	16+08 = 24	16+06 = 22
E1 & E2	10	10+06 = 16	10+04 = 14	10+02 = 12

C. (i): Sports Merit Marks allotted to a student passing on her/his own merit shall be indicated separately in the mark sheet and shall be counted for the purpose of higher grades, class, honours or distinction. However, unless otherwise eligible, the same shall not be counted for the purpose of obtaining any University scholarship, prizes, medals or placement in order of merit/rank for the said exam.

(ii) A student shall be eligible for the Sports Merit Marks in a particular course, provided that she/he shall have obtained a minimum of 50% marks required to pass/claim exemption in that Paper/Subject. In the event of the student being unable to utilise the Sports Merit Marks the same can be carried forward to the subsequent appearance of the same examination.

(iii) In case of a student failing in a particular course(s), whether in theory or practical or both, the Sports Merit Marks shall be added to that course(s) as per (ii) above and indicated by a hash (#) tag. Balance marks, if any, shall be shown separately in the statement of marks.

(iv) The entitlement marks on account of participation in sports shall be awarded at the examination conducted at the end of the Semester during which the student is eligible for such marks.

N.B.

- (a) The marks awarded under this scheme shall be shown separately in the candidate's statement of marks.
- (b) The benefit envisaged in the above clauses shall be made available to students on their producing the necessary certificate.
- (c) If the percentage of the entitlement marks calculated /arrived at, comes to decimal of 0.5 and above then it shall be rounded to the nearest higher whole number.
- (d) A student participating in Sports / NCC / NSS / Cultural activities shall be eligible for the award of entitlement marks under only one category in whichever she/he scores the highest.

OA-26.2 Eligibility for awards:

- i) A candidate who has been awarded marks in any head/heads/subject(s) for an examination under this Ordinance, shall not be eligible for any University scholarships, prizes, medals, placement in order of merit for the said examination unless she/he is eligible to it even otherwise.
- ii) The unutilized Entitlement Marks obtained for NCC /NSS/ Sports / Cultural activity can be carried forward to the subsequent appearance of the same examination.

OA-26.3 Award of credits and grades under Skill Enhancement Courses for NCC/NSS/Cultural activities/ Sports:

OA-26.3.1: Entitlement marks allotted per semester for participation at various levels and for their achievement:

(A) NCC:

S.No	Nature & Level of participation / Achievement	Entitlement marks/ Semester
1	Regular participation in NCC (as in OA-XX.1 (IV) above)	10
2	ATC	5
3	NIC (National Integration Camp 10 Days)	10
4	Independence Day Camp	10
5	Tal Sena Camp (Group)	5
6	Tal Sena Camp	10
7	B certificate	10
8	C certificate	15
9	Pre-RD (Group) (10 days)	5
10	Pre-RD (Directorate) (10 Days)	10
11	RD Parade at New Delhi	35
12	Youth Exchange Programme (YEP at the International Level (In addition to the RD parade marks)	15
13	Any camp attended outside Goa (Group level)	5
14	Any camp attended outside Goa (Directorate level)	10
15	Any Camp that is of Inter Group Competition (IGC)	15

(B) NSS:

S.No	Nature & Level of participation / Achievement	Entitlement marks/ Semester
1	Regular participation in NSS (as in OA-XX.1 (IV) above)	10
2	NSS Special Camp (7 days)	5

3	National Integration Camp (6 days)	5
4	Pre-RD (10 days)	5
5	Adventure Camps (8 days)	5
6	National Youth Convention (6 days)	5
7	Best all-round NSS volunteer of the College for the year	5 (based on entire year)
8	Indira Gandhi Awardee	10
9	Participation at RD Camp (one month)	10
10	Participation at International Event such as International Youth exchange programme (6 Days)	10

OA-26.3.2 Award of Credits for Skill Enhancement Course (SEC) and Grades:

The marks awarded as shown above shall cumulate (after subtracting the marks utilized for passing, if any) till the end of Semester II. If the candidate wishes to utilise these marks for claiming a Skill Enhancement Course (SEC) in Semester III, then she/he shall inform it in writing to the Principal of the College at the beginning of Semester III. The candidate shall be given credits in lieu of a regular SEC for NCC/NSS/Cultural activities/Sports at the end of Semester III by considering the marks accumulated till the end of Semester III for the particular activity. These accumulated marks shall be used for calculating the grade as per OC-66.5.9. If the candidate wishes to claim the credits for Semester IV, she/he shall inform it in writing to the Principal of the College at the beginning of Semester IV. The candidate will be given credits in lieu of a regular SEC for NCC/NSS/Cultural activities/Sports at the end of Semester IV by considering the marks accumulated till the end of Semester IV for the particular activity. This option is available to B.Sc. [not for B.Sc. (Hons.)] students during Semesters V and VI also, following the same principle detailed above. However, they can exercise this option only once (i.e. Semester III/ IV /V/VI). These accumulated marks shall be used for calculating the grade as per OC-66.5.9. For this purpose, any marks accumulated beyond 100 shall not be considered, nor carried forward. However marks obtained during subsequent Semesters shall accumulate.

If a candidate does not wish to claim Credits for her/his accumulated entitlement marks, the marks shall continue to accumulate till the end of Semester VI (either without utilising or after partially being utilised). These cumulative marks shall be shown separately with a # mark in each Semester. At the time of candidate fulfilling the minimum credits for the programme these marks shall be converted into GPA and added to the CGPA to arrive at the FGPA using an appropriate conversion formula.

UGC (GRIEVANCE REDRESSAL) REGULATIONS, 2018 (F.NO. 14-4/2012(CPP-11) 7th December, 2018)

In exercise of the power conferred under clause (g) of sub-section (1) of Section 26 of the University Grants Commission Act, 1956 (3 of 1956), and in supersession of the University Grants Commission (Grievance Redressal) Regulations, 2012, the University Grants Commission hereby makes the following regulations:

1. SHORT TITLE, APPLICATION AND COMMENCEMENT:

- a) These regulations shall be called as the University Grants Commission (Grievance Redressal of Students) Regulations, 2018.

b) They shall apply to all HEIs, whether established or incorporated by or under a Central Act or a State Act, and every institution recognised by the University Grants Commission under clause (f) of Section 2 of the University Grants Commission Act, 1956 and to all institutions deemed to be a university declared as such under Section 3 of the said Act.

c) They shall come into force from the date of their publication in the Official Gazette.

2. DEFINITION: IN THESE REGULATIONS, UNLESS THE CONTEXT OTHERWISE REQUIRES:

- (a) "Act" means the University Grants Commission Act, 1956 (3 of 1956);
- (b) "aggrieved student" means a student who has any complaint in the matters concerned with the grievances defined under these regulations, and includes a person seeking admission to any institution of higher education;
- (c) "college" means any institution, whether known as such or by any other name, which provides for a course of study for obtaining any qualification from a university and which, in accordance with the rules and regulations of such university, is recognised as competent to provide for such course of study and present students undergoing such course of study for the examination for the award of such qualification;
- (d) "Commission" means the University Grants Commission established under section 4 of the UGC Act, 1956.
- (e) "declared admission policy" means such policy for admission to a course or program of study as may be offered by the institution and published in the prospectus referred to in sub-regulation (1) of regulation 3;
- (f) "grievances" include the following complaints of the aggrieved students, namely:
 - i) making admission contrary to merit determined in accordance with the declared admission policy of the institution;
 - ii) irregularity in the admission process adopted by the institution;
 - iii) refusing admission in accordance with the declared admission policy of the institution;
 - iv) non publication of prospectus, (either hard copy / online) as specified in these regulations;
 - v) publishing any information in the prospectus, which is false or misleading, and not based on facts;
 - vi) withhold or refuse to return any document in the form of certificates of degree, diploma or any other award or other document deposited with it by a students for the purpose of seeking admission in such institution, with a view to induce or compel such student to pay any fee or fees in respect of any course or program of study which such student does not intend to pursue;
 - vii) demand of money in excess of that specified in the declared admission policy to be charged by such institution;
 - viii) breach in reservation policy in admission as may be applicable;
 - ix) nonpayment or delay in payment of scholarships to any student that such institution is committed, under the conditions imposed by University Grants Commission, or by any other authority;
 - x) delay in conduct of examinations or declaration of results beyond the specified schedule in the academic calendar;
 - xi) on provision of student amenities as may have been promised or required to be provided by the institution;
 - xii) non transparent or unfair evaluation practices;
 - xiii) Refund of fees, in case a student withdraws the admission within the stipulated time as mentioned in the prospectus, as notified by the Commission from time to time.
- (g) "Department Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a Department.
- (h) "Institutional Grievance Redressal Committee" means a committee constituted under these regulations, at the level of an Institution.

- (i) "College Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a college.
- (j) "University Grievance Redressal Committee" means a committee constituted under these regulations, at the level of a University.
- (k) "Higher Educational Institution" means a University within the meaning of clause (f) of Section 2, a college within the meaning of clause (b) of sub-section (1) of Section 12A, and an institution deemed to be a University declared under Section 3, of the University Grants Commission Act, 1956;
- (l) "Institution" for the purposes of these regulations, means any university, college or such other institutions, as the case may be;
- (m) "Office of profit" means an office which is capable of yielding a profit or pecuniary gain, and to which some pay, salary, emolument, remuneration or non-compensatory allowance is attached;
- (n) "Ombudsperson" means the Ombudsperson appointed under these regulations;
- (o) "University" means a university established or incorporated by or under a Central Act or a State Act and includes an institution deemed to be university declared as such under Section 3 of the Act.

3. GRIEVANCE REDRESSAL COMMITTEES (GRC):

A. Department Grievance Redressal Committee (DGRC)

In case of universities, all complaints relating to a department shall first be addressed to Department Grievance Redressal Committee (DGRC) to be constituted at the level of departments / school / center whose composition shall be as follows:

- a) Head of the Department / School / Center – Chairperson
- b) a Professor from outside the department / school / center to be nominated by the Head of HEI – Member
- c) A faculty member well-versed with grievance redressal mechanism to be nominated by the Head of the Department – Member.
 - i) The Chairperson and members of the committee shall have a term of two years.
 - ii) The quorum for the meeting shall be two, including Chairperson.
 - iii) The DGRC shall follow the principles of natural justice while deciding the grievances of the students.
 - iv) The DGRC shall make efforts to resolve the grievance within the stipulated period and shall submit its report to the Head of the Institution within a period of 15 days from the date of receipt of complaint to the DGRC.
 - v) The DGRC shall provide a copy of the report to the aggrieved person(s).

B. Institutional Grievance Redressal Committee (IGRC)

- (i) The complaints not related to departments/schools / center and the grievances not resolved at the DGRC shall be referred to the Institutional Grievance Redressal Committee (IGRC) to be constituted by Head of the HE', whose composition shall be as follows:
 - (a) Pro-Vice Chancellor / Dean/ Senior academician of HEI Chairperson.
 - (b) Dean of students/Dean, Students Welfare
 - (c) Two senior academicians other than Chairperson.
 - (d) Proctor / Senior academician
 - (ii) The above Committee shall be approved by the statutory body of institution (Executive Council or its equivalent).
 - (iii) The Chairperson of IGRC and DGRC shall not be the same. The tenure of the Committee members shall be two years.
 - (iv) The quorum for the meetings shall be three, including Chairperson.
 - (v) The IGRC shall consider the recommendation of DGRC while giving its recommendations. However, the IGRC shall have the power to review recommendations of the DGRC.

- (vi) The ICRC shall follow the principles of natural justice while deciding the grievances.
- (vii) The IGRC shall send the report and the recommendations to the Head of the HEI within a period of 15 working days from the date of receipt of grievance, or appeal or recommendations of the DGRC.
- (viii) The IGRC shall provide a copy of the report to the aggrieved person(s).

C. College Grievance Redressal Committee (CGRC)

In case of colleges, all complaints shall first be addressed to College Grievance Redressal Committee (CGRC) whose composition shall be as follows:

- a) Principal of the college -Chairperson
- b) Two senior faculty members nominated by the principal of the College.
- (ii) The tenure of the members shall be two years.
- (iii) The quorum for the meeting shall be two, including Chairperson.
- (iv) The CGRC shall follow the principles of natural justice while considering the grievances of the students.
- (v) The CGRC shall send the report and recommendations to the Vice-Chancellor of the affiliating university within a period of 15 days of receiving the complaint.

D.University Grievance Redressal Committee (UGRC)

- (i) In case of grievances not resolved by CGRC, it shall be referred to University Grievance Redressal Committee (UGRC) for which the Vice-chancellor of the affiliating university shall constitute a University Grievance Redressal Committee (UGRC) consisting of five members for a individual colleges or a group of colleges keeping in view the location of the college(s). The UGRC shall be constituted by the Vice-chancellor of the affiliating university consisting of •
 - a) A senior Professor of the university – Chairperson
 - b) Dean, Student Welfare or its equivalent - Member
 - c) Three Principals drawn from the affiliating colleges, on rotation basis to be nominated by the Vice-Chancellor – Members
 - (ii) The Chairperson and members of the committee shall have a term of two years.
 - (iii) The quorum for the meeting shall be two, including Chairperson.
 - (iv) The CGRC shall follow the principle of normal justice while deciding the grievance of the students.
 - (v) The CGRC shall send the report and the recommendations to the principal of the college within a period of 15 days of receiving the complaint.

E. Any person aggrieved by the decision of the Institutional Grievance Redressal Committee or University Grievance Redressal Committee may within in a period of six days prefer an appeal to the Ombudsperson.

5. APPOINTMENT, TENURE, REMOVAL AND CONDITIONS OF SERVICES OF OMBUDSPERSON:

- (i) Each HEI shall appoint an Ombudsperson for redressal of grievances of students under these regulations.

The Ombudsperson shall be a person not related to the university and who is a retired Vice-Chancellor, Registrar or a faculty member who has at least ten years of experience as a Professor.

The Ombudsperson shall not be in any conflict of interest with the university, either before or after his appointment.

The Ombudsperson, or any member of his immediate family shall not -

hold or have held at any point in the past, any post or, employment in any office of profit in the university;

have any significant relationship, including personal, family, professional or financial, with the university;

hold any position in university by whatever name called, in the administration or governance structure of the university.

The Ombudsperson in a State University shall be appointed by the Executive council of the university on part-time basis from a panel of three names recommended by the search committee consisting of the following members, namely:-

Nominee of the Governor of the State or his nominee Chairperson

Vice-Chancellor of a University of State to be nominated by the State Government – Member

Vice-Chancellor of the concerned State University – Member

Registrar of the concerned State University – Secretary (nonvoting)

(vi) The Ombudsperson in a Central University and institution deemed to be university shall be appointed by the Executive Council of the Central University or the equivalent statutory body of the Deemed to be University, as the case may be, on part - time basis from a panel of three member recommended by the search committee consisting of the following members, namely:-

Nominee of University Grants Commission – Chairperson

One Vice Chancellor from Central University to be nominated by UGC (for Central Universities) – Member

OR

One Vice Chancellor from institution deemed to be university to be nominated by the UGC (for Deemed to be Universities) - Member

The Vice Chancellor of the university – Member

The Registrar of the university – Secretary (Non-Voting)

The Ombudsperson shall be a part time officer appointed for a period of three years from the date he/she assumes the office and may be reappointed for another one term in the same university.

The Ombudsperson shall be paid the sitting fee per day as per the norms of the university for hearing the cases, in addition to the reimbursement of the conveyance.

The Ombudsperson may be removed on charges of proven misconduct or misbehavior or as defined under these regulations, by the concerned appointing authority i.e. the Executive Council of the University.

6. FUNCTIONS OF OMBUDSPERSON:

The Ombudsperson shall hear any appeal of an applicant for admission as student or student of the university against the university or institution affiliated to it as the case may be, after the student has availed all remedies available in such institution for redressal of grievance such as IGRC / UGRC; No application for revaluation or remarking of answer sheets shall be entertained by the Ombudsperson. However, the issues of malpractices in the examination and evaluation processes may be referred to the Ombudsperson.

Ombudsperson may seek the assistance of any person as amicus curiae, for hearing complaints of alleged discrimination.

The Ombudsperson shall make all efforts to resolve the grievances within a period of 30 days of receiving the appeal from the student(s).

7. PROCEDURE FOR REDRESSAL OF GRIEVANCES BY OMBUDSPERSON AND GRIEVANCE REDRESSAL COMMITTEE:

- i) Each institution shall, within a period of three months from the date of issue of this notification, have an online portal where any aggrieved student of that institution may submit an application seeking grievance redressal.
- ii) On receipt of any online complaint, the institution shall refer the complaint to the appropriate Grievance Redressal Committee, as the case may be, along with its comments within 15 days of receipt of complaint on online portal.
- iii) The Grievance Redressal Committee, as the case may be, shall fix a date for hearing the complaint which shall be communicated to the institution and the aggrieved person.

- iv) An aggrieved person may appear either in person or be represented by such person as may be authorized to present his/her case.
- v) The Grievances not resolved at the appropriate Grievance Redressal Committee(s) shall be referred to the Ombudsperson.
- vi) The institution shall co-operate with the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, in redressal of grievances and failure to do so may be reported by the Ombudsperson to the Vice Chancellor.
- vii) On the conclusion of proceedings, the Ombudsperson shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the affected party at issue, after giving due hearing to both the parties.
- viii) Every order under the signature of the Ombudsperson shall be provided to the aggrieved person and the institution and shall be placed on the website of the institution.
- ix) The institution shall comply with the recommendations of the Ombudsperson. Any recommendations of the Ombudsperson not complied with by the institution shall be reported by the Ombudsperson to the Commission.
- x) In case of any false or frivolous complaint, the Ombudsperson may recommend appropriate action against the complainant.

INFORMATION REGARDING OMBUDSPERSON GRIEVANCE REDRESSAL COMMITTEE:

The institution shall provide detailed information regarding provisions of Grievance Redressal Committee(s) and Ombudsperson on their website and in their prospectus prominently.

CONSEQUENCES OF NON-COMPLIANCE:

The Commission shall in respect of any institution which willfully contravenes these regulations or repeatedly fails to comply with the recommendation of the Ombudsperson or the Grievance Redressal Committee(s), as the case may be, may proceed to take one or more of the following actions, namely:

- withdrawal of declaration of fitness to receive grants under section 12B of the Act;
- withholding any grant allocated to the Institution;
- declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programs of the Commission;
- informing the general public, including potential candidates for admission, through a notice displayed prominently in suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum standards for redressal of grievances;
- recommend to the affiliating university for withdrawal of affiliation, in case of a college;

The Commission may take necessary and appropriate action as it may deemed fit, in case of an institution deemed to be university;

- recommend to the concerned State Government for necessary and appropriate action, in case of a university established or incorporated under a State Act;

The Commission may take necessary and appropriate actions against any institution for non-compliance.

Provided that no action shall be taken by the Commission under this regulation unless the institution has been given an opportunity to explain its position and an opportunity of being heard has been provided to it.

POLICIES OF THE COLLEGE

1. ADMISSION POLICY:

AIMS & OBJECTIVES:

1. To adopt a simplified and transparent admission process as per guidelines of Goa University and Directorate of Higher Education.
2. To provide offline & online admissions to FY/SY/TY from general and vocational streams.
3. To follow reservation rules for PH, SC/ST/OBC/EBC as per revised government rules.
4. To accommodate students with high as well as low performances from rural areas.
5. To provide concessions in admission fees as per government rules.
6. To bear admission fees of needy and poor students through the student aid fund of college.
7. To admit students from other states/countries with proper documentation & procedure.
8. To offer unique subject combinations considering trends in academics & employment.
9. To maintain up-to-date admission records of every student to furnish to Goa University, Directorate of Higher Education, NIRF, NAAC, college committees whenever needed.
10. To reimburse fees of cancelled /shifted admissions quickly as per govt. rules.

2. DISCIPLINE POLICY:

AIMS AND OBJECTIVES:

1. To ensure overall discipline among students within the college.
2. To ensure strict disciplinary measures in case any student fails to follow the rules in the college.
3. To enable students to understand the value of leading a disciplined academic life.
4. To ensure that the student's uphold the value system of the institution.
5. To ensure that all students feel safe within the college campus.
6. To ensure that students are consistent and regular to college and take accountability for their actions.

3. CAPACITY BUILDING AND SKILL ENHANCEMENT POLICY:

AIMS AND OBJECTIVES:

1. To impart job oriented knowledge and skills to perform multitasking roles.
2. To identify and groom hidden talent of students and staff.
3. To propose certificate courses & get approved from DHE and Goa University.
4. To plan and obtain funds to organise skill base training programmes.
5. To organise Industry-Academia skill exchange programmes in collaborations.
6. To invite experts from field/ corporate trainers to develop students capacities.
7. To Sign MOUs with incubation centres for entrepreneurship development.
8. To organise career guidance, campus interviews and job placement fairs.

4. CULTURAL POLICY:

AIMS AND OBJECTIVES:

1. To promote diverse Indian culture, the Goan and local culture in particular.
2. To organise various cultural programs, to provide a platform to all to showcase their talent.
3. To ensure equity in participation, just and fair in judgement.
4. To extend financial support and mobilise sponsorships to successfully organise academic and non-academic competitions.
5. To identify creative talents in music, dance, art theatre, fine arts, folklore amongst the students and groom them by providing facilities and mentoring.
6. To develop artistic skills in talented students for enterprising benefits.
7. To acknowledge and appreciate the achievements to excel at a higher level.

5. EXAMINATION POLICY:

AIMS AND OBJECTIVES:

1. To impart education as per the defined curriculum to meet the standards of assessment.

2. To conduct free and fair assessment of every student/group on academic content.
3. To schedule all types of examinations for every semester as per pre set time table.
4. To ensure smooth conduct of examination by eliminating any form of irregularities, acts of malpractices etc.
5. To redress cases of malpractices as per the pre-defined rules of Goa University & college.
6. To facilitate students with revaluation, verification etc & declare results in time.
7. To conduct repeat examinations at regular interval for the benefit of failed students.
8. To execute examination registration process viz.guidelines, form filling, fee collection etc.
9. To compensate teachers with appropriate remuneration for supervision, evaluation, exam duties etc.
10. To preserve all records of examination, marks, answer papers and furnish when required.
11. To timely comply to any grievances raised by students with college or with Goa University.

6. INCLUSIVE EDUCATION POLICY

AIMS AND OBJECTIVES:

1. To ensure that children with special needs are provided with equal opportunities to pursue higher education in college.
2. To make reasonable adjustments to ensure that students with special needs have equal opportunities to access the admissions process.
3. To provide reasonable accommodations and support for students with special needs to ensure that they can participate fully in academic and extracurricular activities.
4. To provide training to faculty and staff on how to work effectively with students with special needs.
5. To protect the confidentiality and privacy of students with special needs.

7. ENVIRONMENT POLICY:

AIMS AND OBJECTIVES:

1. To keep the campus green and clean through eco-friendly practices.
2. To reduce carbon footprints and have a plastic free campus.
3. To train students for waste management activities and make them use resources like power, water, paper, etc. efficiently.
4. To orient the students towards green and sustainability for a healthy environment on campus and in public life.
5. To collaborate with nodal agencies in the area of green initiatives and environmental sustainability and organise related programmes.

8. FEEDBACK POLICY

AIMS AND OBJECTIVES:

1. Student's Feedback on teachers teaching skills, communication skills, methodology, effectiveness, syllabus completion, evaluation and also on College Infrastructural and student welfare facilities available and their quality of services.
2. Teacher's Feedback on curriculum, syllabus, learning resources, FDPs, welfare facilities, workshops on academic matters, research conferences, funding for programmes.
3. Alumni Feedback on curriculum, learning resources, skill development, job skills and job placement initiatives and support for alumni activities.
4. Parents' Feedback on curriculum, learning resources, infrastructural facilities, PTA meetings & activities, grievance redressal, admission process & counselling, fee reimbursement

9. INFORMATION TECHNOLOGY POLICY:

AIMS AND OBJECTIVES:

1. To ensure the integrity, reliability, availability and superior performance of IT Systems.
2. To ensure that the use of IT Systems is consistent with the principles and values that govern use of other College facilities and services.

3. All users shall be aware of and fully comply with this Policy and the relevant supporting policies, procedures of the Information Technology Act, 2000 as amended from time to time.
4. To ensure that IT systems are used for their intended purposes.
5. To establish processes for addressing policy violations and sanctions for violator.

10. NSS POLICY:

AIMS AND OBJECTIVES:

1. To understand the community in which the NSS volunteer works and to understand oneself in relation to their community;
2. To identify the needs and problems of the community and involve oneself in problem-solving exercise;
3. To develop in oneself a sense of social and civic responsibility;
4. To utilize the knowledge in finding practical solutions to individual and community problems;
5. To gain skills in mobilizing community participation;
6. To acquire leadership qualities and democratic values;
7. To develop capacity to meet emergencies and natural disasters; and
8. To practice national integration and social harmony.

11. PHYSICAL EDUCATION & SPORTS POLICY

AIMS AND OBJECTIVES:

1. To inculcate a sense of belonging towards the team and the College.
2. To involve all the College students & staff members in the different physical activities.
3. To educate students and staff on fitness and wellbeing of themselves and their families.
4. To contribute toward productive individuals through participation in games and sports.
5. Organise Physical Fitness camp from time to time for the staff and students for the College.

COMMITTEES OF THE COLLEGE

Sr. No.	COMMITTEE	CHAIRPERSON
1.	Admission & Annual Plan	Dr. Dilecta D'Costa (Dept. of Microbiology)
2.	Time Table	Ms. Varada Kalas (Dept. of Mathematics)
3.	Examination	Ms. Sujata Gaonkar (Dept. of Computer Science)
4.	Attendance	Ms. Anita Raicar (Dept. of Computer Science) Dr. Radhamani Divakar (Dept. of Commerce)
5.	Literary Association (Abhyas Mandal)	Dr. Sunetra Calangutkar (Dept. of Marathi)
6.	Science Association	Dr. Sushama Dessai (Dept. of Microbiology) Mr. Kaushik Marathe (Dept. of Mathematics)
7.	Commerce Association	Ms. Ranjana Sawaikar (Dept. of Commerce)
8.	National Days	Ms. Mithila Bhat (Dept. of EVS)
9.	Nature Club	Ms. Anita Parsekar (Dept. of Microbiology)
10.	Sustainability, Green Audit and Green Initiatives	Dr. Sapna Gaitonde (Dept. of Microbiology) Dr. Siddhi Naik (Dept. of Chemistry)
11.	SBSI & MGNCRE	Dr. Sapna Gaitonde (Dept. of Microbiology)
12.	Library Services	Prof. Prakash Vazrikar (Dept. of Konkani)
13.	N.S.S Unit/ Extension	Dr. Sapana Pelapkar (Dept. of Hindi)
14.	Sports Committee	Mr. Prashant Chodankar (Dept. of Physics; Dept. of Electronics) Mr. Chetan Dessai (Director of Physical Education)
15.	Students' Council	Mr. Nilesh Naik (Dept. of Political Science)
16.	Career Guidance, & Entrepreneur Development Cell	Dr. Rajashri Mordekar (Dept. of Chemistry) Ms Ranjana Savaikar (Dept. of Commerce)
17.	a. SC/ST Cell, Minority Cell, & Social Inclusion and Equal Opportunities b. OBC Cell	Mr. Mahesh Kerkar (Dept. of Commerce) Ms. Anita Parsekar (Dept. of Microbiology)
18.	Merit Scholarship	Dr. Sushanta Sapte (Dept. of Microbiology) Mr. Aditya Amonkar (Dept. of Economics)
19.	Field trips/ Industry visits, Transport	Dr. Sitaram Sukhthankar (Dept. of Commerce)

20.	First Aid and Red Ribbon Cell	Dr. Radhamani Divakar (Dept of Psychology)
21.	Yoga/meditation/wellness centre	Ms. Anita Raicar (Dept. of Computer Science)
22.	Alumni/ PTA Coordination	Dr. Asha Gahloth, Vice-Principal (Dept. of Hindi) Dr. Rajashri Mordekar (Dept. of Chemistry) Ms. Yanita Palkar (Dept. of Commerce)
23.	Canteen	Dr. Ashish Naik (Dept. of Chemistry)
24.	Intra Semester Assessment Monitoring	Mr. Prashant Chodankar (Dept. of Physics; Dept. of Electronics)
25.	Unfair means Inquiry	Prof. Prakash Vazrikar (Dept. of Konkani)
26.	Discipline & Anti-ragging	Dr. Reshma Kholkar (Dept. of Konkani)
27.	Students Examination Grievance (UG)	Prof. Prakash Vazrikar (Dept. of Konkani)
28.	Students Examination Grievance (PG)	Dr. Beena Vernekar (Dept. of Chemistry)
29.	Faculty assessment, Remedial teaching & Mentoring	Ms. Ana Gracy Fernandes (Dept. of Computer Science) Dr. Sharmila Dessai (Dept. of Chemistry) Dr. Reshma Kholkar (Dept. of Konkani)
30.	Computer literacy/ Cyber cell	Ms. Pooja Dalvi (Dept. of Computer Science) Mr. Milton Pires (Dept. of Computer Science)
31.	Magazine	Mr. Oscar de Noronha (Dept. of English)
32.	Department of Research, Development and Innovation	Dr. Beena Vernekar (Dept of Chemistry)
33.	Staff Welfare	Ms. Vijaya Nemikal (Dept. of Geography)
34.	Gender Equity Cell and Women Development	Dr. Sushma Dessai (Dept of Microbiology)
35.	Academic , Administrative, and Energy Audit	Dr. Sitaram Sukhthankar, Vice-Principal, (Dept. of Commerce) Dr. Dilecta D'Costa, Vice-Principal, (Dept. of Microbiology) Dr. Asha Gahloth, Vice-Principal, (Dept. of Hindi)
36.	Website Development	Mr. Milton Pires (Dept. of Computer Science) Ms. Prachi Panjekar (Dept. of Computer Science)
37.	Public Relations Officer	Dr. Jaison Joseph (Dept. of Physics)
38.	Purchase and Grant utilisation, infrastructure maintenance & development	Dr. Sitaram Sukhthankar, Vice-Principal, (Dept. of Commerce)

39.	Seminar Hall Maintenance	Mr. Prashant Chodankar (Dept. of Physics; Dept. of Electronics)
40.	TY Project Monitoring	Ms. Ranjana Sawaikar (Dept. of Commerce)
41.	Sanskrit language	Ms. Varada Kalas (Dept. of Mathematics)
42.	RUSA/DST/DBT Star College Scheme	Mr. Devanand Velingkar (Dept. of Commerce) Dr. Sushanta Sapte (Dept. of Microbiology)
43.	Academic- students exchange programme	Dr. Prabir K. Rath (Dept. of Geography)
44.	Skill development, Moocs and Value Added courses	Ms. Delilah Antao (Dept. of English) Dr. Shambhu Parab (Dept. of Chemistry)
45.	Student Induction programme	Mr. Devanand Velingkar (Dept. of Commerce) Dr. Shambhu Parab (Dept. of Chemistry) Ms. Sneha Shet (Dept. of English)
46.	Institutional Industry Collaboration	Ms. Pooja Dalvi (Dept. of Computer Science) Dr. Pratibha Bakre (Dept. of Chemistry)
47.	Consumer welfare cell	Dr. Radhamani Divakar (Dept. of Commerce) Ms. Sparsha Mandrekar (Dept. of Commerce)
48.	Institutional social responsibility (Village adoption programme)	Dr. Sapna Pelapkar (Dept of Hindi) Ms. Namrata Naik (Dept. of Mathematics) Mr. Kaushik Marathe (Dept. of Mathematics)
49.	NCC	Lieutenant Vishal Advaiakar, Associate NCC Officer (Dept. of Geography) Ms. Anita Raicar (Dept. of Computer Science)
50.	Foreign students	Prof. P. K. Rath (Dept. of Geography)
51.	Collegiate Students Grievance Redressal	Mr. Nawoo Varak (Dept. of Political Science)
52.	Prevention of Sexual Harassment Committee	Dr. Radhamani Divakar (Dept. of Commerce)
53.	University Affiliation Committee	Dr. Asha Gahaloth, Vice-Principal, (Dept. of Hindi)
54.	Right to Information	Prof. Seema Salgaonkar (Dept. of Political Science)
55.	IQAD Convenor	Dr. Dilecta D'Costa, Vice-Principal, (Dept. of Microbiology)
56.	NAAC Convenor	Mr. Milton Pires (Dept. of Computer Science)
57.	IGNOU Coordinator	Mr. Mahesh Kerkar (Dept. of Commerce)
58.	AISHE and NIRF Committee	Ms. Varada Kalas (Dept. of Mathematics)
59.	Extension Services	Mr. Devanand Velingkar (Dept. of Commerce) Ms. Tanvi Deshpande (Dept. of Geography)

60.	Extra Mural Cell	Dr. Sharmila Dessai (Dept. of Konkani)
61.	Press, News, and Media Publicity	Dr. Sunetra Calangutkar (Dept. of Marathi) Ms. Delilah Antao (Dept. of English)
62.	Institution's Innovation Council	Ms. Anita Parsekar (Dept. of Microbiology) Ms. Pooja Dalvi (Dept. of Computer Science)
63.	Start-up and Incubation Cell	Ms. Marina Albuquerque (Dept. of Microbiology) Ms. Manisha D. Manerikar (Dept. of Commerce)
64.	Cleanliness Committee	Ms. Merel S. Dsilva (Dept. of Geography)
65.	Youth Inspirators Network	Mr. Vasant Chari (Dept. of Maths)

TENTATIVE ACADEMIC CALENDAR
TENTATIVE SCHEDULE OF THE COLLEGE ACTIVITIES FOR THE ACADEMIC YEAR
2023-2024

Sr.No	Activities/ Events	Dates
1	Reopening of the College	21 June 2024
	International Day of Yoga	21 June 2024
2	Student Induction Programme for F.Y.BA / B.SC/ B.COM / B.VOC	24 – 26 June 2024
3	1st Quarterly IQAD Meeting	29 June 2024
4	Commencement of Value-Added Courses, Seminars, Conferences, Workshops, etc.	26 June 2024 onwards
5	Academic Audit	Second week of July 2023
6	World Population Day	11 July 2024
7	Students' Council Elections	18 July 2024
8	Alumni Meeting	19 July 2024
9	ISA I – Intra Semester Assessment Tests (Written Mode)	27 – 30 July 2024
10	Commencement of Cultural Activities and Personality Development Programmes	1 August 2024 onwards
11	Declaration of Results of ISA I – (Written Mode)	1-7 August 2024
12	International Youth Day	12 August 2024
13	Independence Day Celebration	15 August 2024
14	National Sports Day	29 August 2024
15	ISA II – Intra Semester Assessment Tests (Other than Written Test Mode)	2 – 4 September 2024
16	Teachers' Day	5 September 2024
17	Chaturthi Vacation	6– 9 September 2023
18	Hindi Saptah	7 – 14 September 2024
19	Declaration of Results of ISA II – (Other than Written Mode)	8 – 14 September 2024
20	Filling of Forms of Repeat SEE (I & III)	9 September 2024
21	Filling of Forms of Repeat SEE (I & III) with Late Fee	15 September 2024
22	2nd Quarterly IQAD Meeting	15 September 2024
24	International Translation Day	30 September 2024
25	Gandhi Jayanti	2 October 2024
26	World Mental Health Day	10 October 2024
27	International Day of Girl Child	11 October 2024
28	World Food Day	16 October 2024
29	Display of Non Eligibility Lists for SEE based on ISA	One week before SEE
30	Display of Non Eligibility Lists for SEE based on Attendance	One week before SEE

31	Internal Practical	Before the commencement of SEE
32	End of Semester I/III/V	15 October 2024
33	PTA meeting	16 October 2024
34	Semester End Examination (I & III Regular and Repeat; V Regular & Repeat Sem VI)	22 October – 30 November 2024
35	Children's Day	14 November 2024
36	Diwali Vacation / Academic Study Tours	11 November – 2 December 2024
37	Commencement of Sem II / IV / VI	4 December 2024
38	Alumni Meeting	9 December 2024
39	Jubilations 2024-25	18 – 21 December 2024
40	3rd Quarterly IQAD Meeting	22 December 2024
41	Goa Liberation day / Annual Day	19 December 2024
42	Christmas Vacation	24 December 2024 – 1 January 2025
43	Provisional Declaration of SEE Result (I & III) by the College	15 January 2025
44	Verification of Results	25 January 2025
45	National Geographic Day	27 January 2025
46	Provisional Declaration of SEE Result (V & Repeat Sem VI) by the University	28 January 2025
47	Republic Day Celebration	26 January 2025
48	I- ISA – Intra Semester Assessment Tests (Written Mode)	18 – 20 January 2025
49	Commencement of Value-Added Courses, Seminars, Conferences, Workshops, etc.	22 January 2025
50	Commencement of Cultural Activities, Personality Development Programmes and FDP	28 January 2025
51	II- ISA – Intra Semester Assessment Tests (Other than Written Mode)	22 – 24 February 2025
52	National Science Day	28 February 2025
53	International Women's Day	8 March 2025
54	Alumni Meeting	16 March 2025
55	Filling of Forms of Repeat SEE (II & IV)	15 March 2025
56	Filling of Forms of Repeat SEE (II & IV) with Late Fee)	21 March 2025
57	Filling of Forms of Supplementary SEE (I & III)	15 March 2025
58	Filling of Forms of Supplementary SEE (I & III) with Late Fees	21 March 2025
59	World Poetry Day	21 March 2025
60	4th Quarterly IQAD Meeting	22 March 2025
61	PTA meeting	7 April 2025
62	Internal Practicals & Project Viva Voce	Mid April 2025
63	Display of Non Eligibility Lists for SEE based on ISA	One week before the SEE

64	Display of Non Eligibility Lists for SEE based on Attendance	One week before the SEE
65	Semester End Examination (II & IV Regular & Repeat; VI Regular & Repeat)	15 April – 20 May 2025
66	Provisional Declaration of SEE Result (II & IV) by the College	5 June 2025
67	Verification of Results	15 June 2025
68	Provisional Declaration of SEE Result (VI & Repeat V) by the University	5 July 2025
69	Filling of Forms of Supplementary SEE (II & IV)	17 June 2035
70	Filling of Forms of Supplementary SEE (II & IV) with Late Fees	20 June 2025
71	Tentative Commencement of Supplementary Examination Sem I to IV	21 June 2025
72	Summer Vacation	6 May – 20 June 2025
73	Admission for Next Semester	To be announced later
74	Commencement of the Academic Year 2024-25	22 June 2025