Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**GOVERNMENT COLLEGE OF ARTS, SCIENCE AND COMMERCE, SANQUELIM, GOA**
Name of the head of the Institution	**Professor Gervasio S. F. L. Mendes**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**08322364271**
Mobile no.	**9421094271**
Registered Email	**gcascs@gmail.com**
Alternate Email	**dr.soniyasirsat@gmail.com**
Address	**Sanquelim, Goa**
City/Town	**Sanquelim**
State/UT	**Goa**
Pincode	**403505**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**state**
Name of the IQAC co-ordinator/Director	**Dr. Soniya Sirsat**
Phone no/Alternate Phone no.	**08322364271**
Mobile no.	**9423316038**
Registered Email	**gcascs@gmail.com**
Alternate Email	**dr.soniyasirsat@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gcascs.ac.in/iqac/aqar-2017-18.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gcascs.ac.in/students/Academic%20Calendar.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity Period From	Validity Period To
2	**A**	**3.17**	**2017**	**12-Sep-2017**	**11-Sep-2022**
1	**Three Star**	**0**	**2002**	**12-Feb-2002**	**12-Feb-2007**

6. Date of Establishment of IQAC

6. Date of Establishment of IQAC	**15-Feb-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by	Date & Duration	Number of participants/ beneficiaries

IQAC		
Timely submission of Annual Quality Assurance Report (AQAR) to NAAC	31-Dec-2018 01	1560
Feedback from stakeholders collected, analysed and used for improvements	16-Jun-2019 01	1560
Participation in NIRF	14-Dec-2018 01	1560
Regular meetings of Internal Quality Assurance Cell	31-Jul-2018 04	1560
Monthly Staff Meetings were conducted and the Minutes/Action Taken Report was submitted to the Directorate of Higher Education, Porvorim, Goa	28-Jun-2018 09	1560
The College had applied for the grants from RUSA for Rs. 20000000/-. Rs. 10000000/- were sanctioned by RUSA for development of Infrastructure. One Virtual Studio, ICT enabled Auditorium and 20 Smart Classrooms were set up.	17-Aug-2018 365	1560

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8. **Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Other expenditure on creation of capital assets	RUSA/Other	Central and State	2018 365	30520151
Library	Nil	State	2018 365	2517521
New Equipment for Laboratories	Nil	State	2018 365	891600
Total capital expenditure	Nil	Central and State	2018 365	33929272
Salaries	Nil	State	2018 365	125396181
Maintenance of	Nil	State	2018	16191807

			365	
Academic infrastructure on consumables and other running			365	
Seminars/Conferences/ Workshops	Nil	State	2018 365	1795436
Total Revenue Expenditure	Nil	State	2018 365	143383424

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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	**4**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**

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

- **SESSION ON NIRF: 29th September 2018 : IQAC organised a Session on 29/09/ 2018 on 'NIRF' by Dr. Shankar Naik, Faculty Member of the College and Assistant Director (Academics), Directorate of Higher Education, Government of Goa. 72 Faculty members of the College attended the said session. Faculty members were made aware of the procedures adopted by NIRF and were requested to document their work and the work of the Department/College in a systematic manner.**

- **WORKSHOP ON OUTCOME BASED EDUCATION: 13 faculty members had participated in the three-day workshop on 'Outcome Based Education' organised by the Directorate of Higher Education, Government of Goa from 30/08/2018 to 1st November 2018. As the first step towards achieving the goal of OBE, the trained teachers were requested to oversee the preparation of the Course Outcomes for all the course papers to be offered in the even semesters in the year 2018-19 based on the inputs received by them during the workshop. The said Couse Outcomes are uploaded on the College website.**

- **WORKSHOP FOR STAFF AND STUDENTS: The IQAC organised the Student and Faculty Development Programme, (a Three Day Intensive Workshop) titled 'A.S.P.I.R.E. for Excellence' for the faculty, the administrative staff and the students in collaboration with the Directorate of Higher Education, Government of Goa from**

15-17/02/2019. 104 members of the teaching and administrative staff and 513 Students of UG and PG Programmes of the College attended the Workshop. Shri. Dileep Parab, CEO; Founder of DPA-Excellence was the resource person.

• DEMONSTRATION CUM HANDS ON TRAINING ON USAGE OF SMART/VIRTUAL CLASSROOMS: The IQAC organised a Demonstration cum Hands on Training Programme for the teachers to provide comprehensive demonstration and understanding of Smart and Virtual Classroom Solution in association with the Directorate of Higher Education, Government of Goa from 12- 15/03/2019. Mr. Aakash Bhardwaj from M/S Globus Infocom Ltd, Noida and his team conducted the training session. 95 teachers attended the said training sessions.

• ORIENTATION SESSION: Orientation Session for staff on contract and lecture basis was organised by the IQAC ON 28/07/2018. Professor Gervasio S.F.L. Mendes, Principal conducted the session. Professor Mendes shared with the teachers the vision of the College. The Convenor of the Examination Committee Mr. Ashok Chodankar briefed the teachers on the various facets of Examination work and the Coordinator, Internal Quality Assurance Cell, Dr. Soniya Sirsat briefed the teachers about preparedness for new work culture with qualitative approach. 53 Faculty members attended the said session.

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

Plan of Action	Achivements/Outcomes
The College submitted an application for seeking permission of Directorate of Higher Education to start new programmes in T.Y.B.A. Hindi (Honours), Economics (Honours), T.Y.B.Sc. Mathamatics (Honours), Computer Science (Honours), Zoology (Honours), Physics (Honours), Chemistry (Honours), T.Y.B.Com. Commerce (Honours) and Research Centre in Hindi and Economics. After receiving the approval, the College submitted the applications for seeking affiliation to start the said programmes.	Affiliation Inquiry Committee of the Goa University visited the College to inspect the facilities to start the programmes. Affiliation was granted to start new programmes in T.Y.B.A. Hindi (Honours), Economics (Honours), T.Y.B.Sc. Mathamatics (Honours), Computer Science (Honours), Zoology (Honours), Physics (Honours), Chemistry (Honours), T.Y.B.Com. Commerce (Honours) and Research Centre in Economics from the academic year 20192020. The Cluster of few Colleges all over Goa was done for starting Research Centre in Hindi and Economics in which Government College of Arts, Science Commerce, Sanquelim is the lead college. The said courses are running very smoothly and are catering to the needs of the students from rural areas desirous of pursuing higher education.
The College forwarded the applications of 03 faculty members for Guideship to the Goa University on 12/05/2018	One faculty member received recognition as Guide for Ph.D. from the Goa University.
It was planned to organize Faculty and Student Development Programme (a Three	The said programme was organised on 15,16,17/02/2019 by the Internal

Day Intensive Workshop) on 'Aspire for Excellence' in collaboration with the Directorate of Higher Education, Government of Goa.	Quality Assurance Cell in collaboration with the Directorate of Higher Education, Government of Goa.
The College forwarded Proposals seeking Grant in Aid to conduct Seminars / Conferences to the Directorate of Higher Education, Government of Goa.	Grants were sanctioned for National Conference in Economics and International Seminar in Hindi by the Directorate of Higher Education under which the National Conference was organised by the Post Graduate Department of Economics on 01-02/03/2019. International Seminar in Hindi is scheduled on 29-30/01/2020.
It was planned to set up Virtual Studio and Smart Classrooms through Grants sanctioned under RUSA for real time interaction. The Internal Quality Assurance Cell had planned to organise a Demonstration cum Hands on Training Programme for the teachers to provide comprehensive demonstration and understanding of Smart and Virtual Classroom Solution.	One Virtual Studio and 20 Smart Classrooms were set up in the College under the grants received from RUSA. The College Auditorium was also enabled with ICT facilities. The Cell organised a Demonstration cum Hands on Training Programme for the teachers to provide comprehensive demonstration and understanding of Smart and Virtual Classroom Solution in association with the Directorate of Higher Education, Government of Goa from 12- 15/03/2019. Mr. Aakash Bhardwaj from M/S Globus Infocom Ltd, Noida and his team conducted the training session.
The College had sent a proposal to conduct One Day Faculty Development Programme, a Neuro-linguistic Programming Workshop on 'Holistic Process in Teaching, Learning Using Neuro-Linguistic Programming' to the Directorate of Higher Education, Government of Goa.	The said programme was conducted on 27/03/2019 by the Internal Quality Assurance Cell in collaboration with the Directorate of Higher Education, Government of Goa.
The College Internal Quality Assurance Cell had decided to prepare of the Course Outcomes for all the course papers to be offered in the even semesters in the year 2018-19 based on the inputs received by them during the workshop on 'Outcome Based Education' organised by the Directorate of Higher Education, Government of Goa from 30/08/2018 to 1st November 2018 and to send the said Couse Outcomes to the Expert for his opinion.	Faculty members had participated in the three-day workshop As the first step towards achieving the goal of OBE, the selected teachers were requested to oversee the preparation of the Course Outcomes for all the course papers to be offered in the even semesters in the year 2018-19 based on the inputs received by them during the workshop. The said Couse Outcomes were sent to the Expert for his opinion.
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14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date

Directorate of Higher Education, Government of Goa	**22-Oct-2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**Yes**
Date of Visit	**11-Aug-2017**
16. Whether institutional data submitted to AISHE:	**Yes**
Year of Submission	**2019**
Date of Submission	**21-Feb-2019**
17. Does the Institution have Management Information System ?	**Yes**
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**From the academic year 20182019, the College has started using Management Information System named, 'Qfix' developed by Qfixincomm Private Limited and provided by HDFC Smart Hub Education. It is a digital platform that enables comprehensive ecommunication, mobile based communication between the College, parents and students. It helps in recording student profile, dissemination of information such as examination performance, attendance, notices, alerts etc. It provides online fee payment gateway for ease and convenience. It helps teachers to maintain ediary, calendar, timetable thus effective management of resources and real time communication with the students. The Qfix provides seamless and two way communication among all the stake holders i.e. management, teachers, students and the parents with the focus on a student centric approach. Currently the feature used effectively is the digital payment and the successful implementation of online collection of fees. As per the initiative from the Directorate of Higher Education, Govt. of Goa and the Government Colleges in Goa, from the academic year 20202021, all the Government Colleges and aided colleges in Goa will be brought under a Common Management Information System. Codal**

formalities in this regard have already commenced. A robust system common to all the Government Colleges and the aided Colleges will have the following benefits. Management Benefits: • Faster and effective decision making with instant information access • Productive multicampus management with one software • Real time two way communication • Time and money saving Teachers' Benefits: • Key focus on student academics, less on administration tasks • Automated attendance and home work / assignments • Tracking of student performance history with 360 view • Effortless exam and result management • Great teacherparents interaction and updates • Easily available online reports and result cards Administrators' Benefits: • Swift and proficient access of all departments • Centralized reports at single click • Convenient import/export of data • Quick and easy sms/notifications • Paperless, time saving and agile • Smart communication with teacher, parents and students Students' Benefits: • Tuned to announcements, news and calendar • Access to results, time table and exam dates • Get all updates even during absence Parents' Benefits: • Daily live attendance and assignment alerts on mobile • Exam and class tests performance tracking • Real time calendar, picture and events news • Online fee ledger, payments and receipts • Paperless leave management • Effective teacher – Parents communication • Remove travel hassle and save cost and time

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The college follows the curriculum prescribed by the affiliating University. Wherever possible, the college has introduced few socially relevant courses within the University framework. Many teachers are members of the Boards of Studies allowing them opportunities to tweak the curriculum according to the current needs of industry and society. The college offers Certificate Courses to the students and members of general public to acquire additional skills. Proper planning and documentation, periodic review and getting feedback from the students ensure effective implementation of the curriculum. The action

plans of the College developed and deployed in this regard are as follows: • Teachers submit Teaching plans for each of the courses engaged which are made available to the students. • Teachers maintain a diary to record day to day academic activity. • Academic calendar is prepared right at the beginning of each academic year. • Course Outcomes prepared by the teachers are uploaded on the College website for information of the stakeholders • Learning halls and laboratories are spacious and well ventilated equipped with s the required instruments and resources, needed for effective curriculum delivery. • Syllabi and the essential textbooks and reference books are made available to the students. • Audio visual aids and I/O Ports for Internet Connection are provided in the learning halls. • Some of the learning halls are converted into Smart Classrooms through RUSA funds and financial support from the State Government. The college has one Virtual Classroom. • Need based Faculty Improvement Programmes are conducted on Preparing Digital Presentations. All the faculty members are trained in using the Smart Classrooms. • Seminars/Workshops/Conferences/Symposia are organised on Evaluation process. • Faculty Development Programmes are organised for enhancing teaching skills of the teachers. Action plans of the College for improving the academic performance of students through innovative methods for increasing the transition/pass rate and for greater competencies are as follows : • Remedial teaching for the weak students • Special coaching for the students to enhance their academic performance • Motivating the students to enrol for training for NET/SET initiated by the Directorate of Higher Education with some of our own faculty members as mentors. • Bridge courses for students desirous of changing their subjects • Training for development of language skills • Training for competitive exams • Career guidance camps • Add-on/Skill based/job oriented Courses supplementing the main courses • Leadership Camps • Having retraining and relearning programs for the alumni and other citizens with the objective of continuous learning. • Incubation Centres

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Tally ERP 9	Nil	01/11/2018	15	Employabilit y	Analyzing, recording reporting financial transactions in Tally ERP 9
Tally Accounting and GST with proficiency in ERP 9	Nil	07/01/2019	15	Employabilit y	Tally Accounting and GST Accounting
Devanagari Lipi : Tankan Kaushal	Nil	28/01/2019	10	Employabilit y and Entrep reneurship	Typing Skills
Basics of Stock Market Trading – Learn, Invest and Prosper	Nil	18/02/2019	10	Employabilit y	Analytical Skills in Stock Market Trading

Crochet	Nil	10/03/2019	21	Employability	Crochet Skills
Film Making	Nil	07/04/2019	27	Employability	Photography
'Remote sensing and Geographical Information System'	Nil	03/11/2018	13	Employability and Entrepreneurship	Georeferencing, Digitising, Map layout and Design, Portraying, Query building
Preparation for M.Sc. Entrance Examination in Mathematics	Nil	07/11/2018	10	Employability	Writing an examination
Basics of AutoCAD	Nil	09/01/2019	60	Employability	AutoCAD Skills
Forest Ecology	Nil	08/02/2018	56	Employability	Study of Ecology
Nil	Sanskrit Course	23/08/2018	240	Employability	Language Skills

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BA	Six Units in Hindi for T.Y.B.A., Courses under Choice Based Credit System for S.Y.B.A.	19/06/2018
BSc	Six Units in Mathematics for T.Y.B.Sc.,Courses under Choice Based Credit System for B.Sc.	19/06/2018
BCom	Courses under Choice Based Credit System for S.Y.B.Com.	19/06/2018
MA	M.A in Hindi (Part I) and Economics (Part I)	12/06/2018
MSc	M.Sc. in Mathematics (Part I)	12/06/2018
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	English, Hindi, Konkani, Marathi, Economics,	19/06/2018

	Political Science, History Geography	
BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	19/06/2018
BCom	Commerce	19/06/2018
MA	Hindi, Economics	12/06/2018
MSc	Mathematics	12/06/2018

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

	Certificate	Diploma Course
Number of Students	356	44

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Lecture supplementing the main Course 'Personality Development' by Mr. Chinmay Ghaisas	06/08/2018	45
Talk supplementing the main Course – 'A Healthy Nutrition for an Active Lifestyle' by Dr. Siddhi Tilve	11/10/2018	45
Talk supplementing the main Course 'Tribes of Goa' by Mr. Narayan Gawas, D. M. B. Higher Secondary School, Assanora	17/01/2019	94
Talk supplementing the main Course 'Life Skills' by Ms. Pratiksha Shirodkar, Assistant Professor in Methodology of teaching science, Nirmala Institute of education, Panaji	01/02/2019	128
The Student and Faculty Development Programme, (a Three Day Intensive Workshop) titled 'A.S.P.I.R.E. for Excellence' for the faculty, the administrative staff and the students in collaboration with the Directorate of Higher Education, Goa	15/02/2019	513

A talk supplementing the main Course 'Nanotechnology and its applications'	02/03/2019	65
Talk 'Investments in Mutual Funds' by Shri Amar Dessai, Copartner of A.R.D. Investment and Financial Services, Sanquelim to create awareness among students on the importance of investing in mutual funds for income generation and wealth creation.	05/04/2019	64
Value Addition Session 'Treatment of Wet Waste by Individual Households'. The objective of this Workshop was to train teachers to treat the wet waste at home at their individual level and to propagate this among the students in the next stage.	04/05/2019	73
The Student Induction Programme (SIP) was conducted for the students of First Year B.A, B.Sc and B.Com. The purpose of the SIP was as mandated by the UGC to make the students comfortable and help them to get a sense of belongingness in the college.	18/06/2019	557
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Field Project on 'Gokak and Godchinmalki'	13
BSc	Geological Field Project on 'Sindhudurg District of Maharashtra'	14
BSc	Field Project on 'Analysis of Rain water quality: towards sustainable maintenance of rain water quality in Bicholim and Sattari,	5

	Goa'	
BSc	Study Trip -Vishweshwarya Institute of Technology, Belgaum	18
BSc	Study Trip to Shreshtha IT Technologies, Belgaum	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

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

Feedback Obtained

Effective implementation of the curriculum is ensured by proper planning and its documentation, periodic review and getting feedback from all stakeholders. Teachers maintain a diary wherein daytoday teaching and other related activities are recorded. These diaries are periodically reviewed by HOD/Principal. A questionnaire has been designed to cover important aspects of teaching process and the responses are in numerical figures which are compiled immediately by the software to provide an instant feedback to the teacher. Feedback from the students on teachers is collected, data compiled and analysed by the IQAC and forwarded to the faculty for further course of action. Faculty then submits the ATR to the IQAC. Digitization of Students' Feedback has drastically reduced the time and effort required for the process. Since the feedback is obtained digitally, there is no scope for manipulation at any stage. • Obtaining online feedback from the students on the courses conducted in the college to evaluate the teachers' effectiveness has put in place the academic mechanisms for teachers and students. Students feedback about teacher's effectiveness is communicated to respective teacher for his/her overall improvement. This has resulted in enhancing the quality of the teachinglearning process. • The mentoring scheme in vogue gives an adequate forum for students to discuss relevant issues, which can then be addressed promptly. Interaction of the mentoring teachers with the students as well as their parents has enabled them to obtain a genuine feedback about the strengths and weaknesses of the College. This feedback formed an important component at the discussions to formulate the SWOC analysis. • A vibrant Alumni has also contributed in this regard. The feedback obtained from alumni can be discussed at length by each department of the College which will deliberate an effective SWOC analysis. Feedback obtained from students through the mentoring scheme is analyzed by the IQAC and suitable action is taken. • Informal feedback obtained from parents and employers is analyzed. All these measures ensure continuous review of the teaching learning process. • Feedback from the staff is obtained during the regularly held (monthly) staff meetings. • The College follows an open door policy wherein the stakeholders are free to meet the Principal and provide their feedback through their interactions.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Hindi, Konkani, Marathi, Economics, Political Science, History Geography	120	294	294
BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	80	190	190
BCom	Commerce	120	153	153
MA	Hindi, Economics	60	30	30
MSc	Mathematics	30	26	26
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2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	1393	56	65	1	6

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
104	104	255	28	22	6
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2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college caters to students of diverse backgrounds. Financial help in the form of freeships and scholarships are available to needy students. The services of a counsellor are available for three days of the week and a large number of students avail of this service. Students are encouraged to participate in cocurricular and

extracurricular events, games and sports conducted in the state. A very large number of students excel in these activities. Leadership among students is inculcated by the Students' Council which is a body of students. There is student representation in all statutory bodies like Antiragging Cell and Internal Complaints Committee as per Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. The mentoring scheme introduced by the College, ensures greater personal contact between staff and students. The student mentoring scheme was implemented taking into consideration the subjects studied by the students. As far as possible a teacher who meets a group of students was assigned to that group. Broad guidelines were framed and given to the teachers for efficient implementation. Individual teachers collect background information of students allotted to them. The teachers also counsel them based on their specific needs. Record of the mentoring sessions is maintained by the teachers. Any issue to be resolved is taken up at the appropriate levels. Ensuring personalised attention to every student with regard to their academic goals and expectations was possible through Student Mentoring Scheme which was otherwise not always possible for the teacher to do due to time constraint. Teachers got an opportunity to meet those students whom they normally don't meet. So also students got an opportunity to seek guidance from the teachers who don't teach them, which enabled the student to take benefit of different viewpoints. This further built a good rapport and a strong bonding between the mentor teacher and the students which created a conducive environment for the teacher as well as the student and fetched positive results in all spheres. It was possible to convey academic information and values to the students through mentor which helped in smooth and effective functioning of the administrative, academic as well as cocurricular activities of the College. The college consistently attains very good results at the University examinations. Interaction of the mentoring teachers with the students as well as their parents has enabled them to obtain a genuine feedback about the strengths and weaknesses of the College. This feedback formed an important component at the discussions to formulate the SWOC analysis. A vibrant Alumni has also contributed in this regard. The feedback thus obtained was discussed at length by each department of the College for submitting the departmental inputs. The departmental inputs in turn were discussed and deliberated for an effective SWOC analysis.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1393	72	01:20

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
104	72	32	32	22

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
No Data Entered/Not Applicable !!!			
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	FY/SYBA	1, 3	02/11/2018	22/11/2018
BSc	FY/SYBSc	1, 3	02/11/2018	22/11/2018
BCom	FY/SYBCom	1, 3	02/11/2018	22/11/2018

BA	TYBA	5	05/12/2018	10/01/2019
BSc	TYBSc	5	05/11/2018	16/01/2019
BCom	TYBCom	5	05/11/2018	16/01/2019
BA	FY/SYBA	2, 4	29/04/2019	11/05/2019
BSc	FY/SYBSc	2, 4	29/04/2019	11/05/2019
BCom	FY/SYBCom	2, 4	29/04/2019	11/05/2019
BA	TYBA	6	30/05/2019	19/06/2019
BSc	TYBSc	6	04/05/2019	03/06/2019
BCom	TYBCom	6	02/05/2019	19/06/2019
MA	MA Hindi	1	23/11/2018	12/02/2019
MA	MA Economics	1	19/11/2018	22/02/2019
MSc	MSC Mathematics	1	23/11/2018	22/02/2019
MA	MA Hindi	2	30/04/2019	10/06/2019
MA	MA Economics	2	30/04/2019	30/05/2019
MSc	MSc Mathematics	2	03/05/2019	21/06/2019

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

a) The Schedule of Continuous Internal Evaluation (CIE) are communicated to the teachers and students at the beginning of the Semester/academic year. b) Centralised timetable is uploaded on the College Website and displayed on College Notice boards, one week before the Examination. c) The Question papers are set by the Internal Faculty members, which is scrutinised by HOD/Senior faculty. d) The answer books and marks are shown to the students by the teachers to ensure transparency. e) The Students are encouraged to improve their performance through counseling. Nearly 20 students are entrusted to each faculty members to be mentors. f) The Students and their parents/legal guardians are made aware of the evaluation process through orientation at the beginning of the academic year.

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

Yes. Based on the academic calendar received from the Goa University which is framed based on the inputs received by the Goa University from the representatives of the Principals' Forum, the College draws its own academic calendar by taking into consideration the local festivals. The academic calendar incorporates the local holidays and is duly approved by the Controlling Office i.e. the Directorate of Higher Education, Government of Goa. The academic calendar is strictly adhered to with reference to conduct of examination, number of teaching days as mandated by the UGC and other related matters. The monthly meetings are used effectively to take stock of the adherence to the academic calendar from time to time and take remedial/corrected measures if required. The teachers adhere to the teaching plan through regular maintenance of the Teacher's Diary and its timely submission to the College Authorities for verification and counter signature. The Students' Council is a partner in chalking out the academic calendar and is responsible for adhering to the same for effective learning. The Examination Committee is tasked with the responsibility of drawing out the time table of internal examinations including intrasemester assessment and its implementation. The entire system of examination is transparent and time bound.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

Course outcomes for the programmes offered by the institution are stated and displayed in the website of the institution. Weblink : http://gcascs.ac.in/students/Course%20Outcomes%20B.A.,B.Sc.,B.Com.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
FYBA Semester 1	BA	English, Hindi, Konkani, Marathi, Economics, Political Science, History Geography	283	89	31.45
FYBA Semester 2	BA	English, Hindi, Konkani, Marathi, Economics, Political Science, History Geography	270	130	48.15
SYBA Semester 3	BA	English, Hindi, Konkani, Marathi, Economics, Political Science, History Geography	173	90	52.02
SYBA Semester 4	BA	English, Hindi, Konkani, Marathi, Economics, Political Science, History Geography	173	122	70.52
TYBA Semester 5, 6	BA	English, Hindi, Konkani, Marathi, Economics, Political	209	136	65

		Science, History Geography			
FYBSc Semester 1	BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	188	112	59.57
FYBSc Semester 2	BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	178	119	66.85
SYBSc Semester 3	BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	108	89	82.41
SYBSc Semester 4	BSc	Zoology, Physics, Chemistry, Botany, Geology, Computer Science, Mathematics	109	89	81.65
TYBSc Semester 5, 6	BSc	Zoology, Physics, Chemistry, Computer Science, Mathematics	131	84	64
FYBCom Semester 1	BCom	Commerce	147	15	10.02
FYBCom Semester 2	BCom	Commerce	135	37	27.41
SYBCom Semester 3	BCom	Commerce	69	30	43.48
SYBCom Semester 4	BCom	Commerce	69	17	24.64
TYBCom Semester 5, 6	BCom	Commerce	166	76	46
M.A. Hindi	MA	Hindi	13	13	100

Semester 1					
M. A. Hindi Semester 2	MA	Hindi	13	13	100
M.A. Economics Semester 1	MA	Economics	17	14	82.35
M.A. Economics Semester 2	MA	Economics	17	17	100
M.Sc. Mathematics Semester 1	MSc	Mathematics	26	11	42.30
M.Sc. Mathematics Semester 2	MSc	Mathematics	26	11	42.30
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

The work of obtaining the SSS is in progress.

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	00	Nil	0	0
Minor Projects	00	Nil	0	0
Interdisciplinary Projects	00	Nil	0	0
Industry sponsored Projects	00	Nil	0	0
Projects sponsored by the University	00	Nil	0	0
Students Research Projects (Other than compulsory by the University)	00	Nil	0	0
InternationalProjects	00	Nil	0	0
Any Other (Specify)	00	Nil	0	0
Total	00	Nil	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Workshop 'Programming in Python'	Department of Computer Science	07/07/2018
Workshop on 'Research Methodology'	Department of Zoology and Arannya Environment Research Organisation	15/07/2018
Workshop on 'Mentoring'	Mentoring Committee	14/08/2018
Workshop/Demonstration cum hands on training on FTIR	Department of Chemistry, in collaboration with Toshvin Ltd.	05/11/2018
Workshop on 'Wildlife and Ecotourism'	Department of Zoology	20/01/2019
Workshop/Student Faculty Development Programme, (a Three Day Intensive Workshop) titled 'A.S.P.I.R.E. for Excellence'	The Internal Quality Assurance Cell in collaboration with the Directorate of Higher Education, Government of Goa	15/02/2019
InterDisciplinary National Conference on 'Issues and Challenges of Social Sector for Sustainable Development'	PG Department of Economics in association with Directorate of Higher Education, Government of Goa	01/03/2019
Workshop/Training programme for the teachers to provide comprehensive understanding demonstration of Smart Virtual Classroom	Internal Quality Assurance Cell in association with the Directorate of Higher Education, Government of Goa	12/03/2019
Workshop/Faculty Development Programme on 'Holistic Process in Teaching Learning using NeuroLinguistic Programming'	Internal Quality Assurance Cell in association with the Directorate of Higher Education, Government of Goa	27/03/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Goa State Best Library Award	Govt. College of Arts, Science Commerce, Sanquelim	DIrectorate of Art Commerce, Govt. of Goa	18/01/2019	Library
		[View File](#)		

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

Incubation	Name	Sponsored By	Name of the	Nature of Start-	Date of

Center			Start-up	up	Commencement
Nil	Nil	Nil	BIZSTART UP under the event STARTUPEDIA 2K19	Eatables and potted plants	27/02/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Not applicable	0

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	English	1	00
International	Economis	1	00
International	Computer Science	1	00

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	1
Computer Science	1
Marathi	2
Economics	1
Chemistry	1

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
The Rising BRICS : A Multipolar World Reality ?	Shraddha Naik	Comparative Politics	2018	0	Jawaharlal Nehru University	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
The Rising BRICS : A Multipolar	Shraddha Naik	Comparative Politics	2018	0	0	Jawaharlal Nehru University
			View File			

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	5	17	37	9
Presented papers	6	12	3	0
Resource persons	0	8	5	3
		View File		

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Open Day	Science Association in collaboration with College Higher Secondary Educator's Interface Committee of the College	38	200
Educational Visit The students had interactive sessions with the faculty, research scholars and students at the Dept. of Economics of BHU and Dept. of Geography of DDU University, Gorakpur. Four of our students presented two papers at BHU.	PG Department of Economics in collaboration with Banaras Hindu University (BHU), Deen Dayal Upadhyaya University, Gorakhpur, Lucknow, Allahabad, Khushinagar, and surrounding areas	1	4
World Mental Health Day	The Medical Services Cell and NSS unit of the College in association with COOJ, Mental Heath	1	84

	Foundation, Bastora		
National Deworming Day And Mop up Day Distribution of 678 doses of Albendazole tablets on 10th August 2018 and 222 doses on 17/08/2018	Medical Services Cell in collaboration with Primary Health Centre, Sanquelim	1	900
Talk on 'Garbage Management'	Continuing Services Extension Club in collaboration with villagers of Poriem	1	114
Prefest screening as a part of Science Film Festival (SciIFFI) on 14/01/2019 by the Scientist Dr. Mohan Girap.	Science Association in collaboration with Science Film Festival of India, an Initiative by Vigyan Parishad Goa	3	50
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	Nil	Nil	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
National Conference	Rayat Shikshan Sanstha's Mahatma Phule College, Panvel	Paper presentation	1	5
Workshop	Institute Menezes Braganza, Panaji	News Making And News Presentation	1	3
National Seminar in view of World Ozone Day	Raja Lokhamaganda Science College, Belgaum	Paper Presentation on 'Solid Waste Management'	1	2
Shramdaan in cleaning of college campus and a Mashaal rally	N.S.S. Unit And Community	Shramdaan in cleaning of college campus and a Mashaal rally	104	1393
Garbage	Continuing	Garbage	3	100

Management	Education and Extension Cell	Management		
Session	Shri. Ram Vidya Mandir High School, Colvale	Lecture on 'Science, Technology and Spirituality'	1	203
Session	St. Xaviers College, Mapusa	Talk on 'Science and Technology : Making our life easy ?'	1	178
CSR Programme	Fomento, Margao	Mentoring on 'Preparation for GTSE and NTSE'	1	100
National Deworming Day And Mop up Day	Medical Services Cell and Primary Health Centre, Sanquelim	Distribution of 678 doses of Albendazole tablets on 10th August 2018 and 222 doses on 17th August 2018	1	900
World Mental Health Day	The Medical Services Cell and NSS unit of the College in association with COOJ, Mental Health Foundation, Bastora	An awareness programme at Bicholim and Sanquelim on various issues related to mental health and suicide prevention	1	84

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3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Lecture – 'Life of Shenoi Goembab' by Dr. Gunaji Desai	Students of the College	Funded by the College	01
'Entrepreneurship Bootcamp' to create awareness about the Goa Startup Policy and State initiatives on startups and innovation	Students of the College	Funded by the College	01
Educational Visit to BHU, Pt. DDU Uni., Gorakhpur, UP	Students of MA in Economics	Self funded	10
Observer for Banaras Hindu	BHU, Varanasi	Self funded	10

University Online Entrance Tests2019 at Panaji Centre for the period from 1424/05/ 2019			
Workshop on 'Compering, Drama, Folk Dance and Composing Devotional Song – Aarati' organized by Department of Konkani in collaboration with Shree Shantadurga Vijayate Kala Mandal, Mardol	Students of the College	Funded by the College	07
Workshop on 'Learning Grammatical Skills and Typing Skills' organized by Department of Konkani in collaboration with the Directorate of Official Language, Government of Goa	Students of the College	Funded by the Government	04
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research	Cluster Research Centre in Economics	Govt. College, Quepem, Govt. College, Khandola, Govt. College, Margao, Fr. Agnel College, Pilar, Damodar College, Margao, PES College, Farmagudi,	17/12/2018	17/12/2019	2

		MES College, Zuarinagar, Dhempe College, Miramar, CES College, Cuncolim, S. S. Dempo College, Bambolim			
Research	Cluster Research Centre in Hindi	Government College of Arts, Science Commerce, Quepem	17/12/2018	17/12/2019	2
Research	Cluster Research Centre in Geography	Govt. College, Khandola, Sant Sohirobanath Ambiye Govt. College, Pernem, Shree Mallikarjun College, Canacon, CES College, Cuncolim, St. Xavier's College, Mapusa	17/12/2018	17/12/2019	2
Research	Cluster Research in Chemistry	Govt. College, Khandola, Sant Sohirobanath Ambiye Government College, Pernem, PES College, Farmagudi, Dhempe College, Miramar, St. Xavier's College, Mapusa, DM's College Research Centre, Assagao	17/12/2018	17/12/2019	2
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate

houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Govt. College, Quepem, Govt. College, Khandola, Govt. College, Margao, Fr. Agnel College, Pilar, Damodar College, Margao, PES College, Farmagudi, MES College, Zuarinagar, Dhempe College, Miramar, CES College, Cuncolim, S. S. Dempo College, Bambolim	17/12/2018	Cluster Research Centre in Economics Lead College –Government College of Arts, Science Commerce, Sanquelim	2
Government College of Arts, Science Commerce, Quepem	17/12/2018	Cluster Research Centre in Hindi Lead College –Government College of Arts, Science Commerce, Sanquelim	2
Govt. College, Khandola, Sant Sohirobanath Ambiye Govt. College, Pernem, Shree Mallikarjun College, Canacon, CES College, Cuncolim, St. Xavier's College, Mapusa	17/12/2018	Cluster Research Centre in Geography	2
Govt. College, Khandola, Sant Sohirobanath Ambiye Government College, Pernem, PES College, Farmagudi, Dhempe College, Miramar, St. Xavier's College, Mapusa, DM's College Research Centre, Assagao	17/12/2018	Cluster Research Centre in Chemistry	2
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
400	339

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Newly Added
Laboratories	Newly Added
Seminar Halls	Existing
Classrooms with LCD facilities	Newly Added
Seminar halls with ICT facilities	Newly Added
Video Centre	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
EGranthalay	Fully	3.0	2015

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	11609	660138	838	278920	12447	939058
Reference Books	13182	2949268	340	1167868	13522	4117136
Journals	57	136629	6	2650	63	139279
CD & Video	420	0	24	0	444	0
Others(specify)	485	24000	37	2960	522	26960
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mr. Avinash Patil	Python	GitHub.Com	21/07/2018
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	68	36	1	54	0	6	17	2	9
Added	0	0	1	5	0	0	0	35	0
Total	68	36	2	59	0	6	17	37	9

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

37 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
No Data Entered/Not Applicable !!!	

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
4400000	4345555	1500000	1465284

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

Information pertaining to procedures and policies for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, learning halls etc. is uploaded on the College Website. Procedure : The college receives funds from the Government of Goa as part of its annual budget allocation. Being a Government institution, there is limited scope to secure additional funding from outside sources. However, as and when required additional funds are allocated by the Government. The College has Purchase Committee in place. Proposals for purchases of various items are verified and approved by the said Committee. After seeking approval of the said committee, all expenses are made by following necessary codal formalities as required by the Government Institution, with prior approval of the Directorate of Higher Education. The codal formalities include etendering, inviting quotations etc. Policies : • Plan of activities is prepared at the beginning of the academic year and expenditure is budgeted based on the funds collected through fees from the students and the grants received from the State Government. • Use of funds is decided/planned by the working committee concerned, after checking the position of funds available. • Monitoring is done by the Accountant/ Standing Accounts Committee and the Principal. • Monthly expenditure statement is prepared and submitted to the Head Office (DHE) by the 2nd/3rd of each month • Cash book is maintained by the College cashier.

http://gcascs.ac.in/iqac/AQAR%20Related%20Documents/Procedures%20and%20policies%20for%20maintaining%20and%20utilizing%20physical,%20academic%20and%20support%20facilities.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	1. Student Aid Fund 2. Post Matric Scholarship (SC, OBC, EBC)	170	700097
Financial Support from Other Sources			
a) National	**Post Metric Scholarship for ST Students**	55	626390
b)International	**ICCR Scholarship for International Students**	8	1815840
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counseling	**19/06/2018**	**190**	**Nil**
Mentoring	**21/07/2018**	**1393**	**Nil**
[View File](#)			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	**Career Guidance by Career Guidance Cell**	**4**	**4**	**4**	**0**
[View File](#)					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof	Number of	Number of	Nameof	Number of	Number of

organizations visited	students participated	stduents placed	organizations visited	students participated	stduents placed
Nil	0	0	Nil	0	0

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

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	54	Arts	English, Hindi, Konkani, Marathi, Economics, History, Geography, Political Science	Government College of Arts, Science and Commerce, Sanquelim, Goa, Goa University, GVM's College, Farmagudi, Govt. College, Khandola, Shree Vetal College, Colvale, V. M. Salgaonkar College of Law, Miramar	M.A. (45) Law (06) B.Ed. (02) D.Ed. (01)

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

Items	Number of students selected/ qualifying
NET	1
SET	3

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

Activity	Level	Number of Participants
Sudden Death	College	40
Reuse the refuse	College	34
Yummy Tummy	College	34
Folk Dance	College	116
Chitkule Natkule	College	70
Kuch Na Kaho	College	54
Junk Yard Beats	College	52
Fashion Show	College	194

Fusion Beats	College	82
Photography Competition Life of Insects	College	23
Photography Competition Goas Weekly Markets, Street Vendors, Forgotten Things of Trade Commerce	College	17
Logo designing Competition	Inter class	9
Science Quiz	College	10
Working Models on 'Save Water	College	2
Collage Making	College	10
Treasure Hunt	College	8
Oral presentation on the topic, 'Life without Electricity'	College	5
Rangoli – Theme 'Issues related to Indian Economy'	College	8
Poster Making – Theme 'Inflation'	College	12
Best out of waste	College	16
Paper Quiling	College	10
Paper presentation competition – 'Black Money in India'	College	4
Wall paper competition – 'GST in India'	College	4
Healthy Cuisine for health Competition 'Traditional Cuisine of Goa'	College	8
Elocution Competition 'Rights and Duties of Citizens towards India'	College	14
Poetry Recitation Competition	College	11
Hindi Short Story Writing Competition	College	22
Bridal Biojewellery Making Competition	College	16
Football	Interclass	224
Table Tennis	Interclass	12
Chess	Interclass	12
Tug of War	Interclass	100
Tie Breaker	Interclass	30

Patriotic Singing	College	143
Ghumat Aarati	College	124
Solo Singing	College	14
Traditional Day	College	13
Bolly/Holly Day	College	20
Mythological Day	College	26
School Day	College	29
Add Colours	College	28
Rassi Khinch	College	98
Doli Sajake Rakhana	College	28
	View File	

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Throwball 1st place	National	1	0	18C0092	Khazima Shaikh
2018	Tug of War 3rd place	National	6	0	16S0513, 13S0526, 17A0100, 17A0157, 17A0577, 17S0636 17C0328,	Gautam Gad, Balkrishna Desai, Digambar Rane, Sahil Sawant, Saidutt Parab, Diptesh Gawas
2018	Football – 4th place	National	2	0	17S0328, 16C0375	Harshad Gaonkar, Mohammad Hassan Khan
2018	Soft ball – 1st place	National	1	0	17A0110	Sailee Dhuri
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The Students' Council was formally inaugurated on 13th August 2018 in the college auditorium at the hands of Mr. Kunal (Chief Election Officer, Goa). Election of members to the students council was conducted in fair and smooth manner. The council started its activities with an interclass patriotic singing competition, followed by Ghumat Aarti competition. December saw the peak of activities that included solo singing, fun day celebration and the most awaited

Tarang 2018 for three day. Students council concluded the years' activities with the annual prize distribution ceremony clubbed with the farewell function for the third year students. Students represented the student community in bodies/committees like canteen committee, student aid fund and gender champion club. The Students' Council is in the forefront in observing the National Days and the birth/death anniversaries of our great national leaders.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college was established in June 1988 as a pilot project of the Government of Goa with the aim of bringing quality higher education to the youth from the hinterlands of Goa. During the years of its existence, the college has produced and continues to produce some of the finest graduates in Goa. The Alumni Association of the College is registered under Societies Act on 13th June, 2016. The alumni of the college are well established persons in a variety of fields like academics, industry, civil administration and politics. Some of our exstudents are entrepreneurs and have given job opportunities to the students from our College after graduation. Many are working in government organizations and nongovernment organizations holding high positions. Some of our exstudents are sponsoring awards/prizes to the students who have excelled in third year University examinations. The College has a page on the website through which the former faculty and alumni are kept in touch. Contacts are also established through facebook page of the College. Efforts are made to include alumni in the IQAC. Mr. Sachin Karpe, an alumnus of the College and a successful financial planner has been included in the IQAC. He has suggested improvements in the curriculum of the Commerce stream and suitable projects which the students can undertake. Teachers who are members of the BOS would take up these suggestions at appropriate levels. The successful alumni of the College are invited as Chief Guests and Guests of Honour for important functions. The Alumni Association regularly carries out development activities in the College. They have undertaken to maintain the garden initially developed by the College girls NCC Unit. Informal feedback is obtained through Alumni Association and local employers. A vibrant Alumni has also contributed in this regard. The feedback thus obtained was discussed at length by each department of the College for submitting the departmental inputs. Suggestions are sought and implemented wherever possible through the interaction with the members of Alumni Cell to have a perception on the overall performance and quality of the institution.

5.4.2 – No. of enrolled Alumni:

508

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

101600

5.4.4 – Meetings/activities organized by Alumni Association :

* Mr. Geereish Bailudkar, exstudent of the college, currently designated as Range Forest Officer of Keri, Sattari range, helped in conducting tree plantation programme at Primary High School in Kudnem and distributed saplings to the staff and students. • Alumni are invited to the college every week to interact with the students.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

Authority is delegated providing operational autonomy to the departments/units decentralized governance system.• Working committees/Statutory Committees carry out the various academic and administrative functions of the College. They enjoy full operational autonomy. • Heads of Departments – have full operational autonomy. Departmental timetable, distribution of teaching work is decided at the departmental level. The Accounts department is headed by the Accountant who functions independently. The Management is the Government of Goa and manages through the Directorate of Higher Education. Day to day administration, Internal Policy, and Internal Quality Control/Enhancement are looked after by the Principal and Staff. The IQAC performs the task of defining the Quality Policy of the College. The College runs based on the policy of Participatory Management. Feedback from the Staff and Students is continuously obtained through Meetings/Discussions. This feedback is then woven into the general policies and plans of the College. The management i.e. the Directorate of Higher Education is headed by the Director who reports to the Secretary, Education and the Minister for Education. The Directorate proactively encourages academic leadership through maximum empowerment. Heads of Departments prepare department schedules and allot courses. Faculty members frame their teaching plans. The details of work done are submitted in the Annual Confidential report for review by the management. Review of the temporary staff in each department is done by the respective head of Department. All academic departments, working committees, student bodies and administrative staff are given sufficient opportunity to devise their work plans and strategies for implementation. The Heads of Departments and Convenors of Working Committees are fully accountable and responsible for the work assigned to them. • The Principal provides encouragement and is receptive to ideas that genuinely make a difference. • Energies are focused towards building and maintaining a good work environment and creating systems. • The focus is on Action and Results keeping in mind the interests of the learners. • Efficiency, drive, knowledge and the right attitude are given priority over seniority, age, etc. • Persons are expected to do all kinds of work pertaining to their niche committee so that they gain insight and experience into the intricacies of the work involved. This stands them in good stead when they become leaders since they know all aspects of the work. • Spotting talents and abilities in people and providing opportunities for them to exhibit their work is the forte of this college. • By not settling for mediocrity, the College motivates people to push the envelope further for even seemingly small tasks that challenge the doer and brings out the best in them. Micromanagement of the college affairs is through the Working Committees. Work is carried out in a spirit of cooperation. The administrative staff has also been made aware of their duties and responsibilities. Work is distributed evenly and duties/responsibilities are shared during emergencies. Free and direct access and an open door policy encourage the staff and students, at all levels, to voice their suggestions and ideas directly to the Principal whenever required.

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

Yes

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	Strategy : 1. To encourage and support the participation of faculty members in training programs. 2. To motivate them to attend the workshops, seminars,

	conferences and Faculty Improvement Programs (FIP) at state, national and international level. 3. To motivate Faculty members to involve themselves in research work. 4. To organize Faculty Training programmes to empower for handling new curriculum, in assessment and in the development of teaching learning material. Outcome : Teachers, students and employers will be the main beneficiaries.
Teaching and Learning	Strategy : To constantly upgrade the knowledge of the teacher. Exposure to institutions of repute is expected to raise the standards of teaching and learning in the institution. The College has been organising : ? Faculty Improvement Programmes. Staff members are deputed for workshops/training sessions organised by other institutions. ? Training to empower and enable the use of various tools and technology for improved teachinglearning. ? Faculty will be trained in new approaches to the teachinglearning. Outcome : Teachers, students and employers will be the main beneficiaries. It will fortify the learning outcomes of the students.
Examination and Evaluation	Strategy : Examinations and evaluation are taken very seriously. Each department of the college and the IQAC analyze the result of each examination. Suggestions then emerge on how to improve student performance. Feedback from students is obtained about the quality of teachers and their teaching. This too is analyzed by the IQAC and if required the teacher is suitably counselled. The college follows evaluation norms laid down by the University. Outcome : Quality of Graduating students will be enhanced which in turn will suitably cater to the needs of the job market.
Research and Development	Strategy : 1. To provide avenues for pursuit of higher education and research. To explore new areas and to suggest logical solutions to the community in which the institution in located. 2. The research center has been planned to increase the research output and create a research culture exposing the students to a research mindset. Consultancy services shall be provided to the government in the first place and extended to other entities.

		Major and minor research projects will be undertaken. Outcome : The benefits will accrue to the institution and to the society. at large.
	Library, ICT and Physical Infrastructure / Instrumentation	Strategy : To make a judicious use of technology and harnessing its full potential in the teaching learning process. Smart Classrooms, WiFi, Laptops etc. to be made available and training to be imparted to enable the faculty to use these tools effectively. Outcome : It is expected to benefit the teaching and the student communities by enhancing the overall efficiency of the delivery process of the courses.
	Human Resource Management	Strategy : The Staff are encouraged to improve their academic skills by attending and participating in seminars, conferences etc. As and when necessary, they are sent for Refresher and orientation programmes of the University. Faculty Enrichment Programmes are conducted. Staff Welfare Committee conducts recreational activities for the staff which ensures healthy interpersonal relations. Teachers are felicitated for academic achievements. Duty Leaves are sanctioned for attending Seminars/Workshops/Conferences/Orientation Courses/ Refresher Courses Outcome : A well managed human resource contributes in raising the quality of higher education. All stakeholders are benefitted to a large extent.
	Industry Interaction / Collaboration	Strategy : To further strengthen the linkages with industry. Industry representatives are involved in decision making at various levels. Experts from the industry visit the institution as visiting faculty. Outcome : The students will get a vital link between theory and practice. A robust implementation of the undergraduate and post graduate courses interspersed with skill based short term certificate courses, vibrant internship programmes and value based education will enable the students to hone their skills.. We shall be able to produce a graduate plus/ post graduate plus contributing to the societal wealth in human resources.
	Admission of Students	Strategy : Being a Government College, catering to the needs of students from a rural background, the college follows

| | an open door policy for admissions. Passing the qualifying examination is the sole condition for admission. The students are counselled during admission. Due attention is given to the reservation policy of the Government. Outcome : Over the years the college has augmented its intake capacity based on increased demand and available infrastructure. Almost 65 are lady students which emphasizes the fact that the college is playing a major role in women empowerment through education. |

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

E-governace area	Details
Finance and Accounts	Strategy : Making availability of funds to enhance facilities for the students. Funds are released to the investigator in time. The funds are based on the allocation done by the Government. Sufficient funds are available centrally for maintenance and upkeep of the College infrastructure in line with the recommendations of the committees concerned. Purchases for IT related items are made from funds provided by Government of Goa as per the recommendations of the Purchase Committee/Digital Equipment Maintenance Committee. Outcome : Activities conducted with the help of these funds will help the students in their overall development.
Student Admission and Support	Strategy : The college publishes its Prospectus every year, which has details about courses offered, fee structure, rules and regulations, academic calendar etc. The college caters to students of diverse backgrounds. Financial help in the form of freeships and scholarships are available to needy students. Virtually every financial aid scheme of the Government is given due publicity among students and there is a committee which facilitates application process. A number of staff members have also floated scholarship schemes to help students. Services of a Counsellor is available for three days of the week and a number of students avail of this service. Students are encouraged to participate in cocurricular and extracurricular events, games and sports conducted in the state. A very

	large number of students excel in these activities. Leadership among students is inculcated by the Students' Council which is a body of students. There is student representation in all statutory bodies like antiragging cell and Internal Complaints Committee as per Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. There is a mentoring scheme in place, which ensures greater personal contact between staff and students. The college consistently attains very good results at the University examinations. The college Alumni Association is a registered body and is quite active. Outcome : Academically well nurtured student certainly proves to be an asset wherever he/she goes. The Society is also benefitted in the process.
Examination	Strategy : • The examination data is uploaded to the College Website ensuring transparency of the process. • Evaluation/Examination pattern is explained to the students during the orientation session conducted at the beginning of the first semester. • Examination Committee of the College monitors every staff members concerned with evaluation process. Specific guidelines are given for invigilation, paper setting, assigning of marks, submission of assessed answer books and mark list. • User friendly mechanism of collection and submission of answer books is introduced. • Examination Supervision is made more effective by modifying the Supervision forms. • Seating arrangement has been modified to minimize the work of actually writing numbers on the desk everyday, thus, ensuring more efficient use of manpower. • To train students for professional examinations such as CA, ICWA, MBA, civil services, bank examination etc. • The College has an Examination Grievance Redressal Committee which addresses all the examination related grievances of the students. Outcome : A transparent system leads to strengthening the confidence of the stakeholders in the examination process.
Planning and Development	Strategy : To strengthen the various components of the existing infrastructure for conducting academic

	and allied activities in the campus. Outcome : The students with a rural background will greatly benefit from the process of strengthening the existing infrastructure. In particular the disadvantaged sections stand to benefit from this investment.
Administration	Strategy : The day to day administration of the College, Internal Policy, and Internal Quality Control/Enhancement are looked after by the Principal and Staff of the College. The Management respects the need for autonomy of the institution in teaching – learning and facilitates efficiency by providing all the necessary moral, financial and infrastructural support. Maximize use of digital technology in teaching and administration. Outcome : This strategy will go a long way in creating a blueprint for the use of digital technology to support administration and teaching.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Ms. Varsha Sail	ELearning and MOOCs in Higher Education	Nil	300
2018	Ms.Varsha	Advancement in Science Technology	Nil	1000
2018	Ms. Varsha Sail	Instrumentation , Application adn Maintenance of Instruments	Nil	300
2018	Ms. Samiksha Naik	How to write Minror/Major Research Project	Nil	150
2018	Ms. Steffi Quintal	How to write Minor/ Major Research Project'	Nil	150
2018	Dr. Agnela Dias	International Emerging Trends in Social Science and Management	Nil	2750

2018	Dr. Agnela Dias	Data Analysis	Nil	1000
2018	Dr. Agnela Dias	The Agriculture Sector in Goa : Towards Self Sufficiency Sustainable Development	Nil	600
2018	Dr. Agnela Dias	Issues and Challenges with social sector for sustainable development	Nil	1500
2018	Dr. Agnela Dias	Consumer Behaviour : Marketing Resources	Nil	1500
2018	Ms. Ankita Vernekar	Chemscope – and element of surprise	Nil	1000
2018	Ms. Minoshka D'Souza	Quality Sustainance Enhancement in TeachingLearning Evaluation in Higher Education Institutions : Concerns in a Digital Age	Nil	600
2018	Dr. Soniya Sirsat	Quality Sustainance Enhancement in TeachingLearning Evaluation in Higher Education Institutions : Concerns in a Digital Age'	Nil	600
2018	Ms. Shilpa Satoskar	Nonconventional sources of financing SMES in India	Nil	1000
2018	Ms. Shilpa Satoskar	Issues Challenges with social sector for sustainable development	Nil	1500
2018	Ms. Shilpa Satoskar	Challenges of Rural and Urban Development in India	Nil	800
2018	Mr. Mukund	ELearning and	Nil	300

	Narvenkar	MOOCs in Higher Education			
2018	Mr. Anil Karambelkar	Intellectual Property Rights' and 'Crimes related to Cyber Security'	Nil	500	
2018	Mr. Samir Fatte	Revinventing the Academic Libraries of Higher Education	Nil	1000	

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	'Innovation, Startups and Intellectual Property Rights'	'Innovation, Startups and Intellectual Property Rights'	08/03/2019	10/03/2019	2	0
2018	Workshop/Demonstration cum hands on training on usage of Smart/Virtual Classrooms	'Usage of Smart/Virtual Classrooms	15/03/2019	15/03/2019	95	0
2018	FDP/Workshop Holistic Process In Teaching Learning Using NeuroLiguistic Programming	Holistic Process In Teaching Learning Using NeuroLiguistic Programming	27/03/2019	27/03/2019	40	0
2018	Master Class III Series Entrepreneurship	Entrepreneurship Education	20/09/2018	20/09/2018	2	0

	Education by Prof. Jay Mitra, Essex Business School, Univerisity of Essex, UK organized by Directorate of Higher Education, Goa					
2018	Faculty Development Programme on the theme 'Teachers as Game Changers'	Teachers as Gamechangers	02/11/2018	02/11/2018	78	0
2018	FDP/Workshop – 'Aspire for Excellence'	FDP/Workshop – 'Aspire for Excellence'	15/02/2019	17/02/2019	99	5
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Intensive Theory/Praxis Course conducted by the Forum on Contemporary Theory, Vadodara.	1	09/07/2018	04/08/2018	26
Refresher Course in Life Science	2	28/09/2018	19/10/2018	21
Advanced Workshop in Data Management Analytics	1	29/04/2019	03/05/2019	5
Roads Not Taken: Decoding Gender,Understanding Feminism	1	07/01/2019	17/01/2019	10

| conducted by Goa University (VRPP) | | | | |

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	5	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
TA/DA, Registration fees of the Seminars/Conferences, LTC facility, Advances and all other perks as admissible to State Government Employees. All the welfare measures and leave facilities as admissible.	TA/DA, LTC facility, Advances and all other perks as admissible to State Government Employees. All the welfare measures and leave facilities as admissible.Training programmes on ICT and other skills are conducted for nonteaching staff	The welfare schemes made available to students by the institution are : • The College houses a well equipped spacious canteen catering to the needs of the students. • In case of any emergency, Emergency Medical services are available at Primary Health Centre, Sankhali which is just 200 mts. away from the College campus. • Bus services are available to students for participation in various intercollegiate cultural and sports events within the state. Bus services are also provided for field trips and education/industrial trips of various departments. • The College houses a spacious library with a large sitting capacity. Various books and journals of subjects taught in the College are available to students for issue on library cards. Encyclopaedias, dictionaries, project reports and general books on competitive exams are also available for students for reference. Free internet facility and photocopying at concessional rates is available to students and staff. • A counsellor is

available three days a week for the students to address any emotional or psychological issues. • The College has a mentoring scheme which takes care of most of the issues of the student. • Merit scholarships are given to students securing more than 60 marks. The top ranker gets 100 of tuition fees reimbursed and the second and third rankers get 90 and 80 of the tuition fees reimbursed respectively. • Student's Aid Fund is available to economically weaker students with parents' annual income less than two lakhs. Maximum amount payable under this fund is Rs. 3000/ per annum. • Post Matric Scholarships to SC/ST/OBC students are also provided. • For ST girl students, scholarship is provided under 'Gagan Bharari Shiksha Yojana'. • Tuition fees and library fees are waived for SC/ST students. • No fees are collected from students who are orphans. • In addition, there are various awards instituted by the teachers of the College in various departments. The details are mentioned in the College Prospectus.

6.4 – Financial Management and Resource Mobilization

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

• Internal Financial Audit is conducted on regular basis by verifying the expenses incurred by different hands and recorded in different registers maintained for the said purpose. • External Financial Audit is conducted by the Audit Section of Directorate of Accounts, Panaji, Goa.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	Nil

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6.4.3 – Total corpus fund generated

0

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Dates to be communicated by the Directorate of Higher Education	No	Dates to be communicated by the Directorate of Higher Education
Administrative	No	Dates to be communicated by the Directorate of Higher Education	No	Dates to be communicated by the Directorate of Higher Education

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

The College formed a Parent Teacher Association in the year 201819. The meetings were held on 05,06,08/12/2018. The parents are given freedom to air their views and their feedback is obtained to further strengthen the teaching learning process. The parents and the students attend the Counseling session engaged by the Principal and members of the Admissions Committee at the beginning of the academic year. .

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

Training will be imparted to the support staff in the following areas: • Basic Computer Skills • Accounting Software • Work Ethics • Fire Safety • First Aid etc.

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

Post Accreditation initiative(s) of the College • Post Graduate Programmes in Hindi, Economics and Mathematics • Cluster Research Centres in Economics, Geography and Chemistry • Monthly Staff Meetings • Online Feedback System • Participation in NIRF • Setting up of a Virtual Studio, ICT enabled Auditorium and 20 Smart Classrooms under the grants sanctioned by RUSA • Interaction of Alumni with students • Formation of Parent Teachers' Association • Examination Centre for GUART

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	IQAC	15/02/2019	15/02/2019	17/02/2019	617

	organised Faculty and Student Development Programme (a Three Day Intensive Workshop) on 'Aspire for Excellence' in collaboration with the Directorate of Higher Education, Government of Goa.				
2018	The Cell organised a Demonstration cum Hands on Training Programme for the teachers to provide comprehensive demonstration and understanding of Smart and Virtual Classroom Solution in association with the Directorate of Higher Education, Govt. of Goa	12/03/2019	12/03/2019	15/03/2019	95
2018	The IQAC conducted One Day Faculty Development Programme, a Neurolinguistic Programming Workshop on 'Holistic Process in Teaching, Learning Using NeuroLinguistic	27/03/2019	27/03/2019	27/03/2019	40

| 2018 | The IQAC organised a Value Addition Session on the topic, 'Treatment of Wet Waste by Individual Households'. The objective of this Workshop was to train teachers to treat the wet waste at home at their individual level. | 04/05/2019 | 04/05/2019 | 04/05/2019 | 73 |

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Screening of Emma Watson's Speech 'He For She' and group discussion on the role of men in promoting gender equality	25/01/2019	25/01/2019	13	7
Talk, 'What is Passion ?' by Ms. Priya Dalvi Recipient of Asia Inspiration Award 2018	30/01/2019	30/01/2019	51	33

Creation of awareness about gender issues and gender sensitisation through discussions among students	10/07/2018	30/04/2019	1393	1393

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

Percentage of power requirement of the University met by the renewable energy sources
Environmental Consciousness : 1. The College conducted cleanliness drive in the premises and held a Mashaal Rally in Sanquelim Town on 01/10/2018 on the occasion of 150th Anniversary of Gandhi Jayanti. 2. Dispensers and Incinerators were installed in Girls' washrooms by the Directorate of Higher Education, Government of Goa. 3. Eco/Nature's Club organised a tour from 22/12/2018 to 01/01/2019 to North India to explore various ecosystems/habitats/biodiversity of India and also to understand and promote the harmonious balance required between environment and development, Regionally and Nationally. 4. Eco/Nature's Club and Video Club of Science Association organised a talk on 'Birds of Goa' on 23/01/2019. 5. Students were taken for 'Bird Trail' at Carambolim Lake on 22/02/2019 to introduce students to various species of birds which migrate in wetland habitat of Carambolim. 6. The IQAC organised a Value Addition Session on the topic, 'Treatment of Wet Waste by Individual Households' on 04/05/2019. The objective of this Workshop was to train teachers to treat the wet waste at home at their individual level and to propagate this among the students in the next stage. The resource person Mr. Clinton Vaz, a young entrepreneur in Waste Management enlightened the teachers on treating wet waste by households and suggested practical solutions to the problem of garbage disposal. 7. Science Association organised a competition on Working Models on 'Save Water'. Energy conservation : 1. The College has well ventilated, naturally lit learning halls which minimises the use of artificial lighting, thus, conserving energy. 2. CFL tubes have been used for lighting throughout the campus. 3. Every staff and student of the College is environmentally conscious and takes care to switch off lights and fans when not in use. 4. Science Association organized an oral presentation on 'Life without electricity'.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	1
Provision for lift	Yes	1
Ramp/Rails	Yes	1
Braille Software/facilities	No	0
Rest Rooms	Yes	1
Scribes for examination	No	0
Special skill development for differently abled students	Yes	1
Any other similar facility	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	23/08/2018	240	Diploma Course in Sanskrit Language	The Centre was started for aspiring people of Sanquelim and nearby areas.	44
2018	1	1	13/10/2018	1	Talk – 'Come Let's Prepare for Competitive Examination'	Unemployment	70
2019	1	1	12/02/2019	1	Lecture – 'Plant Propagation and Nursary Management Techniques'	Preservation of the Nature and continuation of traditional farming	83
2019	1	1	28/02/2019	1	A talk on 'Opportunities in the field of Basic Sciences'	Unemployment	47
2019	1	1	01/04/2019	15	Summer Camp	Sessions on 'Dance', 'Talents', 'Healthy and Nutritious Food', 'Creativity', 'Theatre Art', 'Soft	26

Skills', 'National ism', 'Waste Ma nagement and Training in General K nowledge', 'Exerci ses in English L anguage', 'Career Guidance and Oppor tunities'							
2018	1	1	09/10/2018	365	Donations given to the poor families of Cudnem Village	Poverty	71

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

Title	Date of publication	Follow up(max 100 words)
Prospectus	04/04/2018	Students are encouraged to participate in cocurricular and extracurricular events.A very large number of students excel in these activities. Leadership among students is inculcated by the Students' Council which is a body of students. There is student representation in all statutory bodies like antiragging cell and Internal Complaints Committee as per Section 4 of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013. There is a mentoring scheme in place, which ensures greater personal contact between staff and students. The college Alumni Association is a registered body and is

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Lecture – 'Scope in Goan Agriculture'	14/07/2018	14/07/2018	47
Lecture on "Financial Literacy" by Mr. Carey Mascarenhas, Asst. General Manager, Consumer Education and Protection Cell, RBI Office, Panaji.	30/08/2018	30/08/2018	30
Talk on 'Rash and Negligent Driving' by Adv. Pushparaj Navelkar organised by Legal Rights and Duties Awareness Cell	29/09/2018	29/09/2018	60
The IQAC organised a Value Addition Session on the topic, 'Treatment of Wet Waste by Individual Households'. The objective of this Workshop was to train teachers to treat the wet waste at home at their individual level.	04/05/2019	04/05/2019	73
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

Initiatives taken by the institution to make the campus ecofriendly 1. The College has procured an organic waste composter for disposal of organic waste from the College canteen. The waste generated in the College is disposed with the help of Sankhali Municipal Council. 2. Since the College has gone in for digitization in all spheres, use of paper has been minimized to a large extent. 3. Tree plantation drives are undertaken every year by the staff and students. Subsequently, the trees planted are taken care by the group (N.S.S. Unit and Nature Club) planting it. Each tree in the campus has been labelled to create awareness. Two Gardeners are appointed specially for watering and maintenance of the gardens in the campus. 4. Students working in the Chemistry Laboratory are educated not to dispose of hazardous chemical waste in the sink. Waste is collected and treated separately. Chemistry students are trained in micro scale techniques which generate minimum waste. 5. The College campus is plastic free. 6. The College follows approved procedures of the Government of Goa in order to dispose e waste.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The college constantly endeavours to innovate on all fronts. These form a part of the best practices. Large scale digitization in all aspects, be it teachinglearning, administration or governance has resulted in saving of valuable time and resources. The admission, attendance, examination system, feedback, library and office administration of the college is digitized which ensures total transparency in the whole system. Another best practice is, putting in place of academic mechanisms for teachers and students. This has resulted in improvement of quality in the teachinglearning process. The mentoring scheme in progress gives an adequate forum for students to discuss relevant issues, which can then be addressed promptly. Details of two best practices successfully implemented by the institution are uploaded on the College Website as per NAAC format.

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

http://gcascs.ac.in/iqac/Best%20Practices.pdf

7.3 – Institutional Distinctiveness

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

Vision Empowerment for social transformation through holistic education with a humane approach Mission To initiate positive social change through equal opportunity and diverse approaches, in a healthy, responsive and inclusive environment. The Vision and Mission of this institution are attuned to promoting Equality and Social Justice through its curricular and cocurricular programs. Admissions in this college are open to all regardless of caste, creed or gender. The College strives to ensure that all its students, whatever their background may be, are not deprived, discouraged or disadvantaged in any respect as compared to other students anywhere else in the State. Equal opportunity and adequate facilities are provided to all students to participate in all the cocurricular and extracurricular activities of the College. Through the activities of the N.S.S. Unit, Legal Rights and Duties Awareness and Campaign Cell, and the Consultancy and Extension Services Cell and many other Cocurricular Associations/Clubs, students are made aware of inequalities and travesties of Social Justice in society and are exhorted to work towards their eradication. Literacy programs, Senior Citizens' Rights Awareness Program, are two such examples. The College provides a conducive and healthy environment for women students to pursue their higher education. This has attracted a large number of women students and they currently make up about 65 of the total number of students. The College strives to provide the right kind of environment that brings out the best in the students and staff of the College. There is absolutely no discrimination on the basis of gender, economic and social background, etc. Holistic education is one of the components of the vision of this college. Hence, the College strives to foster among teachers and students, and through them in society generally, the integral development of values inherent in the physical, emotional, rational, aesthetic and ethical education. The College offers a study program in Environmental Ethics and also has a Value Education Cell which guides students towards the development of values. Prominent persons are invited to speak to students and staff on the cultivation of the right kind of values. All activities of the College are conducted in a fair, rational and egalitarian manner with high moral standards, thus providing models for students in ethics and morality. The College integrates value education in its daytoday activities thus making it a routine affair. The institutional vision is 'Empowerment for social transformation through holistic education with a humane approach'. The entire working of the

college is quality driven. The management of the college is the Government of Goa and comprises of the Secretary, Higher Education and the Directorate of Higher Education. There is total delegation of authority at all levels. The heads of departments have freedom to frame timetable and allocating courses to teachers based on expertise. The college has numerous working associations, clubs and cells, each headed by a convener. They function in relative autonomy within the framework of the rules and regulations of the college. The Principal and the IQAC periodically review the activities. Delegation of authority has given an opportunity to the staff to imbibe effective management skills. This is evident by the fact that the college has groomed no less than four Principals in its 29 years of existence. The present Principal is assigned additional charge as Additional Director of Higher Education, Government of Goa, and is involved closely with the formulation of policies for higher education in Goa. This is unparalleled in any other institute of the State. The college has a effective IQAC which plays an important role in Quality Assurance in all spheres.

Provide the weblink of the institution
http://gcascs.ac.in/iqac/AQAR%20Related%20Documents/Institutional%20Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

Implementation of academic and nonacademic reforms The institution is geared towards the implementation of both academic and nonacademic reforms. The college will play a proactive role in implementing the reforms in various spheres and activities such as: Developing a mechanism for the creation of Semesterwise Lecture Plans by each Faculty. Uploading the Lecture Plans on College Website so that Lecture Schedules are available to the students at the beginning of the Semesters. Introduction of at least one Certificate/ Diploma Course by each Department. Identification and preparation of contents for possible new Course/Programme (at least one) by the College and communicating it to Goa University and Higher Authorities for approval. Introduction of Value Added Courses imparting transferable and life skills (At least one by each Stream) Design of separate questionnaires, receive and analyze feedback from Parents, Employers, Alumni and Teachers. Teachers to progressively use ICT for effective teaching with the existing Learning Management Systems (MOODLE), Elearning resources etc. Developing a mechanism to monitor the use of ICT by teachers for effective teaching with Learning Management Systems (MOODLE), Elearning resources etc. Upgradation and full utilization of the existing LMS (MOODLE). Display of Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution on the website of the College for the benefit of the students and other stakeholders. Designing the questionnaire for Student Satisfaction Survey (SSS) on overall institutional performance. Analyze the data received from the students and take action to strengthen the learning of the students. Organization of workshops/seminars on Intellectual Property Rights (IPR) and IndustryAcademia Innovative practices Creation of a College Research Cell to encourage teachers and students to do high quality research and publish the same in Prestigious Journals/Conferences. Creation of a Research Bulletin Board at the entrance of the College/Department displaying the abstracts of the papers published by the teachers of the College. At least one Student Exchange Programme and one Faculty Exchange Programme with the neighbouring Colleges/ Other Educational Institution Creation of Laboratories wherever required Language Laboratory, CommerceEconomics Laboratory etc. Implementation of Library Management System Establishment of Internet Center for students Upgradation of Internet Bandwidth Organization of workshop on eContent generation Introduction of capability enhancement and development schemes Guidance for competitive examinations and career counselling Each Department to invite at least one organization to college campus for placement Departments to have orientation

programmes for students on higher education opportunities in their discipline (subject) Orientation about SET/NET for all PG Students Sports Department to organize intercollegiate level events Installation of MIS for the College Analysis of the prescribed syllabus by the departments and providing feedback/suggestions in improvement the same to the Goa University Organization of training programmes (Computerized Accounting, Computer Basics) for nonteaching Staff of the College Financial Audit, Administrative and Academic Audit (Both by DHE Internal Audit) Installation of Solar Panels