

**The Annual Quality Assurance Report (AQAR) of the IQAC
SHREE DAMODAR COLLEGE OF COMMERCE & ECONOMICS, MARGAO – GOA**

2009-2010

Part – A

I. Details of the Institution

1.1 Name of the Institution	VVM'S SHREE DAMODAR COLLEGE OF COMMERCE AND ECONOMICS
1.2 Address Line 1	GOVIND RAMNATH KARE ROAD,P.O.BOX NO.347
Address Line 2	TANSOR, COMBA
City/Town	MARGAO
State	GOA
Pin Code	403601
Institution e-mail address	principal@damodarcollege.org
Contact Nos.	0832-2714224; 0832-2732084(Fax)
Name of the Head of the Institution:	Dr.I.BHANU MURTHY
Tel. No. with STD Code:	(0832) 2749027
Mobile:	09423317654
Name of the IQAC Co-ordinator:	Dr. Mrs. PRITA D. MALLYA

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 18879): **GACOGN10018**

1.4 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	***	-	1999	7 years
2	2 nd Cycle	B++	-	2006	5 years
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.6 Date of Establishment of IQAC : DD/MM/YYYY

1.7 AQAR for the year (for example 2010-11)

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR _____ - _____ (DD/MM/YYYY)
- ii. AQAR _____ - _____ (DD/MM/YYYY)
- iii. AQAR _____ - _____ (DD/MM/YYYY)
- iv. AQAR _____ - _____ (DD/MM/YYYY)

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes UGC No
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Goa University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc NO

Autonomy by State/Central Govt. / University NO

University with Potential for Excellence UGC-CPE NO

DST Star Scheme NO UGC-CE NO

UGC-Special Assistance Programme

NO

DST-FIST

NO

UGC-Innovative PG programmes

NO

Any other (*Specify*)

NO

UGC-COP Programmes

NO

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

NIL

2.4 No. of Management representatives

02

2.5 No. of Alumni

NIL

2.6 No. of any other stakeholder and
community representatives

02

2.7 No. of Employers/ Industrialists

NIL

2.8 No. of other External Experts

2.9 Total No. of members

11

2.10 No. of IQAC meetings held

03

2.11 No. of meetings with various stakeholders:

No.

04

Faculty

03

Non-Teaching Staff Students

01

Alumni

NIL

Others

NIL

2.12 Has IQAC received any funding from UGC during the year? Yes

No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.

International

National

State

Institution Level

(ii) Themes

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2.14 Significant Activities and contributions made by IQAC

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2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

GOAL	ACHIEVEMENT
To be a regular Post-graduate teaching center in Commerce i.e. to offer the regular M.Com course on the campus	M.Com course being offered on self-financing basis since 2006; the only college where all sanctioned seats (30) are filled
To expand the number of programme options available to students at the undergraduate level	Bachelor of Financial Services Programme offered since 2006
To introduce some value-added, add-on courses	First College in India to offer ICICI Foundations of Banking certification programme in 2007; Certificate/Diploma/Advanced Diploma in Advertising, Public Relations, Sales & Distribution sanctioned by UGC - will be introduced from 2010
To give students greater opportunities to participate in co-curricular and extra-curricular activities	Students are actively participating in all inter-collegiate events - cultural, sports, and any other
To expand the College's Extension Activities	First College in Goa to start the Red Ribbon Club in 2008 under the auspices of the NSS;
To step up student participation in community outreach programmes so as to build community values	The RRC holds 2 voluntary blood donation camps in a year; NSS Unit has adopted the neighbouring villages of Pedda & Comba - held a LPG safety camp for residents of Pedda in 2008
To build linkages with industry and the Government	The College is a member of Goa Chamber of Commerce & Industry
To bring about an improvement in students' attendance	Attendance has improved - letters are sent to parents of students who have a shortfall of attendance
To initiate one inter-collegiate annual sports event and one inter-collegiate annual cultural event, to be sponsored preferably by ex-students	The College organizes the annual All-Goa Invitation Weightlifting & Powerlifting Championship , which is sponsored largely by alumni; The College organizes Bizz Buzz , a 2-day Inter-Collegiate event, in association with Jayesh Prabhudesai Memorial Trust

To have a total of 6 teachers who have completed Ph.D., and 8 who have registered for Ph.D.	4 teachers have completed their Ph.D.; 5 have registered for Ph.D. & are at various stages of completion
To encourage teachers to present papers at seminars	Almost all teachers have now presented papers at state-level and National seminars; a few have presented papers at International seminars as well
To encourage publications by teachers	A beginning has been made and teachers are publishing papers in journals
To conduct at least one workshop every year for teachers of the college	This has been done in some years
To have at least one State-level seminar every year and one National Seminar at least every alternate year	Two State-level seminars are held every year one each by the Department of Commerce & the Department of Economics; 2 UGC-sponsored National Seminars have been organized since 2006

* Attach the Academic Calendar of the year as Annexure. –refer PART A Annexure(i)

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG	1		1	
UG	3		2	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	4		3	

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	4
Trimester	
Annual	

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

**Please provide an analysis of the feedback in the Annexure(Individual teachers feedback analysed and maintained, consolidated analysis not done—for BCA/BFS course only)*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

BCA co-ordinator and teachers involved in course structure and syllabus revision of BCA course;
Lecturer in IT involved in syllabus revision of IT paper taught at F.Y.BCOM

1.5 Any new Department/Centre introduced during the year. If yes, give details.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	14	10		10

2.2 No. of permanent faculty with Ph.D.

4

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	-	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	10	37
Presented papers	2	2	
Resource Persons		1	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Role plays, Case studies, Group Discussion, Quizzes, Case presentations, Production and sale of products twice a year within campus, Visiting faculty

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

**refer Annexure(i)

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

13

2.10 Average percentage of attendance of students

76%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
BCOM	227	16	36	31	-	9
BCA	74	13	40	33	-	2
BBS	31	29	32	38	-	-
MCOM	37	-	22	37	-	18
PGDBJ	-	-	-	-	-	-

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

Review of self appraisals submitted by teachers, give suggestion and commendations, monitor the conduct of Internal assessments, monitor all curricular and co-curricular activities organised by various committees

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	02
Faculty exchange programme	

Staff training conducted by the university	03
Staff training conducted by other institutions	53
Summer / Winter schools, Workshops, etc.	12
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20			
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

Staff academy for in-house paper presentations, creating conducive environment to register for PHD programme, motivation to apply for minor/major research projects and, providing technology and training to take up research work

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	02	01	02
Outlay in Rs. Lakhs	0.44L	0.90L	0.6L	

3.4 Details on research publications

	International	National	Others
Peer Review Journals	2	3	
Non-Peer Review Journals			
e-Journals			
Conference proceedings	2	2	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2	UGC	60000/-	30000/-
Interdisciplinary Projects				
Industry sponsored	1	NSE	50000/-	50000/-
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			3		
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
			2			

3.18 No. of faculty from the Institution
who are Ph. D. Guides
and students registered under them

01

01

3.19 No. of Ph.D. awarded by faculty from the Institution

01

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level State level
National level International level

3.25 No. of Extension activities organized

University forum College forum
 NCC NSS Any other

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Refer Annexure(ii)

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	7457 Sq mts	-	GOVT. grants/Mgmt	7457 Sq mts
Class rooms	16	-	“	16
Laboratories	3	-	Mgmt.	3
Seminar Halls	0	-	-	0
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	417	57	UGC/Mgmt.	473
Value of the equipment purchased during the year (Rs. in Lakhs)	59.7L	12.87L		72.57L
Others				

4.2 Computerization of administration and library

Networking of computers in office, computer labs and library for easy data sharing and access, additional computer provided at library counter to record issue of books

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	22,635	2405252	1146	480680	23781	2885932
Reference Books	10,000	800000	68	68962	10068	868962
e-Books	-	--	-	-	-	-
Journals	27	33974	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	98	23936	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	54	40	3	-	-	10	1	-
Added	71	52	3	-	-	10	6	-
Total	125	92	6	-	-	20	7	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- ▶ A talk on 'JAVA' was conducted by Kallows Engineering India Pvt. Ltd. Ponda – Goa.
- ▶ A talk on 'How to prepare for MCA Entrance Exams' was conducted by IMS, Goa.
- ▶ A seminar on 'Introduction to Animation and Career Opportunities' was conducted in association with Relish InfoSoft.
- ▶ A state level seminar on ERP for TYBCA students and staff was organized on 19th January 2010

4.6 Amount spent on maintenance in lakhs :

i) ICT	10.34 L
ii) Campus Infrastructure and facilities	0.08 L
iii) Equipments	0.8 L
iv) Others	
Total :	11.22 L

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Details of services provided in handbook, circulars sent to classrooms/displayed on notice board, teachers personally inform students about some services in classrooms

5.2 Efforts made by the institution for tracking the progression

Office records such as transfer certificates, migration certificates, and number of students placed through campus placements

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1113	58	-	-

(b) No. of students outside the state

08

(c) No. of international students

-

Men	No	%	Women	No	%
	466	40		705	60

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1171	18	14	39	-	1242	1115	11	14	31	-	1171

Demand ratio 425:464

Dropout % 0.026

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Coaching classes for competitive exams i.e CAT/XAT, Tie up with IMS to provide training for group discussions and PI
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No. of students beneficiaries

100

5.5 No. of students qualified in these examinations

NET	01	SET/SLET	01	GATE		CAT	10
IAS/IPS etc		State PSC		UPSC		Others	26

5.6 Details of student counselling and career guidance

Talks on careers in Management, Aviation, BPO, Banks, MCA; IMS & Times Group organised talent tests for 3 rd year students; Talks organised on latest developments in IT , Seminar on Careers in Animation for BCA
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5.7 Details of campus placement

150 approx.

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	100	40	No record maintained

5.8 Details of gender sensitization programmes

Talks organized by Women's cell on gender issues,
Celebration of Women's day

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	27	Rs. 1,37,497
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Exam related grievances, Interpersonal relationships, College election related grievances

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: The College sees itself as a torch-bearer imparting total quality education in Commerce

MISSION: The College stands committed to nurturing an environment for the holistic growth of our students and faculty, by imparting knowledge, values and skills in Commerce, conducive to good citizenship

6.2 Does the Institution has a management Information System

Accounting, Payroll, Fees management, Library management system, student attendance recording, exam results, admission management

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

Staff as BOS members contribute to upgradation , review and change of syllabus ;encouraging staff to attend syllabus revision workshops, Co-ordinators of BCA/BFS programmes contribute by attending regular meetings organised by BOS

6.3.2 Teaching and Learning

Role plays, Case studies, Group Discussion, Quizzes, Case presentations, Production and sale of products twice a year within campus, Visiting faculty , Learning through management games, guiding students after class hours

6.3.3 Examination and Evaluation

Role plays, Oral quizzes, Assignments--Industry related , survey based , wealth out of waste, cook and serve refreshments at college level seminars, Internal assessment schedule planned and displayed in advance to space out assignment submission dates; motivating students answering TY exams by visiting prospective rankers by Principal and teachers

6.3.4 Research and Development

Staff academy for in-house paper presentations, creating conducive environment to register for PHd program, motivation to apply for minor/major research projects , attend and present papers at international/national conferences and, providing technology and training to take up research work

6.3.5 Library, ICT and physical infrastructure / instrumentation

Refer Annexure (iii)

6.3.6 Human Resource Management

Monitoring Student discipline, monitoring of students behaviour(rules and regulations, moral values and etiquette, reduce bunking by fixing fines for late comers), personal counselling and guidance, picnics, trekking, talks and seminars on various issues, training , planning the conduct of activities and programmes for student and staff

6.3.7 Faculty and Staff recruitment

Merit based, reservation quota followed for all reserved categories, converting a lecture basis post to contract basis by clubbing lectures from different self financing courses, paying higher remuneration than govt. stipulated salary for teachers who are in service for longer period.

6.3.8 Industry Interaction / Collaboration

Industry visits, Field trips, Internships, Industry Trainings(Accounting, ERP, Finance, Banking), MOUs with industry

6.3.9 Admission of Students

Admission process monitored by admission committee, Transparent, merit based for BCOM/BFS/MCOM, counselling by committee on right choice of subjects, Entrance test and merit for BCA

6.4 Welfare schemes for

Teaching	Group insurance, employees credit society, interest free loan for Laptop
Non teaching	Group insurance, employees credit society
Students	Fee waiver, fees in instalment, scholarships, blood donors directory, students co-op society

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University		
Administrative	Yes	University	Yes	Stock verification committee

6.8 Does the University/ Autonomous College declares results within 30 days?

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Semester system introduced for all courses by Goa University based on continuous evaluation. College follows the pattern prescribed by Goa University

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

6.11 Activities and support from the Alumni Association

Internships, guest lectures, jobs, visiting faculty, endowment of prizes and scholarships, sponsor college events

6.12 Activities and support from the Parent – Teacher Association

Internships and jobs, visiting faculty

6.13 Development programmes for support staff

Workshops on office administration, training conducted in use of technology

6.14 Initiatives taken by the institution to make the campus eco-friendly

Tree plantation drives, collection of milk packets, making and distribution of paper bags, campus cleaning, talks on environment issues

Criterion – VII

7. Inovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

Mementos for Third year students, inviting alumni as resource persons or visiting faculty, teachers day celebrations by students, honouring students who have excelled in academics and extra curricular activities. Honouring them personally by teachers and students

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

refer Annexure(iv)

7.3 Give two Best Practices of the institution (*please see the format in the NAAC Self-study Manuals*)

refer Annexure(v)

****Provide the details in annexure (annexure need to be numbered as i, ii,iii)***

7.4 Contribution to environmental awareness / protection

Tree plantation in campus, nature club activities such as trekking in forest and wildlife sanctuaries, snake show

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Refer Annexure(vi)

8. Plans of institution for next year

Refer Annexure(vii)

Name *Dr.Mrs Prita D. Mallya*

Coordinator, IQAC

Name *Dr. I . Bhanu Murthy*

Chairperson, IQAC

Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

PART A Annexure (i)

PROGRAMME FOR THE ACADEMIC YEAR 2009-10

DATE	DAY	EVENT
<u>JUNE</u>		
15.06.09	Monday	College re-opens; Staff Meeting at 9.00 a.m.
16.06.09	Tuesday	Principal's Address & Briefing to students of FY B.Com/BCA/BFS at 10.00 a.m.
17.06.09	Wednesday	Commencement of all classes
18.06.09	Thursday	Orientation for NCC Cadets
20.06.09	Saturday	Staff Academy - Paper Presentation
22.06.09	Monday	Orientation & Enrolment of TY NSS volunteers
23.06.09	Tuesday	Orientation & Enrolment of SY NSS volunteers
24.06.09	Wednesday	Orientation & Enrolment of FY NSS volunteers
28.06.09	Sunday	Commencement of NCC Parades
29.06.09	Monday	Orientation for Third Year students for the Project paper
<u>JULY</u>		
01.07.09	Wednesday	Inauguration of NSS activities Commencement of CPT, PCC & CS- Foundation Course Coaching Classes
04.07.09	Saturday	Monsoon Hike jointly organized by NSS Unit & Nature Club
11.07.09	Saturday	World Population Day Rally - Activity for SY & TY NSS volunteers
15.07.09	Wednesday	Last date for Admission
20.07.09	Monday	<i>ISA/ISE Tests in all subjects for all classes</i>
	to	
22.07.09	Wednesday	
25.07.09	Saturday	College Elections
28.07.09	Tuesday	First Meeting of elected Student Representatives

31.07.09 Friday Inauguration of Student bodies

AUGUST

01.08.09 Saturday Founders' Day

03.08.09 Monday General Body Meeting of Students' Consumer Cooperative Society

**04.08.09 Tuesday Cultural Union Activities -
to Poetry, Public Speaking, Debate, Quiz & all other**

08.08.09 Saturday In-house competitions

13.08.09 Thursday Red Ribbon Club Activity for NSS volunteers

14.08.09 Friday Staff Meeting

15.08.09 Saturday Independence Day Celebration, Ceremonial parade by NCC Cadets

17.08.09 Monday ISA/ISE Tests in all subjects for all classes

to

19.08.09 Wednesday

20.08.09 Thursday Singing Competition

21.08.09 Friday Sadbhavana Divas (an NSS activity)

22.08.09 Saturday

to to **Ganesh Chaturthi Break**

27.08.09 Thursday

28.08.09 Friday Resumption of Classes after Ganesh Chaturthi Break

30.08.09 Sunday Annual General Body Meeting of Parent-Teacher Association

SEPTEMBER

03.09.09 Thursday Talk for NSS volunteers on a selected social/community issue

07.09.09 Monday

& **Bizz Buzz** - Inter-Collegiate Competition

08.09.09 Tuesday

12.09.09 Saturday "Money Matters 2009" - BFS Annual Seminar

14.09.09 Monday ISA/ISE Tests in all subjects for BCA & BFS Students

to

16.09.09 Wednesday

17.09.09	Thursday	Staff meeting
18.09.09	Friday	State-level Activity for NSS volunteers from Goa
&/or	&/or	OR
19.09.09	Saturday	National Seminar for NSS Programme Officers

OCTOBER

02.10.09	Friday	Gandhi Jayanti
03.10.09	Saturday	Staff Academy - Paper Presentation
06.10.09	Tuesday	Dept. of Commerce & Management - State-level Seminar
07.10.09	Wednesday	Staff Meeting
09.10.09	Friday	Commencement of B.Com / BCA / BFS Semester-End Exams

NOVEMBER

02.11.09	Monday	
to	to	Winter/Diwali Vacation
21.11.09	Saturday	

WINTER VACATION ACTIVITIES

Study Tour / Excursion

NSS Special Camp

23.11.09	Monday	College Re-opens for Even Semester;	Staff Meeting
23.11.09	Monday		
&	&	Answer Paper Verification Process	
24.11.09	Tuesday		
28.11.09	Saturday	Talk for NSS volunteers on a selected social/community issue	
30.11.09	Monday	Declaration of FY & SY B.Com/BCA/BFS Odd Semester Results	

DECEMBER

01.12.09	Tuesday	World AIDS Day - NSS Red Ribbon Club Activity
16.12.09	Wednesday	<i>ISA/ISE Tests in all subjects for all classes</i>

to

18.12.09 Friday

19.12.09 Saturday Goa Liberation Day

21.12.09 Monday Bazaar Day

22.12.09 Tuesday 'Innovations'

24.12.09 Thursday

to to **Christmas Break**

01.01.10 Friday

JANUARY

02.01.10 Saturday College reopens after Christmas break

12.01.10 Tuesday Swami Vivekanand Jayanti - National Youth Week Celebration
NSS activity

14.01.10 Thursday *ISA/ISE Tests in all subjects for all classes*

to

16.01.10 Saturday

20.01.10 Wednesday NSS - RRC Blood Donation Camp

23.01.10 Saturday Staff Meeting

25.01.10 Monday U. N. Bene Inter-Collegiate Quiz Competition

26.01.10 Tuesday Republic Day

29.01.10 Friday Annual Prize Distribution Function

30.01.10 Saturday Submission of TY Projects

FEBRUARY

06.02.10 Saturday Late Shri Suhas B. Mulay Student Seminar & Exhibition

12.02.10 Friday Talk for NSS volunteers on a selected social/community issue

17.02.10 Wednesday Staff Meeting

18.02.10 Thursday *ISE Tests in all subjects for BCA & BFS students*

to to

20.02.10 Saturday

MARCH

06.03.10	Saturday	Farewell to TY B.Com / BCA / BFS Students
08.03.10	Monday	International Women's Day - Women's Cell Programme
20.03.10	Saturday	Faculty Development Programme
22.03.10	Monday	Staff Meeting

APRIL

05.04.10	Monday	Commencement of Semester-End Exams
30.04.10	Friday	Declaration of FY & SY B.Com/BCA & BFS Results; Staff Meeting; College closes for summer vacation

PART B

Annexure (i)

2.8 Examination/ Evaluation Reforms initiated by the Institution

BCOM: Multiple choice questions, 100% re-verification of answer books, Rotation of papers for evaluation between teachers, Internal marks given to teachers for reference before semester end evaluation, Remedial classes for weaker students by students and teachers

BCA/BBA : Academic Audit conducted for the two programmes by University committees.

Annexure(ii)

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

NSS Activities

- ♦ **Workshop** on "Making Paper Bags" conducted by Ms. Hema Kakodkar, Art & Craft Teacher at VVA; volunteers then made and distributed a total of 1200 paper bags in and around Margao
- ♦ "You...th Are the Solution" in association with Goa Sudharop, an NGO; attended by 200 NSS volunteers from this College & other colleges in South Goa
- ♦ Seminar on "Drug Abuse & Young People" organized in collaboration with GSACS & Positive People
- ♦ 2 Voluntary Blood Donation Camps - 147 blood donors January camp was organized on National Youth Day – Vivekananda Jayanti
- ♦ Teaching at Poti School
- ♦ Collection of empty Goa Dairy milk packets

- ♦ Visit to Old Age Homes

NCC Activities

- ♦ 14 cadets and ANO Capt. Sanjay Dessai donated blood in the blood donation camp organized at College

Name of the Community / Welfare Institution / Village adopted by NSS Unit:

- **Institution - “Poti School”** - this non-formal school for street children selling plastic carry bags in the fish market was started by an NSS Programme Officer of this College almost 10 years ago. The school has now grown and is managed by a local NGO “Jan Ugahi” – but NSS volunteers from the College are involved in the teaching.
- **Village** – Pedda & Kharebandh – areas adjoining the College

Annexure (iii)

6.3.5 Library, ICT and physical infrastructure/instrumentation

- ♦ Upgradation of lab infrastructure every year
- ♦ Additional rooms created by dividing existing large classrooms into 2
- ♦ LCD projectors mounted in 4 classrooms
- ♦ Laptops provided for use by teachers
- ♦ Wi-fi access provided to teaching and non-teaching staff
- ♦ Research room provided for staff
- ♦ Library uses OPAC (Online Public Access Cataloguing) for easy access of books. College supplies resource material through INFLIBNET.

Annexure (iv)

7.2 Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year -- [Annual Report-09-10](#) file attached

Annexure (v)

7.3 Two Best Practices of the institution -- [best practices for aqar 2009-10](#)

Annexure (vi)

SWOT ANALYSIS

STRENGTHS	WEAKNESSES
<ol style="list-style-type: none"> 1. Good reputation 2. Supportive / forward looking management 3. Qualified, young, research-oriented teaching faculty 4. Bright students with good communication skills 5. Well placed alumni 6. IGNOU Study center in the college 7. 2 functional research centres 8. College centrally located, easy access 9. Feeder institutions of same management 10. Strong library 11. Wi-Fi enabled campus 12. Transparent Admission process 13. Campus Placements 14. Good administrative & support staff 	<ol style="list-style-type: none"> 1. Infrastructure limitations resulting in shared campus, limited hours in the college, congested staff room and preparations for college autonomy; lack of sports facilities 2. Many temporary/contract basis staff particularly in the self-financed programmes 3. Complaints from employers that curriculum is not in tune with industry requirements 4. Complaints from employers that graduates have no practical knowledge
OPPORTUNITIES	THREATS/CHALLENGES
<ol style="list-style-type: none"> 1. Well placed alumni can be tapped for industry placement 2. Scope for Innovative programmes 3. Autonomy 4. Scope for research and consultancy 5. Training for competitive examinations 6. Community outreach / extension service through NSS/NCC 7. Opportunities for live projects in collaboration with industry Can be a centre for imparting courses for the entertainment, hospitality and tourism sectors 	<ol style="list-style-type: none"> 1. Strong competition from neighboring colleges with better infrastructure 2. Large number of professional colleges 3. Possible entry of foreign / private institutions 4. For any new programme, once aid is withdrawn, students/parents unwilling to pay higher fees 5. For any successful programme that is introduced, tendency of other colleges to adopt the programme affects student strength 6. GER already quite high; not much growth in number of potential entrants into higher education

Annexure (vii)

8. Plans of institution for next year

- 1) To expand the number of programme options available to students at the postgraduate level
- 2) To strengthen the career and counselling cell and have training sessions for students to enhance their employability

- 3) To set up a centre to coach and train students wishing to appear for entrance and competitive examinations
- 4) To compulsorily involve guest faculty from industry in all the self-financing programmes and to initiate involvement of guest faculty in the aided B.Com programme.
- 5) To initiate student exchange programmes with Colleges from outside the State and to make these programmes a regular feature of the College academic calendar.
- 6) To make the entire campus wi-fi enabled
- 7) To strengthen the community outreach programmes of the College.
- 8) To ensure that at least half the full-time teachers complete their Ph.D.
- 9) To encourage teachers to present papers at international seminars/conferences and participate in international workshops
- 10) To improve the research culture in the college