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

2010-2011
Part – A

1. 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: 09822103611

IQAC e-mail address: principal@damodarcollege.org

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

1.4 Website address: www.damodarcollege.org

Web-link of the AQAR: http://www.damodarcollege.org/dhiru_final/AQAR_10-11.pdf

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

1.5 Accreditation Details

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

1.6 Date of Establishment of IQAC : DD/MM/YYYY   19/03/2005

1.7 AQAR for the year *(for example 2010-11)*   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 2010-11submitted to NAAC on 12-10-2011)*

   i.   AQAR 2009-10 submitted to NAAC on 26/05/2014   (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

Revised Guidelines of IQAC and submission of A   NO   NO

UGC-Innovative PG programmes   Any other (*Specify*)

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

2.14 Significant Activities and contributions made by IQAC

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.	5 teachers have completed their Ph.D.; 4 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
1. 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		1		
Advanced Diploma				
Diploma				

Certificate				
Others				
Total	4	1	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.

> Bachelor in Financial Services, the UGC financed programme became a self financing programme and nomenclature was changed to Bachelor in Business Studies(Financial Services) with suitable syllabi revision ; 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.

> Post Graduate Diploma in Business Journalism(PGDBJ) programme was introduced in August 2010

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
29	12	11		6

2.2 No. of permanent faculty with Ph.D.   5

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	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

		18

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	2	9	28
Presented papers	1	7	6
Resource Persons		1	4

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 Examination/ Evaluation Reforms initiated by the Institution members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

1	1	

2.10 Average percentage of attendance of students

78%

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	229	13	31	36	-	14
BCA	74	10	59	25	-	0
BBS	31	35	38	32	-	6
MCOM	29	13	34	6	-	3
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

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	09
UGC – Faculty Improvement Programme	47
HRD programmes	47
Orientation programmes	01
Faculty exchange programme	
Staff training conducted by the university	11
Staff training conducted by other institutions	54
Summer / Winter schools, Workshops, etc.	01
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	17			
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 program, 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	2		01
Outlay in Rs. Lakhs	0.44L	1.05 L		0.45 L

3.4   Details on research publications

	International	National	Others
Peer Review Journals	1	3	
Non-Peer Review Journals			
e-Journals		1	
Conference proceedings	2	7	

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	45,000/-	15000/-
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
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		1	1		3
Sponsoring agencies		UGC	College		College

3.12 No. of faculty served as experts, chairpersons or resource persons 4

3.13 No. of collaborations   International ☐   National ☐   Any other ☐

3.14 No. of linkages created during this year   12

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
	1	2				

3.18 No. of faculty from the Institution   01
     who are Ph. D. Guides
     and students registered under them   ☐

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 450

National level 12   International level ☐

3.22 No. of students participated in NCC events:

	University level		State level	
	National level	4	International level	

3.23 No. of Awards won in NSS:

	University level		State level	
	National level	01	International level	

3.24 No. of Awards won in NCC:

	University level		State level	10
	National level		International level	

3.25 No. of Extension activities organized

University forum		College forum	
NCC	02	NSS	11
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	5		21
Laboratories	3	1	GOVT. grants/Mgmt	4
Seminar Halls	0	1	GOVT. grants/Mgmt	1
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	473	47		520
Value of the equipment purchased during the year (Rs. in Lakhs)	72.57L	9.63L	UGC/GOVT. grants/Mgmt	82.2L
Others				

4.2 Computerization of administration and library

Internet access provided in office and library, Additional PC's provided in library for administrative work, Library management software implemented and used

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23781	2885932	1992	552494	25773	3438426
Reference Books	10068	868962	52	113096	10120	982058
e-Books						
Journals	48	41467				
e-Journals	01	5000				
Digital Database						
CD & Video	82	800	168	-	250	800
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	71	52	3	-	-	10	6	-
Added	6	4	1	-	-	1	-	-
Total	77	56	4	-	-	11	6	-

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

Refer Annexure(iii)

4.6 Amount spent on maintenance in lakhs :   3.02 L

   i) ICT

   ii) Campus Infrastructure and facilities   3.88 L

   iii) Equipments   6.59 L

   iv) Others   [ ]

Total :   13.50 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
1109	62	-	-

(b) No. of students outside the state

10

(c) No. of international students

-

Men

No	%
485	41

Women

No	%
686	59

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1115	11	14	31	-	1171	1077	14	19	58	-	1168

Demand ratio   576:397   Dropout % 0.0054

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

> Talks on MBA entrance exams by faculty from IBS,Pune, SSIMS, Bangalore Management Academy, Adarsh Institute, Margao, CAT coaching by T.I.M.E, Bank P.O. coaching, English high level training, MCA entrance exam coaching by BCA faculty

No. of students beneficiaries

150

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	8
IAS/IPS etc		State PSC		UPSC		Others	26

5.6 Details of student counselling and career guidance

> **Career counselling talks by Frank Finn Airline Academy and several MBA Colleges – International School of Business & Media, Pune, Bangalore Management Academy, Bangalore, Sri Sri Institute, Margao, Adarsh Institute, Margao ; Under XI Plan UGC funds-- MBA CAT Exam training by TIMES Academy, English Higher Level Training, Training for MCA Entrance Exam, Banking Services recruitment and training**

No. of students benefitted   150 approx.

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	100	31	No record maintained

5.8 Details of gender sensitization programmes

> Talks organized by Women's cell on gender issues,
> Orientation for girl students, 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 270   National level 10   International level [ ]

   No. students participated in cultural events

   State/ University level 140   National level [ ]   International level [ ]

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

   Sports : State/ University level 8   National level 6   International level [ ]

Cultural: State/ University level   National level   International level

| 25+ 8 teams | | |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	38	2,27,238
Financial support from other sources(UGC XIth PLAN)	48	2,40,000
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs   : State/ University level | 3 | National level | | International level | |

Exhibition: State/ University level | 1 | National level | | International level | |

5.12 No. of social initiatives undertaken by the students | 13 |

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, students 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 (iv)

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, Student exchange programme

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

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(v)

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

> --- practice 1 Refer Annexure(vi-a)
>
> --- practice 2 Refer Annexure(vi-b)

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(vii)

8. **Plans of institution for next year**

> Refer Annexure(viii)

Name: Dr. Mrs. Prita D. Mallya   *Name: Dr. I. Bhanu Murthy*

Coordinator, IQAC   *Chairperson, IQAC*

_____***_____

<u>**Annexure I**</u>

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

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PART A Annexure (i)

PROGRAMME FOR THE ACADEMIC YEAR 2010-11

DATE	DAY	EVENT

<u>JUNE</u>

15.06.10	Tuesday	College re-opens; Staff Meeting at 9.00 a.m.
16.06.10	Wednesday	Principal's Address & Briefing to students of FY B.Com/BCA/BFS at 10.00 a.m.
17.06.10	Thursday	Commencement of all classes
18.06.10	Friday	Orientation for NCC Cadets
19.06.10	Saturday	Staff Academy – Paper Presentation
21.06.10	Monday	Orientation & Enrolment of TY NSS volunteers
22.06.10	Tuesday	Orientation & Enrolment of SY NSS volunteers
23.06.10	Wednesday	Orientation & Enrolment of FY NSS volunteers
27.06.10	Sunday	Commencement of NCC Parades
28.06.10	Monday	Orientation for Third Year students for the Project paper
30.06.10	Wednesday	Inauguration of NSS activities

JULY

01.07.10	Thursday	Commencement of CPT, PCC & CS- Foundation Course Coaching Classes
03.07.10	Saturday	Monsoon Hike - a Nature Club Activity
09.07.10	Friday	
&		All-Goa Invitation Weightlifting & Power Lifting Championship
10.07.10	Saturday	
13.07.10	Tuesday	NSS Activity
15.07.10	Thursday	Last date for Admission; Staff Meeting
_19.07.10_	_Monday_	_ISA/ISE Tests in all subjects for all classes_
_to_		

21.07.10   *Wednesday*

24.07.10   Saturday   College Elections

27.07.10   Tuesday   First Meeting of elected Student Representatives

31.07.10   Saturday   Inauguration of Student bodies

AUGUST

02.08.10   Monday   Founders' Day

03.08.10   Tuesday   General Body Meeting of Students' Consumer Cooperative Society

04.08.10   **Wednesday**   **Cultural Union Activities –**

to   **Poetry, Public Speaking, Debate, Quiz & all other**

07.08.10   **Saturday**   **In-house competitions**

13.08.10   Friday   NSS Activity

14.08.10   Saturday   Staff Meeting

15.08.10   Sunday   Independence Day Celebration, Ceremonial parade by NCC Cadets

16.08.10   *Monday*   *ISE Tests for BFS students*

to

18.08.10   *Wednesday*

20.08.10   Friday   Sadbhavana Divas (an NSS activity)

29.08.10   Sunday   Annual General Body Meeting of Parent-Teacher Association

SEPTEMBER

01.09.10   Wednesday   Talk for NSS volunteers on a selected social/community issue

04.09.10   Saturday   **"Money Matters 2010" - BFS Annual Seminar**

08.09.10   Wednesday   Singing Competition

10.09.10   **Friday**

to   **to**   **Ganesh Chaturthi Break**

15.09.10   **Wednesday**

16.09.10   Thursday   Resumption of Classes after Ganesh Chaturthi Break

18.09.10   Saturday   Staff Meeting

20.09.10   Monday   ISE Tests for BFS students

* to*

22.09.10   Wednesday

<u>*OCTOBER*</u>

02.10.10   Saturday   Gandhi Jayanti

04.10.10   Monday   Staff Academy – Paper Presentation

06.10.10   Wednesday   Dept. of Economics & Banking – State-level Seminar

07.10.10   Thursday   Staff Meeting

08.10.10   Friday   Commencement of B.Com / BCA / BFS Semester-End Exams

<u>*NOVEMBER*</u>

01.11.10   Monday

** to   to   Winter/Diwali Vacation**

21.11.10   Sunday

                         WINTER VACATION ACTIVITES

                         Study Tour / Excursion

                         NSS Special Camp

22.11.10   Monday   College Re-opens for Even Semester;   Staff Meeting

23.11.10   Tuesday
  &   &   Answer Paper Verification Process

24.11.10   Wednesday
27.11.10   Saturday   Talk for NSS volunteers on a selected social/community issue
30.11.10   Tuesday   Declaration of FY & SY B.Com/BCA/BFS Odd Semester Results

<u>*DECEMBER*</u>

01.12.10   Wednesday   World AIDS Day – Red Ribbon Club Activity

19.12.10   Sunday   Goa Liberation Day
21.12.10   Tuesday   Bazaar Day
22.12.10   Wednesday   'Innovations'
24.12.10   Friday

to   **to**   **Christmas Break**

02.01.11   **Sunday**

JANUARY

03.01.11	Tuesday	College reopens after Christmas break
11.01.11	Tuesday	U. N. Bene Inter-Collegiate Quiz Competition
12.01.11	Wednesday	Swami Vivekanand Jayanti - National Youth Week Celebration
		NSS activity

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

    to

15.01.11   *Saturday*

22.01.11	Saturday	Staff Meeting
24.01.11	Monday	

    &   *Bizz Buzz* – Inter-Collegiate Competition

25.01.11	Tuesday	
26.01.11	Wednesday	Republic Day
29.01.11	Saturday	Annual Prize Distribution Function
31.01.11	Monday	Submission of TY Projects

FEBRUARY

07.02.11	Monday	Late Shri Suhas B. Mulay Student Seminar & Exhibition
09.02.11	Wednesday	Staff Meeting
11.02.11	**Friday**	
&	**&**	**National Seminar**
12.02.11	**Saturday**	
17.02.11	*Thursday*	*ISE Tests in all subjects for BFS students*

    to   *to*

19.02.11   *Saturday*

MARCH

08.03.11	Tuesday	International Women's Day – Women's Cell Programme

17.03.11	Thursday	ISE Tests in all subjects for BFS students
to	*to*	
19.03.11	*Saturday*	

22.03.11	Monday	Staff Meeting
26.03.11	Saturday	Farewell to TY B.Com / BCA / BFS Students

<u>*APRIL*</u>

02.04.11	Saturday	Faculty Development Programme
06.04.11	**Wednesday**	**Commencement of Semester-End Exams**
29.04.11	Friday	Academic Audit of BFS Programme
30.04.11	Saturday	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

Talks organised:

- "Drug Abuse & Illicit Trafficking"

- "Women Rights" by Mrs Auda Viegas.

- "Service" by Mrs Nirmala Gopinathan

- "HINI" by Dr.Geeta Kakodkar

- AIDS prevention Dr. Jagdish Kakodkar.

An NGO Goa Sudharop in association with our NSS Unit organized a one day workshop on "Goan Volunteer Spirit". The speakers were Mr Praveen Sabnis, Fr. Kyriel, Dr Jorson and Brother Prahlad Chaitanya.

On 15th August along with Flag hoisting tree plantation organized in association with Goa Sudharop.

Blood Donation Camp was organized where 70 students donated blood.

Along with Goa Sudarop NSS volunteers visited Margao Provedoria Home for the aged and presented skits and a cultural programme for the inmates and also distributed some eatables and provisions.

At the NSS special camp conducted at Fatorpa various personality and community development programmes were conducted such as special Medical camp which involved Eye camp, dental camp, Ayurvedic camp and health check up, yoga exercises were demonstrated.

Our college NSS volunteers participated in torch rally, Mahatma Gandhi Autobiography Book release function and other activities. On Youth Day , 300 NSS Volunteers participated in a Plastic Collection Drive which was organized by our NSS Unit at Benaulim village.

Annexure (iii)

4.5. Computer, Internet access, training to teachers and students and any other programme for technology upgradation

Mr Sumit Kumar and Rounak Kadam (student) attended the Annual State Level Students Convention conducted by Dhawal Dalal from Equal Experts and won prizes for debugging the programs in C# .

Mrs. Pooja Khot conducted classes in PHP.

Orientation session on MCSE and CCNA Certification Courses and importance of these certifications was conducted by Bilsoft, Margao

Annexure (iv)

6.3.5 Library, ICT and physical infrastructure/instrumentation

   * **Upgradation of lab infrastructure every year**

   * **Laptops provided for use by teachers**

   * **Wi-fi access provided to teaching and non-teaching staff**

   * **Online journal subscription**

   * **List of journals circulated in staff room**

Annexure (v)

7.2   Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year -- Annual report-10-11 file attached

Annexure (vi)

7.3 Two Best Practices of the institution -- best practices for aqar 2010-11

Annexure (vii)

7.6 SWOT ANALYSIS

STRENGTHS	WEAKNESSES
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	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**
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	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 (viii)

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

11) To introduce MOODLE Learner management system to make learning more effective