Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution:

    VVM's SHREE DAMODAR COLLEGE OF COMMERCE & ECONOMICS

    *   Name of the Head of the institution : DR. (Mrs.) PRITA D. MALLYA

    *   Designation : PRINCIPAL

    *   Does the institution function from own campus : YES

    *   Phone no./Alternate phone no. : (0832) 2701770

    *   Mobile no. : 09822103611

    *   Registered e-mail : principal.sdcc@vvm.edu.in

    *   Alternate e-mail : prita.mallya@vvm.edu.in

    *   Address : SHREE DAMODAR EDUCATIONAL CAMPUS, G.R.KARE ROAD TANSOR, COMBA

    *   City/Town : MARGAO

    *   State/UT : GOA

    *   Pin Code : 403601

2. Institutional status:
    *   Affiliated / Constituent: AFFILIATED
    *   Type of Institution: Co-education/Men/Women: CO-
        ☐EDUCATION Location : Rural/Semi-urban/Urban: URBAN
    *   Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self
        financing (Please specify)
        UGC 2f and 12 (B)
    *   Name of the Affiliating University: GOA UNIVERSITY
    *   Name of the IQAC Co-ordinator : Dr. (Mrs.) SHAMI PAI
    *   Phone no. :
        09823515061
        Alternate phone no.
    *   Mobile: same as above
    *   IQAC e-mail address: iqac.sdcc@vvm.edu.in
    *   Alternate Email address: shami.pai@vvm.edu.in

3. Website address:

    Web-link of the AQAR: (Previous Academic Year):
    http://www.damodarcollege.edu.in/web/wp-content/uploads/2021/02/Dam_AQAR-18-19.pdf

4. Whether Academic Calendar prepared during the

    year? Yes

    Web link: http://www.damodarcollege.edu.in/web/wp-content/uploads/2020/12/2019-20.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	***	-	1999	from: 1999 to: 2005
2nd	B++	-	2006	from:2006 to: 2011
3rd	B	2.81	2015	from: 2015 to: 2020
4th	-	-	-	

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

7. Internal Quality Assurance System

7.1Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Regular Meetings	17th June 2019 / 2 hours	08
	31st July 2019/ 2 hours	10
Regular Meetings	31st August 2019/2 hours	09
	9th September 2019/ 3 hours	42
	14th September 2019/ 3 hours	17
Regular Meetings	15th October 2019/ 2 hours	44
	16t October 2019/2 hours	42
	17th October 2019/ 2 hours	39
	2nd November 2019/ 2 hours	14
	13th January 2020/ 4 hours	34
	8th February 2020/ 3 hours	22

Timely submission of Annual Quality Assurance Report (AQAR) to
NAAC: - yes Feedback from all stakeholders collected, analysed and used
for improvements: - yes

- *Participation in NIRF yes*
- *Any other Quality Audit yes academic audit*

> *Note: Some Quality Assurance initiatives of the institution are: (Indicative list)*
>
> *Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements*
>
> *Academic Administrative Audit (AAA) conducted and its follow up action*
>
> *Participation in NIRF*
>
> *ISO Certification □NBA etc.*
>
> *Any other Quality Audit*

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

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: YES
Web Link: http://www.damodarcollege.edu.in/web/wp-content/uploads/2020/12/IQAC-2018-2020.pdf

10. No. of IQAC meetings held during the year: 11

    The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website……. Yes
    Web Link: http://damodarcollege.edu.in/web/downloads/meeting/IQAC_Meeting_2019-20.pdf

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)
* Motivational Talk was organised for the teachers on 30th July 2019.
* FDP for teachers on Guidelines for Question Paper Setting was conducted for the teachers
* IQAC Coordinator along with the five   IQAC members visited A Grade College at Ratnagiri to study their documentation process and understand their best practices.
* IQAC organised half day workshop on the topic " Documentation process for NAAC Reaccreditation in the New Framework."
* IQAC organised a workshop for teaching and non teaching staff on the topic " Finding Peace in a hurried world."

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and

the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
CRITERION 1 * To add new Programmes * To start CA Foundation Classes * To take feedback of teachers on curriculum	B Voc Programme started Accreditation for CA Foundation Classes received. Classes to start from Academic Year 2020-21 Feedback Form was designed and sent to the teachers

CRITERION II	
*To give industrial exposure to the faculty	* Industry embedment of teachers started.
* To encourage teachers to update their knowledge	* Teachers attended sessions for updation of knowledge
CRITERION III	
*To revive Staff Academy	* Staff Academy revived. Faculty have research paper presentation every month.
* To start Earn while you Learn Scheme	* Earn while you Learn Scheme initiated. Students made paper bags and sold.
* To have more functional MOUs	* 06 functional MOUs signed
* To give incentives for the faculty publishing Scopus journals	* Management have decided to give incentive for the faculty publishing in Scopus Journals.
* To start Industry Academia Linkages	* Industry Academia Lecture Series started by the Department of Commerce & Management
CRITERION IV	
*To increase the usage of e resources	*TY students are made to use e resources for their project paper.
* To start Readers' Club	* Readers' Club inaugurated
* To start new initiatives by Library	* Books to read on monthly basis done by the Librarian
	New Arrival of Books displayed on the Digital Notice Boards and also on the Website
	* Digital Visitors' Register maintained to track the library usage
CRITERION V	
* To give recognition to the students	* Book published by the student released
	* Recognition given to the students such as Economist of the year, Commerce Wizard, Tech Student of the year, etc.
* To create awareness about various career options for the students	* Awareness Sessions arranged for the students on various careers such Banking, Insurance, Event Management, Sales & Marketing, etc.
* To motivate students to take up entrepreneurship	* Sessions on effective report writing and success stories of the entrepreneurs were conducted for the students
CRITERION VI	
* To have more reforms in administration	* Further financial reforms in administration
	* Cross Financial Audit conducted for sister institutions
	* IT Applications Committee formed

* To adopt E governance	* IT Blueprint and Vision for implementation of E Governance in the areas of planning and development
CRITERION VII * Quality initiatives by IQAC * Green initiatives	* Spotlight Series started * Report Template prepared * Seed Bomb Activity undertaken by BBA(FS) Department * Ground Water Recharging

14. Whether the AQAR was placed before statutory body?   Yes /No: **Yes**

    Name of the statutory body: **Governing Council**   Date of meeting(s) : 23rd January 2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?
    Yes/No: NO   Date:

16. Whether institutional data submitted to AISHE: Yes/No:

    Yes Year:**2020**   Date of Submission: 27/2/2020

17. Does the Institution have Management Information System?

Yes Fedena

If yes, give a brief description and a list of modules currently
    operational. (Maximum 500 words)

Fedena is a Campus Management Software developed on the Ruby on Rails Framework. It is developed by Foradian Technologies. Fedena is cloud based school ERP software which is used in schools or colleges for administration purposes.The project was made open source by Foradian, and is now maintained by the open source community. Fedena is now used in more than 40,000 institutions in the world. It is designed to engage teachers and parents. Logins are provided to Staff, Student and Parent to access the modules.

Modules used in our College are:

1. **Event Creation**

An event can be created using the Event Creation module or using the Calendar by admin or privileged employee. You can create an event that is common to all Fedena users, or for a specific batch/department. The Event is reflected in the calendar.

2. Student Registration

By using applicant registration module a student can apply for courses available in the intuition.The admin need to add the course in the applicant registration module, so that the students can apply for the course online.

3. Student Management

Student admission, deletion or search operationsare available in Fedena. Also employee can edit the student details. The student and Parent Login will be able to view student marks, attendance and other details.

4. Employee Data Management

The Human Resource module is an efficient and flexible employee management system that enables you to organize your employees exactly as your institution requires. You can use the Employee Admission form to record and maintain all your employee information.

5. Assignment Submission

The Assignment plugin is designed to help teachers distribute homework and assignments to students, collect completed work, review it and provide feedback to students. When distributing work, you can attach digital content such as, word- processed documents, spreadsheets, and images.

6. Attendance

The Attendance module is designed to help teachers easily mark student attendance during class. Fedena automatically considers all students as „Present‟, so only students who do not attend class must be marked „Absent‟. Students can be marked absent for half the day (Forenoon or Afternoon) or for the full day.

7. Examination Management

Examination module in Fedena helps to create exams, schedule exams, enter and publish the result and Generate Exam reports in various formats.

8. Generate Report of Marks

Once the Exam results are entered, Reports needs to be generated, for this got to Examination – Generate Reports section. Reports are generated according to the courses. This will generate the reports for all the batches under that course.

9. Online Exam

Admin as well as employee having online exam privilege can create online exam in Fedena. Online exam plugin provides 4 option. Create online exam, view online exam, reset online exam and view exam result.

10. Class Time table

Time table of batches can be created using this module. Here first we have to set Week days of the institution and class timings so as to assign subject to that interval of time on that day. This will help the teacher and student to view the time table of the day.

11. SMS Module for Employee, Guardian and Students

The SMS module allows administrators and privileged employees receive and send text messages to other employees, students, and parents from Fedena. The SMS settings can also be customized to deliver automatic alert messages right to the mobile phones of all Fedena users.

12. Custom Report

The custom report module can be used to create reports that contain fields of the user's choice. Custom Reports can be created for students or employees. It is very useful when administrative reports need to be created to view lists of students or employees.

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 Several teachers have been appointed as members of Board of Studies and sub committees as they play a prominent role in syllabus revision and updation. The college deputes teacher (including temporary staff) to attend workshops, conferences and seminars organized by the university, affiliated colleges to discuss and give feedback on syllabus framing and revision. b) At the end of the academic year, departmental meetings are held and courses allotted for the next year. This allotment is done keeping in mind the strengths of individual teachers, their subject preferences as well as the expected workload. c) All the teachers maintain course compliance which records their teaching plans as well as the implementation. It is send to the Head of the Department (HOD) of the concerned department every month. Plans are for the entire semester and are made on a weekly basis, while implementation is recorded on a daily basis. The Head of the Department/Programme Coordinator reviews and approves the Plan and also checks the implementation monthly. The Principal checks all course compliance s once or twice in a semester. There is a academic audit at the end each semester/year.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
(ANNEXURE)				

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
B Com (Sem V & VI)	June 2019		June 2019
B Voc (Sem I & II)	June 2019		June 2019
BCA (Sem I & II)	June 2019		June 2019

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B VOC	2019-20			June 2019	
BCA (Sem I &II)	2019-20			June 2019	
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
	Certificate	Diploma Courses
No of Students	544	NIL

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
Certificate Course in Life Skills	The beginning of the year	349

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
B.Com	169 P
M.com	39 P
BCA	60 P
BBA	147 I

Note: P – Project   I – Internship

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes

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

Feedback is taken from different stake holders such as students, teachers, parents. Student feedback is used to understand the overall teaching learning process, the difficulties faced by them and make improvement in the class room delivery, method of teaching and design appropriate evaluation methods. Student feedback is also used understand any limitations in the overall functioning of the college and facilities available to student community. Based on the feedback corrective measures are taken by the college. Student feedback on teachers are used to sensitize the teachers on the perceived difficulties for taking corrective action. Parents feedback is used to understand the society's perception about the standing of the college and the difficulties faced if any towards sending their ward to the college. In addition, feedback is taken from teachers on curriculum design and restructuring to understand the nature of curriculum, how curriculum reflects the changing domain knowledge, how curriculum responds to changing job requirements and frequency of changes made on the curriculum. This feedback also ascertains teacher's view on whether course objectives are clearly stated and reflected in the syllabus.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name ofthe Programme	Number of seats available	Number of applications received	Students Enrolled

B.Com.	720	764	666
B.C.A.	240	167	143
BBA(FS)	240	271	226
B.Voc(ST)	40	14	11
M.Com	80	75	68

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019-20	1046	68	42	03	NIL

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	Number of smart classrooms	E-resources and techniques used
39	39	Digital Display (TV Mounted),Interactive Podium in smart class room ,Wi- fi Campus (Gwave 35 mbps line), Commerce Virtual Lab, 3 + 1 well equipped labs, Laptops are provided , All classes mounted with Projectors & speakers, Vgyankosh, 6 laptops for students in library, LAN Connectivity in classroom, collar mikes & cordless mikes for teachers to conduct lectures if required	21	01	List - Books / Journals, indiastat.com , NDLI- Institutional free Membership, 16 e-books, 11e-journals, NAS Server : Study material - subject wise,Question Bank, Fedena used for online Quiz, Fedena Campus Managementsoftware used for online feedback fromstudents,Marks uploading, study materialuploading, attendanceuploading, Result & Marksheet. GoogleClassrooms – touploadassignments and Exams. Recorded videos

					uploaded on youtube , Recorded videos were shared on studentswhatsapp group.During LockdownZoom Meetingsfor solving Studentsdifficulties. LectureRecording usingCamtasia, Ppt with sound

2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has a Mentoring cell which provides guide lines to all faculties about the mentoring process to be followed. The mentoring cell at the beginning of the academic year decides the number of students to allot to each faculty depending on the total strength of the students and the number of faculty. The students are then allotted to a faculty. The faculty mentor has to meet the mentee formally at least once a week. The mentoring session is allotted on the timetable for every class. The mentor has to find out about the strength's weaknesses of the mentee through personal interaction during mentoring session. The mentor helps mentee in setting benchmarks for their improvement in academics. He/she helps in identifying the subjects of their interest and guides them to pursue career. The mentor tries to guide the mentee to solve problems faced or any difficulties faced academically. The college has a Counselor to whom the mentors refer the critical cases having personal problems.

Mentoring sessions helps in identifying the slow learners. It also helps to nourish the mentees talents with supplements of additional certificate courses as and when required. Mentoring also helps to identify the financially weak students so that financial assistance can be provided. Mentors can also encourage mentees to participate in various inter department and intercollegiate events so as to bring the hidden talents of the mentees. A strong bond is developed between the mentor and mentee which helps to guide the mentees for improving his/her performance throughout the academic year.

An important activity carried out by mentors is that the statement of marks of the odd semester (June – October) is handed over by the mentor to the parents in the presence of the mentee, thereby, creating an opportunity to meet their mentee's parents. The parents in turn get a chance to interact with their child's mentor. At the meeting, mentors advise parents about their child's performance, attendance, behaviour, availability of remedial classes, timings, extra-curricular activities, certificate courses, etc. Accordingly, parents get a better idea about their child's performance in college both academically as well as in extracurricular activities, thus getting an in-depth awareness on the holistic growth of their child. This step has been highly appreciated by majority of the parents. Through this meet, mentors also get an opportunity to understand their mentee's family background, through which mentors can further get valuable insights in

better understanding their mentee's behaviour.

The inputs from each mentee during such meetings are recorded by the respective mentor and are submitted in prescribed format to the mentoring cell. The action on the report submitted by the mentor is taken by concerned authorities in form of organizing the workshops/ certificate courses/ training/ bridge courses /remedial /guest lectures and soft and life skills sessions as required by the students for the betterment of the students.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1114	45	1:25

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 facul ty with Ph.D
BCom	29	29	00	09	12
BCA&BVoc	07	07	00	05	00
BBA(FS)	08	08	00	06	00
MCom	03	03	00	02	00
Total	47	47	00	22	12

2.4.2 Honours and recognitions 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
NIL	NIL	NIL	NIL

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

Progra mme Name	Programm e Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year-end examination
B.Com		Odd Semester	1st November 2019	6th December 2019
		Even Semester	17th August 2020	Yet to be declared

BCA		Odd Semester	30th October 2019	7th December 2019
		Even Semester	10th August 2020	Yet to be declared
BBA		Odd Semester	2nd November 2019	3rd February 2020
		Even Semester	1st September 2020	Yet to be declared
MCom		Odd Semester	22nd November 2019	03rd January 2020
		Even Semester	13th August 2020	18th September 2020

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

- There is a board of examiners- a chair person and two paper setters
- 3 sets of question papers are set for maintaining secrecy and transparency
- Model Answers and marking scheme is prepared by every subject teacher before evaluation.
- 10 % answer books are moderated by the chair person
- An Evaluation Grid is prepared in order to evaluate the ISA I
- The ISA papers are given back to the students after evaluation for their information, providing sufficient transparency and accountability.
- CIE marks are shown to students along with their answer papers by the teacher concerned enabling them to have access to the evaluated answer scripts before the marks are forwarded to the examination section.
- Marks entered inFedena Software are accessible to both students and parents by using password provided by college

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

- At the college level, an examination committee, comprising of a senior teacher as convenor and other teaching and non-teaching staff as members, is constituted to handle the issues regarding evaluation process.
- The college follows strictly the guidelines and rules issued by Goa university while conducting internal and semester-end examinations.
- Two internal assessment tests are given during each semester.
- Time table for which is prepared well in advance and communicated to the students earlier.
- Seating plan and table marking is followed even for internal assessment tests and it is displayed on the notice board along with the internal assessment time table.

- After evaluation of internal assessment answer scripts, the scripts are given to students to have an idea of their performance in the test.
- If they come across any doubts, clarification is given which enables them to fare better in future.
- If a student is not satisfied with the marks he/she may apply for personal verification to check the paper. If still not satisfied can apply for revaluation of the answer book.

By adopting the criteria as per the direction of affiliating university, complete transparency is maintained in internal assessment tests

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) http://www.damodarcollege.edu.in/academics/programme-outcomes-and-programme-specific-outcomes/

2.6.2 Pass percentage of students

Program me Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
2019-20	B.Com.	167	166	99.39
2019-20	B.C.A.	60	60	100
2019-20	B.B.A(FS)	76	60	85.71
2019-20	M.Com.	39	39	100

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 Web Link to SSS 2019-20:

http://www.damodarcollege.edu.in/web/wp-content/uploads/2019/12/Student-Satisfaction-Survey-2019-20.pdf

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 organizations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				

Students Research Projects *(other than compulsory by the College)*			
International Projects			
Any other(Specify)			
Total			

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(s)
Workshop on Practical Aspects of Intellectual Property	Entrepreneurship Cell	25-01-2019
Workshop on Protecting Innovations through IPR	IQAC/Dept.of Law	28/01/2020
One-Day Workshop on Creating Awareness on Intellectual Property Rights (IPR)	IIC	12/02/2020

Industry-Academia Innovative practices during the year		
Title of Workshop/Seminar	**Name of the Dept**.	**Date(s)**
Industry to Classroom Lecture Series I(Success formulas for Graduates)	Commerce Dept	24/07/2019
Industry to Classroom Lecture Series II (Hands on Filing of Income Tax Returns for Salaried Employees)	Commerce Dept	02/08/2019
Industry to Classroom Lecture Series III(Managing Business)	Commerce Dept	13/08/2019
Industry to Classroom Lecture Series IV (Advertising a key to Successful marketing)	Commerce Dept	16/08/2019
Industry to Classroom Lecture Series V How safe is your employee at workplace)	Commerce Dept	17/08/2019
Industry to Classroom Lecture Series VI (Venture Planning)	Commerce Dept	20/08/2019
Industry to Classroom Lecture Series VII (Costing as an Integral part of manufacturing unit	Commerce Dept	22/08/2019
Industry to Classroom Lecture Series VIII(Company formation` procedures & raising capital	Commerce Dept	24/08/2019

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

Title ofthe innovation	Name of the Awardee	Awarding Agency	Date of Award	Cate gory

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

Incubation Centre	Name	Sponsored by
Incubation Centre	VVM's Damodar College of Commerce &Eco. Incubation Centre	VVM's Damodar College of Commerce & Eco.

Name of the Start-up	Nature of Start-up	Date of commencement

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International

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

Name of the Department	No. of Ph. Ds Awarded
Research Centre in Management	01
Research Centre in Commerce	02

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

	Department	No. of Publication	Average Impact Factor, if any
National	Commerce & management	04	
	Economics	03	
Inter national	Commerce & Management	05	
	Department of economics & Banking	01	
	MCom	01	

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

Department	No. of publication
Department of commerce	08

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

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

Title of the papers	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops				
Presented papers				
Resource Persons				

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 Activiti es	Organising unit/ agency/ collaborating agency	Number of teachers **co- ordinated** such activities	Number of students participated in such activities
Blood Donation Camp	Red Ribbon Club	1	27
Vanamahotsav Celebration	NSS	4	76
Visit to Seva Sankalp Kanya Ashram	NSS and Inner wheel club Ponda	2	16
Seed Balls Making	NSS	9	70
Swachhta Pakhwada Activity	NSS	2	48
Visit to Provedoria, Margao - Old Age Home	NSS	4	109
Street Play on Swachhta Abhiyan	NSS	1	7
Session on 'Initiatives by SHGs through NABARD'	Department of Economics & Banking	2	2
Swachchta Hi	NSS	2	61

Seva Campaign Rally			
Beach Cleaning at Colva	NSS	2	59
Visit to Provedoria, Margao - Old Age Home	NSS	4	126
Fit India Plogging , Clean India Drive	Lions Club of Canacona, Sadar Seva (Konkan Railway), JCI Salcete Coastal, Margao Municipal Council and Government College of Commerce and Economics, Borda-Margao	4	125
DaanUtsav - Joy of Giving	NSS & El Shaddai Charitable Trust	4	16
Annual Special Camp	NSS	4	24
Children's Day Activity at Holy Cross Convent Orphanage, Sarfona	BCA, Holy Cross Convent & Asha Sadan Social Centre	2	10
Book Donation Drive at Utkarsh High School, Rivona	Library Committee & Readers Club	1	14
Career Guidance for Vocational Stream Students of Std. XII at Damodar Higher Secondary School Gudi-Paroda	BCA	2	0
Young Leaders Program	BBA(FS)	8	35
Financial Literacy for Women	BBA(FS), IQAC & Amhi Udyogini Pratisthan, Mahila Mandal, Margao,	4	4
Career guidance for students of class XII of Carmel Higher Secondary School, Nuvem and Fr. Agnel Multipurpose Higher Secondary School, Verna.	Department of Economics & Banking	3	0
Distribution of	Urban Health Centre	1	0

Mosquito Nets			
Career Guidance for the students of R.M. Salgaocar Higher Secondary School, Margao	Department of Commerce & Management	2	5
Survey on Waste Management Practices in Benaulim	NSS	1	19
Teaching in School by NSS Volunteers	NSS & El Shaddai Charitable Trust	1	32
Rally on the theme "Save the Girl Child" on International Women's Day	NSS	1	58
Beach Cleaning Drive at Betalbatim Beach	NSS	3	74
Distribution of Sanitary Napkins on International Women's Day	Directorate of Extra Mural Studies & Extension Services, Goa University, Asha Sadan Social Centre & Kiren Niketan Social Centre	2	10
Community Service Initiatives during COVID-19 pandemic crisis	College Alumni Association,NSS, NCC	3	15
National Webinar on "Sustainable Solid Waste Management: What You and I Can Do"	Vasundhara - College Green Club	2	0
Webinar on "Swachh Campus and Water Management"	NSS	2	65
National Webinar on "Understanding and Managing the Biodiversity of Goa"	Vasundhara - College Green Club	2	0

Tree Plantation Pakhwada	NCC	1	4
Vanamahotsav Celebration	NSS	1	0
Blood Donation Camp	Red Ribbon Club	1	27

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	No. of Students benefited

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 **coordinated** such activities	Number of students participated in such activities
Swachhta Pakhwada – Swachh Bharat Mission	NSS	Swachhta Pakhwada Activity	2	48
Swachhta Pakhwada – Swachh Bharat Mission	NSS	Street Play on Swachchta Abhiyan	1	7
Initiatives by SHGs through NABARD	Department of Economics & Banking	Session on 'Initiatives by SHGs through NABARD'	2	2
Swachh Bharat Mission	NSS	Swachhta Hi Seva Campaign Rally	2	61
Fit India Plogging, Clean India Drive	NSS	Fit India Plogging, Clean India Drive	4	125

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
Faculty Exchange	Gogate Joglekar College, Ratnagiri		1 day (14th October 2019)

Faculty and student exchange	Baburaoj Gholap college, Sangavi – Pune		2 days (6th & 7th March 2020)
Research (National Webinar)	Bharatiya Jain Sanghatna's Arts, Science and Commerce College, Wagholi, Pune		1 day (11th May 2020)
Research (Global Online Conference)	Foundation for Education and Life Skills, Pune (Bharatiya Jain Sanghatna's Arts, Science and Commerce College, Wagholi, Pune)		2 days (30th & 31st May 2020)

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-To)	participant

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 and Activities	Number of students/teachers participated under MoUs
Pune District Education Association's Baburaoji Gholap College, Art, Science and commerce, Sangvi, Pune	31st Oct 2019	Collaboration and cooperation in all academic areas, annual visits by students and faculty, sharing practices and experiences, research, sharing study material, course content etc.	4 students and 2 faculty
PDEA's Annasaheb Waghire College of Arts, Commerce and Science, Otur, Pune	31st Oct 2019	Collaboration and cooperation in all academic areas, annual visits by students and faculty, sharing practices and experiences, research, sharing study material, course content, share practices of IQAC etc.	

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
8.6L	29.33L

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	7457 sq mtrs	__
Class rooms	28	__
Laboratories	06	__
Seminar Halls	01	__
Classrooms with LCD facilities	28	__
Classrooms with Wi-Fi/ LAN	28	__
Seminar halls with ICT facilities	01	__
Video Centre	------	__
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	115	45
Value of the equipment purchased during the year (Rs. in Lakhs)	19,78,001	16,28,208
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System-ILMS}
Yes

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NewGenLib(NGL)	Fully	Helium 3.1.4	2007(last updated in 2019)

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	23282	62,79,085	679	1,67,796	23961	64,46,881
Reference Books	10298	12,18,544	122	1,62,563	10420	13,81,107
e-Books	Nil	Nil	16	21,833.82	16	21,833.82
Journals	12	33,865	3	3,730	15	37,595
e-Journals	NIL	NIL	11	38,091.25	11	38,091.25
Digital Database	1	71,884	Nil	Nil	1	71,884
CD & Video	24	23,936	NIL	NIL	24	23,936
Library automation	1	10,620	NIL	NIL	1	10,620
Weeding (Hard & Soft)	6812	7,10,616.02	154	60,500.50	6966	7,71,116.52
Others (specify)						

N-List	1	5,900	Nil	Nil	1	5,900
NDLI	Nil	Nil	1	Free Members hip (NDLI)	1	Nil

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Comp uters	Compu ter Labs	Internet	Browsing Centres	Comp uter Centr es	Office	Departments	Available band width (MGBPS)	Others
Existi ng	135	05	Leased line 1:1, 35mbps	-	-	9		35mbps	
Adde d	37	0	0	-	-			0	
Total	172	05	Leased line 1:1, 35mbps	-	-	9		35mbps	

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

……35MBPS

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

4.3.4 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

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 maintenanceof academicfacilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
5.3L	0.94L	16.74L	62.15L

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)

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

The College has a mechanism for maintenance, and promotes the optimum utilization of facilities.

There are adequate classrooms and computer laboratories which are assigned to courses at the beginning of each semester. Any non-regular need is scheduled upon prior request. Facilities such as the auditorium, sports ground, etc. are shared with other VVM institutions and a Google calendar is used to utilize these shared facilities. The overall general guidelines of maintaiance are indicated in the Maintenance Policy document.

Web link: Maintenance Policy

The Maintenance and upkeep of the College building is ensured by Vidya Vikas Mandal (VVM). Appointed site engineer oversees the ongoing construction and civil maintenance works. Pre-monsoon maintenance is undertaken during May every year and the building is painted every 5-7 years. Fire extinguishers are refilled on a timely basis and campus firefighting system is checked periodically. The building and all durable assets are insured and campus is under surveillance.

The sports equipment and facilities are the responsibility of the VVM Sports Governing Council.

Web link: Sports Policies

The Cleaning of the campus is outsourced. Water storage tanks, filters, RO Systems & coolers are inspected, cleaned and serviced regularly. The College canteen is maintained by the contractor and is periodically inspected by the Canteen Committee to ensure cleanliness and hygiene.

All furniture is checked periodically and minor repairs disbursed. Classrooms and IT facilities are maintained on daily basis by the office staff and the System Administrator. Issues are reported through dedicated email ids (support.sdcce@vvm.edu.in, itsupport.sdcce@vvm.edu.in) to the appropriate authority with a copy marked to the Principal.

An ITI-trained Multi-Tasking Staff performs minor electrical work and technicians visit the College on call basis. The maintenance of diesel generator is ensured by obtaining extended warranty in the first place and entering into AMC after expiry of the warranty.

The System Administrator and lab instructors inspect all IT equipment installed in the classrooms and laboratories during the Summer and Winter vacations. Repairs are attended immediately and unserviceable equipment is disposed, after following proper procedure. Minor repairs are done in-house and vendors/ service-providers are called for major issues. The IT Committee takes decisions with regards to upkeep, purchase and disposal matters as per the IT Policy.

Licenses of all software are renewed regularly; the Office is informed 30 days before the expiry of the validity of the Licenses. Maintenance of the Internet leased line is the responsibility of the Internet Service Provider.
Web link: VVM-IT-Policy

The Library Stock Verification Process and weeding out of old/unused/damaged books/journals/magazines is carried out annually. Newspapers are disposed on a monthly basis. Disposal of stocks are done after following proper procedure. The Library MTS looks after regular cleanliness and maintenance of books and bookshelves.
Web link: Library Policy

AMCs are awarded by calling for quotations. The Genset, Photocopiers, duplicating machines, Air Conditioners, etc are under AMC. Maintenance services of Software (NewGenLib, Tally, Fedena, Website, Antivirus, Firewall etc...), CCTVs, Printers, UPS, etc… are provided by vendor and/or service providers.

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	Blue Cross Labs	6	Rs. 90,000/-
	Dr Prita Mallya	1	Rs. 44,610/-
	Ex-students Association towards fees of BCA and BBA students	15	Rs. 70, 000/-
Financial support from other sources			
a) National			
b) International			
c) State	Post Matric Scholarship (SC,ST,OBC)	52	
	Tuition fee waiver for SC students	15	Rs. 22390/-

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 implementation	Number of students enrolled	Agencies involved
Fifth International Yoga Day	21-Jun-2019	92	Mr. Ajinkya Kudtarkar, Director of Physical Education and Sports, VVMs Shree Damodar College of Commerce & Economics
Talk on 'Sexual Harassment at Workplace (Prevention, Prohibition & Redressal) Act, 2013	22-Jun-2019	187	Ms. Siddhi Parodkar, Assistant Professor, G R Kare College of Law
A Session on "Write Your Destiny" - technology and atomic research projects	26-Jun-2019	36	Mrs. Shreedevi Rogi Write Your Destiny, Founder and Honcho and Mr.Veeresh Patil , Write Your Destiny, MD and Chief Evangelist.
Leadership Training Camp	26 June 2019 & 27 June 2019	68	Mr. Vivek Patki and Mr. Rajiv Kumar Luv in Association with M.R. Pai Foundation and the Forum of Free Enterprise
30-hour CCNA Networking Certificate Course	23 July 2019 – 24 August 2019	15	Mr. Dwayne da Silva Afonso, Technical Trainer, Vedasys
Workshop on 'A Creative Spark'	16-Aug-2019	48	Ms. Tanisi Sinai Kakodkar, Partner, PaperMint, Margao, Goa
A Training session MODULE 1 1).Verbal Communication & The Art of Listening 2). Non-Verbal communication (Body language), Written Communication & Visuals MODULE 2 1) Inter- Personal Skills 2)Teamwork	19-Aug-2019	40	Ms. Caroline Silva ,Impact Training Solutions
IIC Activity – India First - Leadership Talk Series	22-Aug-2019	65	Dr. Ramesh Pokhrial, Hon'ble Union Minister of Human Resource Development, and a renowned author and poet.
Training Session II Emotional Intelligence, Business Etiquette, and Corporate Dressing.	26-Aug-2019	40	Ms. Caroline Silva ,Impact Training Solutions
Certificate Course in Tally ERP 9	July 2019- Oct 2019	207	Ms. Riya Nagvekar, Vedasys trainer
Practical Banking Certificate Course - 30 hours certificate Course	Jan 2020 - Feb 2020	62	Mr.Suresh Parrikar, retired Managing Director, The Bicholim Urban Cooperative Bank Ltd.,

			Bicholim.
MS Excel -An Accounting, Audit and Analytical Tool	9 September 2019 to 4 December 2019	53	CA D. Shravan Swarup, Partner Marathe Rao & Swarup, Chartered Accountants.
MS Excel -An Accounting, Audit and Analytical Tool	Aug 2019 to Jan 2020	63	CA. D. Shravan Swarup,Partner Marathe Rao & Swarup, Chartered Accountants.
Session on Usage of Java/J2EE and Frameworks in IT	10-Sep-2019	33	Mr. Mahesh Matha, Asst. Professor in Computer Science, Parvatibai Chowgule College of Arts & Science.
Session on Self-Motivation and Corporate Work Ethics	11-Sep-2019	34	Mr. Sunil Morajkar, Founder & Program Manager, ApeXuara Systems Private Ltd.
Session on Careers in IT	14th September 2019	60	Mr. Jervis Pereira, Vice President, Goa Technology Association.
Digital Marketing Certificate Course	13th September to 13th October 2019	20	Ms Sumya Sayeed, Trainer Vedasys
Session on Swami Vivekananda's Message to the youth	16-Sep-2019	63	Swami Maheshatmanandji, from Ramakrishna Ashram Khandepar and Dr. Bhalerao, PhD in Zoology, Professor & Head Dept. of Zoology in a College inNipani
Eat Right Live Right- a Session under Poshan Maah	25-Sep-2019	75	Mrs.Vandana Kakodkar, Consultant Dietician
Training session on Communication and Team Work, Self and work management, Time Management, and Stress and Anger Management.	9 Oct 2019, 10 Oct 2019 and 11 Oct 2019	19	Ms. Caroline S. Silva, Impact Training Solutions
Session on "Coping with Mental Health Issues"	10-Oct-2019	65	Ms. Deidre Sanchia Dourado, Psychologist
Workshop on "Women Work & Wellness"	14-Dec-2019	107	Ms Siddhi Parodkar, Assistant Professor of Law, G.R.Kare College, Dr. Jyoti Damodar Redkar, a Gynaecologist; Ms. Prashanti Talpankar, Associate Professor at DM's Co llege, Mapusa;Ms. Althea Fernandes, President and Founder of Young Women Christian Association (YWCA), Goa ;Dr. Minaxi Panandikar, Gynaecologist at Hospicio Hospital, Margao & Ms. Althea Fernandes
Career Guidance Session for BCA students- Careers in IT	4-Jan-20	24	Mr Kapil Dhavan
Workshop on Blogging	8-Jan-2020	79	Mr. Silverio Souza, A Creative Writer, Blogger, RJ and a Stand-up Comedian

Lit Quest 2020	16 Jan 2020 & 17 Jan 2020	64	Ms. Samiksha Vengurlekar, Asst Professor, Damodar College
Soft Skills- Pre Placement Training	June 2019 - February 2020	116	Ms. Caroline D'Silva, Trainer, Impact Training Solutions Ms. Nandini K unde, Corporate Trainer Ms. Priyanka Row, Priyanka Row Image
Campus to Corporate	June 2019 - February 2020	60	Ms. Caroline D'Silva, Trainer, Impact Training Solutions Ms. Nandini K unde, Corporate Trainer Ms. Priyanka Row, Priyanka Row Image
Workshop on "Graphic Designing & Animation"	15-Feb-2020	51	Mr. Roshan Raykar, Rosh Ideations
International Mother Language Day, Matribhasha Diwas	20-Feb-2020	60	Mrs. Rekha Rao ,Retired Teacher
Life Skills: Session on Etiquettes(Social & Business), Body Language, Etiquettes(Social & Business),	July 2019 to March 2020	354	Caroline Silva, Impact Training Solutions
Life Skills: Session on Time Management, Meditation	July 2019 to March 2020	273	Mr.Kaustubh Kamat, M/s Timlo Pvt Ltd Margao, Member Brahma Kumaris Organisation
Life Skills: Session on Leadership	July 2019 to March 2020	354	Mr. Advait Katkar, Member ISKON
Life Skills: Session on Presentation skills	July 2019 to March 2020	354	Ms.Manika Pereira, Asst. Professor, V.M. Salgaocar Institute of International Hospitality Education
Life Skills: Session on Gender Sensitivity	July 2019 to March 2020	354	Advocate Prasanna Timble, Advocate
Life Skills: Session on Team Building	July 2019 to March 2020	354	Dr. Jyoti Hegde, Practicing Physician
Life Skills: Session on First Aid	July 2019 to March 2020	354	Dr. Prajyot Mahale, Practicing Physician
Life Skills:Session on Health and Wellness	July 2019 to March 2020	354	Ms.Vandana Kakodkar, Consultant Dietician
Life Skills:Session on Human Rights	July 2019 to March 2020	354	Ms.Susheela Pereira
Life Skills:Session on Road Safety	July 2019 to March 2020	273	Mr.Adrian Torres, Rotary Club of Margao
Life Skills: Health Check up	July 2019 to March 2020	354	Doctors(Urban Health Centre Margao)
Life Skills:Session on Right to Information	July 2019 to March 2020	273	Mr.Herrah Barreto & Team
Life Skills: Session on Use of Road Safety Gear	July 2019 to March 2020	273	Mr. Anik Kanolkar & Group, GearHeadsGoa
Life Skills: Session on Issues	July 2019 to	354	Ms. Lawanya Shetye and Dr. Kiran

concerning Teenagers	March 2020		Shenvi Kerkar
Life Skill: Session on Yoga	July 2019 to March 2020	273	Ms.Nikita, Isha Foundation
Life Skills: Ted Talks	July 2019 to March 2020	354	Yogi Sadhguru, Isha Foundation
Life Skills: Session on Dealing with Exam Stress	July 2019 to March 2020	273	Amba Prabhu, Counsellor,VVM's Shree Damodar College of Commerce &Economics
Life Skills : Leadership for Personal Growth and Development	July 2019 to March 2020	81	Ms. Caroline Stewart Silva, Impact Training Solutions
Life Skills: Session on Positive thinking	July 2019 to March 2020	81	Ms. Siddhi Parodkar, Assistant Professor, G R Kare College of Law
Life Skills: Session on Forest, Wildlife and Human	July 2019 to March 2020	81	Mr. Chandrakant Shinde, Teacher, Damodar HSS
Life Skills: Session on Mindfulness and Relaxation	July 2019 to March 2020	81	Ms.Mukta Dhavalikar, Clinical Psychologist and Founder of ManoVed
Life Skills : Session on Nutrition and life style	July 2019 to March 2020	81	Dt. Nikisha Shetye, Consultant Nutritionist and Certified Diabetes Educator
Quiz on the theme BOOKS & AUTHORS	2-Mar-2020	8	Ms. Samiksha Vengurlekar, Asst Professor, VVM's Shree Damodar College of Commerce & Economics
Industry interaction Session on "The Art of managing time and stress"	7-Mar-2020	42	Shree Shyam Rasik Prabhu, Rotary Club of Margao Mid Town in association with the International Society for Krishna Consciousness (ISKCON).
30 hours Certificate Course in Graphic Designing & Animation	9 Mar 2019 to 15 March 2019	21	Mr. Roshan Raykar Founder, School of Passion
International Women's Day - a Self-Defense session	9-Mar-2020	87	Mr Ravi Das, Trainer in Martial Arts.
Industry Interaction Program - importance of having proper posture at workplace	14-Mar-2020	54	Dr. Ronita R Ajgaonkar, Physiotherapist
MIC Driven Activity - Leadership Talk	8-Apr-2020	103	Prof K Vijay Raghavan , Principal Scientific Advisor, GOI
MIC Driven Activity - Leadership Talk	9-Apr-2020	163	Prof. Anil D Sahasrbudhe, Chairman, AICTE
MIC Driven Activity - Leadership Talk	10-Apr-2020	34	Prof. Partha Chakraborty, Chariman , National Digital Library, Ex Director, IIT Kharagpur.
MIC Driven Activity - Leadership Talk	14-Apr-2020	18	Dr. Anand Deshpande , Founder, Chairman & Managing Director, Persistent Systems Ltd.
MIC Driven Activity - Virtual Leadership Talk	16-Apr-2020	18	Mr. Vinay Sahasrbudhe, President , ICCR

MIC Driven Activity - Virtual Leadership Talk	17-Apr-2020	16	Mr. Ronnie Screwvala , Chairman, Upgrad
MIC Driven Activity - Virtual Leadership Talk	22-Apr-2020	22	Padma Sri , Vaidya Rajesh Kotecha , Secreatary , Ministry of Ayush , Govt of India
MIC Driven Activity - Virtual Leadership Talk	23-Apr-2020	20	Mr. Gautam Bambawale ,MHRD's Innovation Cell
MIC Driven Activity - Virtual Leadership Talk	2-May-2020	22	Dr. Madhuri Kanitkar, Lieutenant, MHRD's Innovation Cell
MIC Driven Activity -Virtual Leadership talk	9-May-2020	21	Prof. DP Singh , Chairman , MHRD's Innovation Cell and Dr Abhay Jere
National Webinar on "Sustainable Solid Waste Management: What You and I Can Do?"	13-Jun-2020	300	Ms. Apoorva Apte, Proprietor, Shubhankar Environmental Services.
Webinar on Career Opportunities in IT Sector	16-Jun-2020	347	Mrs. Ekta Agarwal, Chairperson of the Programme Mentoring Council for Computer Science, VVM's Shree Damodar College of Commerce & Economics
International Yoga Day, 2020 - Yoga at home and Yoga with family	21-Jun-2020	120	Mr. Ajinkya Kudtarkar, Director of Physical Education and Sports, VVM's Shree Damodar College of Commerce & Economics
Online IT Quiz- "Tech Quotient"	23rd -30th June 2020	2403	Ms Sweta P. Shet Verenkar, Assistant Professor, VVM's Shree Damodar College of Commerce & Economics
Webinar on "Swachh Campus and Water Management"	25-Jun-2020	65	Ms. Apoorva Apte, Propretor, Shubhankar Environmental Services, Goa.
Webinar on 'Digital Communication: The New Success Mantra'	6-Jul-2020	750	Mr. Abhay Mishra, Tipping Point.
Online Quiz on "IT Basics"	4 July-15th July 2020	533	Ms. Sharmila Kunde, Associate Professor, VVM's Shree Damodar College of Commerce & Economics
Online Quiz on "Books & Authors"	15th July 2020 to 29th July 2020	520	Ms Manasi D. Rege, Librarian, VVM's Shree Damodar College of Commerce & Economics
Simple English Proficiency Quiz	21 July 2020	365	Ms. Samiksha Vengurlekar, Assistant Professor , VVM's Shree Damodar College of Commerce & Economics
Mentoring			
Personal Counseling was conducted and meeting with parents to discuss ward's progress by mentors.	July 2019 to March 2020	1114	Faculty (B. Com, BCA, BBA(FS))

Bridge Courses			
Mathematics, Accountancy, Problem Solving & Programming concepts	June-July 2019	51	Ms. Namita Neurenkar, Ms. Namrata Haldankar, Ms. Meher Rodrigues
Counselling			
Interactive class sessions in each class, Individual Counseling and Rapport Building	Jan 2020 - March 2020	144	Ms. Amba Prabhu , Counsellor , VVM's Shree Damodar College of Commerce & Economics
Personal Counselling	Jan 2020 - March 2020	24	Ms. Amba Prabhu , Counsellor, VVM's Shree Damodar College of Commerce & Economics
Online Counselling	March 2020 - Aug 2020	22	Ms. Amba Prabhu , Counsellor , VVM's Shree Damodar College of Commerce & Economics
Remedial Classes			
Micro Economics - BBA (F.S)	Aug 2019 - Oct 2019	1	Ms.Farah Mendonca
Fundamentals of Management BBA (F.S)		1	Ms. Ashwini Korade
Fundamentals of Accounting - BBA (F.S)		9	Ms. Grishmi Thakur & Ms. Cinola Vaz
Indian Securities Market - BBA (F.S)		1	Ms. Trisha Vadil
Financial Management - BBA (F.S)		10	Ms. Cinola Vaz & Ms. Lizia Gomes
Macroeconomics - BBA (F.S)		2	Ms.Farah Mendoca
Corporate Finance- BBA (F.S)		1	Ms. Ashwini Korade
Financial statement analysis & Interpretation - BBA (F.S)		8	Ms.Grishmi Thakur
Strategic Management - BBA (F.S)		5	Ms. Grishmi Thakur
Derivatives		1	Mr. Abhinay Pai
Principles and Practice of Insurance- BBA (FS)		1	Ms. Lizia Gomes
Financial Management - BBA (F.S)		7	Ms. Cinola Vaz
Quantitative Skills - BBA (F.S)		1	Ms. Meher Rodrigues
Financial Accounting		59	Dr. Edwin Barreto & Ms. Namrata Haldankar
Fundamentals of Cost Accounting		3	Mr.Gajanan Haldankar & Ms. Anjali Sajilal
DSE 1 - Accounting Major I - Income Tax, Service Tax and Goa Value Added Tax		51	Mr.Gajanan Haldankar

DSE 1 - Cost Accounting Major I - Cost Accounting I		13	Dr. Madanant Naik
General Management		50	Dr. Lina Sadekar ,Dr. Shami Pai
DSE 2 -Business Management Major II - Retail Management Strategies		10	Dr. Rodney Dsilva
DSE 2- Cost Accounting Major II - Cost Accounting II		16	Ms. Marjina Shaikh
DSE 2 -Accounting Major II – Auditing		2	Dr. Sheetal Arondekar
Commercial Arithmetic		20	Dr. Mamta Kumari
Business Finance		37	Ms. Pooja Shanbhag & Mr. Madanant Naik
DSE 3 - Accounting Major III - Government Accounting		21	Dr. Edwin Barreto
DSE 3 - Business Management Major III - Advertising Management		11	Dr. Lina Sadekar
DSE 3 - Banking & Financial Services Major III - Banking in India		1	Ms. Stesa Pereira
DSE 3 - Cost Accounting Major III - Techniques of Costing		6	Ms. Anjali Sajilal
Business Environment I		8	Dr. B. P. Sarath Chandran
DSE 4 – Costing		10	Ms. Preksha Chopdekar
DSE 4 - Banking & Financial Services IV - Foreign Exchange, Foreign Trade and International Finance		9	Ms. Lizette D'Costa
DSE 4 - Service Marketing		11	Dr. Shami Pai
DSE 4 -Financial Reporting		37	Dr. Maithili Naik
New Venture Planning		8	Ms. Muktali Cuncoliencar
Industrial Management		48	Dr. Lina Sadekar
Principles and Practice of Accounting		33	Dr. Prachi Kolamker
Principles of Insurance		7	Mr. Shrikant Madar
Computer Application		20	Ms. Sharmila Kunde
Marketing Management		11	Ms. Pooja Shanbhag
Indian Capital Market		1	Ms. Preksha Chopdekar
Retail Management		13	Ms. Pooja Shanbhag

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 by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2019-20	Training of MBA and Banking	34			
	Campus to Corporate	60			24
	Soft Skills training	116			
	Talk on Career Options and Test Taking Strategies		99		49
	Session on Career Opportunities and Training in the Insurance Sector		69		
	Session on 'CA and CS as a Career Option'		57		3
	Talk on Career Guidance and Bank, MBA Exam Training		100		17 (MBA)
	Talk on Careers in Indian Civil Services		88		
	Career talk on UPSC Exams		86		
	Session on 'Careers in Indian Administrativ e Services'		96		
	Session on "Pursuing A Career in Advertising and Marketing"		26		
	Career talk on "Career in		11		4

	Law"				
	Session on "Careers in the Indian Air Force"		54		
	Session on "Pursuing a Career in Event Management"		50		
	Session on "Pursuing career in Journalism"		13		
	Session on "Glimpses of Professionalism: CA and CS"		35		
	Session on "Pursuing a Career in Marketing"		39		
	Session on Careers in IT		60		
	Talk on Overseas Career Opportunities		32		
	Talk on Path to be a CEO Career Mapping for the next 5 years		69		
	Career Guidance talk for BCA		24		
	Talk on Pursuing MBA		56		
	Career Talk on "Options After Graduation"		41		
	Session on "A Pathway towards a Successful Career in Financial Services"		100		

	Session on 'Career Opportunities in IT Sector'		347		
	Webinar on "A Pathway Towards A Successful Career In Accounting, Finance & Commerce"		884		

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	No. of grievances redressed	Average number of days for grievance redressal
12	12	18

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Imperial Wealth Services	11	0	DOSHY'S LIVING CONCEPTS	2	
Shriram Transport Finance Co.Ltd	29	0	LIC	2	1
Advaitaa Itech	8	3	S.S.Technologies	5	5
Doshy's Living Concepts	25	11			
Baywatch Resort	83	0			
Muthoot Finance Ltd	36	0			
Chowgule Industries Private Limited	55	9			
Goa Miles	8	0			
AR Consultancy	3	0			
Axis Bank Ltd	33	5			
Nanu Resorts And Spa	52	0			
Commscope	49	6			
Kenkare Investment Concepts	4	0			
Letcetra Agritech Pvt Ltd	0	0			
Haztech	3	1			
Total Students	399	35		9	6

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2019-2020	**58**				
2019-2020	**2**	B.Com	Department of Commerce	G.R Kare College of Law	LLB
2019-2020	**4**	B.Com	Department of Commerce	Goa Business School, Goa University	M.Com
2019-2020	**1**	B.Com	Department of Commerce	Goa Business School, Goa University	MBA
2019-2020	**1**	B.Com	Department of Commerce	Govt. College, Quepem	M.Com
2019-2020	**3**	B.Com	Department of Commerce	ICAI	Chartered Accountancy
2019-2020	**1**	B.Com	Department of Commerce	IGNOU	MBA
2019-2020	**1**	B.Com	Department of Commerce	Manipal Institute	MBA
2019-2020	**1**	B.Com	Department of Commerce	Rani Chanama University, Belgaum	MBA
2019-2020	**1**	B.Com	Department of Commerce	S.S.Dempo College of Commerce & Economics, Cujira	M.Com
2019-2020	**1**	B.Com	Department of Commerce	V.M.Salgaocar College of Law	LLB
2019-2020	**15**	B.Com	Department of Commerce	VVM's Shree Damodar College of Commerce & Economics	M.Com
2019-2020	**1**	BBA(FS)	Department of Finance	AJ Institute of Management, Mangalore	MBA
2019-2020	**1**	BBA(FS)	Department of Finance	CMS Institute of Management Studies, Coimbatore	MBA
2019-2020	**2**	BBA(FS)	Department of Finance	Dept of Management Studies, Goa University	MBA
2019-2020	**3**	BBA(FS)	Department of Finance	Dept. of Commerce, Goa University	MBA(FS)
2019-2020	**3**	BBA(FS)	Department of Finance	Goa Business School, Goa University	MBA

2019-2020	2	BBA(FS)	Department of Finance	KLE Dr. M.S. Sheshgiri College of Engg. & Tech, Belgaum	MBA
2019-2020	1	BBA(FS)	Department of Finance	SVKM's NMIMS Vile Parle-Mumbai	MBA
2019-2020	1	BCA	Department of Computer Science	Alva's College Mood Bidri	MCA
2019-2020	1	BCA	Department of Computer Science	Back Stage Pass Institute of Gaming & Tech, Hyderabad	BSPIGT
2019-2020	1	BCA	Department of Computer Science	CMR Institute of Technology, Bangalore	MCA
2019-2020	6	BCA	Department of Computer Science	Computer Science & Technology, Goa University	MCA
2019-2020	1	BCA	Department of Computer Science	Parvatibai Chowgule College	MSc(IT)
2019-2020	1	BCA	Department of Computer Science	St. Aloysius Institute of Management & IT, Pune	MCA
2019-2020	1	M.Com	Department of Commerce	Goa University, Goa	Ph.D

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	01	**Refer Annexure
SET	01	
SLET	-	
GATE	-	
GMAT	-	
CAT	-	
GRE	-	
TOFEL	-	
Civil Services	-	
State Government Services	-	
Any Other CMAT/XAT	01	
GU-ART	44	

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

Activity	Level	Participants
Sports		
5th International Yoga Day	Institutional	113 participants (92 students and 21 Teachers)

Sports Orientation	Institutional	32 participants (27 male students and 5 female students)
Badminton Intramural	Institutional	21 participants (17 male students and 4 female students)
Table Tennis Intramural	Institutional	10 participants (All were male students)
Chess Intramural	Institutional	15 participants (12 male students and 3 female students)
Inter class 9 a side Football Tournament	Institutional	157 participants (15 teams)
Inter Class X country Race on the occasion of National Sports day.	Institutional	115 participants (65 male students, 38 female students and 12 staff members)
Live streaming of the fit India movement telecast (Fitness Pledge)	Institutional	87 participants (45 male students, 42 female students and 06 staff members)
Clean Drive (Fit India Movement)	Institutional	125 participants (48 male students and 77 female students)
Annual Sports Day	Institutional	180 participants (110 male students and 70 female students)
Inter Division Tennis Ball Cricket Tournament	Institutional	116 participants (12 teams)
Inter Division Volleyball tournament	Institutional	86 participants (10 teams)
6th International yoga day	Institutional	120 participants (online Mode)
Cultural events		
Poster Making Competition on the theme "Consumer Rights"	Institutional	28 Students
Finance Quiz Competition	Institutional	15 Students
Debate Competition on the topic "Cell phones and smart phones have propagated	Institutional	23 Students
Inter-Class Elocution Competition - topics were 'Depression is a Secret Sorrow',	Institutional	07 Students

Intra-College Poetry Writing and Recitation Competition	Institutional	13 Students Participated (07 in Konkani, 05 in Hindi & 02 in English)
Poster Competition on the theme "HIV/AIDS"	Institutional	8 Teams Consisting of 13 Students
Debate Competition on the topic "Revocation of Article 370: Decision towards	Institutional	12 Students
'Let's Debate' Competition on the topics - 'Technology and Environment can go hand in hand', 'Online learning is better than Classroom learning'	Institutional	03 Teams Participated
Aesthetic Photography Competition on the theme "Nature and People"	Institutional	21 Participants
Eco Week 2019-20	Institutional	
Short Film-Making Competiton 'Golden Oldies'		26 Participants
Design Guru (Rangoli-Logo) Competition		29 Students
Eco Flash, A Photography Competition		11 Students
Sketchnomics		5 Participants
Debate Competition titled EcoStorm on the topic "India's Dream of a $5 Trillion Economy: A Reality or a Myth"		9 Students Participated

Eco-Wiz - A Quiz Competition		18 Students
Gastronomics - Cooking Without Fire		45 Students
Inter-Class Quiz competition on the topic "Banking Sector and Business Houses	Institutional	7 Teams (14 Students)
Commerce Wars 2.0	Institutional	
3D Poster Making Competition was "India as a Super Economic Power"		14 Students Participated
Business Logo Designing Competition on the topic "Green Business"		13 Students Participated
Comquiz Competition		45 Students Participated
Video Advertising Competition on the theme 'Green Products'		05 Teams Participated
Business Plan Competition on the theme Recent Trends in Enterpreneurship (Edupreneur/Agropreneur/Technopreneur/Sociopreneur)		04 Teams with 08 Participants
Mock Trading		39 Teams having 02 Members Per Team
Voice of Damodar – A Karaoke Singing Competition	Institutional	20 Students
Book-Mark Making Competition	Institutional	17 Members Participated
Annual College Tour	Institutional	54
Annual "Damodar Youth Festival"	Institutional	

Carol Singing and Dance Battle		18 Students (Carol Singing), 12 Students (Dance Battle)
Mr. and Ms. Damodar		13 Students Participated
Photography and Meme		06 Students
Treasure Hunt		39 Students
Strong Man & Strong Woman		6 Students Participated
Essay Writing Competition The topic for the competition was "Writers and Their World: Influence on Readers"	Institutional	05 Students
Lit Quest	Institutional	
Spelling Bee competition		12 Students
One Act Play, Guess What!!! (a word game) and a Short Story Writing competition		16 students(One Act Play)
		4 Students (Short Story Writing Competition)
		32 Students Participated in Pairs (Guess What!!!! (A Word Game)
Quiz Competition "Books & Authors"	Institutional	8 students
Poster Making Competition "Impact of Indian Innovation or Scientific Achievement on Human Life"	Institutional	12 Students Participated
Digital Story Telling (DST) Presentation Competition	Institutional	13 Students Participated
Gandhiji- The Mahatma	Institutional	8 Students

U.N Bene Quiz	Institutional	13 students
AVIGHNA	College	21 Students
Colossus 9.0 - State Level IT Fest organised by Department of Computer Applications Don Bosco College Panaji	State	10 Students
Comphilia 2020 organised by Fr. Agnel Ashram, Verna	State	08 Students
Techlipse 2020 - IT Event organised by St. Xaviers College, Mapusa-Goa	State	11 Students
Genesis: Rise of next generation organised by MES College, Zuarinagar, Goa	State	12 Students
Technotronics - National Level IT Event organised by DM's College & Research Centre, Assagao, Goa	National	12 Students
Techfluence 2019 organised by Department of Information Technology of Goa Engineering College, Farmagudi, Goa	State	11 Students
Noesis 2019 - National Level IT Fest organised by Department of Computer Science, Rosary College, Navelim, Goa	National	10 Students
"Quiz Competition" on the occasion of 68th Wildlife Week Celebration 2019	State	02 Students
Annual Intercollegiate Event Meteora, organised by Don Bosco College, Panaji	State	43 Students

Annual intercollegiate event "Equinox2K19" organised by Narayan Zantye College of Commerce, Bicholim - Goa	State	38 Students
"PHOENIX"an Inter- Collegiate Event organised by Saraswat Vidyalaya's Shirodora Caculo College of Commerce & Management Studies, Khorlim, Mapusa-Goa	State	09 Students
"All Goa Konkani Poetry Writing And Recitation" organised by Gomantak Kala Association Margao-Goa	State	03 Students
"Spelling Bee Competition" organised by The Navhind Times in association with DCT S.S Dempo College of Commerce & Economics	State	04 Students
"Revolutions 2020" organised by Parvatibai Chowgule College of Arts and Science Borda, Margao, Goa	State	12 Students
"AERENA 2020" organised by St. Xavier's College, Mapusa, Goa	State	10 Students
"INSIGNIA 5.0" Inter-Collegiate Event organised by Rosary College of Commerce & Arts Navelim, Salcete-Goa	State	08 Students
Spinout 2020 Event organised by St. Aloysius College, Mangalore	National	08 Students

"Moneta 2010" Event organised by R.A. Podar College of Commerce & Economics (Autonomous), Mumbai	National	20 Students
'A Creative Spark' organised by Fine Arts Club of Cultural Council of Shree Damodar College	Institutional	54 Students
Damodar Youth Fest organised by Cultural Council of Shree Damodar College	Institutional	
Star Making Competition		04 Students
Card Making Competition		12 Students
Face Painting		08 Students
T-Shirt Painting		03 Students
Brahmastra 2020, an Inter-Collegiate State Level Event organized Government College of Arts, Science and Commerce, Quepem Goa	State	28 Students
Inter-collegiate event "Abhyuday" organised by Government College, Borda	State	28 Participants
Konkani Poetry Reciting Competition for Youth at Konkani Bhasha Mandal, Margao, Goa	State	3 Students
"WordsUp 4.0" organised by St. Xaviers College, Mapusa, Bardez, Goa	State	25 Students

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/ International	Sports	Cultural	Student ID Number	Name of the student
2019-2020	Gold Medal in LOBA in -66 kg Weight Senior category in the 20th Sqay National Championships 2019 held at shimla Himachal Pradesh from 20/08/2019 to 22/08/2019	National	Sqay		18206	Ravi Das
2019-2020	Secured Silver Medal in AEROSQAY Group ASI Weight category in the 20th Sqay National Championships 2019 held at Shimla Himachal Pradesh from 20/08/2019 to 22/08/2019	National	Sqay		18206	Ravi Das
2019-2020	Secured Silver Medal in KUMITE in above 18 yrs (B) GPB category in SKDG National All Styles Open Karate Championships 2019 held at Porvorim Goa from 24/08/2019 to 25/08/2019	National	Karate		17835	Bhogesh Molagavalli
2019-2020	Secured Silver Medal in KATA in above 18 yrs (M) Brown & Black category in SKDG National All Styles Open Karate Championships 2019 held at Porvorim Goa from 24/08/2019 to 25/08/2019	National	Karate		17835	Bhogesh Molagavalli
2019-20	2nd Place - Monobhav event- Moneta	National		Cultural	17835	Mr. Bhogesh Molagavalli & Mr. Amey Poi Vaidya
	2nd Place - In-Expo - Noesis 2019	National		Cultural	17835	Mr. Bhogesh Molagavalli
	2nd Place - Morphos - Noesis 2019	National		Cultural	17835	Mr. Bhogesh Molagavalli
	1st Place - Poster - Noesis 2019	National		Cultural		Mr. Siddhant & Mr. Pranav

	1st Place - Syntax & Semantics - Noesis 2019	National		Cultural		Mr. Pranav & Mr. Semiulla
	2nd Place - Intmain - Noesis 2019	National		Cultural		Mr. Pranav & Mr. Semiulla
	2nd Place - JSkript - Noesis 2019	National		Cultural		Mr. Shaunnak
	1st Place - Web Dev Tools - Noesis 2019	National		Cultural		Mr. Dazly, Mr. Rohan, Ms. Poojan, Mr. Shane
	1st Place - Pubg - Noesis 2019	National		Cultural		Mr. Dharmesh
	2nd Place - NFS - Noesis 2019	National		Cultural		Mr. Dharmesh, Mr. Rohan, Mr. Poojan, Mr. Shane, Ms. Dazly
	1st Place - Counter Strike - Noesis 2019	National		Cultural		Mr.Rohan & Ms. Dazly
	2nd Place - Treasure Hunt - Noesis 2019	National		Cultural		Mr. Shane Cardozo
	2nd Place - Picture Perfect - Noesis 2019	National		Cultural		Mr. Shaunak & Ms. Dazly
	1st Place - Imbibe - Noesis 2019	National		Cultural		Mr. Shaunak
	2nd Place - Comments - Noesis 2019	National		Cultural		Mr. Shaunak
	1st Place - Twitter- Noesis 2019	National		Cultural		Mr. Shaunak
	Runners Up - Genesis 2020	National		Cultural		-
	3rd Place - Management Games - Moneta 2018	National		Cultural		Ms. Saili Ambolekar

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The College has 3 major Student Councils, on which students are abundantly represented - the Students' Council (33 members), Cultural Council (33 members) and Sports Council (23 members) organize several activities and also ensure participation in events organised by other Colleges in the State and at the All-India level. The College participates in **all Inter-collegiate games and sports** organized by Goa University.

The Activity Clubs i.e. Literary Club, Creativity Club, Performing Arts Club, Nature Club, Commerce Club, Economics Club, Investor Hub, TechTrendz - function with teams of student volunteers.

The major activities conducted by the student bodies annually are listed below

Council /Cell /Club/ Committee	Activities Organized

Students' Council	Friendship Day, Teachers' Day, Avighna, Farewell function
Cultural Council	Interclass Debate & elocution competitions, Intercollegiate Quiz competition, Rangoli, face painting, t-shirt painting competitions, wealth out of waste, Intercollegiate essay cum presentation on Gandhiji The Mahatma
Sports Council	Intercollegiate Badminton tournament and a sports event "Helios", Interclass football, cricket, chess, badminton, volleyball, table tennis, chess, cross country running and certificate course in weightlifting

Student members take the responsibility of planning, organizing and executing various intra-college and Inter-College activities. They help in mobilising funds and getting sponsorships for conduct of events. They actively participate in most Inter-Collegiate activities in the state and take the lead in selecting students based on their calibre and skills to form teams to represent the College. They act as liaison between students and teachers.

Representation on Administrative and Academic Bodies

Internal Complaints Committee- The Internal Complaints Committee (ICC) of the College is constituted as per UGC guidelines, to deal with complaints relating to Sexual Harassment at the work place. It has 3 student members (LR of Students' Council, LR of Cultural Council and the General Secretary). They create awareness among students about the role and functions of the ICC and take initiative in the conduct of awareness activities.

Anti-Ragging Committee- The Anti-Ragging Committee of the College is constituted as per UGC guidelines, to prohibit, prevent and eliminate ragging on the College campus. It has2 student members (1 girl and 1 boy).

IQAC- the 6 student members regularly attend meetings and give valuable suggestions and feedback to improve various aspects of the functioning of the College.

NSS Advisory Committee – Every year the NSS advisory committee meets to plan various outreach, extension and campus level activities that are to be conducted. Student members (2)contribute by giving their suggestions and assist in informing students about the same.

Executive Committee of Students' Consumer Co-operative Society has 5 student members who help in managing some of the tasks and spread awareness about items and books available in the society.

Placement Cell - Student Volunteers are given the responsibility to provide information about various activities organised by the Placement Cell to other students and encourage participation. They play a major role in organizing the Annual Local Placement Fair

The Institution's Innovation Council has 15 student members who participate and assist in conduct of activities of the Council.

Women's Cell and Gender Champions: 4 student members have been appointed Gender Champions of the College; they help the Cell in conducting events which aim at creating awareness about sexual harassment and related issues, and how to address the same. The Cell also conducts sensitization programs and talks by experts on the theme 'Save the girl child' and 'Beti Padhao, Beti Bachao', etc

Readers Club and The Library Committee: The newly formed Readers' Club of the College was inaugurated on 27th August, 2019, on the occasion of National Librarians Day, with 20 active student members. **The main objective of this club is to encourage reading amongst students.** Benefits of forming the club are - Students will:

- Read and gain knowledge
- Get an opportunity to meet and interact with writers
- Be eloquent during discussions
- Ignite their creativity.
- Improve on the soft skills
- Get an opportunity to visit public libraries.

The activities organized by the club include regular Theme based Book exhibitions, organize competitions to infuse creativity within students, book collection and donation drive as an outreach activity, essay writing competition and one act play

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5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Shree Damodar College Ex students Association was registered on 01st July 2016.

It had 07 members in the Executive Committee (EC).

The new EC was elected at the AGM held on 5th January 2019.

In addition to 7 EC members, there are 3 co-opted members and teacher members of the Alumni Engagement Committee.

Activities planned by the association:

A Lecture Series in memory of all the staff and ex-students who are no more. This lecture series is open for the students of the College as well as to the general public. It has been decided to invite renowned speakers as resource person for the lecture Series.

An annual alumni meet will be held between the months of May to August every year

Scholarships are to be instituted for needy students

Many of the College teaching and non teaching staff are alumni (12 and 9 respectively).

Some alumni are members of the College Governing Council **(4)** , Board of Management **(3)** and the IQAC **(4)** and they all make valuable contributions to the overall progress of the institution

Ex-students are invited as guest faculty and also as guests and judges for various competitive events organized by the College.

Alumni support the institution by offering internships and placements for students, visits as guest lecturers and

resource persons, endowment of prizes, scholarships and sponsorships for College events.

CA. D. Shravan Swarup, one of our ex-students, has designed a 30 hour Certificate course 'MS-Excel An Accounting, Audit and Analytical tool' and is also the resource person for the same. This course is offered to all interested students especially at Second Year. The course is being conducted for the last 3 years ie since 2017-18.

The Alumni Association of VVM's Shree Damodar College of Commerce & Economics organised the Ex-students Alumni reunion twice in the last 5 years. The second one was organized on 29th December 2019 in the College premises. Apart from the ex- students, the function was attended by the retired as well as the current teaching and non-teaching staff of the college The association felicitated 47 retired teachers as well as the non-teaching staff of the college as a mark of respect for their commendable service towards the institution. The reunion was attended by total of 346 ex-students with a lot of enthusiasm. This year, the Ex-students association sponsored Rs. 70000/- towards payment of fees of 15 needy BCA and BBA students.

Our ex-students Ms. Siddhi Bale(Analyst at Commscope, Verna, Goa), Mr. Pankaj Kakode (Businessman and Financial Consultant) and C.A Shravan Swarup are members of the Programme Mentoring Councils. They, along with other members from the industry act as mentors to the BCA, BBA, BCom and MCom departments. They provide guidance regarding changes to the syllabi to bring it at par with industry and conduct of departmental activities. They assist the faculty and students in bridging the industry-academia gap.

5.3.2 No. of registered Alumni: **334**

5.3.3 Alumni contribution during the year (in Rupees) **: 110400**

5.3.4 Meetings/activities organized by Alumni Association **: 03 meetings + 01 reunion event**

CRITERION VI -GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

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

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

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

1. The Students' Council, Cultural Council & Sports Council submit their proposal of activities along with the budget to the Principal at the commencement of the year.
2. The Self Financed Departments (BCA & BBA(FS)) submit their respective academic plans and budget to the principal at the commencement of the year.

6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial: 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**):**

❖ Curriculum Development:

Shree Damodar College developed the syllabus for the Post Graduate Diploma in Finance and Taxation (PGDFT) Programme and attained the necessary Affiliation.

❖ Teaching and Learning: Flip Learning.

Innovative Teaching methods adopted in pandemic such as recorded lecture sessions through use of screen recording tools (Camtesia). Live Sessions done through Zoom, Google Meet.

Teachers of the Department of Computer Science underwent knowledge transfer sessions at Codemax LLP.

Signed MOU's with IT Companies Codemax IT Solutions Pvt. Ltd, CodeRun LLP, Haztech.

Signed MOU's with Baburaoji Golap College, Sangvi, Pune and PDEA's Annasaheb Waghire College of Arts, Commerce & Science, Otur, Pune.

Student Exchange Programmes were conducted.

Add-on Certificate Courses completed in Excel, Digital Marketing, Financial Literacy Internship Programme (FLiP),Animation,Practical Banking.

❖ Examination andEvaluation:

Role plays, Oral quizzes, Case studies – Assignments are Industry related and survey based internal assessment.

Schedule planned and displayed in advance to space out assignment submission dates; 2 different ISA modes implemented ; transparency in evaluation; BBA,BCA and MCOM use Learner Management System(MOODLE) to conduct one of the ISAs, 100% verification of answer books; timely declaration of results and display on the website; Assessment Grid and formation of Panel of examiners.

❖ Research and Development:

1) Dr. Prachi Kolamker and Dr. Mamta Kumari were awarded PhD degrees at the convocation held in February 2020.

2) The Research Cell conducted sessions by Ph.D. Research Scholars of the College

3) The Research Cell conducted a Ph.D. Research Scholars Work Presentation on 7th Dec, 2019, with a presentation by Ms. Reshma Prabhu Verlekar, Assistant Professor, Sridora Caculo College of Commerce and

Management Studies, Mapusa.

4) Shree Damodar College Institution Innovation Council (IIC) organised session on Intellectual Property Rights

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❖ Library, ICT and Physical Infrastructure /Instrumentation: The Library Committee and Readers Club jointly organized a book exhibition on September 16th from 9 a.m. to 4 p.m.The Library Committee & Readers' Club organised a BOOK REVIEW Competition for the faculty members of all program on 12th March 2020

❖ Human Resource Management:

Administrative staff learned

    a. common English errors made by Indians,

    b. how to use all functions and commands of MS Word and MS Excel

    c. soft skills such as phone and email etiquette

    d. business communication such as formats for writing of various types of letters, reports, minutes of meetings

Technical staff such as System Administrators and IT Lab Instructors

a. learned Advanced Networking

b. learned new software

c. completed online certifications in areas of their interest

d. attended webinars organized by the College Campus Management Software vendor and learned new features that have been introduced, mainly with respect to online teaching and evaluation.

❖ Industry Interaction /Collaboration:

a. About 74 Guest Lectures were conducted by practitioners and experts from Industry by all the Departments in the college.

b. About 6 field trips were organized by various Departments to Industries and workplaces so as to give students deeper insights into Practical Applications.

c. Department of Computer Science, BBA(FS), Department of Commerce and Post-graduate department of Commerce organized study tours wherein students were taken beyond Goa to get Industrial

Experiences.	
❖ Admission of Students: Admission process was monitored by admission committee, process was transparent and merit based for all programmes, counseling was done by the committee on right choice of subjects. Reservation policy was followed for admissions.	

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

❖ Planning and Development: Vision 2020

❖   Administration: Biometric has been installed for staff attendance by Digitronics

❖ Finance and Accounts: Tally/Tally ERP : Payroll software provided by Reylon Softech Ltd.and is in use since 2018.Payments done using HDFC Bank.

❖ Student Admission and Support: The campus is transformed into a smart campus by the use of our campus management software -.Fedena. Student-related functions such as admissions, attendance, result, notices are managed by this software. Students, Teachers as well as Parents have access to the tool. Through Online admission, the student details are fed to FEDENA. Notices to specific students can be conveyed using FEDENA. The teachers can upload the attendance for every lecture and the parents and students can view the same.

Software developed by Mr. Sumit Kumar and Ms, Sharmila Kunde for subject allocation and merit list generation for SY and TY BCom students.

❖   Examination: Our campus management software FEDENA is equipped to conduct online quizzes and supports online submission of assignments. It also stores examination data of exams conducted offline with regard to every student. The teachers can also share study material with the help of this tool

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
2019-2020	Dr. Shami Pai	Workshop on TYBCOM DSE 4 services marketing held	Carmel College, Nuvem on 29th July 2019	500
	Dr. Shami Pai	One day state level Workshop on NAAC Accreditation held on	Dhempe College, Miramar on 18th July 2019	300
	Dr. Lina Sadekar	Workshop on TYBCOM DSE 4 Advertisng Mangt & CC15 Indust. Mgt	Carmel College, Nuvem on 29th July 2019	500
		Workshop on BM I (DSE I)	Carmel College, Nuvem on 29th	

Name	Workshop	Venue/Date	Amount
Mr. Sandesh Gaonkar		July 2019	500
	Workshop on Industrial Mangt.	Carmel College, Nuvem on 29th July 2019	
Prachi Kolamker	Workshop in Cost mangt. Acctng.	Govt. College, Borda on 30th July 2019	500
Ms. Marjina Shaikh			250
	Workshop in Cost mangt. Acctng.	Govt. College, Borda on 30th July 2019	
Dr. Madanant Naik			250
	Workshop on Business management	Carmel College Nuvem on 29th July 2019	
Rodney D Silva	Workshop on Accounting and auditing DSE II Paper	Govt. College Borda on 31st July 2019	500
Mrs Sheetal Arondekar			250
	State level workshop on "Financial Litreacy and Investor education "	DMC College on 19.07.2019	
Gajanan Haldankar			250
	Workshop in the subject Accounting DSE 1	Government College Borda on 31.07.2019	
Ainseley Bernard			
	Workshop on Accountancy DSE 3 and 4	Rosary Collage on 10th Aug 2019	250
Sheetal Arondekar	Workshop on DS 3 Government accounting	Rosary College Navelim on 10.08.2019	400
Prachi Kolamker		Rosary College Navelim on 09.08.2019	400
	Workshop on Cost Accounting DSE 4		
Preksha Chopdekar		Fr. Agnel College held on 24th Aug 2019	400
	One day National seminar on "Start up Policy of India"	Dempo College, Cujira on 18th & 19th October 2019	
Ms. Mamta Kumari	Two day State Level Workshop on Data Science and Digital Analytics	Rosary College, Navelim on 6th Jan 2020	1000
Ms. Sharmila Kunde			1000
	Workshop on Business Management DSE 07	Fr. Agnel college, Pilar held on 03/01/2020	
Mr. Rodney D' Silva			400
	One day workshop on "Advanced Cost Accounting II"	Rosary College, Navelim on 06/01/2020	
Ms. Anjali Sajilal	One day workshop in Business manangement	Madurai Kamaraj University at Madurai, Tamil Nadu from 7th to 11th Jan 2020	400
Ms. Anjali Sajilal	Madurai Kamaraj University at		

				400
Ms. Prachi Kolamker	Madurai, Tamil Nadu for TIES conference (56th Annual) frm 7th to 11th Jan 2020	Madurai Kamaraj University at Madurai, Tamil Nadu from 7th to 11th Jan 2020		
	Madurai Kamaraj University at Madurai, Tamil Nadu for TIES conference (56th Annual) frm 7th to 11th Jan 2020			2500
Mr. Vishal Chari	National Seminar on "Rights of Senior Citizens"	Kare College of Law, Margao held on 18th Jan 2020		
		Govt. college, Khandola 23rd & 24th Jan 2020		2500
Ms. Ruchira Naik	Two day National Level Seminar on " Co-operatives in Globalised Economy" on			
				200
Ms. Marjina Shaikh				
				1800

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2019	-	30 Hours Certificate Course in Computerized Accounting in Higher Educational Institution	21/10/2019 – 9/11/2019	-	10

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	Date and Duration (from – to)
State level faculty development programme	02	30/08/2019

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

Teaching		Non-teaching	
Permanent	Fulltime (Contract)	Permanent	Fulltime/temporary
23	26	20	09

6.3.5 Welfare schemes for	
Teaching	Group insurance, employees credit society, additional leave for self finance staff (8) days, Bone density camp, Health Insurance for self- finance staff.
Non teaching	Group insurance, employees credit society, additional leave (15) days, Bone density camp.
Students	Fee waiver, payment of fees in installments, scholarships, blood donors' directory, students' co-operative society. Bone density camp and Health check up

6.4 Financial Management and Resource Mobilization

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

Institute has established mechanism for conducting Internal and External Financial audit every year to ensure Financial Compliance. It is conducted in April/May. Financial compliance report of internal audit is submitted to Managing Trustee of VidyaVikas Mandal. Statutory financial audit of Institute is conducted after the end of the financial year during April to June. Finalization of account is completed in June and audited statement is prepared in July. The audited statement is duly signed by Principal, Chairman, Treasurer, Hon. Secretary and Chartered Accountant.

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/ Grants received in Rs.	Purpose
Shri U N Bene	50,000	Prizes and Expenditure for U N Bene Quiz Competition

6.4.2 Total corpus fund generated: 2 lakhs

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Ageny	Yes /No	Authority
Academic	Yes	1) BCA & BBA (FS) mandatory audit- Goa University	No	-

		2) B.COM audit- External Auditor appointed by college		
Administrative	No	-	Yes	Audit done by the institutional employees

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

6.5.3 Development programmes for support staff (at least three)

(1) "30 Hours Certificate Course in Computerized Accounting in Higher Educational Institution" from 21st October 2019 to 9th November 2019

(2) Online Training in MS- office and G-suite for the non-teaching administrative staff from 23rd July 2020- 17th August 2020

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

1) B.VOC Programme

2) Industry embedment of teachers

3) Industry Academia Lecture Series started by Department of Commerce & Management

4) Green Audit and Energy Audit

5) Spotlight Series`

6) Rain Water Harvesting

7) MOU's signed

8) Pre- Placement Training followed by Local Placement Fair

9) Increasing use of ICT for smooth functioning of College

10) National Seminar by IQAC

11) Community outreach activities

12) Commerce Club

13) International Conference by Department of Commerce

14) Institution Innovation council

15) MOOCS from Swayam

6.5.5

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 activity	Duration(from----- to------)	Number of participants
1.	IQAC along with recreation cell organised a Motivational Talk for teachers combined with Know Your Colleagues programme.	30th July, 2019	1 day	44 teaching staff
2.	IQAC along with Examination Committee organized a FDP for the teachers on Guidelines for Question Paper Setting and Assessment.	12th September, 2019	1 day	44 teachers
3.	IQAC Coordinator along with 5 IQAC members visited Gogate Joglekar College, Ratnagiri which is "A" Graded to study their NAAC documentation process and to know their initiatives and innovative practices followed by them.	14th October 2019		06 teachers
4.	Half-day workshop on "Documentation process for NAAC Reaccreditation in the New Framework".	18th January 2020	1 day	44 teachers
5.	Workshop for teaching and non-teaching staff on the topic "Finding Peace in a Hurried World".	21st January 2020	1 day	43 teaching and 15 non teaching staff. Total= 58
6.	The IQAC in association with the Dept. of Law organized a Guest lecture for SY B.Com students on Legal wise handling legal documentation, compliances, and related matters for businesses of all sizes.	28th January 2020	1 day	35 students

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-to)	Participants	
		Female	Male
Sexual harassment at workplace	22nd June 2019	187 students and 12 teachers	
Talk on Sexual harassment at workplace (Prevention, Prohibition & Redressal) Act,	1st July 2019	10	14

2013			
Men women Inter Collegiate Badminton Championship	16th to 18th July	40 teams	
Visit to Seva Sankalp Kanya Ashram	05th Aug 2019	57 girls +16 NSS girls	
Initiatives for SHG through NABARD	27th Aug 2019		
International Women's Days	8th March 2020		
Save the Girl Child	8th March 2020	58 volunteers	
Basketball PhotoFebruary 19, 2020News Inter-Collegiate Basketball Championship (Women)	13th Jan 2020	1o girls	
Workshop on "Women Work & Wellness"	14th Dec 2020	104	03

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

Not Applicable

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift	Yes	
Ramp/ Rails	Yes	
Braille Software/facilities		
Rest Rooms	Yes	
Scribes for examination	Yes	
Special skill development for differently abled students		
Any other similar facility		

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2019-20			13.09.2020	Center for Conducting NSE certification exam in Financial Markets		

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration(from-------to-------)	Number of participants
Stress management Activity	14th Feb 2020	30
One-Day Workshop on Creating Awareness on Intellectual Property Rights(IPR)	12th Feb 2020	32
Finding Peace in a Hurried World"	21st jan 2020	
Film Screening	19th Dec 2019	95
Human Rights Days	10th Dec 2019	03
Talk on 'Coping with Mental Health Issues'	10th Oct 2019	65
Eat Right Live Right- a talk under PoshanMaah	25th Sep 2019	75
Session on Swami Vivekananda's Message to Youth	16th Sep 2019	65
Guest Leature on "Consumer Grievance Redressal Machinery &Consumer Rights	28th Aug 2019	31
IIC Activity – India First – Leadership Talk Series	22nd Aug 2019	65
Street Play on Swachhta Abhiyaan	22nd Aug 2019	
Talk On Consumer Protection, Rights And Responsibilities		53
Guest Lecture on Occupational Health and Safety'	17th Aug 2019	90
Poster making Competition " Consumer Rights"	9th July 2020	28
Leadership Training Camp for College Student	26thJune to 27th June 2019	

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
1. Installation of Green Bins on Campus (For composting).
2. The Green Audit (including water, waste, energy and biodiversity audit) conducted in the college is a step towards taking stock of the status and finding ways for improving the health of different environmental parameters on Campus. The institution also has the facility for recharging of ground water.
3. As an outcome of Green Audit, the trees and plants on the campus were all labelled.
4. Purchased Air Conditioners with 4 and 5 stars.
5. Canteen has been segregating waste into wet and dry waste. Wet waste is partially handed over to the composting unit in College and remaining wet waste is being handed over to the Municipality. The compost is used for plants in the college garden.
6. The College has stopped using plastic folders, etc. Students are not permitted to submit assignments in plastic folders, files, etc. Some teachers ask students to submit soft copies of assignments through Fedena (Campus Management Software) or by email.
7. College was certified as the first College in Goa to dispose of E-waste as per the Govt. of India E-Waste Management Rules. Since then, the College has been regularly disposing of e-waste by handing it over to parties authorized by the Goa State Pollution Control Board to collect and dispose of e-waste.
8. The college has a nature club which has taken various initiatives to maintain an eco-friendly campus. some of which are "Bring Your Own Bottle Campaign" for the teaching and non-teaching staff, setting up of a butterfly garden etc.
9. The College observes Swachhta Pakhwada, during which students undertake activities such as cleaning of the College classroom, campus and public spaces.
10. All internal communication is by email.

11. All Notices for students are displayed on Digital Display Board.

7.2 Best Practices

Describe at least two institutional best practices

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

1. **STUDENT RECOGNITION**

   Objectives of the Practice

   - The profound effects of an ordinary student who has been recognized for doing his or her best; will increase level of self-confidence, a sense of accomplishment and respect among the contemporaries.

   - It is customary to recognize the highest achievers in academics. Unfortunately, the vast majority of hard-working, well-behaved, industrious students are overlooked. It is important to create recognition programs that honor all types of students, especially those who might not normally receive acknowledgment for their efforts.

   - Academic awards are created in the spirit, with the hope they would create meaningful moments of recognition that will inspire others and reinforce the behavior that led to the reward. The academic arena offers many opportunities for rewarding students for their efforts, achievements, and contributions to the school and the community.

   The Context

   One of the importance drivers for a student is motivation and success. In this context, it is important to recognize the outstanding achievements of the students; both in academics as well as non-academics.

   The recognition of students fosters strong relationships among students, families, faculty members, and the community and creates a positive culture where students feel valued. Students can be recognized for a number of accomplishments, including improved academic standing, a demonstration of their learning, or because they have shown exemplary attitude and behavior.

   The most important element is to create a program that that will allow the students nominated to receive that important moment of recognition and to fully realize the value of their accomplishments. Such a feeling of accomplishment may carry forward throughout their lives and ultimately improve our world as a whole.

   Student achievement and behavior can be improved through frequent monitoring of student progress and positive feedback and recognition for gains made. This is the belief that guides the College towards improvement path.

The Practice

The purpose of Student Recognition Awards is to celebrate excellence in student leadership. It is part of long-term goal to strengthen the institutional e outcomes for all students. Each year proudly and publicly honour the student leaders through this recognition program.

Demonstration of personal initiative to achieve a positive outcome by the student; creating a Recognition Program to honor students for non-academic achievements are a need of an hour. The students being recognized each year are chosen by the principal for demonstrating the will to succeed, the dedication to finish what they started, and the commitment to achieve their personal best.

Recognition programs are designed to award all types of students (e.g., honor students, student leaders, most-improved students, those who have contributed greatly to the College).

The Achievement Award is one type of award that recognizes these types of students. The following recommendations will contribute greatly to make a meaningful recognition program:

- Establish rules, which define the theory or conditions of the award.
- Establish selection criteria and procedures.
- Plan the calendar, which specifies the time frame of the awards procedures.
- Determine the budget, which specifies the financial frame of the awards procedures.
- Create a program that allows for the recognition of the students that is star athlete, most dedicated, most improved, head or assistant coach, team captain, etc.
- Promote the meaning of the award prior to the program and throughout the College year. This will lend credibility and prestige to the award.
- Decide what type of award recipients will receive. (e.g., medallions, trophies, certificates).
- Invite the student's parents or guardians to attend the ceremony. Invite the nominating student to the ceremony to read the nomination of his or her student. Invite team members to the ceremony to support the nominee.
- Award each student with the custom award or a personal note and a copy of the nomination from the faculty or staff member as tangible mementos of their recognition.
- Offer constructive criticism to help refine and improve the program on a yearly basis.

Based on points earned during activities of the various clubs, the College has instituted awards such as Economist of the Year, Commerce Student of the Year, Finance Student of the Year, Tech Student of

the Year.

Evidence of Success:

It is important to recognize students' achievements in order to build students' self-esteem and confidence and motivate them to continue learning. It is also important to ensure that the College does not constantly recognizing the same few top performers, but are recognizing each individual student's successes.

Students need the opportunity to be recognized for their achievements. Although it is true that some students can be given too much recognition if they are the same few who are recognized over and over again, by spreading around the recognition to include all students, it can boost the self-esteem and confidence of all students. And this, in turn, can improve student achievement.

Recognition is an immense way to keep students motivated. When certificates, trophies are awarded for different achievements it will motivate the students to work hard. This motivation will provide the drive your students need to excel in their studies. Recognizing students' achievements is encouraging them to continue to work hard and be productive. When rewarded students you'll make them feel appreciated.

Problems Encountered and Resources Required: No Difficulties encountered.

2. **READERS' CLUB**

Objectives of the Practice

The Department of English & Communication in collaboration with the College Library has established a Readers' Club in the College. The main aim of this club is to inculcate reading habits among the students, which will urge the students to read beyond the syllabus for wide knowledge and exposure. Forming of the club will have various objectives. Some of which are as follows:

Students will:

- Read and gain knowledge.
- Get an opportunity to meet and interact with writers.
- Be eloquent during discussions.
- Ignite their creativity.
- Improve on the soft skills.
- Get an opportunity to visit public libraries.

The Context

Readers' Club is a network of Students' readers run in the college library to encourage reading for pleasure. The prime motive of this reading club initiation, was to promote the importance of English among the students in the college.

The interested and enthusiastic students of all the five programmes are given membership for the club. The students were grouped into teams and asked to select books on their own interest. They were asked to create a wall dictionary in their classrooms with the unfamiliar words they come across. They were asked to notate the important points and indulge in a short discussion for every week when they meet in the library. When they complete reading their chosen books they were asked to meet and share their pleasure of reading.

The student members get to take a book home (other than the syllabus), which has to be read and returned after fifteen days.

The Practice

Students' reading skills are important to their success in college as they will allow them to access the breadth of the curriculum and improve their communication and language skills. In addition, reading can be an imaginative time for students, which opens doors to all kinds of new worlds for them.

As part of our curriculum, it has been identified that 'reading' as a key area for development and needs to be included in the College's strategic development plan. This will allow students from across the programmes to start their day reading to their teacher, learning support assistant, and friends or on their own.

Studies show that reading for pleasure makes a big difference to children's educational performance. Likewise, evidence suggests that children who read for enjoyment every day not only perform better in reading tests than those who do not, but also develop a broader vocabulary, increased general knowledge and a better understanding of other cultures.

In fact, reading for pleasure is more likely to determine whether a student does well at College than their social or economic background.

The following are some of the activities undertaken by the College:

- Fortnightly Book discussions on the books read.

- Article writing competition.

- Talks by prominent as well as budding writers from the state.

- Screening of movies based on novels.

- Poster making competition on famous authors and their works.

- Slam poetry

- Library visits

- Inviting the mobile library to college (initiative of central library)

- Book mark designing competition

- Celebrating birthdays of writers.

- Book review competition for Faculty members.

- 'Donate a book to the library' drive in the college

- 'Gift a book'. A visit to a remote school to donate books

- Letter writing / script writing competition.

- Discussion on major news items of state and country

- Book exhibition

- GK quiz

- Competitive exam notifications from Employment News (weekly) on the e-notice board.

The purpose of The Readers Club is to allow the students to access the structured readings and discussions. Many students not pursuing English Literature or Creative Writing enjoy reading but are not assigned any literature for class. This club offers an opportunity for anyone and everyone to read books from a variety of genres, and discuss them weekly to whatever depth is desired.

Evidence of Success

- This club has encouraged reading among the students.

- Developed verbal expression of ideas and feelings.

- Encouraged critical thinking among the students.

- Developed the feeling of belonging to a group, being respected, and treating other group members with respect.

Problems Encountered and Resources Required: No Difficulties encountered.

7.3 Institutional Distinctiveness
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words

Teaching, Learning and Evaluations

Our College always emphasis on the holistic development of students and adapting to the changing needs of society in general and our students in particular. Even in amidst pandemic COVID 19 we are able reach out to the students and public by way of webinars.

Following are the initiatives taken in this direction, some of which are continued from previous academic years, and some introduced in the academic year 2019-20.

1. Outreach activity

Besides sharing knowledge in institution, our college is well known for reaching out to the public in a numerous way. The objective of undertaking outreach activity to a society is to care, spread knowledge. Students actively participate in these activities. To name few activities which comprises of teaching in school, a session on career guidance for students of class XII, how to select & finalize a business idea for women, etc.

Students Exchange Program

College has signed MOUs with colleges of different state is to cooperate and collaborate in all academic areas, share practices and experiences in the areas of curriculum development, teaching, learning and evaluation, outreach activities, research projects and consultancy projects. Under the terms of the MoU, a Student Exchange Program was held in different colleges.. During 2019-20 academic year, our teachers and students had visited A.K.I's Poona College of Arts, Science & Commerce, Pune, Aloysius Institute of Management and Information Technology, Mangalore, and R.A. Podar College of Commerce & Economics, Mumbai. While from other colleges such as PDEA's Waghire College, Saswad, Pune, Maharashtra, AKI"s Poona College of Arts, Science & Commerce, Pune had made visit to our college.

4. Memorandum of Understanding (MOU) with Companies

College has signed Memorandum of Understanding with various IT companies. The purpose of the MOU is to clearly identify the roles and responsibilities of each party as they relate to the implementation of the B.Voc. Programme in Software Technologies. IT companies are intended to provide help for our students of the B.Voc (Software Technologies) programme with service-learning, Internships, on the Job Training

(OJT), periodic industry sessions and other opportunities to improve employability skills through partnership. The MOU was signed between our college and IT companies such as Codemax IT Solutions Pvt. Ltd, CodeRun LLP, Haztech and Sector Skill Council 'NASSCOM / SSC NASSCOM'.

4. Leadership Training Camp

The main aim of the camp is to instill leadership qualities and improve team spirit amongst the students in their role as leaders. The themes of the Sessions were Setting & Achieving Goals, Sharpening Vital Skills, The Power of Habits, Effective Communication, coming together – A beginning, Understanding Self & Others. By the end of the camp, students had learnt: Goal setting, how to work in a team, how to improve communication skills and How to distinguish between good and bad habits.

8. **Future Plans of action for next academic year (500 words)**

9999
Name_____   *Name _____*

Signature of the Coordinator, IQAC	*Signature of the Chairperson, IQAC*

<center>_____ *** _____</center>

Abbreviations:

CAS   -   Career Advancement

Scheme CAT   -   Common

Admission Test CBCS   -   Choice

Based Credit System CE -   Centre

forExcellence

COP   -   Career OrientedProgramme

CPE   -   College with Potential for

Excellence DPE   -   Department with Potential

for Excellence GATE   -   Graduate

AptitudeTest

NET   -   National EligibilityTest

PEI   -   Physical Education

Institution SAP   -   Special

Assistance Programme SF   -

        SelfFinancing

SLET   -   State Level Eligibility

Test TEI   -   Teacher

EducationInstitution

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