# The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

 2012-2013

**AQAR for the year *(for example 2013-14)***

**1. Details of the Institution**

 Govt. of Goa, College of Arts, Science & Commerce,

Quepem-Goa, 403 705

1.1 Name of the Institution

Govt. of Goa, College of Arts, Science & Commerce,

Quepem-Goa.

 1.2 Address Line 1

SHELDEM

 Address Line 2

QUEPEM

 City/Town

GOA

 State

403 705

 Pin Code

gcascq@rediffmail.com

 Institution e-mail address

0832-2662342

 Contact Nos.

Shri. Bhaskar G. Nayak

 Name of the Head of the Institution:

0832-2662342

 Tel. No. with STD Code:

9822586616

Mobile:

Dr. Shirish Kamat

Name of the IQAC Co-ordinator:

9822141361

Mobile:

gcascq@ rediffmail.com

 IQAC e-mail address:

GACOGN11311

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

 **OR**

1.4 **NAAC Executive Committee No. & Date:**

*(For Example EC/32/A&A/143 dated 3-5-2004.*

*This EC no. is available in the right corner- bottom*

*of your institution’s Accreditation Certificate)*

www.gcq.ac.in

1.5 Website address:

http://www.gcq.ac.in/downloads/AQAR12-13.docx

Web-link of the AQAR:

 For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
| 1 | 1st Cycle | B+ |  | May 2004 | 2004-2009 |
| 2 | 2nd Cycle |  |  |  |  |
| 3 | 3rd Cycle |  |  |  |  |
| 4 | 4th Cycle |  |  |  |  |

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

15/10/2003

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

1. AQAR -2010-11 submitted to NAAC on 04/01/2016
2. AQAR- 2011-12 submitted to NAAC on 04/01/2016
3. AQAR- 2012-13 submitted to NAAC on 04/01/2016

1.9 Institutional Status

√

 University State Central Deemed Private

Affiliated College Yes No

√

Constituent College Yes No

√

 Autonomous college of UGC Yes No

√

√

 Regulatory Agency approved Institution Yes No

 (eg. AICTE, BCI, MCI, PCI, NCI)

√

 Type of Institution Co-education Men Women

√

 Urban Rural Tribal

√

√

√

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

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

1.10 Type of Faculty/Programme

√

 Arts Science Commerce Law PEI (Phys Edu)

√

√

TEI (Edu) Engineering Health Science Management



Others (Specify)

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

Goa University

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

-

 Autonomy by State/Central Govt. / University

-

 University with Potential for Excellence UGC-CPE

-

 -

-

 DST Star Scheme UGC-CE

-

-

 UGC-Special Assistance Programme DST-FIST

-

-

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

-

 UGC-COP Programmes

 **2. IQAC Composition and Activities**

5

2.1 No. of Teachers

 3

2.2 No. of Administrative/Technical staff

 2

2.3 No. of students

2.4 No. of Management representatives

1

 1

2.5 No. of Alumni

2. 6 No. of any other stakeholder and

 1

 community representatives

 1

2.7 No. of Employers/ Industrialists

 1

2.8 No. of other External Experts

2.9 Total No. of members

 15

2.10 No. of IQAC meetings held -03

2.11 No. of meetings with various stakeholders: No. Faculty

01

03

-

01

01

 Non-Teaching Staff Students Alumni Others

√

2.12 Has IQAC received any funding from UGC during the year? Yes No

N.A

 If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

1

2

-

3

 Total Nos. International National State Institution Level

 (ii) Themes

1. 2 days State Level Seminar on “Adolescence Crisis” in collaboration with Child Rights Goa.
2. “Teachers as Councelers” One day State Level Workshop.
3. One day institutional level workshop on “Careers”.

2.14 Significant Activities and contributions made by IQAC

Proposal for New College Building/ Community Hall worth Rs. 35, 00,00,000/- (Rupees Thirty Five Crores was approved by the Government.

2.15 Plan of Action by IQAC/Outcome

 The plan of action chalked out by the IQAC in the beginning of the year towards quality

 enhancement and the outcome achieved by the end of the year \*

|  |  |
| --- | --- |
| Plan of Action | Achievements |
| 1. To organize National Level and State level workshop/seminars in addition to normal curricular activities
2. Infrastructure Development.
3. To get students feedback on teachers and curriculum .
 | Two State level and One Institutional level seminars organized.Proposal for New college Building /Community Hall was approved.Teacher feedback and Curriculum feedback obtained from the students. |

 *\* Attach the Academic Calendar of the year as Annexure.* **(Enclosed )**

2.15 Whether the AQAR was placed in statutory body Yes No

-

√

-

-

√

Management Syndicate Any other body

 Provide the details of the action taken

The report was discussed in the management meeting and the feedback of management personnel was obtained.

Part – B

**Criterion – I**

**1. Curricular Aspects**

1.1 Details about Academic Programmes

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
| PhD | ---- | ---- | ---- | ---- |
| PG | ---- | 01 M.Com | ---- | ---- |
| UG | 03 | ---- | ---- | ---- |
| PG Diploma | ---- | ---- | ---- | ---- |
| Advanced Diploma | ---- | ---- | ---- | ---- |
| Diploma | ---- | ---- | ---- | ---- |
| Certificate CAT & TALLY |  | 01 | 01 | ---- |
| Others  Library & Information Sc |  | 01 | 01 | ---- |
| **Total** | 03 | 03 | 02 |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Interdisciplinary | ---- | ---- | ---- | ---- |
| Innovative | ---- | ---- | ---- | ---- |

1.2 (i) Flexibility of the Curriculum: Elective option

 (ii) Pattern of programmes:

|  |  |
| --- | --- |
| Pattern | Number of programmes |
| Semester | B.A/B.Sc./B.Com./M.Com |  |       |       |

√

-

√

√

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

 ***(On all aspects)***

√

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

***\*Please provide an analysis of the feedback in the Annexure***

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

Revision of syllabi is done by Goa University

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

M.Com.

**Criterion – II**

**2. Teaching, Learning and Evaluation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Total | Asst. Professors | Associate Professors | Professors | Others |
| 41 | 12 | 29 | - | - |

2.1 Total No. of permanent faculty

16

2.2 No. of permanent faculty with Ph.D.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Asst. Professors | Associate Professors | Professors | Others | Total |
| R | V | R | V | R | V | R | V | R | V |
| 2 | - | - | - | - | - | - | - | 2 | - |

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

-

Lecture

30

Contract

8

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

|  |  |  |  |
| --- | --- | --- | --- |
| No. of Faculty | International level | National level | State level |
| Attended Seminars/ Workshops | 1  | 1  | 6 |
| Presented papers | - | 2 | 4 |
| Resource Persons | -  | 2  | 3 |

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

Student participation in seminar

176

2.7 Total No. of actual teaching days

 during this academic year

2.8 Examination/ Evaluation Reforms initiated by

Moderation of Question papers by HOD

 the Institution (for example: Open Book Examination, Bar Coding,

 Double Valuation, Photocopy, Online Multiple Choice Questions)

 BOS CDW

-

1

3

2.9 No. of faculty members involved in curriculum

 Restructuring /revision/syllabus development

 as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

 distribution of pass percentage :

|  |  |  |
| --- | --- | --- |
| Title of the Programme | Total no. of students appeared | Division |
| Distinction % | I % | II % | III % | Pass % |
| B.A | 92 | 7.60 | 31.52 | 35.86 | 9.78 | 86.95 |
| B.Com | 146 | 10.95 | 38.35 | 39.72 | 8.90 | 97.94 |
| B.Sc | 67 | 52.23 | 35.82 | 7.46 | 4.47 | 100 |

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

 Use of teachers Diary + students’ assessment of teachers to ensure efficient content delivery

2.13 Initiatives undertaken towards faculty development

|  |  |
| --- | --- |
| *Faculty / Staff Development Programmes* | *Number of facultybenefitted* |
| Refresher courses | - |
| UGC – Faculty Improvement Programme | - |
| HRD programmes | - |
| Orientation programmes | - |
| Faculty exchange programme | - |
| Staff training conducted by the university | 2 |
| Staff training conducted by other institutions | 10 |
| Summer / Winter schools, Workshops, etc. | 20 |
| Others (In house workshop) | 20 |

2.14 Details of Administrative and Technical staff

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Number of PermanentEmployees | Number of VacantPositions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
| Administrative Staff | 29 | - | - | - |
| Technical Staff | - | - | - | - |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

1. Setting up of Research Committee which makes timely recommendations to promote research.
2. Publication of research journal “SHODH” with ISBN number.
3. Organizing National/State level workshops/Seminars.
4. Setting up of Research policy for college from 2007
* Autonomy to the Principal Investigator.
* Timely availability or release of resources.
* Adequate infrastructure and human resources.
* Time-off, reduced teaching load, special leave etc. to teachers.
* Support in terms of technology and information needs.
* Facilitate timely auditing and submission of utilization certificate to the funding authorities.

3.2Details regarding major projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | -- | -- | -- | -- |
| Outlay in Rs. Lakhs | -- | -- | -- | -- |

3.3 Details regarding minor projects

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Completed | Ongoing | Sanctioned | Submitted |
| Number | 03 | 05 | Nil | 03 |
| Outlay in Rs. Lakhs | 235000/- | 680000/- | Nil | 235000/- |

3.4 Details on research publications

|  |  |  |  |
| --- | --- | --- | --- |
|  | International | National | Others |
| Peer Review Journals | 01 | 02 | -- |
| Non-Peer Review Journals | -- | -- | -- |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | -- |

3.5 Details on Impact factor of publications:

-

-

-

-

 Range Average h-index Nos. in SCOPUS

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

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Nature of the Project | DurationYear | Name of thefunding Agency | Total grantsanctioned | Received |
| Major projects | -- | -- | -- | -- |
| Minor Projects | -- | -- | -- | -- |
| Interdisciplinary Projects | -- | -- | -- | -- |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | -- | -- | -- | -- |
| Students research projects*(other than compulsory by the University)* | -- | -- | -- | -- |
| Any other(Specify) | -- | -- | -- | -- |
| Total | -- | -- | -- | -- |

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

03

04

04

 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

 UGC-SAP CAS DST-FIST

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 DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

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--

 INSPIRE CE Any Other (specify)

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NIL

3.10 Revenue generated through consultancy

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  Level | International | National | State | University | College |
| Number |  - | -  |  01 | -  |  -  |
| Sponsoring agencies |  -  |  -  |  Govt. of Goa |  -  |  - |

 3.11 No. of conferences

 organized by the Institution

06

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

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3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

--

3.15 Total budget for research for current year in lakhs:

-

560000/-

 From funding agency From Management of University/College

 Total

560000/-

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

 3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Total | International | National | State | University | Dist | College |
|  |  |  |  |  |  |  |

 Of the institute in the year

3.18 No. of faculty from the Institution

01

 who are Ph. D. Guides

 and students registered under them

06

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

NilL

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

--

--

 JRF SRF Project Fellows Any other

--

--

3.21 No. of students Participated in NSS events:

--

--

 University level State level

 National level International level

--

--

3.22 No. of students participated in NCC events:

 University level State level

--

--

 National level International level

--

--

3.23 No. of Awards won in NSS:

--

 University level State level

--

 National level International level

--

--

3.24 No. of Awards won in NCC:

 University level State level

--

--

 National level International level

--

--

3.25 No. of Extension activities organized

--

--

 University forum College forum

--

--

--

 NCC NSS Any other

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

* Survey of the three village in the Quepem taluka under empower women empower state programme.
* Production of paper bags as substitute for plastic and their distribution in nearby markets.

**Criterion – IV**

**4. Infrastructure and Learning Resources**

4.1 Details of increase in infrastructure facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Facilities | Existing | Newly created | Source of Fund | Total |
| Campus area | 39936.55 | Sq.mt | -- | -- |
| Class rooms | 21 | -- | -- | -- |
| Laboratories | 11 | -- | -- | -- |
| Seminar Halls | 02 | -- | -- | -- |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | 86 | -- | Govt of Goa | -- |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 465048 | -- | ” | -- |
| Others Library cum computer block | -- | 1350 sq.mt | -- | -- |

4.2 Computerization of administration and library

Yes

4.3 Library services:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Existing | Newly added | Total |
| No. | Value | No. | Value | No. | Value |
| Text Books | 119166 | 3672148 | 578 | 223742 | 119744 | 3895890 |
| Reference Books | 6979 | 2373563 | 110 | 9971 | 7089 | 2383534 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals & periodicals | 81 | 63592 | 22 | 22483 | 103 | 86075 |
| e-Journals | 50,000 | -- | -- | -- | 50,000 | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | -- | -- | -- | -- | -- | -- |
| Others (specify) | -- | -- | -- | -- | -- | -- |

 e. resources yes 5000.00

4.4 Technology up gradation (overall)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
| Existing | 41 | -- | -- | -- | -- | -- | -- |  |
| Added | RS.1629377/- (70 computers/Laptops) | -- | -- | -- | -- | -- | --- | Rs. 671179/- |
| Total | 111 (computers/Laptops) | -- | -- | -- | -- | -- | -- | Rs. 671179/- |

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

 upgradation (Networking, e-Governance etc.)

Rs. 9200/-

4.6 Amount spent on maintenance in lakhs :

---

 i) ICT

 ii) Campus Infrastructure and facilities

Rs. 480113/-

 iii) Equipments

Rs. 9700/-

 iv) Others (LDC projectors + screens)

Rs. 489813/-

 **Total :**

**Criterion – V**

**5. Student Support and Progression**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Regular notices on compulsory Field trips, Excursion, Seminars, Study tours, Workshop, Students Scholarship notices, Elections, College Canteen, College stores and Sports related notices.

5.2 Efforts made by the institution for tracking the progression

Each committee monitors closely the number of students who have availed the facilities/benefits. Each student is tracked for the next consecutive (3) years.

|  |  |  |  |
| --- | --- | --- | --- |
| UG | PG | Ph. D. | Others |
| 970 | 151 |  |  |

5.3 (a) Total Number of students

 (b) No. of students outside the state

NIL

 (c) No. of international students

NIL

|  |  |
| --- | --- |
| No | % |
| -- | -- |

|  |  |
| --- | --- |
| No | % |
| -- | -- |

 Men Women

|  |  |
| --- | --- |
| Last Year | This Year |
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 680 | 3 | 107 | 112 | NIL | 902 | 657 | 7 | 161 | 174 | NIL | 999 |

Demand ratio 100 % (1:1) Dropout % Negligible

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

Students are trained to refer to research journals, Project work, Minor research, Guest lectures on various topics are organized, and Extra coaching classes are given to the students (CAT & tally).

 34

 No. of students beneficiaries

5.5 No. of students qualified in these examinations

05

-

-

-

 NET SET/SLET GATE CAT

 IAS/IPS etc State PSC UPSC Others

-

-

-

-

5.6 Details of student counseling and career guidance

CAT & tally Programmes, Workshops and Entrepreneurship Development Programmes, Seminars, Regular Personality Development Programmes, Campus Interviews and Placement.

116

 No. of students benefitted

5.7 Details of campus placement

|  |  |
| --- | --- |
| ***On campus*** | ***Off Campus*** |
| Number of Organizations Visited | Number of Students Participated | Number of Students Placed | Number of Students Placed |
| 01 | 130 | 23 |  02 |

5.8 Details of gender sensitization programmes

College has a standing committee against Teenage Pregnancies, Managing Adolescence & Aids Awareness, and sexual harassment of women at workplace, Womb & Tomb lectures, Girl child issues & Guest lectures on Judo (self defense) for girls.

5.9 Students Activities

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

NIL

09

11

 State/ University level National level International level

 No. of students participated in cultural events

 State/ University level National level International level

NIL

NIL

NIL

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

NILOILI

NIL

17

 Sports : State/ University level National level International level

NIL

NIL

01

 Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

|  |  |  |
| --- | --- | --- |
|  | Number ofstudents | Amount |
| Financial support from institution  | ( Student Aid) 18  @ Rs. 1500/- | 27,000/- |
| Financial support from government | Concession on fees  | - |
| Financial support from other sources | PTA 09 @ Rs. 5000/- @ Rs. 3000/- | 45,000/-27,000/- |
| Number of students who received International/ National recognitions | NIL | NIL |

5.11 Student organised / initiatives

NIL

NIL

NIL

Fairs : State/ University level National level International level

NIL

NIL

NIL

Exhibition: State/ University level National level International level

04

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: College bus service

**Criterion – VI**

**6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

Vision:- “ To nurture the students to nourish the society”.

Mission:- “ To provide resources for learning, for advancement, creation & dissemination of knowledge which could contribute to any meaningful society through the growth & all round development of students personality.

6.2 Does the Institution has a management Information System

No

6.3.1 Curriculum Development

Courses as per need and that which would generate employment were introduced. E.g:- 1) Yoga studies

2) Library studies

3) Short term certificate courses

4) Faculty contribution towards the curriculum of affiliating university.

 6.3.2 Teaching and Learning

The following areas were taken up:- ( technology based teaching)

1. Updating of college prospectus with the elaboration of annual activities.
2. Academic planner/ Calendar is designed.
3. Evaluation of the teachers’ performance by students.
4. Remedial teaching to the weaker sections of students

 6.3.3 Examination and Evaluation

The pattern of exam – 1) Three Intra Semester Assessment & one Semester End exam. ISA is planned in any of the following manner-written test / Assignment / Presentation

2) Backlog semester system is present.

3) Software packaging is maintained

4) Hall tickets

5) Students progressive performance report is maintained.

 6.3.4 Research and Development

1. E-Library facility
2. N-List facility/Wi-Fi facility available
3. College is a research centre
4. Reprographic centre/facilities
5. Interdisciplinary Research-Research committee

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. E-Library facility available, Wi-Fi facility in the campus
2. Basic facilities with well maintained Laboratories, Library, recreational hall, gymnasium, sports ground, classrooms
3. College bus transportation facility.

6.3.6 Human Resource Management

Seminars, workshops, activities are conducted regularly for the overall development of staff and students.

Teachers attend seminars, present papers and students do research and prepare projects.

 6.3.7 Faculty and Staff recruitment

Recruitment is as per rules & regulations: 1) Advertisements given in the newspapers inviting applications.

2) Lecture basis, contract basis appointment is as per education rules.

6.3.8 Industry Interaction / Collaboration

The college has a close co-ordination with the industry related to all streams.

Experience is given to students of industry through internship (short period).

Regular field trips, industrial visits are organized.

Eminent industrialists are invited as guest speakers.

6.3.9 Admission of Students

1. Advertisement inviting application for admission to various streams is given in newspapers.
2. Committee is appointed to scrutinise applications (applicant’s documents)
3. Result is displayed for the students on the notice board.
4. As per the need additional division is created with approval from the concerned authority.

 6.4 Welfare schemes for

|  |  |
| --- | --- |
| Teaching |  GPF, LIC, Medical expense reimbursement, Employees Co-operative Credit Society, Advances Vehicle and other household items. |
| Non teaching |
| Students | 1. Merit scholarship for student of SC/ST/OBC and minority community.
2. Students AID fund and other scholarship for physically challenged students.
3. Book bank schemes, Professional counsellors
 |

 ----

6.5 Total corpus fund generated

√

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done? **No**

|  |  |  |
| --- | --- | --- |
| Audit Type | External | Internal |
| Yes/No | Agency | Yes/No | Authority |
| Academic | √ | - | College Constitute Committee |
| Administrative | N.A | - |

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

-

√

 For UG Programmes Yes No

-

√

 For PG Programmes Yes No

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

 Software developed by the college to streamline & consolidate exam schedules, supervision, paper setting assessment & results.

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

University gives autonomy to the affiliated colleges when there is a need felt by the institution subject to terms and conditions.

6.11 Activities and support from the Alumni Association

 General Body meeting

 Executive Body meeting

6.12 Activities and support from the Parent – Teacher Association

 PTA felicitates the 1st class, Distinction students, Rankers, Teachers are also felicitated.

Regular meetings with executive body and annual general body meetings are hold.

6.13 Development programmes for support staff

GPART

GPRDA

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

Campus Development Committee

Extension activities of NSS, NCC

Green House by Botany Department

**Criterion – VII**

**7. Innovations and Best Practices**

7.1 Innovations introduced during this academic year which have created a positive impact on the

 functioning of the institution. Give details.

 Involving the staff, students, administrative staff and all parents in the decision making process of the institution inculcated team spirit among the stakeholders.

Focus in inculcating civic responsibilities beside academic education to be more responsible contribution to society.

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

 beginning of the year

1. Students through students Council and IQAC
2. Working in stardom with the P.T.A to fulfil objective
3. Working with NSS and the extension service of the college

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

1. Inculcating civic responsibilities: Prohibition on smoking, drugs, taking of alcohol are strictly enforced.
2. Decision making is decentralised: Staff both administrative & academic are consulted before finalising important decisions.

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

7.4 Contribution to environmental awareness / protection

Ban on smoking, ’No Smoking’ sign boards are displayed in prominent places. As a small initiative towards energy conservation, the lights fixed on the college ground are powered by solar energy. Awareness created to ensure to switch electrical appliances off when not in use.

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7.5 Whether environmental audit was conducted? Yes No

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**Annexure I**

**Abbreviations:**

CAS - Career Advanced Scheme

CAT - Common Admission Test

CBCS - Choice Based Credit System

CE - Centre for Excellence

COP - Career Oriented Programme

CPE - College with Potential for Excellence

DPE - Department with Potential for Excellence

GATE - Graduate Aptitude Test

NET - National Eligibility Test

PEI - Physical Education Institution

SAP - Special Assistance Programme

SF - Self Financing

SLET - State Level Eligibility Test

TEI - Teacher Education Institution

UPE - University with Potential Excellence

UPSC - Union Public Service Commission

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**Annexure -I**

**ACADEMIC CALENDER**

|  |  |  |
| --- | --- | --- |
| Sr. No. | Programme Schedule | Approximate Dates |
| 1 | Commencement of Semester I, III & V | June 15  |
| 2 | Orientation for F. Y. Students | 15-16 June |
| 3 | 1st Intra Semester Examination Sem-I, III & V | 10-25 July |
| 4 | 2nd Intra Semester Examination Sem-I, III & V | 10-25 August  |
| 5 | Semester End Examination (I, III & V) | 10-25 October onwards  |
| 6 | Mid Semester Break | 2 to 22nd November |
| 7 | NSS & NCC Camp | 7th to 14th November  |
| 8 | Commencement of Semester II, IV& VI | 23rd November |
| 9 | Results of Semester I & III | 2nd week of December |
| 10 | Students’ Council Activities- Extra Curricular activities  | 3rd week of December |
| 11 | Christmas Break | 23rd December to 1st January |
| 12 | 1st Intra Semester Examination Sem-II, IV & VI | 10-25 January |
| 13 | Submission of T.Y. Projects | On or before 31st January |
| 14 | 2nd Intra Semester Examination Sem-II, IV & VI | 10-25 February |
| 15 | National Science Day Celebration | 28th February  |
| 16 | International Women’s Day celebration | 8th March |
| 17 | T.Y. Farwell  | 15th March |
| 18 | Semester End Examination (II, IV & VI) | 2nd April onwards  |
| 19 | Summer Break | 3rd May |
| 20 | Results of Semester II & IV | 5th May  |
| 21 | Admission to S.Y & T.Y | 7th May |
| 22 | Supplementary Examination | 27th May onwards  |
| 23 | Admission to F.Y | 1st June |

**Annexure-II**

1. Three staff members awarded Ph.D Degrees.
2. Anti-Plastic Campaign organised by NSS students.
3. Value Education Programmes organised by Chinmaya Mission and the Brahma Kumaris.
4. Blood Donation Camp organised.
5. *Shram Anand* organised by NSS volunteers for cleaning of the campus.
6. *Shushrusha* vector borne diseases awareness project.
7. *Bandhavya* school adoption project.
8. *Nandanvan-*Landscape project.
9. *Chaitanya* – March pass project.
10. Took students to attend all theD.D.Kosambi –festival of Ideas.
11. Study tours and field trips organised.