



Parvatibai Chowgule College of Arts and Science
(Autonomous)

Accredited by NAAC with Grade 'A+'
Best Affiliated College-Goa University Silver Jubilee Year Award



ANNUAL REPORT 2021-22

INTERNAL QUALITY ASSURANCE CELL
(IQAC)



INTRODUCTION

Parvatibai Chowgule College of Arts and Science is a premier educational institution in the State of Goa, offering courses at the Graduate and Postgraduate levels as well as Ph.D. programmes. Parvatibai Chowgule College is accredited by NAAC with Grade A+ (CGPA of 3.27 on a 4-point scale in the 4th cycle). Having been conferred with the autonomous status by University Grants Commission in June 2014, this college became the first autonomous college in the State of Goa. In the National Institutional Ranking Framework conducted by the Ministry of Human Resource Development (MHRD), Govt. of India for colleges across the country, our college was ranked in the Rank Band of 101-150 in the year 2018, followed subsequently by being in the Rank Band of 151-200 in the years 2019 and 2021. In 2017, the college was awarded „DBT Star College Scheme“ by Department of Biotechnology (DBT), Ministry of Science and Technology, Government of India, being the first college in Goa to receive grants under this prestigious scheme. Our college is honoured with the 'Best Internship Partner“ award by Goa Rugby Union at the Goa Rugby Awards 2018. Our College is categorized as 'Band A' institution (Rank between 06-25) in category of "Institutes and Colleges (Govt. and Govt. Aided)" in Atal Ranking of Institutions on Innovation Achievement (ARIIA) 2020 announced by MHRD, Government of India, in 2020. Our College has also been rated at „4.5 Star“ for undertaking various activities prescribed by Innovation Cell, Ministry of Education, Government of India to promote innovation and startups in campus during the IIC Calendar Year, 2019-20 and accordingly selected as a Mentor Institute under the Mentor-Mentee Program 2021-22 of IIC, MIC. Our college is the only college selected as Mentor Institute in the entire state of Goa. Since its inception, the College has always been at the forefront in educational innovation.

Presently the college offers undergraduate, postgraduate, postgraduate diploma, certificate courses and Ph.D. programmes in the Arts, Science and the Vocational streams. Today, the College offers twenty-three undergraduate and seven post-graduate programmes, some of these courses are unique in Goa. The various programmes offered at the undergraduate level in the Arts Stream are: English, French, Hindi, Konkani, Marathi, Mathematics, Economics, Geography, History, Philosophy, Psychology, and Sociology. Programmes in the Science Stream are: Biochemistry, Biotechnology, Botany, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics, and Zoology, and the Programme in Vocational stream is B.Voc. in Software Development. The various Post Graduate degree programmes offered are M.Sc. in Information Technology, M.Sc. in Analytical Chemistry, M.Sc. in Geoinformatics, M.A. in Geography, M.A. in Child Psychology and Child Development, M.A. in Hindi and M.A. in English. The various Post Graduate diploma programmes offered are Post Graduate Diploma in Computer Applications (PGDCA), Post Graduate Diploma in Geoinformatics and Post Graduate Diploma in Clinical Genetics and Medical Laboratory Techniques.

The College has state-of-the-art infrastructure. Science laboratories with facilities for research, multimedia-equipped auditoriums, classrooms, conference room, campus-wide Wi-Fi network, computer labs, web-based virtual infrastructure for teaching-learning (LMS-CLAAP/Google Classrooms, C-mail, Online Library), computerized library, well equipped faculty offices, FIFA accredited football ground with field turf, multipurpose



ground, gymnasium and fitness centre, sports medicine and physiotherapy centre, open-air seating arrangements, cafeteria, well maintained rest-rooms, spacious well-laid four-wheeler and two-wheeler parking grounds and offices for accounts and administration.

This institution also renders various support services that seek to provide motivation for students to excel. These support services include the Office of Information Technology, Estate Office and Mentoring Programme. The college has Memorandum of Understanding and collaborations with many foreign and Indian educational institutes. Under this, regular faculty and student exchange programmes are regularly initiated wherein the students can pursue their programme at a foreign University for a semester or for an academic year and can avail transfer of credits.

The College has remained committed to its mission of being an agent of change, assisting not only its stakeholders but also, through them, the community and the nation at large. The institution seeks to actively create well rounded students with positive values who go to become contributors to society.



COMPOSITION OF IQAC

W.E.F:- 01st September 2021 till 31st August 2023

S. N.	IQAC MEMBERS		CRITERIA'S
1.	Dr. Shaila Ghanti	Officiating Principal	Chairperson
2.	Mr. H.S.S.Nadkarni	Vice Principal	Coordinator
3.	Dr. Nandkumar N. Sawant	Professor	-Faculty Member
4.	Mr. V. C. Kumaresh	Associate Professor	-do-
5.	Dr. Ananya Das	Associate Professor	-do-
6.	Dr. Sameena Falleiro	Associate Professor	-do-
7.	Dr. Meghana Devli	Associate Professor	-do-
8.	Dr. Sachin S. Moraes	Assistant Professor	-do-
9.	Dr. Sanjay Gaikwad	Assistant Professor	-do-
10.	Ms. Suveena Tamse	LDC MACP-I	Office Superintendent / Manager
11.	Ms. Poonam M. Joshi	Librarian	-do-
12.	Cdr. Parijat Sinha (rtd)	Provost	Management Representative
13.	Mr. Dilip Kare		Local Society Representative
14.	Ms. Sabrin Shaikh		Student Representative
15.	Mr. Shekhar Nayak		Alumni Representative
16.	Mr. Lalit Saraswat	Co-Chairman CII Sustainability Committee, Founder Sancoale Technologies	Employer Representative
17.	Mr. Milind Anvekar	Member, National Innovation and Startup Policy (NISIP)	Industrialist Representative
18.	Mr. Nilesh Narayan Sinai Walwatkar	Head, Admin at TFS, Dabolim International Airport	Stakeholder Representative and Parent

Assisted by Ms. Bhavana Maharudra Sawardekar



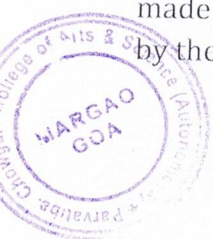
MAJOR ACHIEVEMENTS OF THE IQAC DURING THE ACADEMIC YEAR 2021-22

Criteria I: Curricular Aspects

Presently the college offers undergraduate, postgraduate, postgraduate diploma, certificate courses and Ph.D. programmes in the Arts, Science and the Vocational streams. Today, the College offers twenty-three undergraduate and seven post-graduate programmes, some of these courses are unique in Goa. The various programmes offered at the undergraduate level in the Arts Stream are: English, French, Hindi, Konkani, Marathi, Mathematics, Economics, Geography, History, Philosophy, Psychology, and Sociology. Programmes in the Science Stream are: Biochemistry, Biotechnology, Botany, Chemistry, Computer Science, Geography, Geology, Mathematics, Physics, and Zoology, and the Programme in Vocational stream is B.Voc. in Software Development. The various Post Graduate degree programmes offered are M.Sc. in Information Technology, M.Sc. in Analytical Chemistry, M.Sc. in Geoinformatics, M.A. in Geography, M.A. in Child Psychology and Child Development, M.A. in Hindi and M.A. in English. The various Post Graduate diploma programmes offered are Post Graduate Diploma in Computer Applications (PGDCA), Post Graduate Diploma in Geoinformatics and Post Graduate Diploma in Clinical Genetics and Medical Laboratory Techniques.

The Uniqueness is an integrated and holistic Curriculum that consist of four components aimed at developing global competency, soft skills, skills in employability, technology, research, value orientation and social responsiveness in students. The Components are; 1. Disciple Specific Core Courses & Disciple Specific Elective Courses 2. Foundation Courses 3. Extra-Curricular 4. Internship The other highlight is the Community Outreach Programme under the banner of Social Credits aimed at building a socially responsible citizen. The various components of the curriculum encompasses the synchronisation of the Vision-Mission of the College with the PO, PSOs Global, National and Local needs. The Curriculum is operationalized by using the Blooms Taxonomy that propels the design in establishment of precise and measurable outcomes relating to the PO's PSO's and CO's based on the OBE and LOCF vis-à-vis the T-L-E. The Curriculum is designed by involving all the stakeholders ultimately leading the students for their upward mobility in education/life or for the purpose of employment.

Apart from selecting and grooming well qualified faculty on continuous basis, Parvatibai Chowgule College also emphasizes outcome-based learning. Every year the curriculum is reexamined and revised by academic as well as industry experts. Faculty members taking various subject submitted Course Outcome (CO) reports based on the Continuous Assessment (CAs) and End Semester Examination. Record 100% students have shown confidence in the relevance of the syllabus 91.8% students also affirmed that they were made aware of the course objectives, Course Outcomes (COs), and Programme Outcomes by the faculty on a regular basis



Criteria II: Teaching Learning and Evaluation

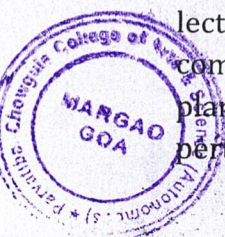
The students strength during the academic year 2021-22 was 1384 which has filled as per the sanctioned strength as per the Directorate of higher Education. The College strictly adhered to the reservation policy which included SC, ST, OBC etc. There number of girls exceed the boys to the ratio of 7:3

Teaching Learning Process: The faculty of the college has been using multiple methods of Teaching learning which ranges from flipped classroom to blended learning that has been researched All Faculty seamlessly transitioned into using Technology Enabled Learning during the COVID-19 pandemic by incorporating online methods of assessments and teaching methods,

facilitated by the CTL of the college. The four quadrant MOOC approach was adopted in the courses uploaded in the LMS. In view of the pandemic, besides using an LMS like Google Classroom and GMEET as the Video Conferencing S/W there was a need to encourage student interaction via various ICT Tools in the teaching-learning and evaluation process. Some of the ICT Tools that were used are: Mind Maps; Jamboard; StoryBoard; Powtoons; Poll Anywhere; G Suite Utilities.

Continuing the legacy of being pioneers on using cutting edge technology in the teaching-learning process since early 2000, the College uses ICT enabled tools and resources in its teachinglearning and evaluation process keeping in mind Educational Pedagogy. In view of this we can proudly say that 100% Faculty use ICT in theory Teaching-Learning, Evaluation and Academic Administration process. Most of the departments made use of ICT enabled teaching-learning and used tools like Google Classroom, Moodle, Jam board, Mentimeter and Smart Board that aid in effective communication and demonstration. Due to the pandemic, there was a need to transition into online modes of teaching, learning, and assessment. As the teachers of the institute are well versed with LMS, this transition was relatively easier and smooth. During the lockdown period, most teachers were able to complete the syllabi and conduct effective evaluation of students using various web tools like google forms and record lectures through OBS. The Faculty are also involved in contributing to the state level MOOC of DHE called Dishtavo.

One of the important components of this introductory segment is the Teaching Plan. Teachers make a Teaching Plan outlining the sequence of the 45/60 lectures that will be conducted for that particular course. From this year most of the Faculty uploaded their teaching plans in the DHE UMS Portal especially set up to monitor the adherence to teaching during the pandemic. They had to upload the overall lecture plan for the entire semester duration and then also mark attendance on the portal indicating the dates the lectures were taken. Monthly reports were sent by the College to the DHE to adhere to compliance wrt the same. Overall, this process of the Teaching Plan enabled the teachers to plan their semester systematically and helped students to access all the information pertaining to the course content in a single document. The College also insisted that



Course-related resources (Lecture notes, research articles, videos, weblinks) were also made available to students in an organized format through another separate template the College prepared and should be uploaded on the LMS. Hence, this allowed Faculty and students to access the resources as and when they were made available even in the pandemic.

Examination Process & Reforms

The examination cell performs all the functions related to examinations. These include scheduling of the examinations, preparation of relevant timetables, and conduct of all examinations. Subsequent to every examination, the records of all assessments made by teachers are analysed to prepare and declare the results on the official website of the college. Utmost secrecy is maintained in procuring and printing of question papers from respective faculties, to whom necessary guidelines are issued in advance via e-mail.

At the end of a programme, the entire results of every successful student, covering all the semesters, is then submitted to the Goa University for the award of the Degree.

Processes integrating IT

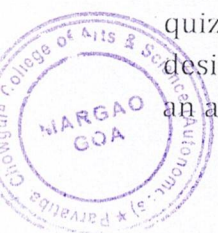
- The different methods of assessments are informed to the students well in advance through CLAAP, Google Classroom. All assignments are submitted via online mode.
- Centralized time table uploaded on the college website.
- Allocation of blocks to students and block supervisors.
- Processing of results
- Declaration of results
- Issuing mark sheets

Online examinations were conducted for odd semester during the academic year 2021-2022 on account of COVID-19.

Students Satisfaction Survey :

Based on the questionnaire formulated by the NAAC , the college conducted online survey . The major highlights were a)The survey shows that in 93.6% cases teachers have communicate effectively with the students . 99% students have expressed that the faculty come well prepared and 98.5% students said that efforts were made to explain concepts through relevant examples etc . The survey also reflects that in 97.6% times teachers understood students specific learning needs through competency tests etc .Keeping students engaged and interested in the subject and its discussion requires a variety of pedagogy

b) **Assessment Of Evaluation Process :** The College has a policy of conducting several Continuous Assessments (CA) and one final End Semester Examination (ESE). As a matter of policy each of the CA is conducted in different modes such as: written test, MCQ based quiz, assignments, projects, viva, research writing and presentation etc. Also each CA is designed to target a subset of the Course Outcomes for that particular subject and so also an appropriate assessment mode for those sets of COs is decided by the teacher and made



known to the students at the beginning of semester or with sufficient time in advance. Evaluation is done on a timely bases and the marks obtained by the students are shared with them for feedback and further discussion. 91.7% of respondents have recorded that the assessment done were fair . Nearly 98% responded have recorded that the marks obtained by them were shared with them by the concerned faculty . 96% of respondents have expressed satisfaction over the variety of assessment mode adopted by the faculty. Nearly 91.2% respondents think that the assessment made were a good test of what was taught during the interactions

Criteria III: Research, Innovations and Extension

The Parvatibai Chowgule College of Arts And Science has a well documented research policy, approved by the academic council and has been uploaded on the college website. The document highlights research policies to encourage research activity among faculty members and students. Some of the other policies developed by the college that are related to research includes; Research Ethics Policy, Consultancy Policy, Institutional Ethical Committee Policy, Plagiarism Policy and IPR Policy.

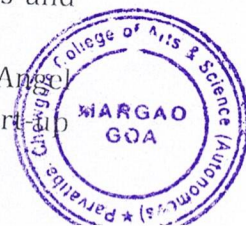
The college frequently conducts Seminars/Workshops/Talks on topics based on current research and scientific trends and encourages participation of the faculty and students in such programs so as to promote research and develop skills among the faculty and students. Besides, a course on research writing is already a part of the curriculum, wherein the students gain knowledge about the various aspects of research and related methodologies. During the year, the College organized a workshop on Scientific Research Writing, which comprised of sessions on Research ethics, Navigating and Citing articles and writing methods. A Research, Development and Innovation Cell has been newly constituted as per the guidelines of UGC to promote and encourage students and faculty to carry out research in emerging areas of Science, Technology, Languages and Social Sciences.

Parvatibai Chowgule College of Arts and Science established Institutions Innovation Cell (IIC), in the year 2018-19, with a Vision and Mission to foster the primary mandate of MIC to encourage, inspire and nurture young students by supporting them to work with new ideas and transform them into prototypes.

Activities are conducted regularly for students to be trained in becoming successful innovators by the IIC and Entrepreneurial Development Cell (EDC). In view of this, the IIC organized various workshops/seminars prescribed by MoE and MHRD Innovation Cell. Motivational sessions were conducted by successful innovators and entrepreneurs/start-up founders on the theme 'Inspiration, Motivation and Ideation'.

Besides, under the themes of 'Validation and Concept Development' and 'Validation and Innovation & Business Model Development' the activities conducted includes; workshop on entrepreneurship, IPR, Design thinking, Critical thinking, Business model canvas and field visits to CIBA.

Sessions on innovation/prototype validation, value proposition fit and business fit, Angel investment/VC funding opportunity, panel discussion with innovation and start-up



ecosystem enablers from the region/state and national level were conducted on the theme 'Validation and Start-up Development'

A self-driven activity like 'Young Innovators Fest-2021' was organized to provide a platform for the students to test/showcase their entrepreneurial ideas on campus.

Number of the following:

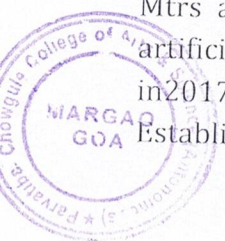
1. Research papers published - 5
2. Chapter in books- 8
3. Research projects- on going-09 and completed- 06
4. Workshops conducted- 14

Criteria IV: Infrastructure and Learning Resources

The core of any academic institution is to formulate a good curriculum supported by adequate infrastructure that would enhance the Teaching – Learning process. Following are the infrastructure for Teaching-Learning purpose:

- Seven Academic
- Blocks (A to G) and Library.
- Block A has 27 Laboratories, Blocks B to G have 47 classrooms and 5 Laboratories
- Out of which 37 classrooms and 25 Labs are equipped with LCD Projectors.
- The entire campus has Wi-Fi connectivity.
- Classrooms with smaller capacity to conduct Core/Elective Courses.
- Two Auditoriums with 140 and 90 seating capacities. The College has gone beyond to enrich the learning experience of the students by developing specialized centres:
- Centre for Teaching Learning: To educate faculty to integrate ICT in Higher Education effectively
- Central Research Lab: Centre for enabling students and faculty to carry out their practical and research, which require usage of specialized equipment and laboratory setup.
- Student Support Service: Comprises of Writing centre, Career and Personal Counselling centre, International Exchange Programme Office. Examination Cell: Being an Autonomous College, independent Examination Cell was established. All examination related works are carried out in this cell.

Auditoriums: Two air-conditioned auditoriums with capacity of 140 and 90 with area of 155.25 Sq Mtrs and 115 Sq Mtrs respectively developed in 2008 for various curricular and extracurricular activities. Quad: built in 2008, a multipurpose arena for cultural and sports events. (315 Sq Mtrs). The "Tiger Activity Centre" established in 2018-19 aims at providing space for extracurricular activities for staff and students. Tiger Multi Sports Courts: Facilities for Volleyball, Throwball, Tennis, Tennis court, Handball, and Basketball established in 2007, with an area of 1800 Sq. Mtrs and a pavilion of sitting capacity 500 persons. Artificial Football Turf: The first artificial football ground in India in 2006 which was recarpeted in 2017 with an area of 7000 Sq Mtrs. Tiger's Ghol – Indoor rubberized surface sports arena: Established in 2008 and has a surface area of 800 Sq Mtrs for Futsal, Badminton, Zumba,



Aerobics and Yoga Activities. Chowgule Sports Centre: Constructed in 2007 with an area of 1500 Sq Mtrs. This facility houses a fitness centre (900 Sq Mtrs), a tartan rubberized Athletic track (150 Sq Mtrs) and wooden floor facility (200 Sq Mtrs) for Yoga, Zumba, MartialArts and Aerobics.

Learning Resource Centre offers different service aiming to improve student experiences, including a physical space where students are able to find National and international magazines. Through the use of Computer and Mobile, students can access Library resources.

The Library has a collection of 48995 books. Library subscribes to 33 Journals/Magazines and 4 Newspapers. The Library has a rare book section which has 573 collections, CD/DVD 576. Library has 554 UG/PG dissertations. The library website offers Open access links to various reference tools. Under E-resources Library provides access to NLIST, EPW Archives, National Digital Library of India, E-Shodh Ganga, E-Shodh Sindhu, NISCAIR Open Periodicals Repository and old question Papers. The Library subscribes to NLIST (INFLIBNET) Database which provides access to almost 6293 Journals and 195809 EBooks. Apart from it, Library subscribes to 13 E-Books provided by Wonderslate Technologies.

Office of Information Technology (OIT): In 2008, a dedicated department was started to design and implement IT infrastructure. It is responsible for hardware and software design, development and maintenance. Online Admission System with Payment Gateway:- The cashless payment of fees an Integrated Payment gateway for Admission System was introduced from June 2017. The existing firewall, Cyberoam was upgraded in 2019, to Sophos-SG430, which supports 700 congruent users with better Internet speed and high security. The College has its own centralized information software system for Administration and Academic Management. A new high speed thermal printer was installed in June 2018. An Upgrade of the WiFi infrastructure was done on January 2018 by replacing 5 routers (with 2Mbps) and adding 2 Enterprise Router with high speed and higher configuration (1Gbps). The present Internet Bandwidth is 120 Mbps. Audio-Visual room with state of the art Interactive Smart TV was added. Server/Storage/Intranet: Separate NAS (Network Access Storage) 4 TB and 2 TB mirroring NAS for storing digital media of events. UPS: Replacement of UPS was done in 2017 and 2020. Currently it has 40 KVA systems to support power backup to the entire college for about 4 hours.

Utilization of Infrastructure: The College Timetable Management Committee prepares the timetable for the entire college including allotment of classrooms. Subsequently, the concerned department prepares the timetable to conduct practical in the Laboratories.

Other facilities have to be booked by the concerned faculty/student. Maintenance of the Infrastructure: Maintenance of Entire Campus Infrastructure is carried out by Estate Department of the College under the guidance of the Finance Committee and

Tender/Purchase



committee. a) Minor Maintenance process such as electrical/electronic items, gas-pipelines for Labs, Civil work etc, are done by getting quotations from different parties, scrutinised by Tender/Purchase committee. b) Major maintenance undergoes the following procedure: - The items/work to be purchased/carried-out is advertised for tenders in the local Newspapers and/or in the college website. - All the vendors are invited on the day of opening the tenders by the tender committee and are allowed to go through the tenders received. From the comparative statements prepared, the purchase committee decides with justification, the vendor to be given purchase/work order. As per the progress of utilization of the funds and the strategies adopted, the finance committee mobilize and optimize the resources utilized.

Criteria V: Student Support and Progression

To Support the students education the college always has promoted funding through government and non government scholarships. During the A.Y. 2021-22, 119 students Received scholarships through various agencies Blue Cross laboratories ltd and JSW Udaan Scholarship-Vidyasaarathi were the two prominent non government organization supported. Apart from this there are few inhouse scholarships and special scholarships for the SC, ST and OBC categories students.

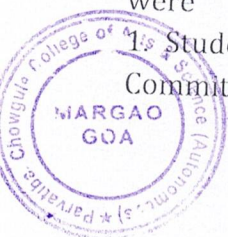
For overall development of the students especially capacity development and skill development multiple activities were conducted. 803 students were benefited through programmes like entrepreneurship developments like Entrepreneurial opportunities in Fermented Food technology, Photography Workshop, Financial Planning and Taxation etc.

Post Covid there has been fewer number of students opting for either higher education or for employment. During the A.Y 2021-22, 121 students seekd admission in higher educational Institutions (PG Programmes) and 102 were employed in various organizations / sectors.

The students have been appearing for arrears competitive examinations at the national and state level. 31 students cleared examinations like GATE, NET, SET, GPSE and Goa University entrance tests.

There were few cultural activities due to covid restrictions otherwise students did appear for some cultural competitions and won prizes. No. of cultural events organized by the college through various departments were 97.

Due to pandemic situation students were not permitted to be on campus hence there was no formal Student Council constituted. Though students did be part as members of the various committees of the institution. They were members of the following committees of the college, 1. Students Grievance Redressal Committee, 2. Collegiate Student Grievance Redressal Committee, 3. Internal Complain Committee (Standing Committee on Prevention of Sexual



Harassment), 4. Internal Quality Assurance Cell (IQAC), 5. Anti-Ragging and Students' Disciplinary Committee 6. NSS Advisory Committee

The Alumni of our college contributed and extended their support to our college through various departmental activities by conducting alumni-academic connect, talk on career, International yoga day, Induction programme and webinar on Opportunities for Students in Digital World.

Criteria VI: Governance, Leadership and Management

The governance is introspective thoroughly leadership, institutional planning and development and preparing specific strategies that is directed towards holistic development of the institution. Governance forms the basis of the institutional building therefore this organisation has a comprehensible vision and mission. Aiming to be an institution of national repute there has been focus on providing relevant curriculum through contemporary programmes courses, promoting research and providing opportunities for skill development, liasoning with stake holders, streamlining and monitoring administrative processes, need based infrastructure development for creating conducive learning environment and plan the financial management.

Some of the programmes and courses have been unique to the state of Goa and India like academic writing and compulsory internship. The non evaluative credits (NEC) help the students to develop self confidence and professional outlook. It also enables the students to be sensitive to social and environmental issues through community outreach programmes.

Various committees and bodies of the institution work in synergy to achieve institutional goals and subsequently the perspective plan. The academic bodies like Academic council and Board of Studies have focused on enhancing the academic quality of the programmes whereas the academic audit ensures the academic rigour and effectiveness like wise teachers as coordinators as various committee ensure implementation smooth functioning of the organisation.

Various academic and administrative positions to assist effective functioning of the college. For the administrative affairs, the principal is assisted by two vice principals for administrative affairs. Since autonomy demands deeper engagement of academic matters, Deans were appointed to look into the planning and functioning of qualitative matters of academic programmes. This is reflection of decentralization management to ensure smooth functioning. Subsequently, it was prudent to have functionaries and statutory committees to co-ordinate specific activities. Accordingly, co-ordinator for international exchange Programme, Placement Officer, coordinator for PG Programmes and co-ordinator for student affairs, were also appointed. Their roles and responsibilities were well defined. This controller of examination is responsible for smooth conduct of examination, formulating guidelines for examinations and timely declarations of results. Co-ordinator of Student Affairs monitors



the student related activities and supports their welfare measures in the college. The other initiatives include Centre for Teaching – Learning, Academic Industry Interface, Innovation and incubation cell, Institution Innovation Council (IIC-MHRD), The coordinator for International exchange Programme works for promoting international collaborations, academic credit transfer, co-ordination of student exchange Programme, hosting of international faculty on the campus. The management has also appointed HR for smooth liaising between the principal and the management.

This college is managed by the Chowgule Education Society (CES) as an aided and self financed institution. All the crucial decisions are taken by the executive management committee of the CES.

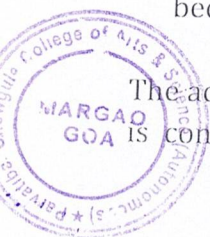
The organogram depicts the current organizational structure. The Provost and Principal are the academic & administrative head - responsible for academic & administrative functioning, finance and institutional growth. They are supported by Vice Principal, Deans and head of the Departments. The IQAC ensures quality in institutional development. The Controller of Examinations is responsible for the conduct of the end semester examination and publication of results on time. The Director of physical education is responsible for participation of students in sports events, functioning of the students clubs activity and students' affairs. The Librarian takes responsibility for maintenance and Upgradation of library resources and facilities. The Office Superintendent coordinates the functioning of the administrative staff for work allotted to them. There are other student support department that are managed by respective faculty. The management has appointed a cadre of staff : HR, Estate Officer, Internship officer. Purchase officer and accountant to assist and ensure smooth functioning of the autonomous college.

College has several welfare measures for the staff to develop and upgrade their professional and administrative competency.

Welfare schemes for academic and research Enhancement

1. Duty Leave for attending conferences and seminars 2. Financial support to attend workshops and present research papers at conferences /seminars 3. Free wi-fi facility on campus and email address using the domain name of the institution are provided to all the staff members. 4. Research cubicles and specialized labs for research 5. Sabbatical leave and study leave to Pursue PhD. 6. Duty leave and financial support for faculty accompanying students under international exchange Programme.
2. Welfare schemes: Wellness and financial 1. Group Insurance schemes. 2. Child care Leave 3. Availability of Loan facility through Madgaon School Complex. 4. Awareness programmes for Teaching and Non-Teaching Staff especially health and wellness 5. Commutation of Pension. 6. Reimbursement of fees and medical bills 7. Workshops and training Programmes for teaching staff on Wellness. 8. Earned Leave encashment. 9. Concession in fees for fitness center and physio center. 10. Reimbursement of medical bills and tuition fees. 11. Safety gadgets to staff working in laboratories. 12. Separate bed rest rooms facility, teaching and non-teaching staff.

The accounts are audited regularly by the internal and external auditors. The internal audit conducted annually by Marathe Rao and Swaroop, a firm of chartered accountants



appointed by the Chowgule Education and Society. The external audit will be conducted by the state government auditors covering the grants received from the State government. The mechanism for internal and external audit adopted by the College is as follows. The accounts department of the College prepares the statement of accounts which is sent to the firm of chartered accounts for the purpose of conducting the audit. The firm subsequently deposes personnel to verify the authenticity and admissibility of the recorded transaction and the correctness of the records. Subsequently to this the audit report is prepared by the firm and given to the College. The audit statement reports that the auditors have obtained all information and explanations required for the purpose of the audit, that proper books of accounts as required by the law have been kept by the College, and that the Balance Sheet and Income & Expenditure accounts are in agreement.

For the government grants received, the Principal, in consultation with the management, is responsible for planning and assessing expenditure for college/department/activities as per the pattern of assistance. Each of the Departments submits a list of requirements. After scrutiny, tenders are floated in local dailies. Interested manufacturers/suppliers send their quotations within 15 days of the advertisement. A date is fixed for opening of tenders. Interested parties/suppliers are invited to be present for the opening of tenders. Once the tenders are opened the concerned departments have to prepare comparative statements. In case no party or less than three parties have quoted under a particular head quotations are sought from other suppliers. After preparing the comparative statement, the same is scrutinized and signed by the purchasing committee and orders are placed accordingly. There is separate budget allocation for library and department of physical education. The Principal allocates department wise budget for the purchase of books and journals. All the funds generated are accounted and audited.

The management has formulated a clear cut policy document for receiving donations from Philanthropist and other agencies.

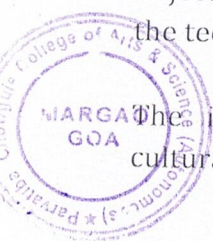
Criteria VII: Institutional Values and Best Practices

Highlight the curricular and co- and extra-curricular activities promoting gender equity and sensitization and the facilities available for women on campus (within a maximum of 200 words).

Curricular and Co-curricular activities conducted for promotion of management of wastes

Also, The Institution offers a Skill enhancement course on '**Waste Management Techniques**' and Generic elective course on '**Vermicomposting technology**' with the objective of understanding the importance of waste management and familiarizing with the techniques involved.

The institution has always been at the forefront of sensitizing students to the cultural, regional, linguistic communal and socioeconomic diversities of the state and the



nation as evident from the activities conducted:

Cultural

- French Quiz - Cultural Diversity of France
- Club Carpe Diem poetry Sessions
- Lets go Gourmet: Cultural Cullinary Fusion of Goan and Western Cuisine
- Awareness- Mental health
- Christmas Celebration
- Eid Celebration

Regional

- 'ParvatiVachanMandir
- World Autism Day
- Pride Parade
- Excursion to Anscstral Goa
- Heritage Walk
- Goenkarponn', Goancultural event
- Portuguese Day
- Goa liberation day
- 'Birth Anniversary of ShennoiGoembab', Konkani writer and activist

Linguistic

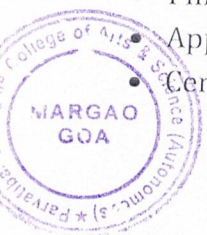
- Poetry recitation programs such as:
 - a) 'KavyaSandhya' for Hindi
 - b) 'Shrawandhara' for Marathi
 - c) 'VachanMandir' for Konkani
- Language days are observed such as:
 - a) 'Hindi Saptah'
 - b) 'Marathi Bhasha Divas'
 - c) 'Srujanutsav', a weeklong festival of creativity in Konkani
 - d) 'Shakespeare', an English literary festival

The institution sensitizes the students and the employees to the constitutional obligations about values, rights, duties and responsibilities through various curricular and extra-curricular activities.

Curricular activities

The curriculum offers courses as a small step to inculcate constitutional obligations among the students such as:

- Introduction to Constitution of India
- Gandhian Economic Thought
- Moral Philosophy
- Practical Ethics
- Value Education
- Philosophy of Human Rights
- Applied Philosophy
- Certificate course on Legislative Assembly.



Extra-curricular activities

- Institution celebrates national festivals and invites eminent personalities to emphasize on the duties and responsibilities of citizens through talks.
- Staff and students participate in the national celebrations, flag day, Gandhi Jayanti, Constitution Day, take oaths and pledge for the cause of the nation.
- The institution conducts awareness campaigns, orientation programmes, seminars and workshops to sensitize the future leaders to inherit human values coping with the constitutional obligations.
- Various community outreach programme activities are conducted for inculcating values for being responsible citizens as follows:
 - Constitution Day
 - Mega Food distribution Drive
 - Responsibility & Duty Young Inspiratory Network
 - Book Bank Drive
 - Clothes Collection Drive
 - Anna Dan
 - World Autism Day
 - Awareness on Geriatric care, Blood Donation
 - Matdaan Ek Adhikar – Swarachit Haykukavita Sadrikanan
 - Awareness on Election By Poems
 - Visit To Old Age Home

Institution celebrates national and international commemorative days, events and festivals.

NATIONAL DAYS

- **Independence Day** Institution encourages students to remember the national leaders through NCC parade, Flag hoisting, singing of patriotic song and street plays.
- **Gandhi Jayanti** wherein pledge is taken and all students and staff actively participate in the 'Cleanliness drive - Shramdaan' conducted on campus.
- **RashtriyaEktaDiwas** wherein pledge is taken and talks on the unity are conducted.
- **Constitution Day** The preamble was read and a brief talk about the 'rights and duties and their relevance in our lives' were conducted followed by pledge taking.
- **Voters Day** wherein the students are made aware about their duties and rights as a loyal citizen.
- **Republic day** the celebration includes the marathon, NCC parade, flag hoisting, singing patriotic song and spreading a warm message of nationalism.

Other important events includes:

French Cultural Day, Minerals & Fossil Day under Azadi Ka Amrit Mohatsav Goa Liberation Day, Marathi Bhasha Diwas, **International Yoga Day**, **Other important events includes:** World Mangrove Day, World Philosophy Day, Women's Day, World Day of Portuguese Language, Latin Day, Celebrating Shakespeare



The plan and achievement (2021-22)

SN	ACTION PLAN	ACTION TAKEN
1	Improve library services :	1. Open access library 2. Separate reading room and reference section. 3. Library Portal 4. Computer for accession of books and reservation of books.
	Providing better services and constantly upgrading the library would be the focus.	
a	Upgrade digital usage in library services	Updated INFLIBNET and N-LIST under library
b	Library to conduct various activities like Book exhibition, quiz competition etc	Book Exhibition
		Quiz Competition
		Book Fair
c	Create spaces in the library like separate reading room and reference section	Separate reading room and reference section
d	Develop a special section on Goa and rare collection of books (like Manuscripts, Vedas etc).	Special section on Goa and rare collections of books
2	Enhance teaching learning Process.	
a	Conduct of faculty Development Programme for the faculty.	Workshop On Outcome Based Education (OBE)
		Workshop on OBE Mapping
		Workshop on Framing & Attainment of Outcomes
		Workshop on Formulation of Assignment topic & structure of academic writing
		Workshop on Blogging As A Knowledge Sharing Tool
		Webinar on Reflective Teaching
		FDP on OBE: Assignment and Attainment of Courses and PO
b	Intervention by the IQAC to mentor new appointed faculty.	Workshop On Outcome Based Education
		Workshop on Blogging As A Knowledge Sharing Tool
3	Engagement and interaction of the college with various stake holders	Invited Alumni for talks and interaction with students.
	There needs to be constant dialogue with stake holder (Industry, parents, alumni)	Alumni in Board of Studies (BOS) Parents Feedback taken
a	Community Outreach Programme	Clothes contribution and Distribution Drive
		Book Bank Drive
		Andan Drive
		Matruchaya (An Orphanage): Providing groceries and financial assistance.



		<p>Training the weaker section kids under Scratch Programming to further train other students.</p> <p>Visit to Matruchya (An Orphanage) and Old age home</p> <p>Awareness programmes on diabetes, health and mental issues, maintenance of hygienes, importance of blood donation, kitchen waste disposal and its composts, snakes, first aid, single use of plastics, mangrove clean-up drive, Beach cleanup, menstrual and on TB)</p>
b	Alumni - Academia Connect	<p>MS. Samita Sethi was invited as resource person for International Yoga Day</p> <p>Prof. Allan Abreo was invited as resource person for the Induction programme of Department of Computer Science.</p> <p>Ms. Neha Pai Dukle, Ms. Ramya Warriar, Mr. Dion Rodrigues, Ms. Nikita Narvekar, Ms. Dashmi Phal Desai were invited as resource person to deliver a talk on Career</p> <p>Mr. Abhay Mishra was invited as a resource person for the webinar on opportunities for students in Digital world.</p> <p>1. The department of Geology held an interaction with the alumni of the department spanning over two days. Several alumni, who are serving in various subject related industries / research institutes and have gained prominence, interacted with the current students, providing them with valuable inputs as regards taking up careers in geology related fields.</p> <p>2. In view of suggestions received from faculties on many occasions, a need was felt to reorganize the credits allotted to subjects like mathematics, Academic Writing and research Writing. Most suggestions were based on performance of the students in these courses over the past years.</p>
c	Academia- Industry interaction	<p>1. Encouraging faculty to write a research proposal to various research funding agencies.</p> <p>2. Motivating faculty to participate in research related workshops.</p>
4	Research , Consultancy and innovation	<p>1. Taking periodic review of completion of research projects.</p>
	There has been a constant effort to improve the quality of research and faculty involvement in consultancy and innovation.	
	Facilitating faculty to complete research	

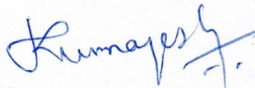


		2. Facilitating faculty to avail special leave to complete their Ph.D.
b	Emphasis on quality publications. (WOS, Springer, Scopus, Sage)	1. Organized workshop on Scientific Research Writing for students. 2. Total no of publications Indexed in Scopus/ Web of Science - 5
	Criteria I	
5	Review of the Curriculum	Major Review of curriculum was undertaken in 6 departments
	Criteria II	
6	Frame mechanisms for Quality Enhancement and Effectiveness of TLE methods used by Faculty	Workshop on How to Flip Classes Workshop on Flipped learning -A focused learning Workshop on Blended Learning-A focused learning Workshop on E-portfolio Workshop on Blooms Taxonomy
7	Enhance TLE Skills : Organize and conduct training programmes in various areas like usage of new ICT tools, MOOCS	Workshops conducted for new Faculty on TLE methods are as mentioned in point no. 2 above; Faculty were encouraged to take up MOOCs via SWAYAM NPTEL
	Criteria III	
8	Increasing quality publications and encouraging projects and innovation activities.	1. Total no of publications Indexed in UGC Care List - 09 2. Total no. of ongoing research projects - 15 3. Activities organised on Innovation -15
	Criteria IV	
9	Building : Maintenance	Adequate maintenance work of the building was carried out.
	Criteria V	
10	Website needs to be dynamically updated	Website is updated.
11	Motivate students to participate in National level competitions-min. one team from each department /year from each dept.(IIC, Sports and Cultural events)	Due to pandemic students were not involved herein.
	Criteria VI	
19	Conduct workshops ◦ Newly appointed faculty: standard methods of teaching- learning and evaluation.	Total workshops by IQAC were 14. Workshops conducted for new Faculty on TLE methods are as mentioned in point no. 2 above; Faculty were encouraged to take up MOOCs via SWAYAM NPTEL
	Departmental SWOC and preparing perspective plans	Departmental meetings conducted to analyses SWOC and academic planner being prepared.

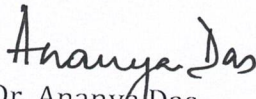


Action Plan 2022-23

- a. Preparing for adoption of NEP:
 - i. Initiate the process of forming cluster HEIs and sign the memorandum of Understandings.
 - ii. Meetings and brainstorming sessions on highlighting the guidelines of NEP 2020 with Planning and Evaluation committee, IQAC committee, HODs and faculty members.
 - iii. Revising the course structure based on cluster HEIs.
- b. Introduction of New Generic Elective Courses in Sync with NEP:
To introduce more Generic elective courses.
- c. Alumni Connect:
 - i. Formation of Alumni Association.
 - ii. Alumni talk at department level.
 - iii. Annual alumni meet at the college level.
- d. Academicia Industry Connect: Increase the no. of industry linkages to improve internship programme.
- e. Implementation of OBE: POs for PG programme: Revision of Course Outcome for all courses offered.
- f. CO/PO attainment for UG Programmes: Implementation of Outcome Based Education (OBE) with attainment for all 3 years (UG).
- g. Execution of Academic Bank of Credits (ABC):
 - i. Awareness program about Academic bank of Credits (ABC) to faculty and students.
 - ii. Opening ABC accounts for the students completing online courses (SWAYAM etc)
- h. Institutional Development Plan: Preparation of Institutional Development Plan involving the various committees, HODs and faculty.
- i. Faculty Development Programme (FDP):
 - i. FDP on Teaching Learning and Evaluation methods for newly recruited faculty.
 - ii. FDP on OBE and its implementation.
 - iii. FDP for non teaching staff.
- j. Mentoring:
 - i. Mentor-mentee meetings on regular basis to be conducted.
 - ii. Report to be analysed and action to be taken based on the report.


Shri Kumaresh V.C.
IQAC Coordinator




Dr. Ananya Das
IQAC Chairman