Parvatibai Chowgule College of Arts and Science

Autonomous

Accredited by NAAC with Grade 'A' (CGPA Score 3.41 on a 4 Point Scale in 3rd cycle)
Best affiliated College-Goa University Silver Jubilee Year Award

Academic

and

Administrative

Audit

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ANNUAL
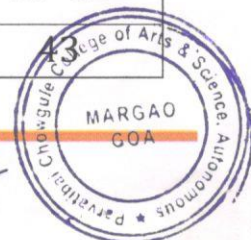# ACADEMIC AND ADMINISTRATIVE AUDIT
REPORT (AAA)

2018-2019

Academic and Administrative Audit (AAA)
Parvatibai Chowgule College of Arts and Science (Autonomous)
2018-2019

Parvatibai Chowgule College of Arts and Science (Autonomous)
Academic and Administrative Audit (AAA)
2018-2019

I. INTRODUCTION:

Monitoring and evaluation of the institutional processes require a carefully structured system of internal and external review. Academic and Administrative Audit (AAA), are very essential for the excellence in Higher Education. These are interrelated concepts. Thus, in order to have a quality oriented academic, there should be a strong administrative background. The College conducts audits of both these processes by internal audit committee annually and by external audit committee periodically (after 3 or 5 yrs) as required by NAAC.

A) *Academic Audit*: - Academic audit can be understood as a scientific and systematic method of reviewing the quality of academic process in the institution. It is related with the quality assurance and enhancing the quality of academic activities in HEIs. The input obtained is discussed in the IQAC and necessary measures to incorporate suggestions are taken care of, in the annual action plan of the Deans and IQAC.

B) *Administrative Audit:* It can be defined as a process of evaluating the efficiency and effectiveness of the administrative procedure. It includes assessment of policies, strategies and functions of the various administrative departments which control of the overall administrative system. The input obtained is discussed in the IQAC and suggestions are recommended to the college committees.

II. MAJOR OBJECTIVES:

1. To understand the existing system and assess the strengths and weaknesses of the Departments and Administrative Units and to suggest the methods for improvement and for overcoming the weaknesses.
2. To identify the bottlenecks in the existing administrative mechanisms and to identify the opportunities for academic reforms, administrative reforms and examination reforms etc.
3. To evaluate the optimum utilization of financial and other resources.
4. To suggest the methods for continuous improvement of quality keeping in mind criteria and reports by NAAC and other bodies.

III. PROCESS OF ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) CONDUCTED:

The college has devised protocol for conduct of AAA considering the achievement of the main objectives laid down by NAAC to ensure quality. The IQAC and the Deans play a vital role in conducting this process effectively. As per the requirements of NAAC, internal exercise of Audit is done every year and AAA by External committee is done once in three years or five years.

The AAA was conducted by the Deans and IQAC members. Panel of external experts were selected on the basis of their credentials such as academic distinctions, experience as reviewer on NAAC or similar credentials. The process of AAA followed at Parvatibai Chowgule College is described below:

A) *ACADEMIC AUDIT*:

☐ Duly filled 'Audit Forms' were submitted Course wise by each Course faculty. Documentary evidences to support data in Audit form was given by Course faculty to the head of the department at the end of every semester/year.

- Verification of the forms and evidences furnished by all Faculty members was done by Head of the department/ Department faculty council (DFC).
- 'Verification report' and Soft copies of all audit forms (course wise) were then submitted by Head of the department to Dean's office.
- Dean of respective faculty discipline scheduled Audit meetings to Conduct Academic audit which involved one-to-one interaction with each faculty member department wise.
- After the department audit process was completed, each Dean Prepared annual report of specific Faculty discipline.
- All Deans then compiled data from all four faculty disciplines, to draft annual Institutional 'Academic Audit Report'.
- 'Academic Audit Summary Report' of 'Observations and Suggestions' was made by the Deans.
- Dean's consolidated report indicating observations, examples of exemplary practice, noting of areas for improvement and suggestions was then submitted to the Principal/IQAC coordinator.
- Academic audit report was also placed before the Academic council.

B) ADMINISTRATIVE AUDIT:

- Administrative Audit was conducted by 'Internal Administrative Audit committee' comprising of IQAC members/senior teachers/ administrators. Selected by the Principal and IQAC coordinator.
- The Administrative audit process focused on looking into the functions of the various administrative departments which control the overall administrative system.
- It was verified with documentary evidences from Administrative block, Estate officer, Student activity coordinator, Principal's office etc. Wherever necessary site visits were conducted.

☐ Based on the findings, 'Administrative Audit Report' was prepared and necessary recommendations were made to improvise the administrative processes.

C) EXTERNAL EXPERT REVIEW:

☐ On Completion of the Internal Academic and Administrative Audit, the Principal and IQAC coordinator convened meeting of panel of External Experts.

☐ External Experts were selected on the basis of their Academic Distinction.

☐ The Institutional 'Academic Audit Report' and 'Administrative Report' was discussed and deliberated by the panel of External Experts, with all necessary documentary evidences supporting the report.

☐ Academic and Administrative 'Summary Report of Observations and Suggestions' was made by the External experts.

☐ The outcome of AAA was placed before Governing Bodies (GB) for deliberations.

☐ The final decisions/suggestions were then conveyed to the all faculty members by Principal.

☐ Plan of action with necessary means of improvement was made by IQAC/Deans, for implementation.
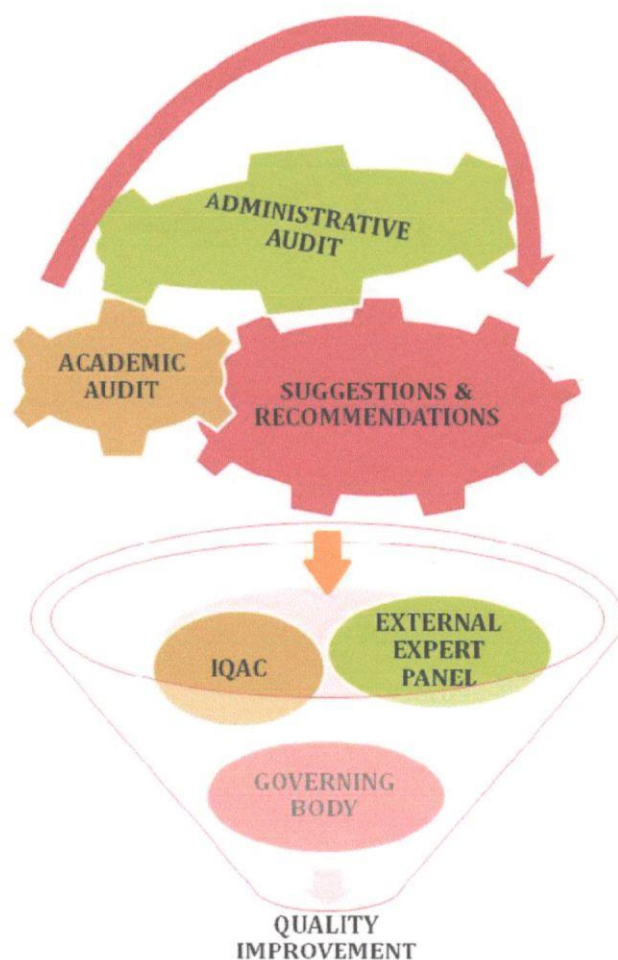
	AAA COMMITTEE 2018-2019		
Sr. No.	Name	Designation /Academic Distinction	
1.	Dr. Nandkumar Sawant	Principal, Parvatibai Chowgule College Associate Professor/NAAC Assessor.	ACADEMIC AUDIT COMMITTEE MEMBERS
2.	Dr. Debashish Mazumdar	Dean- Faculty of Social Sciences	
3.	Dr. Nandini Vaz Fernandes	Dean- Faculty of Life Sciences	
4.	Dr. Hanumant Chopdekar	Dean- Faculty of Languages and Literature.	
5.	Dr. Sameena Falleiro	Dean- Faculty of Physical & Earth Sciences	
Sr. No.	Name	Designation /Academic Distinction	
1.	Dr. Nandkumar Sawant	Principal, Parvatibai Chowgule College Associate Professor/NAAC Assessor.	ADMINISTRATIVE AUDIT COMMITTEE MEMBERS
2.	Shri. H S Nadkarni	Vice-Principal & IQAC Coordinator	
3.	Shri. Ian Barretto	Controller of Examination and IQAC member	
4.	Dr. Nandini Vaz Fernandes	Dean- Faculty of Life Sciences and IQAC member.	
5.	Dr. Devashish Bagchi	Director- Physical Education and Coordinator of Student affairs and IQAC member.	
Sr. No.	Name	Designation /Academic Distinction	
1.	Prof. V Shirgurkar	NAAC Assessor/ Educationist/Advisor to Symbiosis University/Pune University.	EXTERNAL EXPERTS: ACADEMIC & ADMINISTRATIVE AUDIT
2.	Prof. Bhaskar Nayak	Ex-Director –Directorate of Higher Education, Govt. Of Goa , NAAC Assessor.	
3.	Prof. K Priyolkar	Professor, Goa University. Academic Council member- PCCAS	

[v]

ANNUAL ACADEMIC AUDIT REPORT
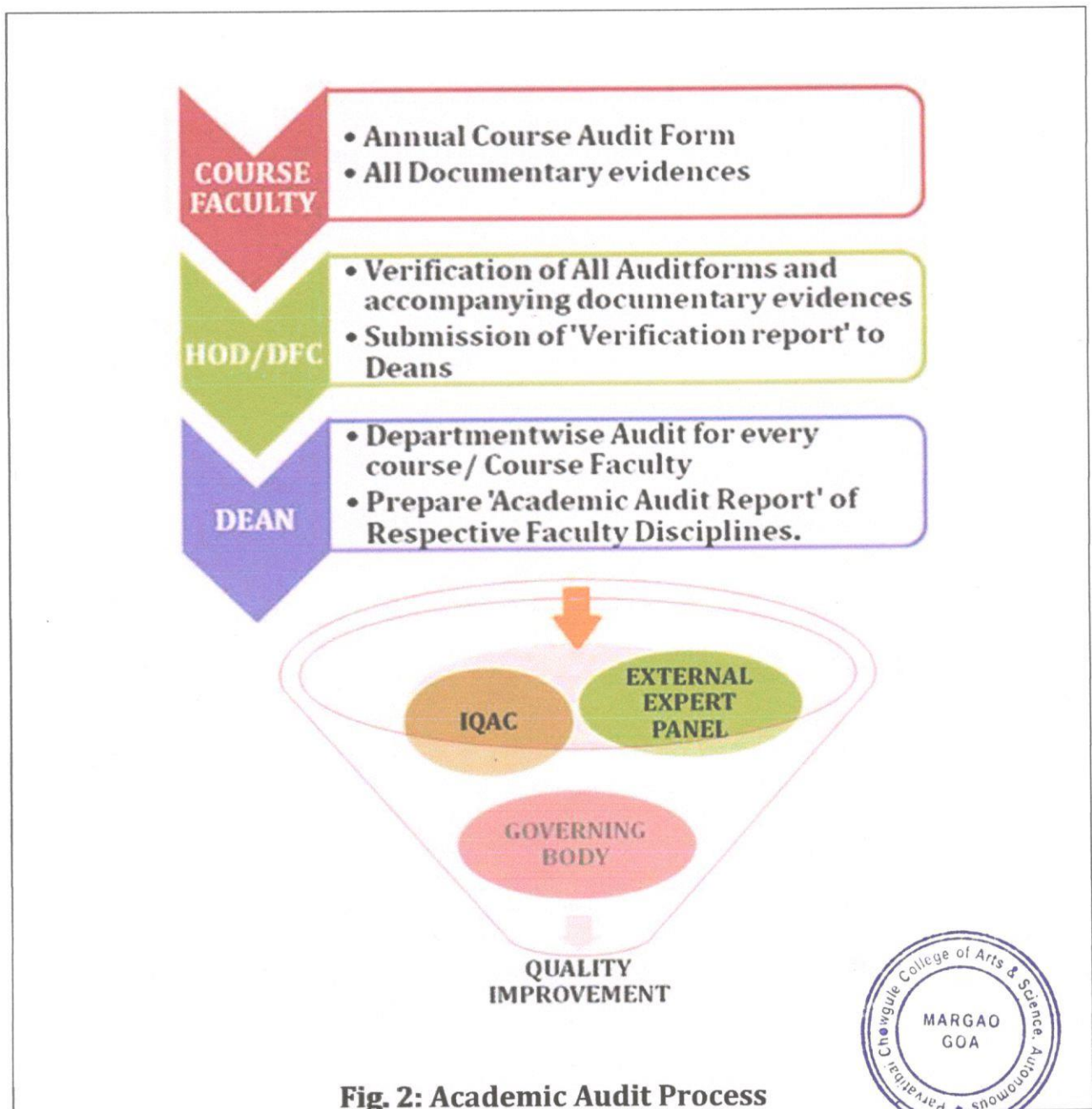# 2018-2019

Introduction:

In an autonomous Institution, it is essential to ascertain and ensure the **quality** of different academic processes. Academic Audit was conducted to check conformation by course faculty to the academic standards prescribed by the College. The academic audit encompasses verification of teaching-learning-evaluation processes, innovations and research done by individual teachers. It is aimed at checking if faculty members implement/incorporate the initiatives taken by IQAC/Dean/Principal to enhance the quality of Teaching-Learning-Evaluation processes.

Audit process:

☐ Duly filled 'Audit Forms' were submitted Course wise by each Course faculty. Documentary evidences to support data in Audit form was given by Course faculty to the head of the department at the end of every semester/year.

☐ Verification of the forms and evidences furnished by all Faculty members was done by Head of the department/ Department faculty council (DFC).

☐ 'Verification report' and Soft copies of all audit forms (course wise) were then submitted by Head of the department to Dean's office.

☐ Dean of respective faculty discipline scheduled Audit meetings to Conduct Academic audit which involved one-to-one interaction with each faculty member department wise.

- After the department audit process was completed, each Dean Prepared annual report of specific Faculty discipline.
- All Deans then compiled data from all four faculty disciplines, to draft annual Institutional 'Academic Audit Report'.
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- Academic audit report was also placed before the Academic council

COURSE FACULTY
- Annual Course Audit Form
- All Documentary evidences

HOD/DFC
- Verification of All Auditforms and accompanying documentary evidences
- Submission of 'Verification report' to Deans

DEAN
- Departmentwise Audit for every course/ Course Faculty
- Prepare 'Academic Audit Report' of Respective Faculty Disciplines.

IQAC

EXTERNAL EXPERT PANEL

GOVERNING BODY

QUALITY IMPROVEMENT

Fig. 2: Academic Audit Process

DEAN AND HEAD OF THE DEPARTMENT FACULTYWISE

1) *Faculty of Social Science:*

| 1	**Dr. Debasish Mazumdar**	**Dean – Faculty of Social Sciences**
2	Mrs. Sarita Naik Tari	Head – Department of History
3	Mrs. Rupali M Tamuly	Head - Department of Economics
4	Dr. Anagha Dicholkar	Head, Department of Geography
5	Dr. Sachin Moraes	Incharge- Department of Sociology
6	Dr. Debasish Mazumdar	Reporting Head for Incharge of Philosophy
7	Dr. Sobita Kirtani	Incharge, Department of Psychology
8	Ms. Bhavana Sawardekar	*Executive Secretary to Deans*

2) *Faculty of Languages and Literature:*

1	**Dr. Hanumant Chopdekar**	**Dean – Faculty of Languages and Literature** and Head – Department of Konkani
2	Dr. Sonia Fernandes	Head – Department of English
3	Mrs. Mitra Borkar	Head – Department of French
4	Mr. S. S. Adsul	Head - Department of Marathi
5	Mr. Pradeep Jatal	Head, Department of Hindi
6	Ms. Bhavana Sawardekar	Executive Secretary to Deans

3) *Faculty of Life Science:*

1	**Dr. Nandini Vaz Fernandes**	**Dean – Faculty of Life Science**
2	Ms. Amisha Pednekar	In-Charge – Department of Botany
3	Ms. Sarah Misquita	Head, Department of Biochemistry
4	Dr. Kanchana R	Head, Department of Biotechnology
5	Dr. Nandini Vaz Fernandes	Head, Department of Zoology
6	Ms. Bhavana Sawardekar	*Executive Secretary to Deans*

4) *Faculty of Life Science:*

1	**Dr. Sameena Falleiro**	**Dean – Faculty of Physical & Earth Sciences**
2	Mrs. Suchitra Bhat	Head – Department of Computer Science
3	Mr. Anand Masur	Head – Department of Mathematics
4	Mr. H.S.S. Nadkarni	Head- Department of Geology
5	Mr. Yatin Desai	Head- Department of Physics
6	Dr. Anagha Dicholcar	Head – Department of Geography
7	Ms. Bhavana Sawardekar	*Executive Secretary to Deans*
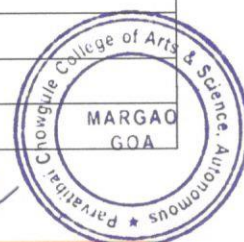
'ACADEMIC AUDIT REPORT' OF PARVATIBAI CHOWGULE COLLEGE OF ARTS & SCIENCE (AUTONOMOUS) (2018-2019)

The Academic audit process was conducted for all the courses of both Odd and Even Semesters of the Departments. The process was conducted after every semester by HOD/DFC at the department and Annual audit of both semesters by the respective Deans. The Academic Audit was conducted to check conformation by course faculty to the academic standards prescribed by the College, and included verification of the following:

1) Variance of contact hours prescribed by BOS and Contact hours actually engaged.
2) Whether all modules/units in the syllabus taught.
3) Number and types of Resources provided to the students on Moodle/Google Classroom.
4) Number and types of methods used in teaching-learning (pedagogies).
5) Number and types of modes of evaluation used.
6) Whether Marking Scheme (Rubric of Assessment) was uploaded on Moodle/Google Classroom.
7) Percentage of marks assigned in Higher-order questions in all assessment modes.
8) Date of conduct of assessments and date of declaration of results of assessments.
9) Details of the Laboratory Hours and Experiments/Lab-work conducted.
10) Whether E -Journal provided and marking scheme for assessment of practical work is maintained and disclosed to students.
11) Contributions Towards Innovations and Research
12) Feedback of the Course Coordinator/Students

OBSERVATIONS AND SUGGESTIONS

A) GENERAL INFORMATION: Courses of ODD and Even semester of 24 departments were audited. The process of Audit was done by respective deans of Faculty of Social Sciences, Faculty of Languages and Literature, Faculty of Life Sciences and Faculty of Physical and earth Sciences. A total of 458 courses were audited in the year 2018-19. The courses are either engaged by single course teacher or shared by two or more teachers. Information about number of teachers, students and course distribution is given in Table 1.

TABLE 1: GENERAL INFORMATION ABOUT THE COURSES AT THE DEPARTMENTS					
Name of the Programme		**BA and B.Sc**			
Odd and Even Semesters of 2018-2019		Audit Reports of Semester I/II/III/IV/V AND VI of all courses at the Departments.			
	Department	**Social Sciences**	**Languages & Literature**	**Life Sciences**	**Physical &Earth Sciences**
Teachers and student Strength	No of faculty members:	26	19	22	47
	No of students:	316	195	318	499
Course distribution	No of Courses Audited at each department	Odd Sem- 73 Even Sem- 72	Odd Sem- 52 EvenSem-54	Odd Sem- 44 Even Sem- 44	Odd Sem- 54 Even Sem- 65

B) AUDIT OBSERVATIONS AND SUGGESTIONS:

The data verified and audit process done was found to be satisfactory with respect to the above mentioned parameters. The observations and suggestions of major areas of teaching learning evaluation processes of the courses at Departments are reported herewith.
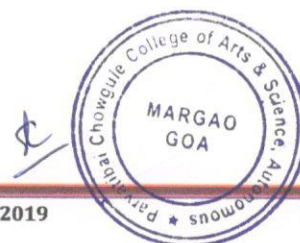
PART A: COURSE ENGAGEMENT

1) <u>VARIANCE OF CONTACT HOURS PRESCRIBED BY BOS AND CONTACT HOURS ACTUALLY ENGAGED</u>: This parameter is a reflection of engagement of all lectures and practicals by the Faculty members as is prescribed by the Board of Studies.

Observations: The number of courses audited from all departments was found to be satisfactory. However, incomplete data provided by some faculty members in 02 departments was a hindrance in data analysis of the report. m

- *Variance of 1- 5 lectures:*
  - Social Sciences: 44% of the courses.
  - Languages and Literature: 30.2% of the courses.
  - Life Sciences: 19.4% of the courses
  - Physical & Earth Sciences: 25.6 of the courses

- *Variance of more than 09 Lectures(for 3 credit courses) or 12 (for 4 credit courses):*
  - Social Sciences: 6.2 % of the courses.
  - Languages and Literature: 3.8% of the courses.
  - Life Sciences: 1.3 % of the courses
  - Physical & Earth Sciences: Nil (Data not submitted by two departments).

Suggestions on Class lecture engagement and variance observed:

The variance in odd semester was slightly higher due to administrative delay with respect of appointment of teachers for some courses. Nevertheless, the variance in the even semester was relatively less.

- However, in view of variance of more than 9/12 lectures comprising 20% of the lectures, the following suggestions are made:
    - Completion of all lecture hours allotted is essential. Course faculty needs to conform to the annual lecture plan prepared at the start of the semester.
    - If any lecture is cancelled on account of any eventuality, then the course faculty needs to take the responsibility of engaging extra classes to compensate for it.
- All faculty members need to cooperate in submitting the documents sought from time to time either as hard copy or soft copy, for the purpose of Audit by the Head of the department or the Dean's office. This will facilitate smooth functioning of audit and ensure complete data availability for the purpose of compliance and Quality check of Audit.

2) NUMBER AND TYPES OF RESOURCES PROVIDED TO THE STUDENTS ON MOODLE/GOOGLE CLASSROOM:

This parameter is indicative of facilitation of learning of students by teachers by making course resources available on website.

Observations: All Teachers upload course resourses on Google classroom (GC) or College moodle - CLAAP *(Chowgules Learn Anytime Any Place)* and periodically update the same. Also each department has tried to enrich its resources at the even semester. The types of resources provided by course instructors were as follows:
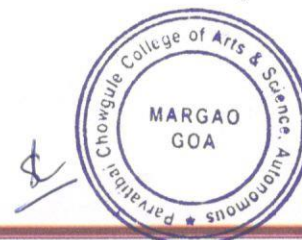
TABLE 2: TYPES OF RESOURCES PROVIDED FOR THE COURSES AT THE DEPARTMENTS	
	Different types of resources provided for Courses at Odd and Even Semester
Resources provided by Course coordinator/faculty	1. Worksheets 2. Ebooks 3. Concept Videos 4. Journal Articles 5. Link to open Course ware 6. Text books 7. Link to open Courses wares 8. Lecture notes on CLAAP/Google classroom 9. Instructional supplementary Videos 10. Audio-text 11. Online Questionnaires 12. Video Adaptations

Suggestions on Course Resources:

All departments need to provide more than 05 types of resources especially considering the rate at which subject knowledge gets added and keeps changing due to recent discoveries and innovations. This will benefit the students remarkably.

- Some teachers had not uploaded resources for every module. It is suggested to upload 100% of the resources on the CLAAP/GC.

- Most of the Resources uploaded are PowerPoint presentations of topics and only some teachers used variety of resources. Measures should be taken to increase the types of resources uploaded.

- Mandatory resources should include Class presentation PDFs or notes, Textbooks, E-Books, Videos, Journal articles or links to recent discoveries.

- Enhancing quality of Presentation is suggested. There is a need to monitor CLAAP resources for conformation to the standard format of our college for presentations.
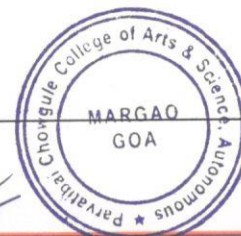
PART B: TEACHING -LEARNING PROCESSES:

Teaching methodologies adopted by the faculty-members should focus on developing skills in students besides giving information. To bring about effective learning, numerous pedagogies of teaching-learning should be adopted. The college has conducted 07 workshops with the objective of improvising T-L-E processes.

College has also taken initiative in Structuring Teaching learning processes in an Outcome Based Education framework. To facilitate this process 02 workshops were conducted for the faculty members. All courses across the departments were revised to align the Course Objectives, Programme outcomes as per OBE guidelines and incorporate feedback from stake holders.

TABLE 3: WORKSHOPS CONDUCTED FOR IMPROVING/STREAMLINING TEACHING LEARNING PROCESSES:		
1	Understand 'Blooms Taxonomy – For New Faculty members	3rd August 2019
2	Workshop on "Problem Based Learning " as effective mode of teaching-learning by Dean	20th December 2018
3	Workshop on "Flipped Classroom " by Dean	8th august 2018
4	Workshop on "Flipped Classroom " by Dean	09th January 2019
5	Workshop on 'Effective Lab Journal' by Dean	10th November 2018
6	E-Learning and MOOCs in higher Education by Centre for Teaching learning of College and GAD Centre of MHRD, GOI	14th January 2019
7	ICT in Education by Centre for teaching & learning of our college & dept. Of Extra Mural and Extension services, Goa University	9th March 2019
WORKSHOPS CONDUCTED FOR FACILITATING OUTCOME BASED EDUCATION FRAMEWORK		
1	Workshop on Outcome Based Education-I (To understand the OBE)	08th September2018
2	Workshop on Outcome Based Education-II (To reframe the COs and Pos)	25th and 26th Oct 2018

| TABLE 4: TEACHING-LEARNING PEDAGOGIES USED BY FACULTY MEMBERS	
	MODES OF TEACHING
Course coordinator/ faculty	1. Lecture method 2. ICT supplemented teaching. 3. Group Learning activities 4. Case Studies 5. Experiential Learning 6. Problem Based Learning 7. POGIL 8. Flipped Classroom 9. Field Based studies 10. Projects 11. Student Seminars 12. Group Discussions 13. Outdoor Activities 14. Lab Experiments

OBSERVATIONS:

Majority of the teachers mostly use traditional mode of teaching supplemented by ICT, interaction and group discussion. Innovative Teaching-Learning methods were adopted by teachers of 08 departments (Flipped classroom, Problem based Learning, POGIL, Experiential learning).

Suggestions on Teaching-Learning Processes:

- Need to aim at 100% teachers adopting more than 06 modes of teaching, including innovative methods focusing on developing higher order skills in the students.

- To bring about uniformity in the interpretation of the various teaching-learning methodologies, workshops on teaching pedagogies need to be conducted by 'Centre for Teaching learning' (CTL).

- Need to devise method to map COs and PSOs and POs to assessments for indicating achievement of these objectives.
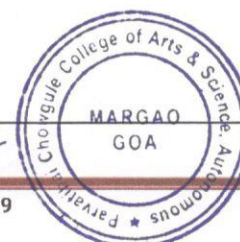
PART C: EVALUATION PROCESSES:

Audit of Evaluation Processes: This parameter is a reflection of quality of assessments done for the courses **taught**. The college emphasizes on use of multiple modes of evaluations to **cater** to the assessment of different types of learners. The college also encourages teachers to carry out research related to pedagogies of teaching-learning and evaluations. Both formative and Summative modes of assessments are untaken by the course coordinators. Freedom is given to the faculty to choose suitable modes of assessments as per the defined guidelines given by IQAC wherein the process and rubric of assessment is clearly defined.

INITIATIVES TAKEN:

To ensure consistency of modes and processes for assessments carried out by faculty for all courses across the departments, the following initiatives were taken up:

1. Policies/guideline documents were revised by the Exam Committee to streamline the process.
2. Handbook on Assessment modes prepared by IQAC was shared with faculty of all departments.
3. 16 modes of evaluation were standardized with well defined rubrics of assessments.
4. IQAC had organized two workshops for faculty members.

TABLE 5 : WORKSHOPS CONDUCTED FOR STREAMLINING EVALUATION PROCESSES		
1	FDP-Workshop on Modes of Evaluation – I	06.07.2018
2	FDP-Workshop on Modes of Evaluation – II	20.07.2018

OBSERVATIONS:

a) **Number of Assessments:** All departments conformed to the guidelines given by the exam committee with respect to conduct of continuous assessments(CAs), Semester/Term End examination(SEE) or Practical Assessments(PAs)

b) **Number and Types of modes of evaluation:** Most teachers used 04 modes of assessment. Some teachers did not adopt the standardized modes of assessment prepared by IQAC.

c) **Whether Assessment dates & modes declared in advance and uploaded**: Most teachers had uploaded all Assessment dates & modes on CLAAP or Google Classroom. However, some teachers had not uploaded documents and informed students orally, of which they had no record.

d) **Marking Scheme/Rubric of assessment for theory Uploaded:** Uploaded by teachers of three departments only. Some teachers did not Upload Marking Scheme for theory on CLAAP/GC.

e) **Percentage of marks assigned in Higher-order questions in the assessment**: Fair representation of higher order questions as per the guidelines of Exam committee was adhered to by all teachers. All teachers conformed to the required percentage of marks for Higher-order questions in the assessments. Generally **26%** of assessment relates to higher order of blooms taxonomy.

f) **Was the feedback on the assessment shared with students**: Yes.

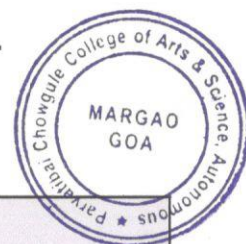g) **Whether E -Journal provided for practical based courses:** Yes.

TABLE 6: PASS PERCENTAGE OF STUDENTS				
Progra mme	Programme name	Number of students appeared in the final year examination	Number of students passed in final Semester /year examination	Pass Percentage
BA	Bachelor of Arts	159	96	60.38%
BSC	Bachelor of Science	246	169	68.70%

TABLE 7: AVERAGE PERCENTAGE OF STUDENT COMPLAINTS/GRIEVANCES RELATED TO EXAMINATION		
Number of complaints or grievances about evaluation	Total number of students appeared in the examination	Percentage
Odd - 02	1417	0.14%
Even - 01		0.07%

Suggestions on Evaluation methods:

- All teachers need to declare Assessment dates & modes in advance. Head of the departments need to ensure that the *'Assessment Date and Marking Scheme form'* given by College needs to be uploaded by each course faculty.

- Need to aim at 100% teachers adopting more than 05 modes of assessment.

- Faculty members of all departments need to adopt the rubrics of assessment given in the handbook of the IQAC. Workshop can be organized for new teachers on the same.

- There is a need to look into the modes / methods used for assessment of Practical courses by faculty members.

PART D: INNOVATIONS AND RESEARCH

College has made remarkable progress at streamlining the Teaching-Learning-Evaluation processes. Academic progress is reflected through the research, trainings, workshops, and standardization of processes. Contributions towards Innovations and Research at the College are summarized in Table 4.

TABLE 4: INNOVATIONS AND RESEARCH AT THE DEPARTMENTS

Sr.No	Areas	Describe Innovations/Research

1.	Innovation and research in Teaching-Learning Processes	**Major initiatives 2018-19:**
		• Teaching –Learning-Evaluation processes were strengthened.
		• Curriculum of all courses was revised to align with Outcome based Education Framework.
		• Revision of COs and PSOs was undertaken to to align with requirements of OBE.
		• Workshops were conducted to bring about consistency of T-L-E processes:
		   - Flipped classroom
		   - Problem based learning
		   - Effective Journal
		   - Blooms taxonomy in teaching for new teachers.
		• New Journal Format Implemented by some departments based on the workshop conducted and format provided.
		• Problem Based Learning, Cooperative learning strategies introduced and adopted by <u>08 departments</u>.
		• Received research funds from Directorate of **Higher** Education(DHE) on T-L-E processes:
		   - Research on T-L-E pedagogies.
		   - Use of ICT teaching-Learning.
		• 02 Research Papers were presented and published related to T-L-E processes.
		• Research publications and paper presentations on Education encouraged.
		• Ongoing research on:
		   - Assignment writing
		   - Practical Pedagogies
		   - ICT in Teaching
		   - Peer tutoring

2.	Evaluation Processes	• Adoption of Standardized Modes of assessment given by IQAC with defined rubrics by many faculty members. • Handbook on the Modes of Evaluations prepared by IQAC , was given to all faculty members. • IQAC Conducted 02 Workshops for Teachers on Evalu modes.

3.	Outreach Programme/ Processes	As part of Social responsibility, College carried out 75 community outreach activities at the Departments besides NSS /NCC. **Community Outreach Activities** |	2014-15	2015-16	2016-17	2017-18	2018-19
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Community outreach	16	23	29	55	75	
4.	Research Programme	- College initiated 05 new MoUs and multiple linkages with Industry and Research centers for internships and research. - Participation of faculty members for various conferences, workshops and seminars was encouraged. - College Awarded 'DBT Star College Scheme' Fund of 1.23 crore (06 Departments) by DBT, Ministry of Science & technology Govt. of India. - Conducted 12 innovative and interdisciplinary projects under DBT Star College Scheme. - Research Poster competition was held for all Third year students funded under DBT Star College Scheme. - 02 Minor research project were sanctioned - DHE-DST . Total 06 Ongoing projects for 2018-19. - Funds were received for conducting conferences/events from 03 Funding Bodies. - 09 books/chapters were contributed by teachers - 35 papers were published and 39 papers presented. - Streamlined research processes by formulation of 09 research promotion policies and related guidelines. - Constituted Institutional Ethics committee as per ICMR guidelines - Organized 04 workshops to promote quality research publication. - For promoting Quality research, Instituted certificate of appreciation and cash prize in the following category: Research publication with highest impact factor (Web of Knowledge); Authoring Book with ISBN; Felicitation of PhD Awardees; Felicitation of PhD Guide on award of PhD to student; Recognition of faculty with International collaborative projects or funding / Post doctoral Fellowships / Patents /Recipient of Awards. - Established 'Central Research lab'.

Academic Year	Papers published	Papers presented	Conferences/ seminars workshops organized	Conferences/ seminars workshops attended	Faculty as resource person	Books authored/ edited/ chapters	Extension works	Community outreach	Research projects
2018-19	35	39	41	50	44	09	45	75	06
AVERAGE	28.5	31.8	29.5	43.3	40.3	8	39.3	37.7	5.7

5	Faculty Major achievements	*Honours and recognitions received by teachers*:

Honours and recognitions received by teachers:
- Dr.Nandkumar Sawant – 2 Awards (Educational leadership award & Devang Mehta National Educational award)
- Dr. Hanumant Chopdekar – 2 Awards (National Urmi Kavya Puraskar and Late. Padmaja Naik Gavnekar Memorable Research Award)
- Dr. Shaila Ghanti - Appreciation certificate for the contribution as Convener of Institutions Innovation Council.

PhD Guideship:
- Dr. Nandini Vaz Fernandes – Recognition as PhD Research Guide by Goa University.

Teachers with PhD: 33% (32/97)

PhD Awarded:
- Dr. Meghna Devli
- Dr. Mayuri Naik
- Dr. Shaila Ghanti

International Fellowships:
- Dr. Nandkumar N. Sawant (Eramsus Plus -Faculty Exchange Programme)European Union.
    Rahul Pillai (Eramsus Plus -Research Students Exchange Programme) European Union

Part E: Feedback for the Department.

Annual feedback was obtained from stakeholders on:
- -Course Curriculum
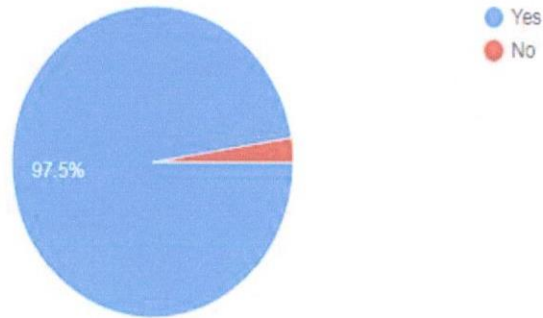- - Faculty teaching approach
- - Assessment
- - Infrastructure

Summary representation of *Student Satisfaction Survey* is given below:

1. The syllabus of the courses is relevant

395 responses

- ● Yes
- ● No

97.5%

2. Course objectives, course outcomes and programme outcomes were communicated by the teacher
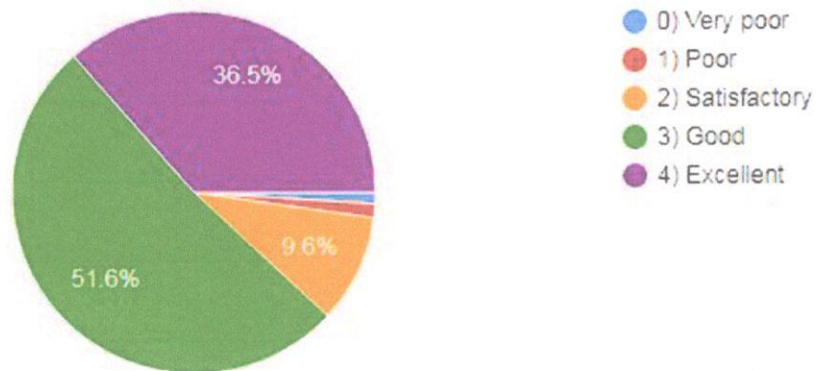
394 responses

- ● 0) Never
- ● 1) Rarely
- ● 2) Occasionaly
- ● 3) Usually
- ● 4) Always

57.1%

34.8%
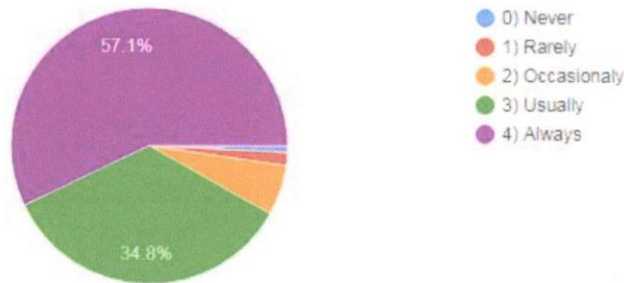
3. How well were the teachers able to communicate?

394 responses

- ● 0) Very poor communication
- ● 1) Generally ineffective
- ● 2) Just satisfactory
- ● 3) Sometimes effective
- ● 4) Always effective

56.6%

34.3%
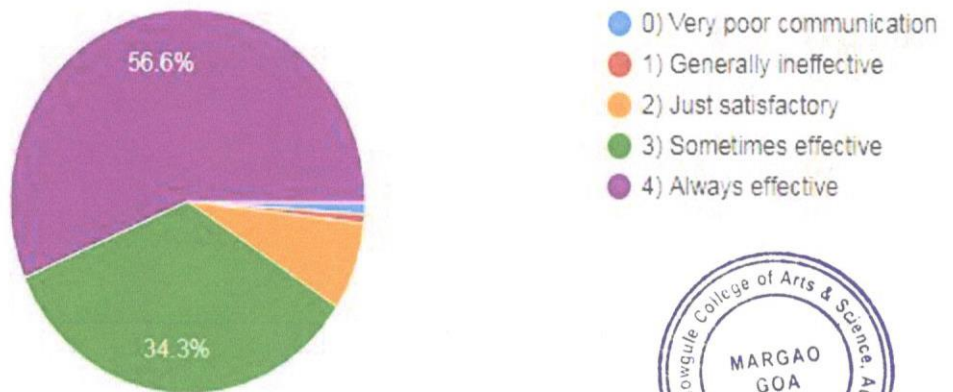
4.Level of preparation of the teacher for the class

395 responses

- 0) Very poor
- 1) Poor
- 2) Satisfactory
- 3) Good
- 4) Excellent

36.5%
9.6%
51.6%

5. Teacher's approach to teaching can be described as

396 responses

- 0) Very poor
- 1) Poor
- 2) Satisfactory
- 3) Good
- 4) Excellent

32.1%
55.8%
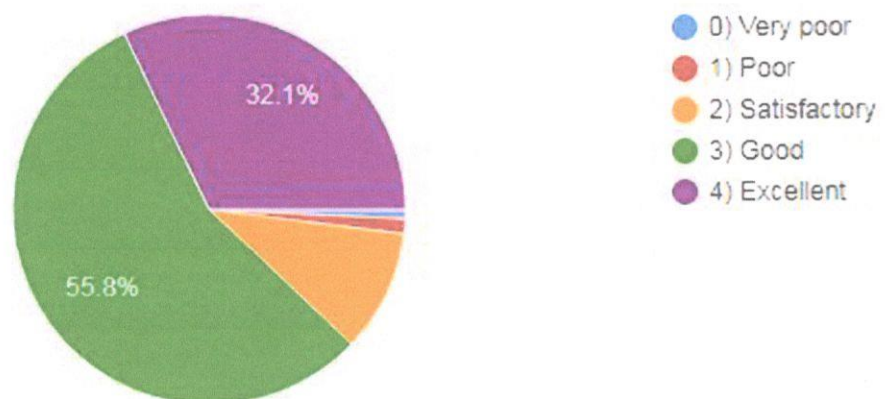
6. The teachers illustrate concepts through examples and other means

395 responses

- 0) Never
- 1) Rarely
- 2) Occasionaly
- 3) Usually
- 4) Always

45.8%
12.9%
39.2%
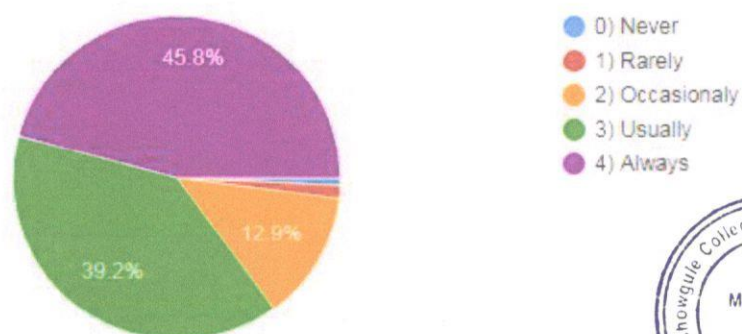
7. Teachers use student centric methods of Teaching-Learning (For e.g. experiential learning/participative learning/ problem solving/flipped classroom/ assignment writing/ presentations etc)
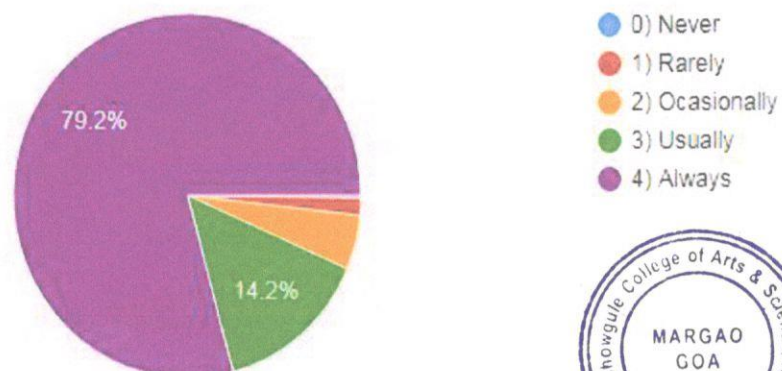
395 responses

- 0) Never
- 1) Rarely
- 2) Ocasionally
- 3) Usually
- 4) Always

43.3%
38.5%
14.4%
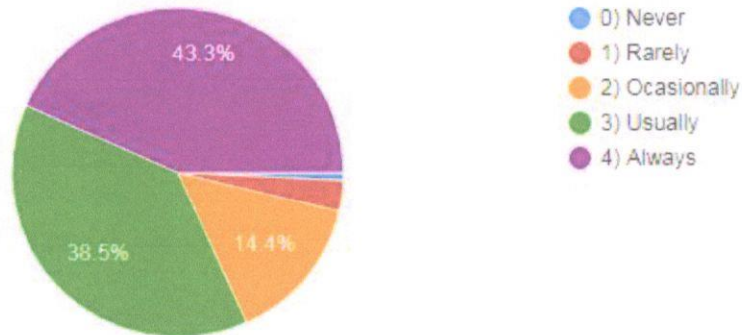
8. For fairness of internal evaluation, teachers displays clear rubrics/marking scheme

393 responses

- 0) Never
- 1) Rarely
- 2) Ocasionally
- 3) Usually
- 4) Always

49.4%
34.6%
12.2%
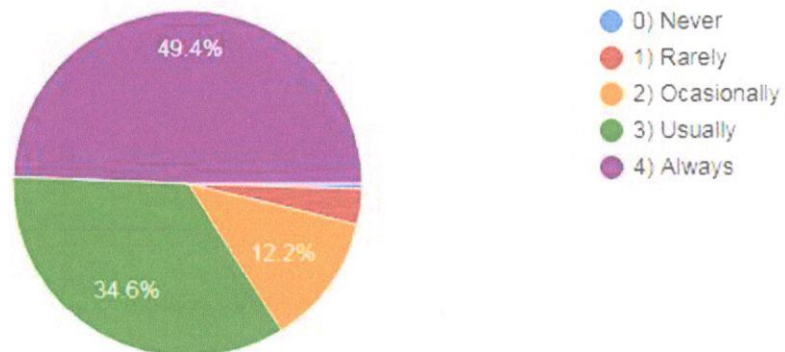
9. Assessment marks are shared with you by Teachers

394 responses


- 0) Never
- 1) Rarely
- 2) Ocasionally
- 3) Usually
- 4) Always

79.2%
14.2%

10. College takes active interest in promoting internships, student exchange, field opportunities

396 responses

- 0) Never
- 1) Rarely
- 2) Sometimes
- 3) Often
- 4) Regularly

37.4%
35.4%
17.2%
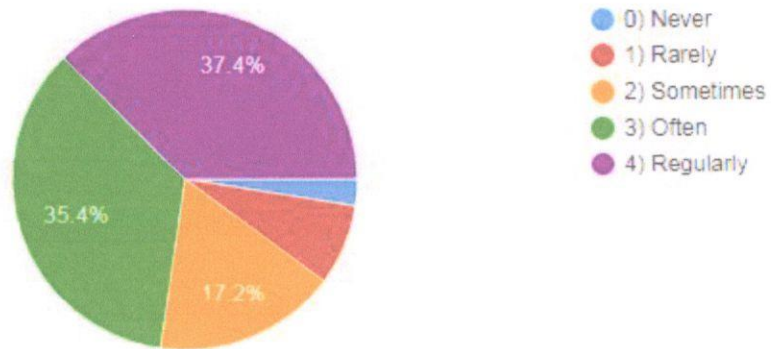
11. There are ample opportunities and activities for students to participate, learn and develop personality

398 responses

- 0) Strongly disagree
- 1) Disagree
- 2) Neutral
- 3) Agree
- 4) Strongly agree

23.4%
49%
22.4%
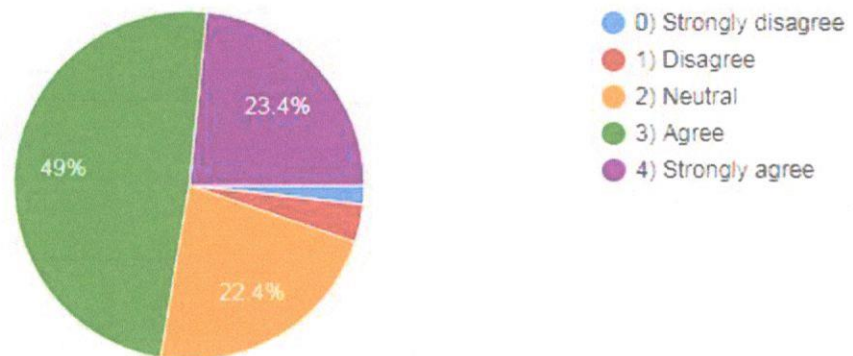
12. Teachers identify your strengths and encourages you by providing right levels of challenges through activities and assessments
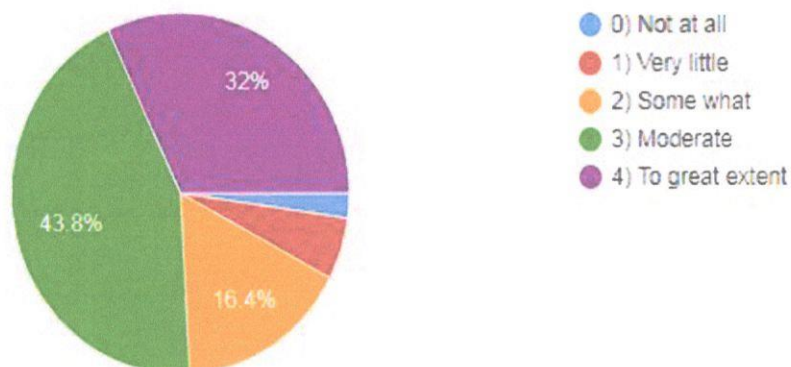
397 responses

- 0) Unable to
- 1) Slightly
- 2) Partially
- 3) Reasonably
- 4) Fully

39%
35.5%
16.1%
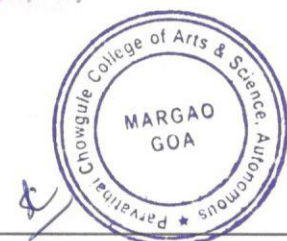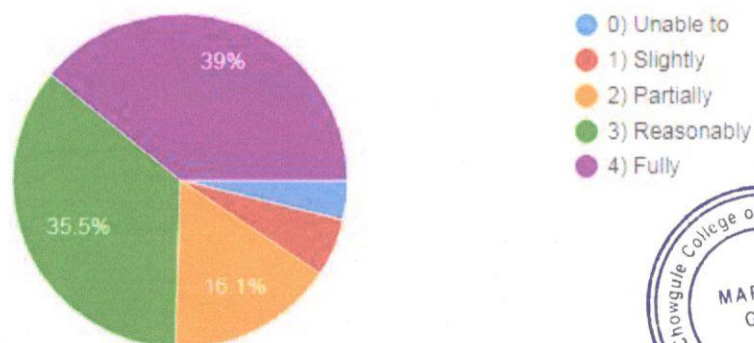
13. Teachers were able to identify your weaknesses and help you to overcome them (Target setting and Grade tracking)
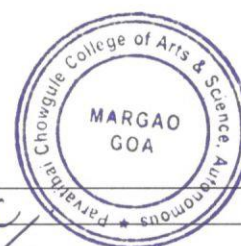
397 responses

- 0) Never
- 1) Rarely
- 2) Ocaasionaly
- 3) Usually
- 4) Always

30%
37.5%
19.4%
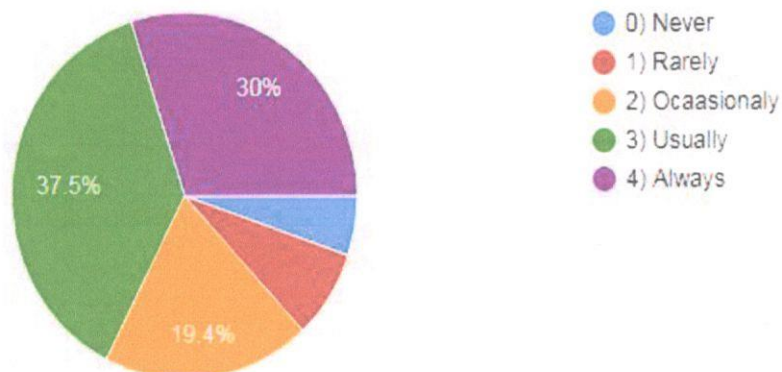
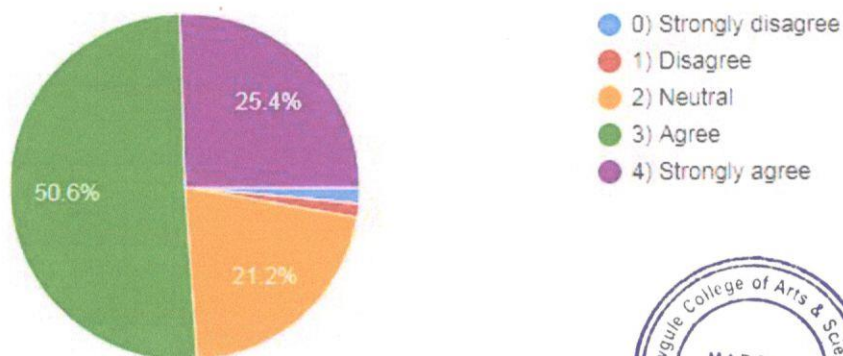## 14. Efforts are made by College / Teacher to inculcate soft skills/ life skills/ employability skills

397 responses

- 0) Not at all
- 1) Very little
- 2) Some what
- 3) Moderate
- 4) To great extent

32%
43.8%
16.4%

15. Feedback of the Courses and Faculty is obtained from students

397 responses

- 0) Strongly disagree
- 1) Disagree
- 2) Neutral
- 3) Agree
- 4) Strongly agree

25.4%
50.6%
21.2%

16. Teaching and mentoring process in your College facilitates cognitive, social and emotional growth

398 responses
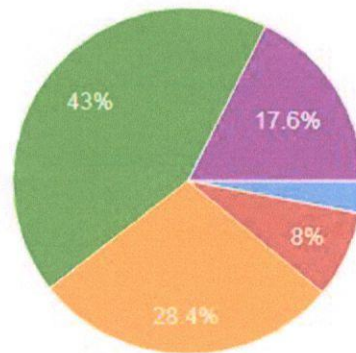
- 0) Not at all
- 1) Marginally
- 2) Moderately
- 3) Very well
- 4) Significantly

43%
17.6%
8%
28.4%

17. College has mentoring programme and meetings are held to help students

398 responses

- 0) Strongly Disagree
- 1) Disagree
- 2) Neutral
- 3) Agree
- 4) Strongly Agree

46%
18.8%
29.4%
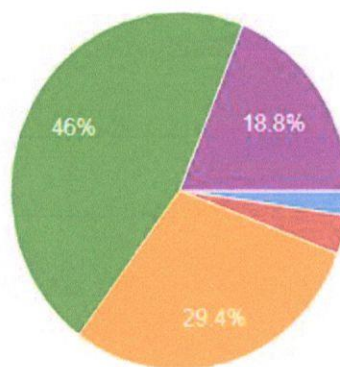
18. The overall quality of Teaching-Learning processes at your College is very good

398 responses

- 0) Strongly disagree
- 1) Disagree
- 2) Neutral
- 3) Agree
- 4) Strongly agree

49.2%
25.6%
21.6%

CONCLUDING REMARK:

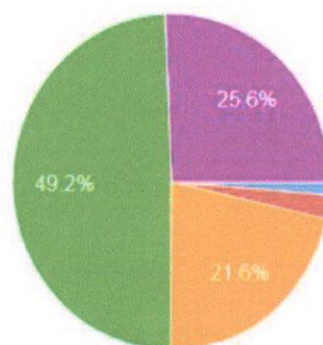The suggestions given by the Deans and External Experts need to be deliberated by IQAC.
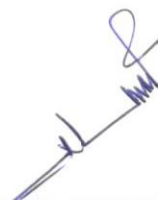
Whenever relevant suggestions are obtained from External experts/students, necessary action needs to be taken to improve curriculum or enhance teaching-learning processes. Based on the strategic plan suggested by IQAC, necessary 'Action plan' may be prepared by the Deans. The same may be conveyed to Head of the Departments/ Departmental faculty Councils (DFC)/Faculty members, for necessary action.

DR. DEBASISH MAZUMDAR
DEAN-FACULTY OF SOCIAL SCIENCES

DR.HANUMANT CHOPDEKAR
DEAN-FACULTY OF LANGUAGES AND LITERATURE

DR. NANDINI VAZ FERNANDES
DEAN-FACULTY OF LIFESCIENCES

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MARGAO-GOA

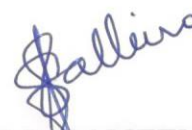# Parvatibai Chowgule College of Arts and Science

Autonomous

Accredited by NAAC with Grade 'A' (CGPA Score 3.41 on a 4 Point Scale in 3rd cycle)
Best affiliated College-Goa University Silver Jubilee Year Award

INTERNAL ACADEMIC AUDIT SUMMARY REPORT- 2018-2019

ACADEMIC AUDIT REPORT SUMMARY

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT **PART A**	**COURSE ENGAGEMENT**	Lectures assigned v/s Engaged	Variance of 1-5 lectures: - Social Sciences: 44% of the courses. -Languages and Literature: 30.2% of the courses. - Life Sciences: 19.4% of the courses - Physical & Earth Sciences: 25.6 of the courses. Variance of more than 09 Lectures(for 3 credit courses) or 12 (for 4 credit courses): - Social Sciences: 6.2 % of the courses. - Languages and Literature: 3.8% of the courses. - Life Sciences: 1.3 % of the courses - Physical & Earth Sciences: Nil (Data not submitted by two departments)	• Course faculty needs to conform to the annual lecture plan prepared at the start of the semester. • If any lecture is cancelled on account of any eventuality, then the course faculty needs to take the responsibility of engaging extra classes to compensate for it. • All faculty members need to cooperate in submitting the documents sought from time to time either as hard copy or soft copy, for the purpose of Audit by the Head of the department or the Dean's office. This will facilitate smooth functioning of audit and ensure complete data availability for the purpose of compliance and Quality check of Audit.
		Course Resources provided	- All Teachers upload course resources on Google classroom or College moodle - CLAAP (*Chowgules Learn Anytime Any Place*) and periodically update the same. - Some teachers had not uploaded resources for every module. - Also each department has tried to enrich its resources at the even semester. - 12 different types of resources were provided by course faculty in the college. - Most of the Resources uploaded are PowerPoint presentations of Topics and Only some teachers used variety of resource	• Course coordinators need to provide more than 05 types of resources especially considering the rate at which subject knowledge gets added and keeps changing due to recent discoveries and innovations. • Measures should be taken to increase the types of resources uploaded for each course. • Mandatory resources should include Class presentation PDFs or notes, Textbooks, E-Books, Videos, Journal articles or links to recent discoveries. • Enhancing quality of Presentation is suggested. • There is a need to monitor CLAAP resources for conformation to the standard format of our college for presentations

ACADEMIC AUDIT REPORT SUMMARY

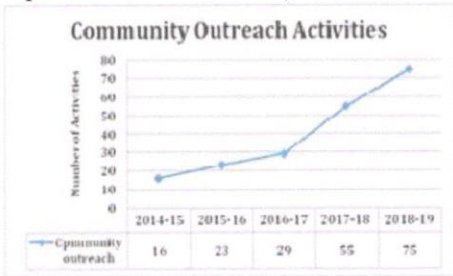|	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT **PART B**	**TEACHING - LEARNING PROCESSES**	Pedagogies of teaching-learning	- Majority of the teachers mostly use traditional mode of teaching supplemented by ICT, interaction and group discussion. - Innovative Teaching-Learning methods were adopted by teachers of 08 departments (Flipped classroom, Problem based Learning, POGIL, Experiential learning). - 14 T-L pedagogies adopted in the college - These are: 1) Lecture method, 2) ICT supplemented teaching, 3)Group Learning activities, 4)Case Studies, 5)Experiential Learning, 6) Lab Experiments, 7)Problem Based Learning, 8)POGIL, 8)Flipped Classroom, 10)Field Based studies, 11)Project based learning, 12) Student Seminars, 13)Group Discussions, 14)Peer tutoring.	• Need to aim at 100% teachers adopting more than 06 modes of teaching, including innovative methods focusing on developing higher order skills in the students. • To bring about uniformity in the interpretation of the various teaching-learning methodologies, workshops on Teaching Pedagogies need to be conducted by Centre for Teaching learning.
		Outcome Based Education framework	- College has also taken initiative in Structuring Teaching learning processes in an Outcome Based Education framework. 02 workshops were conducted for the faculty members on the same. - All courses across the departments were revised to align the Course Objectives, Programme outcomes as per OBE guidelines	• Need to devise method to map COs and PSOs and Pos to assessments for indicating achievement of these objectives.
ACADEMIC AUDIT **PART C**	**EVALUATION PROCESSES**	- Number and types of modes of assessments - Types of Modes - Assessment dates and rubrics declared in advance /uploaded. - Higher order questions - Feedback on assessments. -	- Number of modes of assessments: Conformed to Exam committee guidelines. - Types of Modes: Average 05 - Assessment dates and rubrics declared in advance /uploaded: Most teachers had uploaded all Assessment dates & modes on CLAAP or Google Classroom. However, some teachers had not uploaded documents and informed students orally, of which they had no record. - Higher order questions: Conformed to Exam committee guidelines. - Feedback on assessments: Given.	• All teachers need to declare Assessment dates & modes in advance. Head of the departments need to ensure that the 'Assessment Date and Marking Scheme form' given by College needs to be uploaded by each course faculty.Need to aim at 100% teachers adopting more than 05 modes of assessment. • Faculty members of all departments need to adopt the rubrics of assessment given in the handbook of the IQAC. Workshop can be organized for New teachers on the same. • There is a need to look into the modes / methods used for assessment of Practical courses by faculty members.

ACADEMIC AUDIT REPORT SUMMARY

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS

ACADEMIC AUDIT
 	
PART D
	INNOVATIONS AND RESEARCH	Teaching-Learning Processes	***Major initiatives 2018-19:***
			• Teaching –Learning-Evaluation processes were strengthened.
			• Curriculum of all courses was revised to align with Outcome based Education Framework.
			• Revision of COs and PSOs was undertaken to to align with requirements of OBE.
			• Workshops were conducted to bring about consistency of T-L-E processes:
			  - Flipped classroom
			  - Problem based learning
			  - Effective Journal
			  - Blooms taxonomy in teaching for new teachers.
			• New Journal Format Implemented by some departments based on the workshop conducted and format provided.
			• Problem Based Learning, Cooperative learning strategies introduced and adopted by 08 departments.
			• Received research funds from Directorate of Higher Education(DHE) on T-L-E processes:
			  - Research on T-L-E pedagogies.
			  - Use of ICT teaching-Learning.
			• 02 Research Papers were presented and published related to T-L-E processes.
			• Research publications and paper presentations on Education encouraged.
			• Ongoing research on:
			  - Assignment writing
			  - Practical Pedagogies
			  - ICT in Teaching
			  - Peer tutoring	

		Evaluation Processes	• Adoption of Standardized Modes of assessment given by IQAC with defined rubrics by many faculty members is a good means of ensuring quality of T-L-E processes across the departments. •Handbook on the Modes of Evaluations prepared by IQAC is a Good practise. •IQAC Conducted 02 Workshops for Teachers on Evaluation modes.	

ACADEMIC AUDIT REPORT SUMMARY

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
		Outreach Programme/ Processes	• As part of Social responsibility, 75 community outreach activities were carried out at the Departments besides NSS /NCC. Community Outreach Activities	
ACADEMIC AUDIT **PART D**	**INNOVATIONS AND RESEARCH**	Research Programme	- College initiated 05 new MoUs and multiple linkages with Industry and Research centers for internships and research. - Participation of faculty members for various conferences, workshops and seminars was encouraged. - College Awarded 'DBT Star College Scheme' Fund of 1.23 crore (06 Departments) by DBT, Ministry of Science & technology Govt. of India. - Conducted 12 innovative and interdisciplinary projects under DBT Star College Scheme. - Research Poster competition was held for all Third year students funded under DBT Star College Scheme. - 02 Minor research project were sanctioned - DHE-DST . Total 06 Ongoing projects for 2018-19. - Funds were received for conducting conferences/events from 03 Funding Bodies. - 09 books/chapters were contributed by teachers - Steps were taken to lay emphasis on Quality Publications by conducting series of workshops for all faculty members orgnasised by Research Committee and IQAC. - 35 papers were published and 39 papers presented. - Streamlined research processes by formulation of 09 research promotion policies and related guidelines. - Constituted Institutional Ethics committee as per ICMR guidelines - Organized 04 workshops to promote quality research publication.	

ACADEMIC AUDIT REPORT SUMMARY

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
			- For promoting Quality research, Instituted certificate of appreciation and cash prize in the following category: Research publication with highest impact factor (Web of Knowledge); Authoring Book with ISBN; Felicitation of PhD Awardees; Felicitation of PhD Guide on award of PhD to student; Recognition of faculty with International collaborative projects or funding / Post doctoral Fellowships / Patents /Recipient of Awards. - Established 'Central Research lab'. - summary table of Research Achievements:	

Academic Year	Papers published	Papers presented	Conferences /seminars workshops organized	Conferences/ seminars workshops attended	Faculty as resource person	Books authored/ edited/ chapters	Extension works	Community outreach	Research projects
2018-19	35	39	41	50	44	09	45	75	06
AVERAGE	28.5	31.8	29.5	43.3	40.3	5	39.3	37.7	5.7

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT **PART D**	**INNOVATIONS AND RESEARCH**	Faculty Major achievements	**Honours and recognitions received by teachers**: - Dr.Nandkumar Sawant – 2 Awards (Educational leadership award & Devang Mehta National Educational award) - Dr. Hanumant Chopdekar – 2 Awards (National Urmi Kavya Puraskar and Late. Padmaja Naik Gavnekar Memorable Research Award) - Dr. Shaila Ghanti - Appreciation certificate for the contribution as Convener of Institutions Innovation Council. **PhD Guideship:** - Dr. Nandini Vaz Fernandes – Recognition as PhD Research Guide by Goa University. **Teachers with PhD: 33% (32/97)** **PhD Awarded**: - Dr. Meghna Devli - Dr. Mayuri Naik - Dr. Shaila Ghanti **International Fellowships:** - Dr. Nandkumar N. Sawant (Eramsus Plus -Faculty	

ACADEMIC AUDIT REPORT SUMMARY

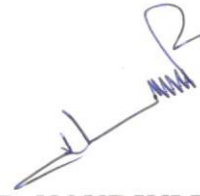|	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
			Exchange Programme)European Union. - Rahul Pillai (Eramsus Plus -Research Students Exchange Programme) European Union.	
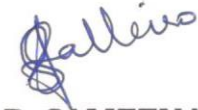
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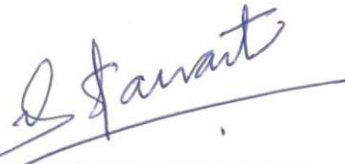
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Best affiliated College-Goa University Silver Jubilee Year Award

ACADEMIC AUDIT SUMMARY REPORT- 2018-2019

ACADEMIC AUDIT REPORT SUMMARY BY EXTERNAL EXPERTS				
	PARAMETER	**SUBPARAMETER**	**OBSERVATIONS**	**SUGGESTIONS/RECOMMENDATIONS**
ACADEMIC AUDIT **PART A**	**COURSE ENGAGEMENT**	**Lectures assigned v/s Engaged**	***Odd Semester:*** Variance of less than 20% of lectures: - Social Sciences: 44% of the courses. -Languages and Literature: 30.2% of the courses. - Life Sciences: 19.4% of the courses - Physical & Earth Sciences: 25.6 of the courses. ***Even Semester:*** Variance of more than 20% of Lectures: - Social Sciences: 6.2 % of the courses. - Languages and Literature: 3.8% of the courses. - Life Sciences: 1.3 % of the courses - Physical & Earth Sciences: Nil (Data not submitted by two departments)	• Ensure that all faculty members conduct regular and extra classes to reduce the variance • students can be charged a fee for remedial classes engaged by faculty.
		Course Resources provided	- All Teachers upload course resources on Google classroom or College moodle - CLAAP (*Chowgules Learn Anytime Any Place*) and periodically update the same. - Some teachers had not uploaded resources for every module. - Also each department has tried to enrich its resources at the even semester. - 12 different types of resources were provided by course faculty in the college. - Most of the Resources uploaded are PowerPoint presentations of Topics and Only some teachers used variety of resource	• Faculty should be encouraged to create course resource videos (5 videos/faculty) • Faculty to enrol for SWAYAM courses to understand content and operation.

ACADEMIC AUDIT REPORT SUMMARY BY EXTERNAL EXPERTS

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT PART B	**TEACHING - LEARNING PROCESSES**	Pedagogies of teaching-learning	- Majority of the teachers mostly use traditional mode of teaching supplemented by ICT, interaction and group discussion. - Innovative Teaching-Learning methods were adopted by teachers of 08 departments (Flipped classroom, Problem based Learning, POGIL, Experiential learning). - 14 T-L pedagogies adopted in the college - These are: 1) Lecture method, 2) ICT supplemented teaching, 3)Group Learning activities, 4)Case Studies, 5)Experiential Learning, 6) Lab Experiments, 7)Problem Based Learning, 8)POGIL, 8)Flipped Classroom, 10)Field Based studies, 11)Project based learning, 12) Student Seminars, 13)Group Discussions, 14)Peer tutoring.	Satisfactory and faculty are experimenting various methods.
		Outcome Based Education framework	- College has also taken initiative in Structuring Teaching learning processes in an Outcome Based Education framework. 02 workshops were conducted for the faculty members on the same. - All courses across the departments were revised to align the Course Objectives, Programme outcomes as per OBE guidelines	• Need to devise method to map COs and PSOs. • Teachers need to be given training on this aspect.
ACADEMIC AUDIT PART C	**EVALUATION PROCESSES**	- Number and types of modes of assessments - Types of Modes - Assessment dates and rubrics declared in advance /uploaded. - Higher order questions - Feedback on assessments. -	- Number of modes of assessments: Conformed to Exam committee guidelines. - Types of Modes: Average 05 - Assessment dates and rubrics declared in advance /uploaded: Most teachers had uploaded all Assessment dates & modes on CLAAP or Google Classroom. However, some teachers had not uploaded documents and informed students orally, of which they had no record. - Higher order questions: Conformed to Exam committee guidelines. - Feedback on assessments: Given.	• College needs to put in efforts to improve passing percentage. • Review performance of students based on core/elective courses and compulsory courses.

ACADEMIC AUDIT REPORT SUMMARY BY EXTERNAL EXPERTS

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS

ACADEMIC AUDIT **PART D**	**INNOVATIONS AND RESEARCH**	Teaching-Learning Processes	***Major initiatives 2018-19:***
			• Strengthen the Teaching –Learning-Evaluation processes.
			• Curriculum restructuring to revise COs and PSOs to align with requirements of OBE.
			• Workshops conducted on:
			  - Flipped classroom
			  - Problem based learning
			  - Effective Journal
			  - Blooms taxonomy in teaching for new teachers.
			• Problem Based Learning, Cooperative learning strategies introduced and adopted by 08 departments.
			• Directorate of Higher Education (DHE) funded Research projects:
			  - Research on T-L-E pedagogies.
			  - Use of ICT teaching-Learning.
			• 02 Research Papers were presented and published related to T-L-E processes.
			• Research publications and paper presentations on Education.
			• New Journal Format was Implemented by some departments based on the workshop conducted and format provided.
			• Ongoing research on: Assignment writing; Practical Pedagogies; ICT in Teaching & Peer tutoring.
			• Adoption of Standardized Modes of assessment given by IQAC with defined rubrics by many faculty members.
			• Conducted 02 Workshops on Evaluation modes.	

		Outreach Programme/ Processes	• As part of Social responsibility, 75 community outreach activities were carried out at the Departments besides NSS /NCC. 	

Community Outreach Activities

	2014-15	2015-16	2016-17	2017-18	2018-19
Community outreach	16	23	29	55	75

ACADEMIC AUDIT REPORT SUMMARY BY EXTERNAL EXPERTS

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT **PART D**	**INNOVATIONS AND RESEARCH**	Research Programme	- College initiated 03 MoUs and multiple linkages with Industry and Research centres for internships and research. - Encouraged participation of faculty members for various conferences, workshops and seminars. - College Awarded ;DBT Star College Scheme' Fund of 1.23 crore (06 Departments) by DBT, Ministry of Science & technology Govt. of India. - Conducted 12 innovative and interdisciplinary projects under DBT Star College Scheme. - Research Poster competition was held for all Third year students funded under DBT Star College Scheme. - 02 Minor research project sanctioned - DHE-DST .06 Ongoing projects. - 09 books/chapters contributed by teachers - 35 papers Published and 39 papers presented. - Streamlined research processes by formulation of 09 research promotion policies and related guidelines. - Constituted Institutional Ethics committee as per ICMR guidelines - Organized 04 workshops to promote quality research publication. - For promoting Quality research, Instituted certificate of appreciation and cash prize in the following category: Research publication with highest impact factor (Web of Knowledge); Authoring Book with ISBN; Felicitation of PhD Awardees; Felicitation of PhD Guide on award of PhD to student; Recognition of faculty with International collaborative projects or funding / Post doctoral Fellowships / Patents /Recipient of Awards. - Established 'Central Research lab'.	

Academic Year	Papers published	Papers presented	Conferences / seminars workshops organized	Conferences/ seminars workshops attended	Faculty as resource person	Books authored/ edited/ chapters	Extension works	Community outreach	Research projects
2018-19	35	39	41	50	44	09	45	75	06
AVERAGE	28.5	31.8	29.5	43.3	40.3	8	39.3	37.7	5.7

ACADEMIC AUDIT REPORT SUMMARY BY EXTERNAL EXPERTS

	PARAMETER	SUBPARAMETER	OBSERVATIONS	SUGGESTIONS/RECOMMENDATIONS
ACADEMIC AUDIT **PART D**	**INNOVATIONS AND RESEARCH**	Faculty Major achievements	*Honours and recognitions received by teachers*: - Dr.Nandkumar Sawant – 2 Awards (Educational leadership award & Devang Mehta National Educational award) - Dr. Hanumant Chopdekar – 2 Awards (National Urmi Kavya Puraskar and Late. Padmaja Naik Gavnekar Memorable Research Award) - Dr. Shaila Ghanti - Appreciation certificate for the contribution as Convener of Institutions Innovation Council. *PhD Guideship:* - Dr. Nandini Vaz Fernandes – Recognition as PhD Research Guide by Goa University. *Teachers with PhD: 33% (32/97)* *PhD Awarded*: - Dr. Meghna Devli - Dr. Mayuri Naik - Dr. Shaila Ghanti *International Fellowships:* - Dr. Nandkumar N. Sawant (Eramsus Plus -Faculty Exchange Programme)European Union. - Rahul Pillai (Eramsus Plus -Research Students Exchange Programme) European Union.	• Faculty members need to encouraged to apply for awards only to govt. recognised bodies. • Research should be given more thrust. • Research papers should be listed only as per UGC-CARE list.
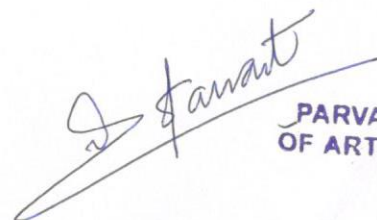
PROF. V SHIRGURKAR

PROF. BHASKAR NAYAK

—ABSENT—

PROF. K PRIOLKAR

PRINCIPAL
PARVATIBAI CHOWGULE COLLEGE
OF ARTS & SCIENCE (AUTONOMOUS)
MARGAO-GOA

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
INTERNAL ADMINISTRATIVE AUDIT REPORT
2018-2019

Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 1: INFRASTRUCTURE				
1.	Campus area	Area: **Adequate**		
2.	Adequate classrooms& Laboratories	Yes		**INFRASTRUCTURE/FACILITIES:**
3.	Adequate Canteen facilities	Yes		**Observations:**
4.	Furnished staff room for Faculty	Yes		- The college has adequate facilities of classrooms, laboratories, toilets and sitouts.
5.	Conference rooms available	Yes		- Necessary sections such as Exam cell, IQAC chamber etc exists. Specialised Labs and Centre for teaching learning (CTL) are unique features.
6.	Auditoriums available	Yes		
7.	Virtual classrooms		No	
8.	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System (LCS)		No	**Suggestions/Recommendations:**
9.	Girls common room	Yes		- Girl's common room/rest room needs to be upgraded.
10.	Rest room/common room for students	Yes		- Guest room requires Upgradation.
11.	Adequate number of Toilets for girls	Yes		- Smart Classroom facility to be created.
12.	Adequate number of toilets for boys	Yes		- More surveillance cameras need to be installed at high priority zones viz. Parking.
13.	Hostel facility and Guest room facility	Yes		
14.	House-keeping for regular cleaning	Yes		- Establishment of Resource Lab for Languages may be looked at.
15.	Security: - No. of Security guards - CCTV surveillance - Secured Compound	Yes Yes	No	- Regular maintenance of Classroom projectors and electrical appliances required.
16.	IQAC chamber	Yes		
17.	Exam cell	Yes		
18.	Innovation and start-up cell	Yes		
19.	Specialised labs and Central Research Facility	Yes		
20.	Centre for Teaching Learning	Yes		
21.	Resource lab for languages		No	
22.	Library reading room	Yes		
23.	Research section/periodical section in Library	Yes		
24.	Wi-fi Campus and Digital Library	Yes		
25.	Indoor-Outdoor game facility/Sports Centre	Yes		
26.	Student support centre with career guidance cell	Yes		
27.	Studio facility	Yes		
28.	Outdoor Sit-outs spaces available for students	Yes		
29.	Student Activity Centre	Yes		
30.	Maintenance of classrooms/labs done regularly	Yes		

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
INTERNAL ADMINISTRATIVE AUDIT REPORT
2018-2019

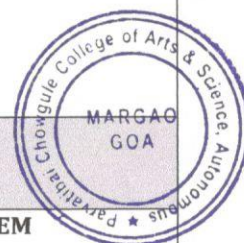| Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 2: GOVERNANCE AND FUNCTIONING				
31.	Has well defined Organizational structure of the Institution (Organogram of functioning)	Yes		**GOVERNANCE AND FUNCTIONING:**
32.	Necessary statutory committees - Board of Studies, Academic council, Governing Body and Finance committee as per UGC guidelines for Autonomous college	Yes		**Observations:** - The College has well defined Governance Structure and processes for functioning.
33.	Regular functioning is facilitated through College Committees.	Yes		- Follows all guidelines of UGC and Goa University governing Autonomy.
34.	Meetings of statutory committees held regularly(BOS,AC,GB and FC)	Yes		- Meetings of statutory bodies are held regularly and all minutes maintained and displayed on college website.
35.	Minutes of meetings of statutory committees maintained	Yes		- College has good practise of monitoring the functioning of the committees. Annual plan are prepared and presented to the Principal. Annual activity report is submitted to Principal at the end of the year.
36.	Decentralization and participative management for smooth functioning monitored by: 1) Principal- College head 2) Vice Principals – Administrative matters 3) Deans – Academic Matters 4) COE – Examination matters 5) IQAC – coordinators for each Criteria as categorised by NAAC. 6) College Committees	Yes		- Most processes and communications are done via emails(paperless). **Suggestions/Recommendations**
37.	All committees propose annual plan and submit report of functioning/activities carried out at the end of the year	Yes		- New Vision Document needs to be prepared for 2020 onwards (5/10 yr plan).
38.	Systems and procedures for maintaining and utilizing physical infrastructure and support facilities maintained by estate officer	Yes		- Standard Operating procedures (SOPs) of functioning of committees needs to be prepared.
39.	College makes Perspective/Strategic plan through IQAC	Yes		
40.	Has Grievance redressal mechanism	Yes		
41.	Implementation of e-Governance in areas of operation	Yes		
42.	Administrative and Academic heads are accessible to faculty members/staff	Yes		
PARAMETER 3: STANDARD OPERATING PROCEDURES / MANUALS				
43.	Library is automated using Integrated Library Management System (ILMS)	Yes		**STANDARD OPERATING PROCEDURES / MANUALS** **Observations:**
44.	Information and Code of conduct for Students (Student handbook)	Yes		- College has in-house ILMS and is used extensively.
45.	Data storage & retrieval mechanisms (ERP/MIS)		No	- Need based ERPs are prepared in-house by Office of Information Technology (OIT) and Department of Computer Science.
46.	Policy documents formulated for: 1) Research promotion : **Yes** 2) Research ethics: **Yes** 3) Consultancy : **Yes** 4) IPR : **Yes** 5) Avoiding Plagiarism: **Yes** 6) Student Extracurricular Activity: **No** 7) Attendance: **No** 8) Anti-ragging: **Yes** 9) Student Leave policy: **No** 10) College discipline and code of conduct:**No**			**Suggestions/Recommendations** - MIS needed for smooth administration. - ERP for data record for purpose of IQAC-AQAR/NAAC/NIRF essential. - Policy for Extracurricular activities, attendance, student leave and discipline needs to be formulated.

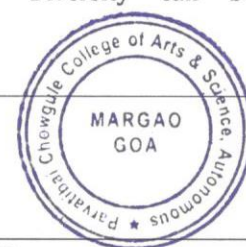| Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 4: FINANCES				
47.	Transparency in its financial, academic, administrative and auxiliary functions: - Defined Processes/protocols - Committee present - Tender register maintained	Yes		**FINANCES** **Observations:** - Periodic audit is conducted. - College uses Tally 9 ERP for accounts. - Some protocols of functioning are existing
48.	Periodic Audits conducted	Yes		
49.	Softwares available for Finance related matters	Yes		**Suggestions/Recommendations** - SOPs need to be prepared.
PARAMETER 5: AUDITS AND QUALITY CHECKS				
50.	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes through strategic plan.	Yes		**AUDITS AND QUALITY CHECKS:** **Observations:** - IQAC plays proactive role and has focused objectives, Strategies and Policies in place. - Annual plan made by IQAC by all Criteria coordinators for strategic plan. - Academic Audits are conducted by the Deans annually and extensive report is prepared. - Department reviews are conducted annually and SWOC analysis is presented to principal.
51.	The institution reviews its teaching learning processes & methodologies of operations and learning outcomes at periodic intervals through IQAC.	Yes		
52.	Academic Audits conducted	Yes		
53.	Financial Audits done periodically	Yes		
54.	Periodical checks of administrative functioning done	Yes		
55.	Department audits/Reviews done annually	Yes		
56.	SWOC Analysis done at departments	Yes		
57.	Whether the performance of the teacher assessed by the students	Yes		**Suggestions/Recommendations** - SWOC analysis done need detailing and in-depth analysis. - Committee functioning needs Mid-Term review.
58.	Whether feedback obtained on of course and infrastructure	Yes		
59.	Processes and functioning checked for aligning with college mission and vision	Yes		
60.	Functioning of Committees checked annually	Yes		
PARAMETER 6: STUDENT SUPPORT SYSTEM				
61.	Fair and democratic form of student council election and functioning	Yes		**STUDENT SUPPORT SYSTEM** **Observations:** - Student elections are conducted in fair manner and student representation is visible in most college committees.
62.	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	Yes		
63.	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	Yes		**Suggestions/Recommendations** - Student Code of Conduct needs to be made more elaborative to include discipline on campus.
64.	Students benefited by scholarships and freeships provided by the Government and other agencies.	Yes		
65.	Support to differently abled students and slow-learners	Yes		- Need for considering special infrastructural requirements for specially abled.
66.	Code of conduct handbook exists for students	Yes		- Mentoring System needs to be strengthened with frequent meetings.
67.	Does effective mentoring system exist	Yes		

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
INTERNAL ADMINISTRATIVE AUDIT REPORT
2018-2019

Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 7: RANKINGS, ACCREDITATIONS AND FUNDINGS				
68.	NAAC	YES		**Observations:**
69.	NIRF	YES		- College participation in accreditations
70.	ARIIA	YES		is significant and commendable.
71.	Swachh Bharat	YES		- Only college in Goa to be awarded
72.	Institution Innovation Cell	YES		'DBT Star College Scheme in Goa'.
73.	Dbt Star College Scheme	YES 123 lakhs		- Remarkable changes under RUSA.
74.	RUSA	YES		**Suggestions/Recommendations**
75.	FIST		No	- Proposal for obtaining funds from FIST
76.	INSPIRE		No	and INSPIRE need to be considered.
77.	Research Projects	06 projects		
78.	Funds for organising Conference/ Seminar/Events:	Yes (1.05 Lakh)		
PARAMETER 9: GREEN INITIATIVES				
79.	Green campus initiatives:			**Observations:**
	- Green Audit (Biodiversity Audit, Energy Audit, Waste Audit)	Yes Yes		- College has undertaken many green campus initiatives. Especially Under DBT Star College scheme many green
	- Cleanliness drives	Yes		initiatives were carried out.
	- Waste segregation	Yes		- 12 interdisciplinary projects related to
	- E -Based communications	Yes		the environment were also undertaken
	- Vermicomposting	Yes		by faculty and students.
	- Composting	Yes		
	- LED bulbs	Yes		
	- Energy conservation initiatives	Yes		**Suggestions/Recommendations**
	- E-waste Collection drives	Yes		- Solar energy and rainwater harvesting
	- Increasing green cover on campus.	Yes Yes		projects need to be considered.
	- Solar energy	No		- QR codes for Diversity can be
	- Rainwater harvesting	No		considered.

INTERNAL ADMINISTRATIVE AUDIT COMMTTEE:

NAME	DESIGNATION	SIGNATURE
Dr. Nandkumar Sawant	Principal, Chairman of IQAC	
Shri. Harish Nadkarni	Vice Principal, Coordinator of IQAC	
Dr. Devashish Bagchi	Faculty Advisor for Student Affairs. Member of IQAC	
Dr. Nandini Vaz Fernandes	Dean – Faculty of Life Sciences, Member of IQAC	
Shri. Ian Barretto	Controller of Examination, Member of IQAC	

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
EXTERNAL EXPERTS: ADMINISTRATIVE AUDIT REPORT
2018-2019

Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 1: INFRASTRUCTURE				
1.	Campus area	Area: **Adequate**		**INFRASTRUCTURE/FACILITIES:**
2.	Adequate classrooms& Laboratories	Yes		
3.	Adequate Canteen facilities	Yes		**Observations:**
4.	Furnished staff room for Faculty	Yes		- The college has adequate facilities of classrooms, laboratories, toilets and sitouts.
5.	Conference rooms available	Yes		- Necessary sections such as Exam cell, IQAC chamber etc exists. Specialised Labs and Centre for teaching learning (CTL) are unique features.
6.	Auditoriums available	Yes		
7.	Virtual classrooms		No	
8.	Facilities for e-content development such as Media centre, recording facility, Lecture Capturing System (LCS)		No	**Suggestions/Recommendations:**
9.	Girls common room	Yes		. The college has adequate facilities.
10.	Rest room/common room for students	Yes		
11.	Adequate number of Toilets for girls	Yes		. The facilities like sports, studios and specialised labs are of state-of-art.
12.	Adequate number of toilets for boys	Yes		
13.	Hostel facility and Guest room facility	Yes		
14.	House-keeping for regular cleaning	Yes		
15.	Security: - No. of Security guards - CCTV surveillance - Secured Compound	Yes Yes	 No	. The infrastructure needs to be maintained regularly.
16.	IQAC chamber	Yes		
17.	Exam cell	Yes		
18.	Innovation and start-up cell	Yes		
19.	Specialised labs and Central Research Facility	Yes		
20.	Centre for Teaching Learning	Yes		
21.	Resource lab for languages		No	
22.	Library reading room	Yes		
23.	Research section/periodical section in Library	Yes		
24.	Wi-fi Campus and Digital Library	Yes		
25.	Indoor-Outdoor game facility/Sports Centre	Yes		
26.	Student support centre with career guidance cell	Yes		
27.	Studio facility	Yes		
28.	Outdoor Sit-outs spaces available for students	Yes		
29.	Student Activity Centre	Yes		
30.	Maintenance of classrooms/labs done regularly	Yes		

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
EXTERNAL EXPERTS: ADMINISTRATIVE AUDIT REPORT
2018-2019

Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 2: GOVERNANCE AND FUNCTIONING				
31.	Has well defined Organizational structure of the Institution (Organogram of functioning)	Yes		**GOVERNANCE AND FUNCTIONING:** **Observations:** - The College has well defined Governance Structure and processes for functioning. - Follows all guidelines of UGC and Goa University governing Autonomy. - Meetings of statutory bodies are held regularly and all minutes maintained and displayed on college website. - College has good practise of monitoring the functioning of the committees. Annual plan are prepared and presented to the Principal. Annual activity report is submitted to Principal at the end of the year. - Most processes and communications are done via emails(paperless).
32.	Necessary statutory committees - Board of Studies, Academic council, Governing Body and Finance committee as per UGC guidelines for Autonomous college	Yes		
33.	Regular functioning is facilitated through College Committees.	Yes		
34.	Meetings of statutory committees held regularly(BOS,AC,GB and FC)	Yes		
35.	Minutes of meetings of statutory committees maintained	Yes		
36.	Decentralization and participative management for smooth functioning monitored by: 1) Principal- College head 2) Vice Principals – Administrative matters 3) Deans – Academic Matters 4) COE – Examination matters 5) IQAC – coordinators for each Criteria as categorised by NAAC. 6) College Committees	Yes		
37.	All committees propose annual plan and submit report of functioning/activities carried out at the end of the year	Yes		**Suggestions/Recommendations** The college is following the meeting of all the statutory bodies as per the UGC-Autonomy guidelines. • The college has all committees and protocols in place. overall satisfactory.
38.	Systems and procedures for maintaining and utilizing physical infrastructure and support facilities maintained by estate officer	Yes		
39.	College makes Perspective/Strategic plan through IQAC	Yes		
40.	Has Grievance redressal mechanism	Yes		
41.	Implementation of e-Governance in areas of operation	Yes		
42.	Administrative and Academic heads are accessible to faculty members/staff	Yes		
PARAMETER 3: STANDARD OPERATING PROCEDURES / MANUALS				
43.	Library is automated using Integrated Library Management System (ILMS)	Yes		**STANDARD OPERATING PROCEDURES / MANUALS** **Observations:** - College has in-house ILMS and is used extensively. - Need based ERPs are prepared in-house by Office of Information Technology (OIT) and Department of Computer Science.
44.	Information and Code of conduct for Students (Student handbook)	Yes		
45.	Data storage & retrieval mechanisms (ERP/MIS)		No	
46.	Policy documents formulated for: 1) Research promotion : **Yes** 2) Research ethics: **Yes** 3) Consultancy : **Yes** 4) IPR : **Yes** 5) Avoiding Plagiarism: **Yes** 6) Student Extracurricular Activity: **No** 7) Attendance: **No** 8) Anti-ragging: **Yes** 9) Student Leave policy: **No** 10) College discipline and code of conduct:**No**			**Suggestions/Recommendations** - The OIT of the college has developed automated ILMS • Needs to have stable hardware and back up system.

PARVATIBAI CHOWGULE COLLEGE OF ARTS AND SCIENCE (AUTONOMOUS)
EXTERNAL EXPERTS: ADMINISTRATIVE AUDIT REPORT
2018-2019

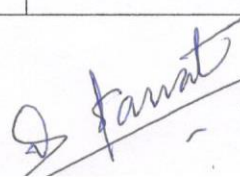| Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 4: FINANCES				
47.	Transparency in its financial, academic, administrative and auxiliary functions: - Defined Processes/protocols - Committee present - Tender register maintained	Yes		**FINANCES** **Observations:** - Periodic audit is conducted. - College uses Tally 9 ERP for accounts. - Some protocols of functioning are existing
48.	Periodic Audits conducted	Yes		**Suggestions/Recommendations**
49.	Softwares available for Finance related matters	Yes		Satisfactory
PARAMETER 5: AUDITS AND QUALITY CHECKS				
50.	Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes through strategic plan.	Yes		**AUDITS AND QUALITY CHECKS:** **Observations:** - IQAC plays proactive role and has focused objectives, Strategies and Policies in place. - Annual plan made by IQAC by all Criteria coordinators for strategic plan. - Academic Audits are conducted by the Deans annually and extensive report is prepared. - Department reviews are conducted annually and SWOC analysis is presented to principal.
51.	The institution reviews its teaching learning processes & methodologies of operations and learning outcomes at periodic intervals through IQAC.	Yes		
52.	Academic Audits conducted	Yes		
53.	Financial Audits done periodically	Yes		
54.	Periodical checks of administrative functioning done	Yes		
55.	Department audits/Reviews done annually	Yes		
56.	SWOC Analysis done at departments	Yes		**Suggestions/Recommendations**
57.	Whether the performance of the teacher assessed by the students	Yes		• IQAC is active and initiated processes and quality checks.
58.	Whether feedback obtained on of course and infrastructure	Yes		
59.	Processes and functioning checked for aligning with college mission and vision	Yes		• Needs to implement action plan as formulated.
60.	Functioning of Committees checked annually	Yes		
PARAMETER 6: STUDENT SUPPORT SYSTEM				
61.	Fair and democratic form of student council election and functioning	Yes		**STUDENT SUPPORT SYSTEM** **Observations:** - Student elections are conducted in fair manner and student representation is visible in most college committees.
62.	Presence of an active Student Council & representation of students on academic & administrative bodies/committees	Yes		
63.	Transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases	Yes		**Suggestions/Recommendations**
64.	Students benefited by scholarships and freeships provided by the Government and other agencies.	Yes		- Mentoring programme needs strengthen.
65.	Support to differently abled students and slow-learners	Yes		• Move efforts to encourage students to apply for scholarship.
66.	Code of conduct handbook exists for students	Yes		
67.	Does effective mentoring system exist	Yes		

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Parvatibai Chowgule College of Arts and Science (Autonomous)
Administrative Audit
2018-2019

Sr. No	CHECK POINT	YES	NO	REMARK/SUGGESTION BY AUDITOR
PARAMETER 7: RANKINGS, ACCREDITATIONS AND FUNDINGS				
68.	NAAC	YES		**Observations:**
69.	NIRF	YES		- College participation and accreditation
70.	ARIIA	YES		is significant and commendable.
71.	Swachh Bharat	YES		- Only college in Goa to be awarded
72.	Institution Innovation Cell	YES		'DBT Star College Scheme in Goa'.
73.	Dbt Star College Scheme	YES 123 lakhs		- Remarkable changes under RUSA.
74.	RUSA	YES		**Suggestions/Recommendations**
75.	FIST		No	- Can apply for more funding agencies.
76.	INSPIRE		No	
77.	Research Projects	06 projects		- Can appoint desgnated staff who
78.	Funds for organising Conference/ Seminar/Events:	Yes (1.05 Lakh)		can regular check UGC/ICSSR websites.
PARAMETER 9: GREEN INITIATIVES				
79.	Green campus initiatives: - Green Audit (Biodiversity Audit, Energy Audit, Waste Audit) - Cleanliness drives - Waste segregation - E -Based communications - Vermicomposting - Composting - LED bulbs - Energy conservation initiatives - E-waste Collection drives - Increasing green cover on campus. - Solar energy - Rainwater harvesting	Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes Yes		**Observations:** - Under DBT Star College scheme many green initiatives were carried out. **Suggestions/Recommendations** - Satisfactory - Can use some innovations in green initiatves.

INTERNAL ADMINISTRATIVE AUDIT COMMTTEE:

NAME	DESIGNATION	SIGNATURE
① V A Shirgaonkar	Edn Consultant	VA Shirgaonkar
② Bhaskar G. Nayak	Ex-Director & Principal Higher Education. Govt. college.	BGNayak

PRINCIPAL
PARVATIBAI CHOWGULE COLLEGE
OF ARTS & SCIENCE (AUTONOMOUS)

Parvatibai Chowgule College of Arts and Science
Autonomous
Accredited by NAAC with Grade 'A' (CGPA Score 3.41 on a 4 Point Scale in 3rd cycle)
Best affiliated College-Goa University Silver Jubilee Year Award

ACADEMIC AND ADMINISTRATIVE AUDIT EXTERNAL EXPERT CONCLUDING REMARK- 2018-2019

Sr. No.	Name of Expert	General Comment	Signature
①	V P Shirgurkar	• Overall the AAA was satisfactory. • Processes are in place and the college adheres to the UGC guidelines / NAAC guidelines.	7-11-2019
②	B. G. Nayak	• Since the college has completed four years of autonomy, the committee recommends external audit of AAA in the fifth year (19-20)	

PRINCIPAL
PARVATIBAI CHOWGULE COLLEGE
OF ARTS & SCIENCE (AUTONOMOUS)
MARGAO-GOA