



Parvatibai Chowgule College of Arts and Science  
Autonomous

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

# **IQAC**

## **ACTION TAKEN REPORTS**

**2016-17**

**2017-18**

**2018-19**

**2019-20**



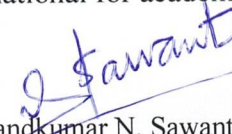
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## 2016-17 **ACTION TAKEN REPORT**

1. To integrate technology and enhance technology enabled teaching – learning during the academic year 2016-17, several workshops were conducted on e-content development, standardized format for LMS CLAAP. IQAC also conducted workshop on MOOCS and decision was also taken to use Google classroom as alternative LMS.
2. To bring in transparency and uniformity in teaching- learning and evaluation, the IQAC formulated hand book of teaching, learning and evaluation (TLE) . A series of workshop were also conducted for the faculty members. The governing body approved 15 methods of TLE which was the basis for the preparation of the handbook.
3. Emphasis were also given for career advancement of the faculty. IQAC conducted workshop on new PBAS scoring and even faculty were deputed to workshop conducted by the other colleges.
4. Recommendation given by the academic audit were noted and implemented, especially related to question papers setting and standardized format.
5. Conduct of workshops and training programmes on use of technology for teaching and non teaching staff like basics of remote sensing and Global positioning system, version controlling using GIT, Libre office software and its application, LATEX and Java were conducted.
6. MoUs were signed with through International institutions like Tullinge Gymnasium and Bromma Gymnasium, Kansai University, Japan for Students Exchange Programme and International for academic credit transfer of the students.

  
Dr. Nandkumar N. Sawant  
IQAC CHAIRMAN



  
H.S.S. Nadkarni  
IQAC COORDINATOR



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## 2017-18 **ACTION TAKEN REPORT**

The broad agenda for the Internal Quality Assurance Cell (IQAC) for the year 2017-18:

1. Initiated specialised centers for improving quality.
2. Add on or certificate Courses and Skill development Programmes
3. Emphasis on outreach programmes: the use of environment friendly bags.
4. Actions taken on NAAC Peer team report.

Actions taken are

1. To have a longitudinal vision to improve the quality of higher education, - academics and research, the college initiated to develop specialised centers. During the year, the following centers were started: Translation center, Center for teaching Learning, Central research lab and center for South Asia Studies.
2. Honours programme equivalent to add on courses was initiated in the pre-autonomous structure many of the courses have been merged in the Choice Based Credit system (CBCS) and therefore these the college has started new short term courses and certificate courses like photography, GIS for researchers etc. The college also started the first B.Voc. programme in the State: BVoc in software development. CCAPS started several courses for providing relevant skill for students.
3. Community Outreach is an important component and therefore NSS and other supporting departments to initiate such activity. NSS undertook the work of preparing paper bag and cloth bags to be distributed to the community. This was done in collaboration with other organisation Providoria, Government of Goa (Senior Citizens)
4. Based on the peer team report the following actions were taken:
  - i. Addition of PG Courses: The following PG programmes were added in the first 2 years of autonomy. MA in Economics, MSc in Analytical Chemistry, Ma in Child Psychology and Child Development. The College is also looking at options for few more PG Programmes.
  - ii. The College initiated accommodations towards students, seating arrangement from other states for the girls. The Management has made provisions for hostel in near vicinity of the

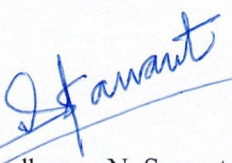





- campus whereas for boys contract has been signed with the flat owners in the near neighbourhood. Four such accommodation flats are under agreement by the college.
- iii. There has been always motivation faculty for undertaking consultancy and collaboration activities. The research committee accordingly has prepared the action plan identifying the faculty expertises and department expertise. Accordingly department of Geography, Computer Science, Zoology, Chemistry and Biotechnology have been identified.
5. The College has International Collaborations but it is equally initiated to have collaborations within the country for the purpose of faculty and students exchange to provide academic and research exposure. Few Memorandum of Understandings (MoUs) signed are
    - i. Parishkar College of Global Excellence, Jaipur
    - ii. Sophia Girls' College (Autonomous), Ajmer, Rajasthan
    - iii. Rayat Shikshan Sanstha's Dahiwadi College, Dahiwadi, Satara
    - iv. Goa Institute of Public Administration and Rural Development (GIPARD), Old Goa
    - v. Goa Institute of Public Administration and Rural Development (GIPARD), Old Goa
    - vi. Centre for Incubation & Business acceleration (CIBA), Verna, Goa
    - vii. The University of Porto & Goa University
    - viii. Manovikas English Medium School, Margao
  6. To strengthen Alumni 1<sup>st</sup> Step was taken to register alumni registration. The Principal Appealed to the alumni to come during the graduation ceremony to request the management to open the alumni association.
  7. Following Certificate courses were introduced during the year: Geospatial Technology, GIS Certificate Course in Pathological Techniques, 3D Animation, Multimedia, Business English Course, Portuguese, Applied chemistry, Creative Drawing and Painting, Photography, Videography, Video Editing, Sound Editing, Booking Keeping, Journalism
  8. To promote innovation and start – up culture a function was organised where the established entrepreneurs were called to present about their business start-up strategies. Students were also encourages to come up with their innovation ideas.  
Academic Council member Mr. Shirish Kotmire, Designated Partner, Seraphic Retail & Business Solutions LLP, Mumbai & Product Positioning, Business Model Innovation, New Venture Valuation, Mumbai had several mentoring sessions to start this culture.
  9. Workshop on Assessment mode I and II were organized to bring in uniformity in evaluation methods across the departments.



10. As per the decision to motivate faculty to undertake research cash awards were given for obtaining Ph.D. and faculty in publishing research paper with impact factor.

  
Dr. Nandkumar N. Sawant  
**IQAC CHAIRMAN**



  
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**2018-19**

## **ACTION TAKEN REPORT**

1. Formats of all the stakeholders were prepared and circulated to Alumni, parents and employers. Analysis and report was prepared accordingly.
2. Strategy adopted to collect data for different criteria was to create specific formats and circulate to various departments. Accordingly year-wise 2015 onwards excel sheet was prepared and on monthly basis data to be collected. Also Programme Outcomes (Pos) & Course Outcomes (Cos) for each department to be streamlined and approved in the BOS.
3.
  - a. In-order to strengthen feedback system it was resolved that depts./faculty to select certain parents whose wards have actively participated in academic and non academic activities.
  - b. Alumni feedback was taken from alumni teaching in various education institutions and also alumni nominated as members of the BOS. Each of the dept have collected feedback from 5 alumni.
  - c. Online feedback also was taken.
  - d. Format for best practises of the dept is collected.
  - e. Academic Administrative Audit (AAA) was discussed by the internal audit committee and it was resolved that an external committee to be appointed consisting of educationist /Principal/ Professor.
4.
  - a. Extension for submission of Self Study Report (SSR) was extended to December 2020 as the college will complete 5 five years of Autonomy.
  - b. Workshops on Course Outcome and Programme Outcomes were conducted and accordingly approved in the Academic Council and Governing Body.
  - c. Feedback process to be continued onwards the year and finally submit at the end of the academic year.

5. It was deliberated and discussed to collect feedbacks on continual basis.
6.
  - a. As a part of academic and research enhancement international collaboration with La Reunion University, France was signed under this MOU faculty and research students had exchange one faculty and one research scholar from the college visited University of La reunion, France. Two faculty from La Reunion, France visited our college.
  - b. NAAC Core committee for data collection was expanded by adding more members to facilitate data collection.
7.
  - a. Minutes of the meeting are uploaded on the college website under NAAC & IQAC icon.
  - b. All minutes of BOS and Cos and Pos uploaded on the website under academics.
  - c. Write up on MIS written.
  - d. All discrepancies in AQAR were identified and rectified accordingly by the Criteria heads.
8.
  - a. Email id: [iqac@chowgules.ac.in](mailto:iqac@chowgules.ac.in) was created for smooth functioning of the correspondence related to IQAC matters.
  - b. Plan for executing was prepared and submitted by each criteria coordinators.
  - c. Questionnaire for parents was prepared and circulated.
  - d. Examination reforms documented year wise and accordingly hand book was prepared.
  - e. Environmental audit done by Shubhankar Environmental Solutions.
  - f. Through DBT and NSS various environmental consciousness events were organized.
  - g. Students Satisfaction Survey has been conducted.
  - h. Purna Diwas was organized for the students of undergraduate programmes displayed and presented their research outcomes. There were basically four categories: Faculty of languages and Literature, Social Sciences, Life Sciences and Physical & Earth Sciences.
  - i. to improve the MHRD IIC star rating various activities were conducted and these activities have been put on various social media platforms.
  - j. proposal of the putting up ramps for disabled is proposed to management.
  - h. Students activity Zone created.
9.
  - a. Dr. Surendra Thakur Desai and Dr. Pitre from Gogate Joglekar College requested to do a presentation to understand the scoring pattern as per the new format of the NAAC as this college had under gone NAAC Accreditation recently. Ex-Principal V.R. Shirgurkar, a member of NAAC peer team, was also consulted for the same.


b. Members of the IQAC also downloaded SSR of different Autonomous College who scored A grade under new NAAC Assessment system to compare and bench mark


c. After the visit of the Management of Gogate Joglekar College the Principal, Dr. Nandkumar N, Sawant was invited to do a presentation on autonomy and experience of the college functioning under the Autonomous Status.

10. Students Satisfaction Survey (SSS) was conducted, compiled and presented in the Governing Body.

11. a.To keep the Spirit of CBCS it was decided in the meetings of statutory bodies that the student should be allowed to progress from one level, ensuring that they clear the core courses of the previous semester.

b. New list for preparation of NAAC report.

  
DR. Nandkumar N. Sawant  
**IQAC CONVENOR**

  
Shri. H.S.S. Nadkarni  
**IQAC COORDINATOR**

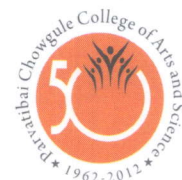
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## 2019-20 ACTION TAKEN REPORT

The broad agenda for the Internal Quality Assurance Cell (IQAC) for the year 2019-20:

1. Quality enhancement in teaching learning through reviews, feedbacks and creation of systems /policies.
2. Review of best practises, distinctiveness and innovations of the institution.
3. Emphasis on the use of technology, especially creating digital teachers.
4. Creation of Learning Outcome Based Curriculum Framework (LOCF) documents.

Actions taken are

1. A. The IQAC undertook task of reviewing the performance of all the newly appointed faculty. A ten point matrix was prepared for assessing these teachers in the domain of subject knowledge, students participation, teachers self confidence and delivery of lectures. Based on the feedbacks, workshops were conducted for improving the quality of teaching.  
B. Similarly feedbacks were taken from students, through students' satisfaction survey and teachers assessment feedback. Accordingly action was initiated by department in conducting sessions on career guidance, as suggested by the students.  
C. As per the UGC guidelines every institution needs to prepare a document on Learning Outcome Based Curriculum Framework (LOCF)
2. Series of IQAC meetings were held to identify distinctiveness and best practise of this institution. The IQAC listed ten such practices as under:
  - i. International Exchange programme and Global exposure.
  - ii. Multiple methods of teaching learning
  - iii. Decentralisation and evaluation process
  - iv. Research, Consultation and extension activities
  - v. Curriculum designing
  - vi. Policy formulation and implementation

Upgradation of infrastructure

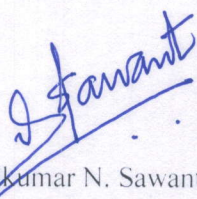
- vii. Students engagement
- viii. Community Outreach
- ix. Non Evaluative credits





3. The College has been always at the forefront in use of technology. However, there has been a constant effort to upgrade teachers in acquiring technological innovation in teaching. In view of this various training programmes were conducted for the faculty like use of OBS, online content development, using software for creation of contents. This enabled smooth transition adoption of online mode of teaching.
4. For streamlining procedures the IQAC undertook the initiative of formulating certain policy documents. To name a few
- i. Research promotion policy
  - ii. Consultancy policy
  - iii. Plagiarism Policy
  - iv. Star DBT Policy

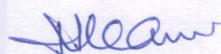
All Policies were approved by the Academic Council and the Governing body of the institution.



Dr. Nandkumar N. Sawant

**IQAC CHAIRMAN**





H. S. S. Nadkarni

**IQAC COORDINATOR**